



**Pacific Gas and
Electric Company**

Gas Information Bulletin

Title: Leak Survey Stamp

Check all appropriate boxes

<input type="checkbox"/> SAFETY ALERT	<input checked="" type="checkbox"/> GAS	<input checked="" type="checkbox"/> DISTRIBUTION	<input type="checkbox"/> SUBSTATION ENGR.
<input checked="" type="checkbox"/> MANDATORY COMPLIANCE	<input type="checkbox"/> ELECTRIC	<input checked="" type="checkbox"/> TRANSMISSION	<input type="checkbox"/> TRANS./SUB. M&C
<input type="checkbox"/> RECOMMENDED ACTIONS	<input type="checkbox"/> ESTIMATING	<input type="checkbox"/> OPERATIONS	<input type="checkbox"/> APPLICANT DESIGNER /
<input checked="" type="checkbox"/> INFORMATIONAL/CLARIFICATION	<input checked="" type="checkbox"/> MAPPING	<input type="checkbox"/> SERVICE	<input type="checkbox"/> CONSTRUCTION

The purpose of this bulletin is to implement the new version of the Leak Survey Stamp that is placed on the back of the gas plat sheets used in Leak Survey.

This bulletin revises the Leak Survey Stamp described in UO Standard S4110, **Leak Survey and Repair of Gas Transmission and Distribution Facilities**. The requirements of this bulletin will be incorporated into the next revision of the standard and the associated work procedures.

M&C division and district superintendents, as well as E&O mapping supervisors, shall ensure that their leak survey supervisors, T&D clerical personnel and mapping technicians are aware of and follow the requirements of this bulletin. Periodic audits by Company personnel may be conducted to ensure compliance with these requirements.

This revised version of the Leak Survey Stamp provides for more complete documentation of the leak survey. New fields include multiple lines of sample highlighter color, type and manufacturer of instrument used, wind speed twice a day, serial number of the leak survey instrument and check boxes for foot or mobile survey. The Leak Survey Stamp is to be placed on the back of each sheet used for leak survey.

The Leak Survey Stamp is available in two versions. Both are protected Word documents and are attachments to this bulletin. No rubber stamps will be provided. **Do not change or edit the stamp.**

Version 1 (Attachment 1):

This file (Leak_Survey_Stamps_Labels_Protected.doc) allows printing of two peel and stick labels per letter size sheet. Use this version for letter size sheets (8 ½" by 11") such as sections of a plat sheet.

Print this document on a regular letter size sheet of paper. Then use a photocopier to make copies onto the labels. Use Avery #5126 Shipping Labels which come in boxes of 200 sheets and are available from Office Max through normal office supplies ordering procedures. Once the labels are printed, stick them on the back of the leak survey plat sheets.

Version 2 (Attachment 2):

This file (Leak Survey Stamp_Full_Size_Protected.doc) allows printing directly onto the back of the leak survey reduced size (11" by 17") plat sheet. Use this version for reduced size plat sheets as it has more lines for data.

Begin using these new stamps immediately. Discard all previous stamps.

Approved by:

Robert Fassett

Date: 10/01/08

Author: [REDACTED]

If you have any questions about this bulletin, please call the employee(s) listed below:

Contact(s):

LAN ID(s):

Phone(s):

[REDACTED]

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