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GENERAL REQUIREMENTS WORK REPORTABLE TO THE CALIFORNIA PUBLIC UTILITIES COMMISSION

A-34.1

Department: Gas Distribution and Technical Services **Section:** Gas Engineering and Planning

Approved by: [redacted] **Date:** 03-31-04

Rev. #03: This document replaces Revision #02. For a description of the changes, see Page 5.

Purpose and Scope

This gas standard establishes uniform procedures for preparing reports required by G.O.112-E, Sections 125, 126, and 162.3, and CPUC Resolution SU-38, dated February 7, 1996. It also establishes the procedures for filing the reports with the CPUC.

Acronyms

CFR: *Code of Federal Regulations*
CPUC: California Public Utilities Commission
DOT: Department of Transportation
G.O.: General Order
GRI: Gas Research Institute
LNG: liquefied natural gas
MAOP: maximum allowable operating pressure
psig: pounds per square inch gauge
RSPA: Research and Special Programs Administration
SMYS: specified minimum yield strength
U.S.: United States
USB: Utility Safety Branch

References	Document
DOT *Code of Federal Regulations,* Latest Edition	49 CFR Parts 192 and 193
CPUC General Order 112-E, Latest Edition	G.O. 112-E
Piping Design and Test Requirements	Gas Standard A-34
Uprating Procedure, Low Pressure to High Pressure	Gas Standard A-34.2
Hydrostatic Testing Procedure	Gas Standard A-37

Definitions of Reportable Work

1. Report work when constructing a new pipeline, or reconstructing or reconditioning an existing pipeline, that meets both of the following conditions:

   A. At the proposed MAOP, will operate at a hoop stress of 20% or more of the SMYS of the pipe, and

   B. Will cost $2.5 million (financial) or more.

   Note: For the purpose of Item 1 above, "pipeline" work is limited to the installation, relocation, or reinforcement of line pipe. If a project includes both pipeline work and associated non-pipeline related work, such as station regulation and controls, station piping, main-line valve work, or other capital or expense related non-pipeline work, apply only the direct "pipeline" work costs toward the $2.5 million financial threshold when determining whether a project is reportable.

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% or more of the SMYS.

   B. Uprating 2,500' or more of distribution main from a MAOP of 60 psig or less to a MAOP of more than 60 psig.

C. Uprating by converting 5,000' 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% or more of the SMYS of the pipe used.
4. Report work when using a Clock Spring wrap to repair defects in a pipeline operating at 40% or more of SMYS.
5. Report work when constructing a permanent LNG facility or when locating or relocating a mobile and temporary LNG facility.

Responsibility

6. 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 written reports required by the CPUC.
   B. Gas Engineering and Planning employees shall review the written reports and associated documentation, and submit the finalized paperwork to the CPUC.
   C. Gas Engineering and Planning employees 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.

30-Day Written Notification Report to the CPUC

7. 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 lead director of 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 employees 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 subsection 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 CFR 192, Paragraphs 192.317 and 193.319.
         - The measures taken to protect the pipeline from external corrosion.
         - The reasons for using casing or bridging where the minimum cover will be less than that 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 the 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.

8. Reports for uprate projects must be submitted to the CPUC 30 days before beginning an uprate. Reports must be signed by the lead director of 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 employees 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 determine the capability of the pipeline to withstand the planned pressure increase.
      - The estimated start date of the uprating.
      - 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.

9. 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 lead director of 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 employees 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 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 2-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 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 the 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 been, 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.

90-Day Written Notification Report to the CPUC – Permanent LNG Facility Installation

10. Reports of construction of new, permanent LNG facilities must be submitted to the CPUC 90 days before construction begins. The lead director of Engineering and Planning must sign reports 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 employees receive accurate and complete reports, written in the specified format, no later than 15 calendar weeks before the start of construction.
    A. Reports to the CPUC must contain the following information:
        (1) The construction project's job title.
        (2) An introductory paragraph referencing G.O. 112-E, Section 162.3, requiring the report and a brief description of and the purpose for the proposed work.
        (3) A location description.
    B. It is not necessary to include a set of construction drawings when submitting the 90-day report to the CPUC. These construction drawings should be available upon request.

2-Week Written Notification Report to the CPUC – Mobile and Temporary LNG Facilities

11. Except in an emergency, reports of siting mobile and temporary LNG facilities must be submitted to the CPUC at least 2 weeks before locating or relocating the facilities at a temporary location. The lead director of Engineering and Planning must sign reports 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 employees receive accurate and complete reports, written in the specified format, no later than 3 calendar weeks before locating or relocating the facilities at a temporary location. In the case of an emergency, provide as much advance notice as possible.
    A. Reports to the CPUC must contain the following information:
        (1) An introductory paragraph referencing 49 CFR §193.2019, requiring the report and a brief description of and the purpose for the proposed work.
        (2) A location description, including to the extent practical, all of the following:
            - Details of the siting,
            - Leakage containment or control,
            - Fire fighting equipment, and
            - Methods employed to restrict public access.

Test Failures

Reports for test failures, as required in the "Definitions of Reportable Work" section, Item 3 on Page 2 of this gas standard, shall be submitted on DOT Form RSPA F7100.1 for distribution lines and DOT Form RSPA F7100.2 for transmission and gathering lines.

Revision Notes

Revision 03 has the following changes:

1. Added the "Acronyms" section.
2. Clarified that both conditions (Items 1A and 1B in the "Definitions of Reportable Work" section on Page 1) need to be satisfied to consider the work as reportable to the CPUC.
3. Added definition of "pipeline" projects that require project notification in Item 1 on Page 1.
4. Added Item 5 on Page 2 and Items 10 and 11 on Page 4 listing permanent and temporary LNG facility reporting requirements.
5. This document is part of Change 54.