



**Pacific Gas and
Electric Company**

Gas Transmission Information Bulletin

Title: Record Retention of Gas Transmission Repairs Other Than Pipe

Check all appropriate boxes

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| <input type="checkbox"/> SAFETY ALERT | <input checked="" type="checkbox"/> GAS | <input checked="" type="checkbox"/> DISTRIBUTION | <input type="checkbox"/> SUBSTATION ENGR. |
| <input 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 checked="" type="checkbox"/> OPERATIONS | <input type="checkbox"/> APPLICANT DESIGNER / |
| <input checked="" type="checkbox"/> INFORMATIONAL/CLARIFICATION | <input type="checkbox"/> MAPPING | <input checked="" type="checkbox"/> SERVICE | <input type="checkbox"/> CONSTRUCTION |

Purpose

The purpose of this bulletin is to specify in one document the record retention requirements of repairs on all gas transmission facilities, other than pipe. Federal code CFR 192.709 states that the date, location, and description of each repair made to parts of the pipeline system, other than pipe, must be retained for at least 5 years or until the next patrol, survey, inspection, or test is completed, whichever is longer. Listed below are types of repairs other than pipe, the governing document, and the required retention timeframe specified in the document.

Information contained in this bulletin will be incorporated into a new work procedure under Utility Standard TD-40015, Gas Standards Documentation Requirements.

The Regulatory Support & Analysis Department (RS&A) within Gas Engineering has overall responsibility to implement the process described herein. Gas Transmission Maintenance and Construction (M&C) and Distribution Directors and Superintendents are responsible for ensuring employees in their departments understand and follow the record retention requirements.

Type of Repair	Governing Document	Record Retention
Repair/Replace Pipeline Marker	TD-4412P-07; Patrolling Pipelines & Mains	Life of Facility
Recoat/Repair Exposed Pipe	TD-4412P-07; Patrolling Pipelines & Mains	Life of Facility
Re-wrap/Re-coat Pipe/Fittings	S4110; Leak Survey & Repair of Gas Transmission and Distribution Facilities	Life of Facility
Repair/Replace Pipe Supports	TD-4412P-07; Patrolling Pipelines & Mains	Life of Facility
Valve Repair (including any component and/or associated equipment)	WP-4430-04; Gas Valve Maintenance Requirements & Procedures	5 years
Station Repair (regulators and any station equipment)	WP-4430-02; Gas Station Facilities Inspection, Testing & Maintenance Procedures. WP-4540-01; District Regulator Station Maintenance	10 years
Repair/Replace Anodes, wires, rectifiers	GS&S O-16; Corrosion Control of Gas Facilities	Life of Facility

Approved by:

Glen Carter

Date: January 15, 2010

Author: [REDACTED]

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

Contact(s):

LAN ID(s):

Phone(s):

