

C 8060

**UTC Standard Inspection Report  
Intrastate Gas Distribution  
RC - State Statutes and Rules  
Records Review and Field Inspections**

PRINT Form (select "save and keep working" first)

## Inspector and Operator Information

|  |   |  |
|--|---|--|
| <b>Insp. No.</b><br>8060                   | <b>Inspector - Lead</b><br>Anderson, Scott          | <b>Inspector - Assist</b>                                  |
| <b>Operator</b><br>City of Enumclaw        | <b>Unit</b><br>City of Enumclaw                     | <b>Records Location - City &amp; State</b><br>Enumclaw, WA |
| <b>Inspection Start Date</b><br>07-29-2020 | <b>Inspection Exit Interview Date</b><br>07-29-2020 | <b>Engineer Submit Date</b>                                |

### Inspection Summary

## Instructions and Ratings Definitions

### INSTRUCTIONS

S - Satisfactory

U - Unsatisfactory

Area Of Concern

N/A - Not Applicable (does not apply in this inspection)

N/C - Not Checked/Evaluated (was not inspected during this inspection)

### INSPECTION RESULTS

Unsatisfactory Responses

0

Area of Concern Responses

0

Not Applicable Responses

6

Not Checked / Evaluated Responses

0

Unsatisfactory List

Area of Concern List

Not Applicable List

1,5,6,11,12,15,

Not Checked / Evaluated List

\*\*If an item is marked U, N/A or N/C, an explanation must be included in this report.

## Records, Procedures and Reports

### Question #1.

Has the operator provided accurate maps (or updates) of pipelines operating over 250PSIG to specifications developed by the commission and sufficient to meet the needs of first responders?

| Statutory Reference | 1. Result      | Q1. Within Scope of this Inspection: | 1. Notes                               |
|---------------------|----------------|--------------------------------------|--|
| RCW 81.88.080       | Not Applicable |                                      | Enumclaw does not operate over 250psig |

### Question #2.

Does the operator have a procedure for leaks caused by excavation damage near buildings and determine whether the procedures adequately address the possibility of multiple leaks and underground migration of gas into nearby buildings.

| Statutory Reference | 2. Result | 2. Notes |
|---------------------|-----------|----------|
|                     |           |          |

WAC 480-93-180(1)      Satisfactory      Enumclaw O&M section 5 procedure 2-N, Investigative Procedure.

**Question #3.**

Does the operator have a procedure for dealing with leaks caused by excavation damage near buildings? Do the procedures adequately address the possibility of multiple leaks and underground migration of gas into nearby buildings?

| <b>Statutory Reference</b> | <b>3. Result</b> | <b>3. Notes</b>                |
|----------------------------|------------------|--------------------------------|
| WAC 480-93-180(1)          | Satisfactory     | Enumclaw O&M section 2-N(5)(d) |

**Question #4**

Does the operator have a quality assurance program in place for monitoring the locating and marking of facilities? Do operators conduct regular field audits of the performance of locators/contractors and take action when necessary? (CGA Best Practices. Recommended, not required)

| <b>Reference:</b>   | <b>4. Results</b> | <b>4. Notes</b>   |
|---|-------------------|---|
| <b>Operator Internal Performance Measures; PHMSA State Program Guidelines</b> | Satisfactory      | Enumclaw O&M section 1-H, also reviewed Enumclaw QA form 1-H-1. |

**Question #5.**

Does operator include performance measures in facility locating services contracts with corresponding and meaningful incentives and penalties?

| <b>Statutory Reference</b> | <b>Statutory Reference</b> | <b>Reference:</b>                     | <b>5. Result</b> | <b>Q5. Within Scope of this Inspection:</b> | <b>5. Notes</b>                            |
|----------------------------|----------------------------|---------------------------------------|------------------|---|--|
| WAC 480-93-007             | WAC 480-93-013             | <b>PHMSA State Program Guidelines</b> | Not Applicable   |   | Enumclaw does use contractors for locating |

**Question #6.**

Do locate contractors address performance problems for persons performing locating services through mechanisms such as re-training, process change, or changes in staffing levels?

| <b>Statutory Reference</b> | <b>Statutory Reference</b> | <b>6. Result</b> | <b>Q6. Within Scope of this Inspection:</b> | <b>6. Notes</b>                                |
|----------------------------|----------------------------|------------------|---|--|
| WAC 480-93-007             | WAC 480-93-013             | Not Applicable   |   | Enumclaw does not use contractors for locating |

