# PUBLIC AWARENESS PROGRAM EFFECTIVENESS INSPECTION SPECIFIC INFORMATION

# **Control Information**

Inspection Start Date*:	2/27/14					
Inspection End Date*:		2/27/14				
OpID:	842					
Parent Operator Name:	Air Liquide					
Unit ID (s):	Kalama					
State/Other ID:						
Activity Record ID No.						
Address of Company Official*:	Company	Tim Bruce,				
2700 Post Oak Blvd	Official*:					
Suite 1800	Title*:	VP of Primary Production				
Houston, TX 77056	Phone Number*:	713-624-8154				
	Fax Number:					
	Email Address*:					
Web Site:						
Total Mileage (from page 3)*:	2.03					
Total Mileage in HCA:	0					
Number of Services (For	0					
Distribution):						
Alternate MAOP (80%	0					
Rule):						
No. of Special Permits:	0					

Initial Date of Public Awareness Program*:	Kalama not included until 2013
Title of Current PAP*:	Air Liquide PAP
Current PAP Version*:	10-12-2013
Current PAP Date*:	

Post Inspection Information			
Date Submitted for Approval:			
Director Approval:			
Approval Date:			

# \* Required field

In 2012, during a standard inspection, a probable violation was written because Air Liquid's WA pipeline was not included in the PAP and as a result no requirements were met. In 2013 Air Liquide included WA in the PAP. At or near that time, the Air Liquide PAP employee moved on, leaving the PAP temporarily with no administrator. In WA, Air Liquide has 42 Affected Public – General Business; Affected Public- Residential Lot -1; Emergency Officials – 29; Excavators – 86; Farmers – 12; Public Officials – 59 and School Districts – 1.

Persons Interviewed*	Title/Organization*	<b>Phone Number</b>	Email Address
Bobby Skelton	Manager Field	(713) 438-6351	Bobby.skelton@Airliquide.com
	Operations		

To add rows, press TAB with cursor in last cell.

External Support Entity Name*	Part of Plan and/or Evaluation*	Phone Number	Email Address

To add rows, press TAB with cursor in last cell.

Inspector Representative(s)*	PHMSA/State*	Region/State*	Email Address	Lead*
Patti Johnson	WA		Pjohnson@utc.wa.gov	⊠Y □N
				☐ Y ☐ N
				Y N
				☐ Y ☐ N
				Y N

To add rows, press TAB with cursor in last cell.

<sup>\*</sup> Required field

# Mileage Covered by Public Awareness Program (by Company and State)

Based on the most recently submitted annual report, list each company and subsidiary separately, broken down by state (using 2-letter designation). Also list any new lines in operation that are not included on the most recent annual report. If a company has intrastate and/or interstate mileage in several states, use one row per state. If there are both gas and liquid lines, use the appropriate table for intrastate and/or interstate.

Jurisdictional to Part 192 (Gas) Mileage (Interstate)

Company Name (Gas Operator)	Operator ID	Product Type*	State*	Int <b>er</b> state Gathering Mileage*	Int <b>er</b> state Transmission Mileage	Int <b>er</b> state Distribution Mileage^*	Remarks (new or in HCA)

(To add rows, press TAB with cursor in last cell.)

**Jurisdictional to Part 192 (Gas) Mileage (Intrastate)** 

					0		
Company Name (Gas Operator)	Operator ID	Product Type*	State*	Int <b>ra</b> state Gathering Mileage*	Int <b>ra</b> state Transmission Mileage*	Int <b>ra</b> state Distribution Mileage^*	Remarks (new or in HCA)
Air Liquide	842	Hydroge n gas	WA		3.02		
		11 gus					

(To add rows, press TAB with cursor in last cell.)

Jurisdictional to Part 195 (Hazardous Liquid) Mileage (Interstate)

Company Name (Liquid Operator)	Operator ID	Product Type*	State*	Int <b>er</b> state Transmission Mileage*	Remarks (new or in HCA~)

(To add rows, press TAB with cursor in last cell.)

Jurisdictional to Part 195 (Hazardous Liquid) Mileage (Intrastate)

Company Name (Liquid Operator)	Operator ID	Product Type*	State*	Int <b>ra</b> state Transmission Mileage*	Remarks (new or in HCA~)

(To add rows, press TAB with cursor in last cell.)

