

Gas Transmission – Maintenance and Construction QUALIFICATION EVALUATION FORMS

This document contains all the required forms and tools to properly qualify an employee in the given OQ task. The following instructions will guide you in how to complete this process.

This document contains the following documents:

Pages 1 and 2: Official DOT input forms. This document is to be completed by an approved OQ Evaluator for the given task. Field supervisors are not to sign and submit this document unless they are an approved evaluator.

Page 3 : This table contains the required training requirements for either initial or subsequent OQ Evaluation. It specifies the required formal training, OJT (via FTO's) and performance testing (JPM's) that must be completed prior to OQ Evaluation.

Pages 4 – end: These contain the actual Field Training Outlines necessary to complete any required OJT and Job Performance Measurements (JPM's) associated with this task.
These must be completed prior to OQ Evaluation.

To complete the **OQ Process** follow these steps:

1. Go to the T drive and find the desired OQ folder for the given OQ task
T:\TRAINING\OPERATOR QUALIFICATION\ New Initial and Subsequent Forms
2. Determine if the employee requires initial or subsequent evaluation.
3. See page 3 of the document which specifies the required training.
4. Schedule the employee to complete any required formal training.
5. Working with your district MP, schedule the employee to complete any required OJT or testing (see pages 4 to the end)
6. If formal training, Field Training Outlines and JPM's are complete, contact [REDACTED] to schedule an evaluation. The primary role of the Evaluator is to assess knowledge, skills and abilities. They are not there to provide training.
7. Upon completion of OQ Evaluation, page 1 of this document is sent to [REDACTED] for processing. Do not send in this form directly to HR Learning Services.
8. The original DOT Form (page 1) is forwarded to HRLS by [REDACTED]. This notification is then input into Training Server and will appear on the DOT Operator Qualification Report for the employee's district. Maintenance Planning is also notified so that PLM (report 70) can be updated with current information.

The employee can now be properly scheduled to perform OQ associated work.



QUALIFICATION EVALUATION

- Initial
- Subsequent

EMPLOYEE FULL NAME (PRINT)		Last four of SS#

Job Title _____ Area _____ Work Location _____

Subtask Name Maintain / Operate Regulators and Monitors Subtask #: 14-02.00

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 Standard – UO Standard S5351 and CGT 4432	
3. Map Reading:	<input type="checkbox"/>
• Locate & identify regulator using operating diagram or facility drawing	
• Verify operating diagram or facility drawing is accurate	
4. Inspection & Operation:	<input type="checkbox"/>
• Inspect associated piping condition for leakage and corrosion	
• Operate isolation valves & lubricate if applicable	
• Check mechanical operation & range ability of regulating or limiting device	
• Check operation of pilot loop assembly	
• Return equipment to operating set point	
• Verify isolation valves have been returned to normal operation and secured in the open position, if applicable	
5. Operation Procedures:	<input type="checkbox"/>
• Knowledge of regulating or limiting device and related component troubleshooting procedures	
• Documentation of regulating or limiting device maintenance or operations completed	

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
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4/3/08 version

OM&C/FSD - Mail completed **original** Qualification Evaluation form(s) to [redacted] Room B101 @ 3301 Crow Canyon Rd, San Ramon, CA.

ED M&C GT - Mail completed **original** Qualification Evaluation form(s) to [redacted] 1980 Santa Ana Rd., Hollister, CA.95023

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



Initial/Subsequent Evaluator Instructions

Subtask Name: Maintain / Operate Regulators and Monitors Subtask#: 14-02.00

Evaluator must provide the following reference material(s):

- Abnormal Operating Condition (AOC) Job Aid
- Gas Standard

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 Maintain / Operate Regulators and Monitors Test.

