GENERAL REQUIREMENTS WORK REPORTABLE TO THE CALIFORNIA PUBLIC UTILITIES COMMISSION

A-34.1

Department:	Technical Services	**Section:**	Gas Engineering and Planning
Approved by:	[redacted]	**Date:**	06-04-98

Rev. #02: This document replaces Revision #01. For a description of the changes, see Page 4.

Purpose and Scope

This gas standard establishes uniform procedures for preparing reports required by General Order (G.O.)112-E, Sections 125 and 126, and California Public Utilities Commission (CPUC) Resolution SU-38, dated February 7, 1996. It also establishes the procedures for filing the reports with the CPUC.

Definitions of Reportable Work

1. Report work when constructing a new pipeline, or reconstructing or reconditioning an existing pipeline that:
   A. At the proposed maximum allowable operating pressure (MAOP), will operate at a hoop stress of 20 percent or more of the specified minimum yield strength (SMYS) of the pipe.
   B. Will cost $2.5 million (financial) or more.
2. Report work when increasing the MAOP of pipeline systems as outlined below:
   A. Uprating a pipeline to a pressure that produces a hoop stress of 20 percent or more of the SMYS.
   B. Uprating 2,500 feet or more of distribution main from a MAOP of 60 pounds per square inch gauge (psig) or less, to a MAOP of more than 60 psig.
   C. Uprating by converting 5,000 feet or more of a low-pressure distribution main, operating at a standard customer delivery pressure (does not require service regulators) to a high-pressure distribution main, operating in excess of standard customer delivery pressure (requires service regulators).

      Exception: Work is not reportable when converting a segment of a distribution system serving 300 or fewer customers by connecting the service lines individually to a higher-pressure main.
3. Report work when test failures occur while strength testing a pipeline that will be operated at a hoop stress of 20 percent or more of the SMYS of the pipe used.
4. Report work when using a Clock Spring wrap to repair defects in pipeline operating at 40 percent or more of SMYS.

Responsibility

5. The responsible engineer for the project shall determine whether or not the proposed work is reportable to the CPUC according to the parameters specified in this document.
   A. The responsible engineer or designee shall prepare and assemble the specified reports and drawings along with the 30-day written reports required by the CPUC.
   B. Gas Engineering and Planning personnel shall review the 30-day written reports and associated documentation and submit the finalized paperwork to the CPUC.
   C. Gas Engineering and Planning personnel shall monitor all reportable work and issue status reports, as needed.
   D. Line organizations shall provide timely feedback to Gas Engineering and Planning regarding the current status of reportable projects under their respective jurisdictions (e.g., scope and schedule changes). Correspondence should be sent by email to GAS CPUC REPORT.

Thirty-day Written Notification Report to the CPUC

6. Reports for applicable new construction, reconstruction, or reconditioning jobs must be submitted to the CPUC 30 days before construction begins. Reports must be signed by the Vice President of Distribution Engineering and Planning before they are forwarded to the CPUC. In order to ensure that reports are filed in a timely manner, it is

necessary that Gas Engineering and Planning personnel receive accurate and complete engineering reports, written in the specified format, no later than 45 days before the start of construction. Late reports to the CPUC may result in postponing construction or require writing a letter to the CPUC explaining why the report was late.

A. Reports to the CPUC must contain the following information.

1. The construction project's job title.
2. An introductory paragraph referencing the section of G.O. 112-E requiring the report and a brief description of the scope of work. Include the following information in the scope of work section of the document.
   - A description of and the purpose for the proposed work.
   - The specification of the pipes selected for installation.
   - The MAOP for which the line is being constructed.
   - The test fluid and test pressure to be used during strength testing. This sub-section must refer to Gas Standards A-34 and A-37, as applicable. The effects of elevation variation on test pressure must be defined on the strength test pressure report.
   - The measures taken to protect the pipeline from hazards as indicated in 49 Code of Federal Regulations (CFR) 192, Paragraphs 192.317 and 193.319.
   - The measures taken to protect pipeline from external corrosion.
   - The reasons for using casing or bridging where the minimum cover will be less than specified in 49 CFR 192, Paragraph 192.327.
   - The estimated financial cost of the project.
   - The estimated start of construction date.
   - Include the name and telephone number of construction project's contact person.
3. A general arrangement drawing of the pipeline installation. This drawing must show the route of the pipeline and identify the class locations and required design factors for each segment of the pipeline requiring different design factors.
4. A vicinity map showing the location of the work with respect to other well-defined landmarks.

B. It is not necessary to include a set of construction drawings when submitting the 30-day report to the CPUC. These construction drawings should be available upon request.

