



QUALIFICATION EVALUATION

- Initial
- Subsequent

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|----------------------------|--|------------------|
| EMPLOYEE FULL NAME (PRINT) | | Last four of SS# |
| | | |

Job Title _____ Area _____ Work Location _____

Subtask Name Operate Valve Tee / Pin-Off - Tapping & Plugging Equipment (1" to 2") Subtask #: 06-12.00

SUBTASK OBJECTIVE: Using one or more of the below "Evaluation Methods", demonstrated the knowledge, skill and ability to perform this task following these qualification criteria.

| | Qualified |
|---|--------------------------|
| 1. Safety Requirements: | <input type="checkbox"/> |
| • Ability to identify and resolve abnormal operating condition(s) | |
| 2. Access, understand and apply the following Company Standard(s): | <input type="checkbox"/> |
| • Gas Standards - C-11, A-32, A-32.1 | |
| 3. Identify Pin Off / Valve Tee, Pipeline Material & Pipeline Pressure: | <input type="checkbox"/> |
| • Verify pipeline material | |
| • Verify pipeline pressure | |
| • Determine type and pressure rating of pin-off / valve tee | |
| 4. Select Appropriate Valves & Accessories: | <input type="checkbox"/> |
| • Determine when to use center punch | |
| • Select and install adapter (if required) | |
| • Select, install and operate valve | |
| 5. Select Appropriate Tapping Machine & Accessories: | <input type="checkbox"/> |
| • Select tapping machine | |
| • Select and install machine adapter | |
| • Select and install drill / shell cutter into tapping machine | |
| • Operate tapping machine | |
| 6. Select Appropriate Completion Machine & Accessories for Inserting Stem & Bushing: | <input type="checkbox"/> |
| • Select completion machine | |
| • Select and install machine adapter | |
| • Select and install inserter into completion machine | |
| • Insert stem and bushing | |
| 7. Valve Tee Operation: | <input type="checkbox"/> |
| • Operate valve tee | |
| 8. Select Appropriate Completion Machine & Accessories for Extracting Stem & Bushing from Tee on Mains 8" Diameter and Less: | <input type="checkbox"/> |
| • Select completion machine | |
| • Select and install machine adapter | |
| • Select and install extractor | |
| • Extract stem and bushing | |
| 9. Select Appropriate Completion Machine & Accessories for Extracting Stem & Bushing from Tee on Mains 10" Diameter and Greater: | <input type="checkbox"/> |
| • Select completion machine | |
| • Select and install machine adapter | |
| • Select and install extractor | |
| • Extract stem and bushing | |

EVALUATION METHODS (Check all that apply)

- Observation On-The-Job Performance Observation by Simulation Oral Test
 Observation by On-The-Job Training Written Base Test OTHER - Field Performance Audit

Comments / Actions:

_____ EVALUATOR'S NAME AND CORP ID _____ EVALUATOR'S SIGNATURE _____ DATE

6/23/05 version

OM&C/FSD - Mail completed **original** Qualification Evaluation form(s) to _____

CGT - Mail completed **original** Qualification Evaluation form(s) to _____

OM&C/FSD/CGT - Send copy to LGOQPC (Local Gas Operator Qualification Plan Coordinator)



Initial/Subsequent Evaluator Instructions

Subtask Name: Operate Valve Tee / Pin-Off Tee - Tapping & Plugging Equipment (1" to 2") Subtask#: 06-12.00

Evaluator must provide the following reference material(s):

- Abnormal Operating Condition (AOC) Job Aid
- Gas Standard
- Tapping a Valve Tee / Pin-off Tee Job Aid
- Stopping Off a Valve Tee / Pin-off Tee Job Aid
- Mueller EH-1 / EH-5 Drill Machine Job Aid

Note:

Using reference material(s) listed above, individuals must answer all questions correctly. If individual cannot provide the correct answer(s) or demonstrate performance after two additional attempts, the Evaluator should refer to the Operator Qualification Basic Plan Manual, Section 1.3.3.3 for further instructions.

Knowledge

| Criteria # | Requirement |
|------------|--|
| 1. | Review Annual Operator Qualification Job Aid and Abnormal Operating Conditions (AOC) with individual(s). |
| 2. | Provide individual with Operate Valve Tee / Pin-off Tee – Tapping and Plugging Equipment (1" – 2") Test. |

Performance

| | |
|---------|--|
| 3. – 9. | <p>Individual must perform checks as required on the Qualification Evaluation for each of these following method(s):</p> <ul style="list-style-type: none"> • Identify Pin Off / Valve Tee, Pipeline Material & Pipeline Pressure • Select Appropriate Valves & Accessories • Select Appropriate Tapping Machine & Accessories • Select Appropriate Completion Machine & Accessories for Inserting Stem & Bushing • Valve Tee Operation • Select Appropriate Completion Machine & Accessories for Extracting Stem & Bushing from Tee on Mains 8" Diameter and Less • Select Appropriate Completion Machine & Accessories for Extracting Stem & Bushing from Tee on Mains 10" Diameter and Less <p>Note: Skill must be demonstrated through simulation or actual field performance. Individual must verbalize each action step (bulleted items in Steps 3-9).</p> |
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