Performance

3. – 5.	<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"> • Map Reading • Inspection & Operation • Operation Procedures <p>Note: Skill must be demonstrated through simulation or actual field performance. Individual must verbalize each action step (bulleted items in Steps 3-5).</p>
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4/3/08 version

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GSMTS Operator Qualification Training Requirements

<u>District Regulators</u> <u>Task 14-02</u> <u>Operation and Maintenance</u>	<u>Initial Qualification</u> ⁽¹⁾	<u>Initial Qualification</u> ⁽²⁾	<u>Subsequent Qualification</u> ⁽³⁾
<u>I. Recommended Training Or Equivalent</u> GAS_0114 Learning Srvc's or Equivalent	Must follow the Company/Union Program 	Required	Optional
<u>II. Text and Reference Review</u>		Required: Text and References listed in Training Binder FTO that pertain to all of Vol. 2 TB 3-2	Required: Review UO Standard S5351 and all applicable Job Aids listed in this FTO.
<u>III. On-The-Job Training</u> Job Performance Measure JPM		Required: JPM Vol. 2 TB 3-2.1 thru TB 3-2.5	Required: JPM Vol. 2 TB 3-2.4
<u>IV. Academic Requirements</u>		No further requirement (Testing completed with training)	Subsequent OQ Test
<u>V. Documentation</u>	Original OQ forms kept in San Ramon; Original JPM's kept in District's training file.		

⁽¹⁾ Employee new to PG&E (also pertains to an existing ED M&C GT Journeyman advancing to the next classification in the training program).

⁽²⁾ PG&E Journeyman with task in base classification but is not Operator Qualified to do the task.

⁽³⁾ PG&E Journeyman currently Operator Qualified in the task.

Supports OQ tasks: 14-02, 16-01

Objective	Trainee Name: [Click here and enter name]
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The trainee will be able to correctly perform the tasks associated with District Regulators. Performance shall also be consistent with all applicable company procedures and policies.

OJT Instructions	OJT Hours Guideline: 80 hours
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Reviewer’s Role – A qualified reviewer (journeyperson or equivalent) will guide the trainee in completing the objectives for each sub task in this outline. Work with the trainee by discussing, explaining, or performing as necessary the concepts associated with each sub task.

Trainee’s Role – Under direction of a qualified reviewer, the trainee will perform the sub tasks described below to prepare for completing a Job Performance Measure.

OJT Process Steps

1. GMS reviews FTO requirements with SME.
2. GMS determines Sub tasks & OJT hours.
3. GMS schedules with WMS.
4. SME and Trainee complete OJT hours.
5. Completed –signed FTO is returned to GMS.
6. GMS verifies completed FTO.
7. GMS schedules JPM.

Text and References:

- Gas Bulletin 164, Testing of Gas Transmission Monitor Valves
- TPC Training Guides 271, 273, 274, 281, 282, 309, 310
- UO Standards:
 - S4125.1, Setpoints, Overpressure Protection Devices
 - S4432, Station Inspection, Testing and Maintenance
 - S5351, District Regulator Maintenance

Trainee Materials:

Safety Requirements:

- In performance of these tasks, be able to identify and resolve any abnormal operating conditions.
- Wear the appropriate clothing and use all personal safety equipment (PPE).
- Provide work protection.
- Code of Safe Practices Section 13.

Company Standards and Guidelines:

- In performing these tasks, adhere to all company standards and guidelines.
- Verify that equipment maintenance schedules follow approved guidelines.

Major Sub Tasks:

- | | |
|--|--|
| Vol 2 TB 3-2.1 Overview of District Regulator Sets | Vol 2 TB 3-2.3 Pilot Regulators |
| Vol 2 TB 3-2.2 Class “A” Inspections | Vol 2 TB 3-2.4 Class “B” Inspections |
| | Vol 2 TB 3-2.5 Inspect/ Test Relief Valves |

Supports OQ tasks: 14-02, 16-01

Sub Task Vol 2 TB 3-2.1 Overview of District Regulator Sets

Objective: The trainee will be able to correctly switch between the lead and standby runs on a parallel district regulator set.

Demonstrate and/or explain how to:

- identify equipment components of a typical district regulator set (both single and parallel sets).
- determine the maximum allowable operating pressure for the system being supplied.
- ensure proper setpoints.
- verify lockup status.
- check that overpressure protection is proper for each run.
- check key items: filters, dryers, check valves, relief valves, regulators, monitors, and pressure switches.
- change lead and standby runs on a parallel set.
- document all findings.

Hours Recommended	OJT Hours Received*	Trainee	Reviewer	Date																				
20 Hours	<table border="1"> <tr> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	[Initials]	[Initials]	[Date]
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															

Supports OQ tasks: 14-02, 16-01

Sub Task Vol 2 TB 3-2.2 Class “A” Inspections

Objective: The trainee will be able to correctly perform a Class “A” Inspection of a district regulator set.

