



COVERED TASK ADDITION REVIEW

New Gas Standard: This form is used as a tool by Gas Distribution to communicate a new Gas Standards and/or Company Standard Practices and Bulletins so that a review can be made by the SGOQPC (System Gas Operator Qualification Plan Coordinator) to determine if the new Standard will produce new work procedures meeting the criteria of covered work procedures. The SGOQPC in coordination with line organizations, functional departments and Learning Services will review the proposed changes and determine their impact.

Summary of New Gas Standards and/or Company Standard Practices and Bulletins:

Contact/Writer Signature: _____ Date: _____

SGOQPC Review:

Does the work procedure required to implement the new Gas Standards and/or Company Standard Practices and Bulletins meet the criteria for a covered task? (An activity must meet all four of the requirements to qualify as a covered task).

- Is the activity performed on a pipeline facility?
- Is it an operations or maintenance task?
- Is it performed as a requirement of CFR 192?
- Does it affect the operation or integrity of the pipeline?

SGOQPC Review:

Impact Yes/No: _____ If yes, indicate action required:

Task Title: _____ Task Number: _____

- | | |
|--|--|
| <input type="checkbox"/> Rewrite of Task/Subtask | <input type="checkbox"/> Formal Retraining |
| <input type="checkbox"/> Requalification | <input type="checkbox"/> Local Tailboard |
| <input type="checkbox"/> Update U O Standard S4450 | <input type="checkbox"/> Revise Utility Task/Subtask List |
| <input type="checkbox"/> Revise Summary Sheet | <input type="checkbox"/> Revise Qualification Check-Off List |
| <input type="checkbox"/> Revise Qualification Sheet (Initial/Subsequent) | <input type="checkbox"/> Revise Job Aids |
| <input type="checkbox"/> Revise Annual Review Job Aid | <input type="checkbox"/> Revise Evaluator's Handbook |
| <input type="checkbox"/> Revise DOT Gas Basic Plan | <input type="checkbox"/> Revise Audit Tool |
| <input type="checkbox"/> Revise Web Site | <input type="checkbox"/> Update Training Server |

COVERED TASK ADDITION REVIEW, Continued

Affected Classifications:

Job Classification	Job Classification Code	Job Classification	Job Classification Code

Process Start Date: _____ Process Completion Date: _____

SGOQPC Signature: _____ Date: _____