1.0 PURPOSE

To establish a uniform procedure for preparing and filing reports to the California Public Utilities Commission which are required by §141.2 and §141.3 of General Order 112.

2.0 WORK REPORTABLE TO CPUC

2.1 Paragraph 141.2 requires the company to report the proposed construction of any new pipeline, or the reconstruction or reconditioning of an existing pipeline where the total estimated cost of the project is $250,000 or more, and which includes any pipe which will operate at a hoop stress of 20% or more of the specified minimum yield strength (SMYS) of the pipe. Reportability is based on the total cost of the project, not just the cost of the pipe which is designed to operate at 20% or more of SMYS. The total cost includes, from the job estimate face sheet, the gross financial costs plus any added costs to install and/or remove revolving stock (net), and to install and/or remove services. These jobs must be reported to the CPUC at least 30 days prior to the start of construction.

2.2 Paragraph 141.3 requires the Company to report the uprating of a section of pipeline under the following conditions:

2.2.1 Any uprating of a pipeline operating at 20% or more of SMYS or an uprating to a pressure which produces a hoop stress of 20% or more of SMYS.

2.2.2 An uprating of a distribution system from an MAOP of 60 psig or less to an MAOP greater than 60 psig.

2.2.3 The conversion of a low-pressure distribution system to a high-pressure distribution system. This conversion is not reportable only when accomplished by connecting the service lines individually to a higher pressure main, and fewer than 300 customers are affected.

These upratings must be reported to the CPUC at least 30 days prior to the time of the uprating.

2.3 Paragraph 141.3 requires the Company to report a decrease in the established MAOP of a pipeline operating or to be operated at a hoop stress of 20% or more of the SMYS of the pipe. The reduction must be reported to the CPUC not later than 30 days after the MAOP is reduced.

REGISTERED PROFESSIONAL ENGINEER CHARLES J. TATEOSIAN No. 10689 MECHANICAL STATE OF CALIFORNIA

APPROVED BY										
BFO	RFD	5	8/28/86	Add.Par. 5.10; Rev'd Par's 3.2, 3.3, & 5.4						
PAL		4	1/28/86	Add.Par 5.3; Renum; Rev'd Par's 2.1,2.2,3,4,2.1.4.4, 5.1,5.2,5.4,5.6,Forms I,II,III; Del Par 5.9 of Rev 3						DAW/PAL/CJT
	CJT	REV.	DATE	DESCRIPTION	GM	DWN.	CHKD.	SUPV.	APVD.	

GM	PIPING - REQUIREMENTS WORK REPORTABLE TO THE CPUC GAS STANDARD		B/M
SUPV.			DWG. LIST
DSGN.			SUPSDS
DWN.			SUPSD BY
CHKD.			SHEET NO. 1 of 5 SHEETS
O.K.			DRAWING NUMBER 088048 / REV. 5
DATE 8/20/84 / SCALE	PACIFIC GAS AND ELECTRIC COMPANY SAN FRANCISCO, CALIFORNIA		MICROFILM

96671

81-4344 (REV. 1-76) PRINTED ON DIEPO NO. 1020 CLEARPRINT 11-80

2.4 Form I of Standard A-34.1 is to be prepared and attached to every job where there is a potential for the job to be reportable, to verify that the reporting requirements have been reviewed, and that a determination has been made that the job is, or is not, reportable to the CPUC.

2.5 When a job has been determined to be reportable to the CPUC, a copy of Form II of Standard A-34.1 is to be prepared and attached to the job.

3.0 PROCEDURES

3.1 The Manager, Gas System Design, must be advised of proposed work reportable under Paragraphs 2.1 and 2.2 above, at least 45 days prior to the time the construction work is to start or the facilities are to be uprated.

*3.2 A request to decrease an MAOP, as covered by paragraph 2.3 is to be sent to the Manager, Gas System Design prior to establishing the lower MAOP. After reviewing the request with Gas System Planning, the Manager, Gas System Design, shall prepare a letter for the signature by the Vice President, ~~Gas Operations~~, advising the CPUC of the new lower MAOP. The MAOP can be lowered after the Region or PLO receives a copy of the letter to the CPUC.