   Construction drawings must show plan and profile views of the pipeline and include all other required data. For a description of required construction drawing content, format, technical reviews, and professional engineering reviews, see Gas Standard A-34.

7. Reports for uprate projects must be submitted to the CPUC 30 days before beginning an uprate. Reports must be signed by the Vice President of Distribution Engineering and Planning before they are forwarded to the CPUC. In order to ensure that reports are filed in a timely manner, it is necessary that Gas Engineering and Planning personnel receive accurate and complete engineering reports, written in the specified format, no later than 45 days before the start of the uprate. Late reports to the CPUC may result in postponing the uprate or require writing a letter to the CPUC explaining why the report was late.

A. Reports to the CPUC must contain the following information.

1. The uprate project's job title.
2. An introductory paragraph referencing the section of G.O. 112-E requiring the report and a brief description of the scope of work. Include the following information in the scope of work section of the document.
   - The MAOP before uprating and after uprating.
   - A description of and the purpose for the uprating.
   - The steps taken to ensure the pipeline is able to withstand a planned pressure increase.
   - The specifications of the pipes to be uprated. Include the pipe's age, physical condition, and any leak history.

- The estimated start date of the uprating.
- A statement ensuring that the increased line pressure meets the requirements of G.O. 112-E and 49 CFR 192.
- Include the name and telephone number of the uprate's contact person.

B. It is not necessary to include a copy of the detailed uprate procedure when submitting the 30-day report to the CPUC. These procedures should be available upon request. Gas Standard A 34.2 contains a sample low-pressure to semi-high or high-pressure uprate procedure.

8. Reports for Clock Spring wrap repair projects should be submitted to the CPUC 30 days before beginning the project. Reports must be signed by the Vice President of Distribution Engineering and Planning before they are forwarded to the CPUC. In order to ensure that reports are filed in a timely manner, it is necessary that Gas Engineering and Planning personnel receive accurate and complete engineering reports, written in the specified format, no later than 45 days before the start of the project. Late reports to the CPUC may result in postponing the project or require writing a letter to the CPUC explaining why the report was late.

   A. Reports to the CPUC must contain the following information.

      1. The Clock Spring wrap project's job title.
      2. An introductory paragraph referencing the section of Resolution SU-38 that requires the report and a brief description of the scope of work. Include the following information in the scope of work section of the document.

         - A description of and the purpose for the Clock Spring wrap project.
         - The Clock Spring wrap project's location.
         - The Clock Spring wrap project's estimated start date.
         - A statement that the Clock Spring wrap is being installed using procedures recommended by the manufacturer.
         - A statement that the Clock Spring wrap is being installed according to the GRI WRAP program. The GRI WRAP program is a computer program developed by the Gas Research Institute (GRI) to determine whether or not Clock Spring wrap provides a reliable repair in specific instances.
         - A statement that the Clock Spring wrap is being installed according to the GRI plan. This plan includes excavating and evaluating a statistical sample of sites at two year intervals, recording the results, and sending the reports to the CPUC.
         - A statement that the scheduled, non-emergency installation of Clock Spring wrap will be reported to the Utility Safety Branch (USB) by telephone, facsimile, or U.S. mail, allowing the USB staff enough time to schedule an inspection of the work site(s).
         - A statement that individuals installing Clock Spring wrap are trained and certified in installation procedures either by the Clock Spring Company or by trained and certified Clock Spring Company representatives.
         - If Clock Spring wrap is used in an area that is damaged by corrosion, include a paragraph that:
           - Determines the cause of corrosion.
           - Explains the remedies that have, are, or will be applied to prevent the spread of corrosion.
         - Include the name and telephone number of a contact person who can provide information concerning the Clock Spring wrap project.

Test Failures

Reports for test failures, as required in "Definitions of Reportable Work," Statement 3, Page 1 of this document, shall be submitted on Department of Transportation Form RSPA F7100.1 for distribution lines and Department of Transportation Form RSPA F7100.2 for transmission and gathering lines.

General Requirements Work Reportable to the California Public Utilities Commission

References	Document
Latest Edition Updated by DOT RSPA	49 CFR 192
Latest Edition Issued by the CPUC	General Order 112-E
Design and Test Requirements	Gas Standard A-34
Uprating Procedures, Low Pressure to High Pressure	Gas Standard A-34.2,
Hydrotesting Procedure	Gas Standard A-37

Revision Notes

Revision 02 has the following changes:

1. This revised document includes a new section on Clock Spring wrap repair projects because of recent company approval of this type of repair.
2. The CPUC's email address has been updated on Page 1.
3. This document is part of Change 43.