# **Total Mileage:**

- 1. Supply company name and Operator ID, if not the master operator from the first page (i.e., for subsidiary companies).
- 2. Use OPS-assigned Operator ID. Where not applicable, leave blank or enter N/A
- 3. Use only 2-letter State codes, e.g., TX for Texas.
- 4. Enter number of applicable miles in applicable columns. (Only positive values. No need to enter 0 or N/A.)
- ^ Please do not include Service Line footage. This should only be MAINS.
- \* Required Field
- Use Total HCA as reported on annual reports.

Please provide a comment or explanation for each inspection question.

# 1. Administration and Development of Public Awareness Program

#### 1.01 Written Public Education Program

Does the operator have a written continuing public education program or public awareness program (PAP) in accordance with the general program recommendations in the American Petroleum Institute's (API) Recommended Practice (RP) 1162 (incorporated by reference), by the required date, except for master meter or petroleum gas system operators?

# (Reference: § 192.616 (h); § 195.440 (h))

- Verify the operator has a written public awareness program (PAP).
- Review any Clearinghouse deficiencies and verify the operator addressed previous Clearinghouse deficiencies, if any, addressed in the operator's PAP.
- Identify the location where the operator's PAP is administered and which company personnel is designated to administer and manage the written program.
- Verify the date the public awareness program was initially developed and published.

S – Satisfactory (explain)*	Comments:		
U - Unsatisfactory (explain)*	Bullet 1: WA was not included in the original PAP, it was included in the 2013 PAP.		
N/A - Not Applicable (explain)*	it was included in the 2013 I AI.		
N/C – Not Checked (explain)*	Bullet 2: NA		
	Bullet 3: Program administered at Air Liquide Headquarters		
	Bullet 4: On Revision Log		
Check exactly one box above. * Required field			

#### 1.02 Management Support

Does the operator's program include a statement of management support (i.e., is there evidence of a commitment of participation, resources, and allocation of funding)?

### (Reference: § 192.616 (a); § 195.440 (a); API RP 1162 Section 2.5 and 7.1)

- Verify The date the public awareness program was initially developed and published was not provided with the PAP. Determine how management participates in the PAP.
- Verify that an individual is named and identified to administer the program with roles and responsibilities.
- Verify resources provided to implement public awareness are in the PAP. Determine how many employees involved with the PAP and what their roles are.
- Determine if the operator uses external support resources for any implementation or evaluation efforts.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1 In PAP is the management support letter and participation methods
N/A - Not Applicable (explain)*	and participation methods
N/C – Not Checked (explain)*	Bullet 2 and 3: Section 3 identifies Bobby Skelton.
	Bullet 4: Section 5.1 of PAP

Check exactly one box above. * Required field	ne box above. * Required field
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### 1.03 Unique Attributes and Characteristics

Does the operator's program clearly define the specific pipeline assets or systems covered in the program and assess the unique attributes and characteristics of the pipeline and facilities?

# (Reference: § 192.616 (b); § 195.440 (b); API RP 1162 Section 2.7 and Section 4)

- Verify the PAP includes all of the operator's system types/assets covered by PAP (gas, liquid, HVL, storage fields, gathering lines etc).
- Identify where in the PAP the unique attributes and characteristics of the pipeline and facilities are included (i.e. gas, liquids, compressor station, valves, breakout tanks, odorizer).

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1 and 2: in Section 4
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	
Check exactly one box above. * Required field	

#### 1.04 Stakeholder Audience Identification

Does the operator's program establish methods to identify the individual stakeholders in the four affected stakeholder audience groups: (1) affected public, (2) emergency officials, (3) local public officials, and (4) excavators, as well as affected municipalities, school districts, businesses, and residents?

#### (Reference: § 192.616 (d), (e), (f); § 195.440 (d), (e), (f); API RP 1162 Section 2.2 and Section 3)

- Identify how the operator determines stakeholder notification areas and distance on either side of the pipeline.
- Determine the process and/or data source used to identify each stakeholder audience.
- Select a location along the operator's system and verify the operator has a documented list of stakeholders consistent with the requirements and references noted above.

Affected public	
☐ Emergency officia	ls
Public officials	
☐ Excavators	

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: Section 5.3
N/A - Not Applicable (explain)*	Bullet 2: Paradigm uses US Postal Services
N/C – Not Checked (explain)*	
	Bullet 3: Section 5
Check exactly one box above. * Required field	

# 1.05 Message Frequency and Message Delivery

Does the operator's program define the combination of messages, delivery methods, and delivery frequencies to comprehensively reach all affected stakeholder audiences in all areas in which the operator transports gas, hazardous liquid, or carbon dioxide?

Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Sections 3-5)  Identify where in the operator's PAP the combination of messages, delivery methods, and delivery frequencies are included for the following stakeholders:  Affected public Emergency officials Public officials Excavators	
S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: Section 6 and 7
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	

#### 1.06 Written Evaluation Plan

Does the operator's program include a written evaluation process that specifies how the operator will periodically evaluate program implementation and effectiveness? If not, did the operator provide justification in its program or procedural manual?

# (Reference: § 192.616 (c), (i); § 195.440 (c), (i))

Check exactly one box above. \* Required field

- Verify the operator has a written evaluation plan that specifies how the operator will conduct and evaluate self-assessments (annual audits) and effectiveness evaluations.
- Verify the operator's evaluation process specifies the correct frequency for annual audits (1 year) and effectiveness evaluations (no more than 4 years apart).
- Identify how the operator determined a statistical sample size and margin-of-error for stakeholder audiences' surveys and feedback.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: Section 12
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	Bullet 2: Section 12
	Bullet 3: In Paradigms report titled Effectiveness Measurement Statistics and report
Check exactly one box above. * Required	field

# 2. Program Implementation

# 2.01 English and other Languages

Did the operator develop and deliver materials and messages in English and in other languages commonly understood by a significant number and concentration of non-English speaking populations in the operator's areas?

#### (Reference: § 192.616 (g); § 195.440 (g); API RP 1162 Section 2.3.1)

• Determine if the operator delivers material in languages other than English and if so, what languages.

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- Identify the process the operator used to determine the need for additional languages for each stakeholder audience.
- Identify the source of information the operator used to determine the need for additional languages and the date the information was collected.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1 - 3: Section 6, Appendix F
N/A - Not Applicable (explain)*	Builet 1 - 3. Section 6, Appendix 1
N/C – Not Checked (explain)*	
Check exactly one box above. * Required field	

# 2.02 Message Type and Content

Did the messages the operator delivered specifically include provisions to educate the public, emergency officials, local public officials, and excavators on the:

- Use of a one-call notification system prior to excavation and other damage prevention activities;
- Possible hazards associated with unintended releases from a gas, hazardous liquid, or carbon dioxide pipeline facility;
- Physical indications of a possible release;
- Steps to be taken for public safety in the event of a gas, hazardous liquid, or carbon dioxide pipeline release; and
- Procedures to report such an event (to the operator)?

#### (Reference: § 192.616 (d); (f); § 195.440 (d), (f))

- Verify all required information was delivered to each of the primary stakeholder audiences.
- Verify the phone number listed on message content is functional and clearly identifies the operator to the caller.

n 6, Appendix F
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6, Appendix F

#### 2.03 Messages on Pipeline Facility Locations

Did the operator develop and deliver messages to advise affected municipalities, school districts, businesses, and residents of pipeline facility location?

#### (Reference: § 192.616 (e), (f); § 195.440 (e), (f))

• Verify that the operator developed and delivered messages advising municipalities, school districts, businesses, residents of pipeline facility locations.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: Section 6, Appendix F
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	
Check exactly one box above. * Required field	

#### 2.04 Baseline Message Delivery Frequency

Did the operator's delivery for materials and messages meet or exceed the baseline frequencies specified in API RP 1162, Table 2-1 through Table 2.3? If not, did the operator provide justification in its program or procedural manual?

#### (Reference: § 192.616 (c); § 195.440 (c))

• Identify message delivery (using the operator's last five years of records) for the following stakeholder audiences:

Affected public	
Emergency officials	
Public officials	
☐ Excavators	
S – Satisfactory (explain)*  U - Unsatisfactory (explain)*  N/A - Not Applicable (explain)*	Comments:  Bullet 1: Section 6, Appendix F
N/C – Not Checked (explain)*	
Check exactly one box above. * Required	field
supplemental program enhancements as descri (Reference: § 192.616 (c); § 195.440 (c); AP	line systems, relevant factors to determine the need for ibed in API RP 1162 for each stakeholder audience? If RP 1162 Section 6.2) and/or included other relevant factors for supplemental
S – Satisfactory (explain)*	Comments: Bullet 1: Section 6 and primarily Section 9
U - Unsatisfactory (explain)*	Builet 1. Section 6 and primarily Section 5
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	
Check exactly one box above. * Required	field

#### 2.06 Maintaining Liaison with Emergency Response Officials

Did the operator establish and maintain liaison with appropriate fire, police, and other public officials to: learn the responsibility and resources of each government organization that may respond, acquaint the officials with the operator's ability in responding to a pipeline emergency, identify the types of pipeline emergencies of which the operator notifies the officials, and plan how the operator and other officials can engage in mutual assistance to minimize hazards to life or property?