GAS AND ELECTRIC TECHNICAL SERVICES

*3.3 When notification is received under Paragraphs 3.1 and 3.2 above, the Gas System Design Department will prepare the filing and a letter of transmittal to the CPUC, for signature by the Vice President, ~~Gas Operations~~. GAS AND ELECRIC TECHNICAL SERVICES

4.0 INFORMATION REQUIRED

4.1 For a job to be reported under Paragraph 2.1 (over $250,000 and to operate at greater than 20% SMYS), the following information must be included:

4.1.1 Description and purpose of the proposed facility.

4.1.2 Specifications covering the pipe selected for installation, route map segregating incorporated areas, terrain profile sketches indicating maximum and minimum elevations for each test section of pipeline, and, when applicable, reasons for use of casing or bridging where the minimum cover will be less than specified in paragraph 192.317.

4.1.3 Maximum allowable operating pressure for which the line is being constructed, class locations, and design factors.

* Paragraph Revised

4.1.4 Fluid and test pressure to be used during proof strength testing.

4.1.5 Protection of pipeline from hazards as indicated in paragraphs 192.317 and 192.319 of G.O. 112-D.

4.1.6 Protection of pipeline from external corrosion.

4.1.7 Estimated cost with supporting detail.

4.1.8 In addition to the general arrangement drawing of the installation, a map showing the location of the work with respect to other well defined landmarks may be appropriate.

4.2 It is not necessary to submit a set of construction drawings with the filing to the CPUC. However, construction drawings should be available to the CPUC in the field, and it is desirable to have these drawings on a uniform format. To accomplish this, the form and the necessary information should be as outlined below:

4.2.1 The Land and Gas System Design Departments currently use a standardized drawing sheet for pipeline design drawings. This drawing sheet can be obtained from the Gas System Design Department, Administrative Services Group Supervisor, extension 3202. Request Pipeline Plan and Profile blank sheet (4 sizes). It is recommended that you use these drawing sheets for all transmission lines and for 12-inch diameter and larger distribution lines.

4.2.2 Construction drawings should show plan and profile views of the pipeline. All data called for on the drawing should be supplied, including the type of welding inspection to be used, i.e., visual or radiographic inspection, and where appropriate, the percentage of welds which are to be radiographically inspected. The Design Criteria Stamp provides a place for this information. Note that the drawing form provides a space for entering the test and welding inspection requirements. The drawings should provide details of tie-in piping and of any other fittings, valves, or facilities other than pipe. Two copies of the drawings shall be sent to Gas System Design for review. One copy will be signed by the Manager of Gas System Design and returned to the Region responsible for the project. The second copy will be kept on file in Gas System Design.

4.2.3 A copy of the proposed test procedure should accompany the material submitted to the Gas System Design Department. A copy of the Strength Test Pressure Report and a reference to Gas Standard A-34 will be adequate unless there are special test conditions. Where these exist, a special test procedure detailing the requirements should be prepared and submitted.

4.3 For an uprating job reportable to the CPUC the following information must be provided.

INCLUDING THE LEAK HISTORY AND WHETHER STEEL PIPE IS UNDER CATHODIC PROTECTION

4.3.1 The location of the work.

4.3.2 The new MAOP to be established, including the reason why the higher pressure is necessary.

4.3.3 The ~~age~~ YEAR OF INSTALLATION, condition, material, ~~and size~~ SPECIFICATION, LENTH, DIAMETER of the pipe being uprated. AND WALL THICKNESS

4.3.4 Steps taken to determine the capability of the pipe to withstand the increased pressure.

4.3.5 The method to be used in uprating the system.

4.3.6 A map of the facilities involved.

4.4 An uprating procedure must be prepared and must be submitted to the CPUC. Where possible the procedure should be submitted with the filing. If it is not available at the time the filing is made, it should be submitted to the Gas System Design Department so that it can be forwarded to the CPUC at least two weeks prior to the uprating.

4.4.1 The uprating procedure must be prepared and followed for every uprating, whether or not the job is reportable to the CPUC.

4.4.2 GAS STANDARD AND SPECIFICATIONS A-34.2 GIVES MINIMUM REQUIREMENT FOR PROCEDURE TO UPRATES MAINS AND SERVICES FROM LOW PRESSURE TO HIGH PRESSURE

4.5 The following information must be supplied for a job involving a reduction in the MAOP of a line or system.

4.5.1 Description of the system.

4.5.2 Reason for lowering the MAOP.

5.0 RESPONSIBILITY

5.1 The Engineer responsible for the design of a facility shall determine whether the work is reportable to the CPUC. The Engineer shall document whether work is reportable by preparing Form I. When reportable, the Engineer shall prepare a notification, which includes information required by Paragraph 4.0 and a copy of Form I, and send the notification to the Project Coordinator and the Gas System Design Department. The original copy of Form I shall be attached to the job estimate.