Demonstrate and/or explain how to:

- review facility diagram for relief identification.
- verify that diagram is up to date.
- verify that relief capacity calculations are still valid.
- use Company operating diagram or facility P&ID to identify equipment.

Class A Inspection-External -- demonstrate and/or explain:

- for District Regulator Station with a permanent pressure recorder, pressure checks:
 - 3- point check (zero and operating pressure).
 - 3-point calibration with a test gauge (zero, operating pressure, and upper range) every 4 years.
- for non-farm tap-type District Regulator Stations; nominal 24 hr recorded pressure check.
- filter/strainer differential pressure test.

Demonstrate and/or explain how to inspect:

- a vault cover including area around vault.
- for presence of gas in vaults using CGI.
- for general condition of related equipment.
- associated piping for leakage and corrosion.
- locking devices present and operating.

Demonstrate and/or explain how to perform operating tests:

- check regulating devices for settings and control.
- cause monitor to operate.
- test reliefs.
- test auto shutoffs.
- verify levels of liquid seal reliefs.
- clear and inspect control vent lines.

Demonstrate and/or explain how to perform valve inspections:

- check and operate regulator and emergency valves.
- lubricate where required.
- operate isolation valves and lubricate if applicable.

Note: After inspection / testing, return all valves and equipment to normal position.

Hours Recommended	OJT Hours Received*	Trainee	Reviewer	Date
20 Hours	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	[Initials]	[Initials]	[Date]

Supports OQ tasks: 14-02, 16-01

Sub Task Vol 2 TB 3-2.3 Pilot Regulators

Objective: The trainee will be able to correctly explain the function of a pilot regulator in the overall operation of a district regulator set.

Demonstrate and/or explain the purpose and uses of a pilot regulator valve in a district regulator set.

Hours Recommended	OJT Hours Received*	Trainee	Reviewer	Date																				
20 Hours	<table border="1"> <tr> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	[Initials]	[Initials]	[Date]
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Sub Task Vol 2 TB 3-2.4 Class “B” Inspections

Objective: The trainee will be able to correctly:

- explain the purpose of a Class “B” Inspection.
- perform inspection and operation of pressure regulating and limiting devices.

Demonstrate and/or explain how to:

- use a company operating diagram or facility P&ID to identify equipment.
- perform Class B- Internal Inspections on:

For pilot regulators:

- internally inspect filters, strainers, dehydrators, screens.
- identify pilot valve scoring or wear.
- test for mechanical operation.

For control and vent lines:

- disconnect and clear lines.
- pressurize vent lines at 1-2 psi and soap test lines for leaks.
- remove and examine filters for foreign matter.

For main components (main and standby regulators, monitors, and relief valves):

- inspect diaphragm / globe valve assembly.
- for all others: disassemble and inspect device according to manufacturer's guidelines.
- inspect diaphragm and chamber for leakage.
- check mechanical operation and range ability of regulator / limiting devices.
- troubleshoot regulator / limiting device.

Note: After completion of inspections, return all valves to their “normal” positions.

Hours Recommended	OJT Hours Received*	Trainee	Reviewer	Date																				
20 Hours	<table border="1"> <tr> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> <tr> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> <td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td> </tr> </table>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	[Initials]	[Initials]	[Date]
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>															

Supports OQ tasks: 14-02, 16-01

Sub Task Vol 2 TB 3-2.5 Inspect/ Test Relief Valves

Objective: The trainee will be able to correctly check and adjust the setpoint on a relief valve.

Demonstrate and/or explain:

- the maximum allowable operating pressure of the system to be supplied.
- maximum overpressure limits (maximum permissible downstream pressure, H-70)
- why it is critical not to exceed the overpressure limit when testing a relief.
- the required review for relief valve capacity as indicated on Part 1 of the H-70 form.
- how to use the supply regulator or a portable nitrogen gas bottle to check “as found” settings.
- how to recognize when a relief valve is defective.
- how to adjust, overhaul, and/or replace a station relief, supply rack relief, district regulator relief, unit relief valve, or pressure vessel as needed.
- how to document the results.

