
2.1 Performance-Based Qualification

2.1.1 Introduction

This part contains performance-based evaluation templates. The templates are used when assessing the skill and knowledge levels of potential and incumbent individuals who will perform covered tasks on gas pipeline facilities without the supervision of a person qualified to perform the covered tasks.

Covered task is defined as a task that is:

- performed on a pipeline facility;
- an operations or maintenance task;
- performed pursuant to a requirement in 49 CFR Part 192 or Part 195; and
- affects the operation or integrity of the pipeline.

2.1.2 Initial Qualification—Job Performance Evaluations

Initial Qualification is the qualification, completed at any time, for individuals who were not performing a covered task on a regular basis prior to the effective date of the Operator Qualification Rule, August 27, 1999.

This process requires the functional department and/or HR-Learning Services to observe and complete a job performance evaluation before a person performs a covered task. Local supervision may perform Initial Evaluation upon approval of SGOQPC.

2.1.2.1 Refer to Part V – Reference Documents, Initial Qualification Process

2.1.3 Subsequent Qualification—Job Performance Evaluations

Subsequent Qualification is the qualification completed after a transitional or initial qualification. No subsequent qualification will be done before the compliance date of the Operator Qualification Rule, October 28, 2002. Subsequent qualification is done at an interval defined in Part 1, 1.2.6.1.

This process requires the functional department and/or HR-Learning Services to observe and complete a job performance evaluation for employees who perform covered tasks. Local supervision may perform Subsequent Evaluation upon approval of SGOQPC.

2.1.3.1 Refer to Part V – Reference Documents, Subsequent Qualification Process

2.1.4 Transitional Qualification

See Part III of this plan.

2.1.5 Intervals

Employees will be required to re-qualify for covered tasks as scheduled not to exceed five (5) years.

2.1.6 Evaluation Methods

The following table represents acceptable methods of evaluating individuals performing covered tasks.

| Evaluation Method | Initial Qualification | Subsequent Qualification |
|---------------------------------|--|---|
| Written exam | YES | YES |
| Oral exam | YES | YES |
| Work Performance History Review | May not be used as the sole evaluation method. | May not be used as the only evaluation method after 10/28/02. |
| Observation: | | |
| • on-the-job performance | YES | YES |
| • on-the-job training | YES | YES |
| • simulation | YES | YES |
| • other | YES | YES |

2.2 Roles and Responsibilities

2.2.1 System Gas Operator Qualification Plan Coordinator

The Director of Gas Distribution & Technical Services appoints a company SGOQPC who is responsible for:

- maintaining the PG&E Gas Operator Qualification Plan and its policies on a company level
 - reviewing the plan periodically and updating it as needed
-

2.2.2 Local Gas Operator Qualification Plan Coordinator

The LGOQPC is responsible for contacting the SGOQPC, their functional department, and HR_Learning Services when:

- adding individuals to the plan
 - removing individuals to the plan
 - reasons exist to suspect an individual performing a covered task may have contributed to an incident
-

2.2.3 Local Supervision

Local supervision is responsible for conducting a qualification evaluation when:

- adding individuals to the plan
 - reasons exist to suspect that an individual performing a covered task may have contributed to an incident.
 - reasons exist to support that an individual is no longer qualified to perform covered tasks
-

2.3 Affected Classifications

2.3.1 Affected Classifications – Title 200

These are the Title 200 classifications affected by the Operator Qualification Rule.

Note

Not everyone in the classification may perform a covered task and would not be affected by the OQ Rule.

| | |
|--|---|
| Gas Crew Leader - Welding | Gas Service Representative |
| Gas Crew Leader – Non-Welding | Reserve Gas Service Representative |
| Gas Mechanic | Relief Service Operator |
| Fitter Arc | Meter Readers |
| Fitter | Service Mechanic |
| Apprentice Fitter | Gas Control Technician |
| Fieldperson Classifications | Measurement and Control Mechanic |
| Equipment Operator | Apprentice Measurement & Control Mechanic |
| Heavy Equipment Operator | Apprentice Compressor Mechanic |
| Heavy Truck Driver | Corrosion Mechanic |
| Utility Field Clerk | Field Meterperson |
| Utility Worker | Chartperson |
| Underground Construction Foreman - Gas | |
| Underground Construction Journeyman - Gas | |
| Underground Construction Foreman - Electric | |
| Underground Construction Journeyman - Electric | |

2.3.2 Affected Classifications – Title 300

These are the Title 300 classifications affected by the Operator Qualification Rule.

Note

Not everyone in the classification may perform a covered task and would not be affected by the OQ Rule.

| | |
|-----------------------------------|-------------------|
| Working Foreman (A, B and C) | Backhoe Operator |
| Apprentice Arc Welder | Truck Driver |
| Arc Welder | Street Fitter |
| Carpenter | Fieldperson |
| Driller | Gas Mechanic |
| Driller Working Foreman (B and C) | Gas Technician |
| Equipment Operator | Utility Worker |
| Labor Foreman | Painter (A and B) |
| Misc. Equipment Operator | Crane Operator |
| Tractor Operator | |

2.3.3 Affected Classifications – Title 200/300 CGT

These are the Title 200/300 California Gas Transmission classifications affected by the Operator Qualification Rule.

Note

Not everyone in the classification may perform a covered task and would not be affected by the OQ Rule.

| | |
|---|--|
| Gas Transmission Technician | Senior Operator-Mechanic |
| Gas Control Technician | Relief Senior Operator-Mechanic |
| Lead Gas Transmission Technician | Relief Operator |
| Lead Gas Transmission Mechanic | Lead Senior Gas Transmission Operator |
| Lead Gas Control Technician | Lead Operator Mechanic |
| Lead Transmission Mechanic (I and II) | Lead Senior Operator Mechanic |
| Lead Gas Control Technician (I and II) | Relief Lead Senior Gas Transmission Operator |
| Apprentice Gas Control Technician - GSM | Relief Lead Senior Operator |
| Mechanic Welder | Lead Operator Mechanic (I and II) |
| Machinist | Utility Leadperson Topock |
| Transmission Mechanic (I and II) | Senior Maintenance Assistant |
| Apprentice Transmission Mechanic | Maintenance Assistant (I and II) |
| Corrosion Mechanic | Utility Worker GSM |
| Operator-Mechanic | Senior Gas Transmission Operator |
| Relief Operator-Mechanic | Relief Gas Transmission Operator |
| Operator Mechanic (I and II) | Gas Transmission Operator |