5.2 Any person making changes to an estimate involving the pipe, the cost, or the MAOP of a facility shall determine whether these changes make the job reportable to the CPUC. Where changes are made

5.3 ANY PERSON MAKING SIGNIFICANT CHANGES TO A PROJECT WHICH HAS ALREADY BEEN REPORTED SHALL NOTIFY GAS SYSTEM DESIGN OF THE CHANGE. A-34.1 THE GAS SYSTEM DESIGN DEPARTMENT WILL NOTIFY THE CPUC OF THE CHANGE EITHER VERBALLY OR BY A LETTE

which make a job reportable to the CPUC, the person making the changes shall document that fact by preparing a copy of Form I and transmitting it to the Engineer, the Project Coordinator, and the Gas System Design Department. SIGNED BY TH VICE PRESIDEN -GAS AND ELECTRIC TECHNIC SERVICES.

5.4 The Project Coordinator is responsible for assuring that all of the necessary notifications are made. The Project Coordinator shall prepare and maintain current, a copy of Form II to document that necessary notifications are made.

*5.5 Gas System Design is responsible for preparing the filing to the CPUC, which will be made by letter from the ~~Gas Operations Department.~~ GAS AND ELECTRI TECHNICAL SERVICE Once a job has been formally filed with the CPUC, Gas System Design will maintain contact with the CPUC staff to keep them advised of the work schedule on a project, and the scheduling of any tests to be performed. All such contacts with the CPUC staff will be documented, using Form III, by the person making the contact. After contacting the CPUC, a copy of Form III shall be sent to the Project Coordinator for his use in maintaining Form II.

5.6 Before a job is started, the Project Coordinator and the supervisor responsible for construction shall verify that the filing has been made with the CPUC, and that 30 days have elapsed from the time the filing was made. Form II shall be used to verify that the necessary notifications have been made.

5.7 The Project Coordinator shall advise Gas System Design Department seven (7) days prior to the start of construction and seven (7) days prior to conducting any reportable tests so that the CPUC may be notified. All such contacts with the CPUC staff shall be documented using Form III, by the person making the contact. Each time an entry is made on Form III, a copy of the form shall be sent to the Project Coordinator for his use in maintaining Form II.

5.8 Once the Commission has been advised of a test, the test may proceed on the day scheduled, whether or not a Commission Representative is present.

5.9 The Responsible Engineer has the responsibility to assure that the facility is designed in accordance with G.O. 112-D, and that the necessary test report forms are prepared and accompany the job. Form II shall be prepared to document this.

5.10 The supervisor responsible for construction has the responsibility to see that the facility is constructed and tested in accordance with all applicable Company standards and G.O. 112-D.

**5.11 The supervisor responsible for construction shall not start construction, or proceed with a test or an uprating, until he has received confirmation from the project coordinator that the CPUC has been notified.

* Paragraph Revised
** Paragraph Added

WORK REPORTABLE TO THE CPUC	PG&E CO. SHEET 5 OF 5 SHEETS	DRAWING NUMBER 088048	REV. 5

A-34.1
FORM I
1/14/86

REVIEW OF PROPOSED WORK
TO DETERMINE IF IT IS REPORTABLE
TO CPUC

JOB DESCRIPTION_____

LOCATION_____

REGION_____ DIVISION_____

ESTIMATE NUMBER_____

JOB AUTHORIZATION/WORK ORDER NUMBER_____

WORK REPORTABLE TO CPUC: YES___ NO___

IF REPORTABLE, REPORT REQUIRED BECAUSE:

A) § 141.2 PROPOSED CONSTRUCTION_____

TOTAL ESTIMATED COST_____

HIGHEST % SMYS AT MAOP_____

B) § 141.3 CHANGE IN MAOP_____

PRESENT MAOP_____

PROPOSED MAOP_____

VERIFICATION BY PROJECT COORDINATOR: NAME_____ DATE_____

IF REPORT TO CPUC IS REQUIRED, A COPY OF THE FORM "WORK REPORTABLE TO CPUC, LOG OF NOTIFICATIONS", IS TO BE ATTACHED TO THE JOB.