Hours Recommended	OJT Hours Received*	Trainee	Reviewer	Date
20 Hours	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	[Initials]	[Initials]	[Date]

Supports OQ tasks: 14-02, 16-01

Operator Qualification – Job Performance Measure			
Trainee Name		Corp ID	SSN
Last	First	4 digits	Last 4 digits
Location		Headquarters or District Name	

Directions: This form documents the Job Performance Measures of the named trainee. Upon completion, the results will be put into the Operator Qualification database. The Evaluator will:

- observe the tasks as they are performed or described and rate the results.
- stop a task if the participant’s actions will endanger life or equipment.

Safety Requirements:

- In performance of these tasks, be able to identify and resolve any abnormal operating conditions.
- Wear the appropriate clothing and use all personal safety equipment (PPE).
- Provide work protection.
- Code of Safe Practices Section 13.

Sub Task Vol 2 TB 3-2.1 Overview of District Regulator Sets

Task Element	Evaluation Method P = Perform S = Simulate D = Describe	Results S = Satisfactory U = Unsatisfactory NA = Not Applicable	Evaluator Initials Date
Switch between the lead and standby runs on a parallel district regulator set.	Method <input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> D	Results <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> NA	Initials Date

Standard: The trainee can correctly:

- identify equipment components of a typical district regulator set (both single and parallel sets).
- ensure proper setpoints.
- check lockup status.
- check that overpressure protection is proper for each run.
- check key items: filters and dryers, check valves, relief valves, regulators, monitors, and pressure switches.
- demonstrate how to change lead and standby runs on a parallel set.
- document all findings and actions.



Operator Qualification – Job Performance Measure					
Trainee Name		Corp ID	SSN	Location	
Last	First	4 digits	Last 4 digits	Headquarters or District Name	

Sub Task Vol 2 TB 3-2.2 Class “A” Inspections

Task Element	Evaluation Method P = Perform S = Simulate D = Describe	Results S = Satisfactory U = Unsatisfactory NA = Not Applicable	Evaluator Initials Date
Perform a Class “A” inspection of a district regulator set.	Method <input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> D	Results <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> NA	Initials Date

Standard: The trainee can correctly:

- review a facility diagram for relief identification.
 - verify that a facility diagram is up to date.
 - verify that relief capacity calculations are still valid.
 - use company operating diagram or facility P&ID to identify equipment.
- perform a Class A inspection – external:
- For District Regulator Station with a permanent pressure recorder, perform pressure checks:
 - 3- point check (zero and operating pressure).
 - 3-point calibration with a test gauge (zero, operating pressure, and upper range) every 4 years.
 - for non-farm tap type District Regulator Stations; nominal 24 hr recorded pressure check.
 - filter/strainer: perform differential pressure test.
- perform a visual inspection:
- of a vault cover including area around vault.
 - for presence of gas in vaults using a CGI.
 - for general condition of related equipment.
 - of associated piping for leakage and corrosion.
 - for locking devices present and operating.
- perform operating tests:
- check regulating devices for settings and control.
 - cause monitor to operate.
 - test reliefs.
 - test auto shutoffs.
 - verify levels of liquid seal reliefs.
 - clear and inspect control vent lines.
- perform valve inspections:
- check and operate regulator and emergency valves.
 - lubricate as required.
 - operate isolation valves and lubricate if applicable.

Note: After inspection / testing, return all valves and equipment to normal position.

Operator Qualification – Job Performance Measure				
Trainee Name		Corp ID	SSN	Location
Last	First	4 digits	Last 4 digits	Headquarters or District Name

Directions: This form documents the Job Performance Measures of the named trainee. Upon completion, the results will be put into the Operator Qualification database. The Evaluator will:

- observe the tasks as they are performed or described and rate the results.
- stop a task if the participant’s actions will endanger life or equipment.

Safety Requirements:

- In performance of these tasks, be able to identify and resolve any abnormal operating conditions.
- Wear the appropriate clothing and use all personal safety equipment (PPE).
- Provide work protection.
- Code of Safe Practices Section 13.

Sub Task Vol 2 TB 3-2.3 Pilot Regulators

Task Element	Evaluation Method P = Perform S = Simulate D = Describe	Results S = Satisfactory U = Unsatisfactory NA = Not Applicable	Evaluator Initials Date
Explain the function of a pilot regulator in the overall operation of a district regulator set.	Method <input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> D	Results <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> NA	Initials Date
Standard: The trainee can correctly explain the purpose and uses of a pilot regulator valve in a regulator set.			