#### (Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Section 4.4)

- Examine the documentation to determine how the operator maintains a relationship with appropriate emergency officials.
- Verify the operator has made its emergency response plan available, as appropriate and necessary, to emergency response officials.
- Identify the operator's expectations for emergency responders and identify whether the expectations are the same for all locations or does it vary depending on locations.
- Identify how the operator determined the affected emergency response organizations have adequate and proper resources to respond.
- Identify how the operator ensures that information was communicated to emergency responders that did not attend training/information sessions by the operator.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1 - 5: Sections 7.2, 14.3.5, 14.3.6, Appendix F and G
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	
Check exactly one box above. * Required field	

# 3. Program Evaluation & Continuous Improvement (Annual Audits)

#### 3.01 Measuring Program Implementation

Has the operator performed an audit or review of its program implementation annually since it was developed? If not, did the operator provide justification in its program or procedural manual?

#### (Reference: § 192.616 (c), (i); § 195.440 (c), (i); API RP 1162 Section 8.3)

 Verify the operator performed an annual audit or review of the PAP for each implementation year.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: yes
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	
Check exactly one box above. * Required field	

#### 3.02 Acceptable Methods for Program Implementation Audits

Did the operator use one or more of the three acceptable methods (i.e., internal assessment, 3rd-party contractor review, or regulatory inspections) to complete the annual audit or review of its program implementation? If not, did the operator provide valid justification for not using one of these methods?

#### (Reference: § 192.616 (c); § 195.440 (c), API RP 1162 Section 8.3)

• Determine how the operator conducts annual audits/reviews of its PAP.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: Section 12
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	
Check exactly one box above. * Required	field

#### 3.03 Program Changes and Improvements

Did the operator make changes to improve the program and/or the implementation process based on the results and findings of the annual audit? If not, did the operator provide justification in its program or procedural manual?

#### (Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Section 8.3)

- Determine if the operator assessed the results of its annual PAP audit/review then developed and implemented changes in its program, as a result.
- If not, determine if the operator documented the results of its assessment and provided justification as to why no changes were needed.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1 and 2: Section 14.4
N/A - Not Applicable (explain)*	
N/C – Not Checked (explain)*	
Check exactly one box above. * Required	field

# 4. Program Evaluation & Continuous Improvement (Effectiveness)

#### 4.01 Evaluating Program Effectiveness

Did the operator perform an effectiveness evaluation of its program (or no more than 4 years following the effective date of program implementation) to assess its program effectiveness in all areas along all systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

### (Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Section 8.4)

- Verify the operator conducted an effectiveness evaluation of its program (or no more than 4 years following the effective date of program implementation).
- Document when the effectiveness evaluation was completed.
- Determine what method was used to perform the effectiveness evaluation (in-house, by 3<sup>rd</sup> party contractor, participation in and use the results of an industry group or trade association).
- Identify how the operator determined the sample sizes for audiences in performing its effectiveness evaluation.

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: 4 year evaluation completed Bullet 2: 4 year evaluation was completed
N/A - Not Applicable (explain)*	Bullet 3: 3 <sup>rd</sup> party
N/C – Not Checked (explain)*	Bullet 4: includes all contacts.
Check exactly one box above. * Require	d field

### 4.02 Measure Program Outreach

In evaluating effectiveness, did the operator track actual program outreach for each stakeholder audience within all areas along all assets and systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

# (Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Section 8.4.1)

- Examine the process the operator used to track the number of individuals or entities reached within each intended stakeholder audience group.
- Determine the outreach method the operator used to perform the effectiveness evaluation (e.g., questionnaires, telephone surveys, etc).
- Determine how the operator determined the statistical sample size and margin-of-error for each of the four intended stakeholder audiences.