NOTE: IF ANY CHANGE IS MADE TO A NON-REPORTABLE JOB WHICH INCREASES THE COST, OR THE STRESS LEVEL AT WHICH THE PIPE WOULD OPERATE, THE WORK MUST BE REVIEWED AGAIN TO DETERMINE IF IT IS REPORTABLE.

A-34.1
FORM II
1/14/86

WORK REPORTABLE TO CPUC
LOG OF NOTIFICATIONS

JOB DESCRIPTION_____

LOCATION_____

REGION_____ DIVISION_____ GM/WO. NO._____

REASON FOR CPUC NOTIFICATION: MAJOR CONST.___ UPRATING ___ PROPOSED START DATE_____

A. FORMAL NOTIFICATION 30 DAYS PRIOR TO CONSTRUCTION

1. DIVISION TO REGION: DATE _____ BY_____

1. REGIONAL OFFICE TO GSDD: DATE _____ BY_____

2. CPUC ADVISED: DATE_____

3. CPUC VERIFICATION: DATE_____ FROM_____ FILE NO._____

B. VERBAL NOTIFICATION ONE WEEK (7 DAYS) PRIOR TO START OF CONST.

PROPOSED START DATE _____ AREA/GC FOREMAN_____ DATE_____

DIVISION OFFICE ADVISE REGION: DATE_____ BY_____

REGION OFFICE ADVISE GSDD: DATE _____ BY_____ TO_____

GSDD CONFIRM CPUC NOTIFICATION: DATE_____ BY_____ TO_____

NOTIFICATION CONFIRMED TO FOREMAN: DATE_____ BY_____

C. VERBAL NOTIFICATION ONE WEEK PRIOR TO EACH TEST OR UPRATING

PROPOSED DATE OF TEST/UPRATING_____

INITIATED BY AREA/G.C. FOREMAN NAME _____ DATE_____

G.C./DIVISION GENERAL FOREMAN
NAME_____ DATE_____

LEAD G.C./DIVISION ENGINEER
NAME_____ DATE_____

NOTE: WORK IS NOT TO PROCEED UNTIL CONFIRMATION COPY RECEIVED VERIFYING THAT CPUC HAS BEEN NOTIFIED.

GSDD: SEND TWO (2) COPIES TO REGIONAL COORDINATOR

DIVISION COORDINATOR ADVISED
NAME_____ DATE_____

DIVISION GENERAL FOREMAN
NAME_____ DATE_____

DIVISION GAS ENGINEER
NAME_____ DATE_____

REGIONAL COORDINATOR
NAME_____ DATE_____

GSDD ADVISED BY
NAME_____ DATE_____

CPUC ADVISED BY
NAME_____ DATE_____

CONFIRMATION OF CPUC NOTIFICATION
BY_____ DATE_____

CPUC TO WITNESS: YES __ NO __

CONFIRMATION RECEIVED BY REGIONAL COORDINATOR THAT CPUC HAS BEEN NOTIFIED
NAME_____ DATE_____ FROM_____

CONFIRMATION RECEIVED BY DIVISION COORDINATOR THAT CPUC HAS BEEN NOTIFIED
NAME_____ DATE_____ FROM_____

*DIVISION TO SUBMIT (3) COPIES OF DRAWINGS, AND TEST OR UPRATING PROCEDURE WITH FORMAL NOTIFICATION

FILE NO._____

A-34.1
Form III
~~01/14/86~~

VERIFICATION OF VERBAL NOTIFICATION
TO CPUC

TO BE PREPARED BY GAS SYSTEM DESIGN ENGINEER FOR EACH VERBAL NOTIFICATION GIVEN TO CPUC STAFF.

JOB DESCRIPTION:_____

_____

_____

CPUC FILE NUMBER:_____

REGION:_____ DIVISON:_____ JOB AUTHORIZATION/WO NO._____

REQUEST FOR VERBAL NOTIFICATION FROM_____ DATE_____

PROPOSED WORK:

A) START OF CONSTRUCTION_____ DATE_____

B) HYDRO TEST_____

C) UPRATING_____

D) OTHER_____

UPRATING PROCEDURE PROVIDED TO CPUC STAFF: DATE_____

CPUC STAFF REPRESENTATIVE NOTIFIED:

NAME:_____ DATE_____

STAFF WILL WITNESS: YES_____ NO_____ UNDECIDED_____

GSDD ENGINEER MAKING NOTIFICATION_____

COPY SENT TO_____ IN REGION

DATE_____ BY_____