Operator Qualification – Job Performance Measure					
Trainee Name		Corp ID	SSN	Location	
Last	First	4 digits	Last 4 digits	Headquarters or District Name	

Directions: This form documents the Job Performance Measures of the named trainee. Upon completion, the results will be put into the Operator Qualification database. The Evaluator will:

- observe the tasks as they are performed or described and rate the results.
- stop a task if the participant’s actions will endanger life or equipment.

Safety Requirements:

- In performance of these tasks, be able to identify and resolve any abnormal operating conditions.
- Wear the appropriate clothing and use all personal safety equipment (PPE).
- Provide work protection.
- Code of Safe Practices Section 13.

Sub Task Vol 2 TB 3-2.4 Class “B” Inspections

Explain the purpose of a Class B inspection.	Method	Results	Initials
	<input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> D	<input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> NA	Date

Standard: The trainee can correctly:

- use a company operating diagram or facility P&ID to identify equipment.
- perform Class B internal inspections of the following:
 pilot regulators:
 - internally inspect filters, strainers, dehydrators, screens.
 - be able to identify pilot valve scoring or wear.
 - test for mechanical operation.
 control and vent lines:
 - disconnect and clear lines.
 - soap test vent lines pressurized at 1-2 psi.
 - remove and examine filters for foreign matter.
 main components (main and standby regulators, monitors, and relief valves):
 - diaphragm / globe valve assembly.
 - all others: disassemble and inspect according to manufacturer’s guidelines.
 - diaphragm and chamber; inspect for leakage.
 - check mechanical operation and range ability of regulator/limiting devices.
 - troubleshoot regulator/limiting device.

Note: After completion of inspections, return all valves and equipment to “normal” positions.

Operator Qualification – Job Performance Measure			
Trainee Name		Corp ID	SSN
Last	First	4 digits	Last 4 digits
Location		Headquarters or District Name	

Directions: This form documents the Job Performance Measures of the named trainee. Upon completion, the results will be put into the Operator Qualification database. The Evaluator will:

- observe the tasks as they are performed or described and rate the results.
- stop a task if the participant’s actions will endanger life or equipment.

Safety Requirements:

- In performance of these tasks, be able to identify and resolve any abnormal operating conditions.
- Wear the appropriate clothing and use all personal safety equipment (PPE).
- Provide work protection.
- Code of Safe Practices Section 13.

Sub Task Vol 2 TB 3-2.5 Inspect/ Test Relief Valves

Task Element	Evaluation Method P = Perform S = Simulate D = Describe	Results S = Satisfactory U = Unsatisfactory NA = Not Applicable	Evaluator Initials Date
Check and adjust the setpoint on a relief valve	Method <input type="checkbox"/> P <input type="checkbox"/> S <input type="checkbox"/> D	Results <input type="checkbox"/> S <input type="checkbox"/> U <input type="checkbox"/> NA	Initials Date

Standard: The trainee can correctly:

- state the maximum allowable operating pressure of the system to be supplied.
- state the maximum overpressure limits (maximum permissible downstream pressure, H-70).
- explain why it is critical not to exceed the overpressure limit when testing a relief.
- explain the required review for relief valve capacity as indicated on part I of the H-70 form.
- use the supply regulator or a portable nitrogen gas bottle to check for “as found” settings.
- explain how to recognize when a relief valve is defective.
- adjust, overhaul, and/or replace a station relief, supply rack relief, district regulator relief, unit relief valve, or pressure vessel as needed.
- document the results.

Link to Gas Bulletin 164, "Testing of Gas Transmission Monitor Valves":

<http://www.wedm3/cgi-bin/getdocTDM.asp?itemid=003756623>

Link to UO Standard S4125.1, "Setpoints, Overpressure Protection Devices":

<http://www.wedm3/cgi-bin/getdocTDM.asp?itemid=003673750>

Link to UO Standard S4432, "CGT Station Inspection, Testing, and Maintenance Procedures":

http://tildocs/techlib/manuals/uo_standards/cgt4432.htm

Link to UO Standard S5351, "District Regulator Station Maintenance":

<http://www.wedm3/cgi-bin/getdocTDM.asp?itemid=971990077>