Affected public
Emergency officials
Public officials
Excavators

∑ S − Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1: Process detailed Bullet 2: Mail and phone surveys
N/A - Not Applicable (explain)*	Bullet 3: In Paradigms report titled Effectiveness
N/C – Not Checked (explain)*	Measurement Statistics and report
Check exactly one box above. * Require	d field

#### 4.03 Measure Percentage Stakeholders Reached

Did the operator determine the percentage of the individual or entities actually reached within the target audience within all areas along all systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

(Reference: § 192.616) (c); § 195.440 (c); API RP 1162 Section 8.4.1)

- Document how the operator determined the statistical sample size and margin-of-error for each of the four intended stakeholder audiences.
- Document how the operator estimated the percentage of individuals or entities actually reached within each intended stakeholder audience group.

☐ Affected public ☐ Emergency officials ☐ Public officials ☐ Excavators	
S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1 and 2: In Paradigms report titled Effectiveness Measurement Statistics and report
N/A - Not Applicable (explain)*	Effectiveness incustrement statistics and report
N/C – Not Checked (explain)*	
Check exactly one box above. * Required	d field

# 4.04 Measure Understandability of Message Content

In evaluating effectiveness, did the operator assess the percentage of the intended stakeholder audiences that understood and retained the key information in the messages received, within all areas along all assets and systems covered by its program? If not, did the operator provide justification in its program or procedural manual?

#### (Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Section 8.4.2)

- Examine the operator's evaluation results and data to assess the percentage of the intended stakeholder audience that understood and retained the key information in each PAP message.
- Verify the operator assessed the percentage of the intended stakeholder audience that (1) understood and (2) retained the key information in each PAP message.

Inderstood and (2) retained the key information in each PAP message.  Determine if the operator pre-tests materials.
Affected public Emergency officials Public officials Excavators

S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1, 2 and 3: In Paradigms report titled Effectiveness Measurement Statistics and report
N/A - Not Applicable (explain)*	Effectiveness Measurement Statistics and report
N/C – Not Checked (explain)*	
Check exactly one box above. * Require	d field

#### 4.05 Measure Desired Stakeholder Behavior

In evaluating its public awareness program effectiveness, did the operator attempt to determine whether appropriate preventive behaviors have been understood and are taking place when needed, and whether appropriate response and mitigative behaviors would occur and/or have occurred? If not, did the operator provide justification in its program or procedural manual?

# (Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Section 8.4.3)

- Examine the operator's evaluation results and data to determine if the stakeholders have demonstrated the intended learned behaviors.
- Verify the operator determined whether appropriate prevention behaviors have been understood by the stakeholder audiences and if those behaviors are taking place or will take place when needed.

☐ Affected public ☐ Emergency officials ☐ Public officials ☐ Excavators	
S – Satisfactory (explain)*	Comments:
U - Unsatisfactory (explain)*	Bullet 1 and 2: In Paradigms report titled Effectiveness Measurement Statistics and report
N/A - Not Applicable (explain)*	Effectiveness Weastrement Statistics and report
N/C – Not Checked (explain)*	
Check exactly one box above. * Require	d field

#### 4.06 Measure Bottom-Line Results

In evaluating its public awareness program effectiveness, did the operator attempt to measure bottom-line results of its program by tracking third-party incidents and consequences including: (1) near misses, (2) excavation damages resulting in pipeline failures, (3) excavation damages that do not result in pipeline failures? Did the operator consider other bottom-line measures, such as the affected public's perception of the safety of the operator's pipelines? If not, did the operator provide justification in its program or procedural manual?

# (Reference: § 192.616 (c); § 195.440 (c); API RP 1162 Section 8.4.4)

- Examine the operator's process for measuring bottom-line results of its program.
- Verify the operator measured bottom-line results by tracking third-party incidents and consequences.
- Determine if the operator considered and attempted to measure other bottom-line measures, such as the affected public's perception of the safety of the operator's pipelines. If not, determine if the operator has provided justification in its program or procedural manual for not doing so.

program(s) based on the results and findings operator provide justification in its program (Reference: § 192.616 (c); § 195.440 (c); A  Examine the operator's program effective Identify if the operator has a plan or prod	led changes and/or modifications to its public awareness of its program effectiveness evaluation? If not, did the or procedural manual?  PI RP 1162 Section 2.7 Step 12 and 8.5)
S – Satisfactory (explain)*  U - Unsatisfactory (explain)*  N/A - Not Applicable (explain)*  N/C – Not Checked (explain)*  Check exactly one box above. * Require	Bullet 1 - 3: Detailed in effectiveness evaluation  d field
5. Inspection Summary & Find	ings
5.01 Summary	
5.02 Findings	

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