**Question #7.**

Does the operator periodically review the Operator Qualification plan criteria and methods used to qualify personnel to perform locates?

| <b>Statutory Reference</b> | <b>Statutory Reference</b> | <b>7. Result</b> | <b>7. Notes</b>  |
|----------------------------|----------------------------|------------------|--|
| WAC 480-93-007             | WAC 480-93-013             | Satisfactory     | All Enumclaw field staff are qualified to perform locates, Enumclaw reviews their OQ manual annually |

**Question #8.**

Are operator locating and excavation procedures in compliance with RCW 19.122?

| <b>Statutory Reference</b> | <b>Statutory Reference</b> | <b>8. Result</b> | <b>8. Notes</b> |
|----------------------------|----------------------------|------------------|-----------------|
| RCW 19.122                 | WAC 480-93-250             | Satisfactory     |                 |

**Question #9.**

Are locates made within the required timelines specified within RCW 19.122 (2 full business days)? Examine record sample.

| <b>9. Result</b> | <b>9. Notes</b> |
|------------------|-----------------|
|                  |                 |

|  |  |              |  |
|--|--|--------------|--|
| <b>Statutory Reference</b><br>RCW 19.122 | <b>Statutory Reference</b><br>WAC 480-93-250 | Satisfactory | Reviewed a sampling of locate tickets, all were done within the required timeframe |
|--|--|--------------|--|

**Question #10.**

Are locating and excavating personnel properly qualified in accordance with the operator's Operator Qualification plan and with federal and state requirements?

|  |  |                                   |                  |
|--|--|-----------------------------------|------------------|
| <b>Statutory Reference</b><br>WAC 480-93-007 | <b>Statutory Reference</b><br>WAC 480-93-013 | <b>10. Result</b><br>Satisfactory | <b>10. Notes</b> |
|--|--|-----------------------------------|------------------|

**Question #11.**

Is the operator appropriately addressing discovered mapping errors, including those that have resulted in excavation damage?

|  |                                     |   |                  |
|--|-------------------------------------|---|------------------|
| <b>Reference:</b><br>PHMSA State Program Guidelines<br>Operator Internal Performance<br>Measures | <b>11. Result</b><br>Not Applicable | <b>Q11. Within Scope of this Inspection:</b><br>No such event occurred, or condition existed. | <b>11. Notes</b> |
|--|-------------------------------------|---|------------------|

**Question #12.**

Are mapping corrections timely and according to written procedures?

|  |                                     |   |                  |
|--|-------------------------------------|---|------------------|
| <b>Reference:</b><br>PHMSA State Program Guidelines<br>Operator Internal Performance<br>Measures | <b>12. Result</b><br>Not Applicable | <b>Q12. Within Scope of this Inspection:</b><br>No such event occurred, or condition existed. | <b>12. Notes</b> |
|--|-------------------------------------|---|------------------|

**Question #13**

Are Annual Reports filed with the commission no later than March 15 for the proceeding year?

|  |                                   |  |
|--|-----------------------------------|--|
| <b>Statutory Reference</b><br>WAC 480-93-200(10) | <b>13. Result</b><br>Satisfactory | <b>13. Notes</b><br>Annual reports have been submitted within the required time interval |
|--|-----------------------------------|--|

**Question #14.**

Did the operator submit a copy of DOT Drug and Alcohol Testing MIS Data Collection Form to the commission when required?

|  |                                   |                  |
|--|-----------------------------------|------------------|
| <b>Statutory Reference</b><br>WAC 480-93-200(13) | <b>14. Result</b><br>Satisfactory | <b>14. Notes</b> |
|--|-----------------------------------|------------------|

**Question #15**

Are shorted conditions leak surveyed within 90 days of discovery and twice annually/not to exceed 7.5 months?

|  |                                     |  |  |
|--|-------------------------------------|--|--|
| <b>Statutory Reference</b><br>WAC 480-93-110(5)<br>(d) | <b>15. Result</b><br>Not Applicable | <b>Q15. Within Scope of this Inspection:</b> | <b>15. Notes</b><br>No shorted conditions in the las three years |
|--|-------------------------------------|--|--|

## ▼ Comments - Records, Procedures & Reports

Comments - Records Review - Any rating other than Satisfactory, requires comments. Ensure you annotate the question number for each comment.

## ▼ Field Inspection Observations

**Question #16**

Welding procedures located on site where welding is performed?

| <b>Statutory Reference</b> | <b>16. Results</b> | <b>16. Notes</b>   |
|----------------------------|--------------------|--|
| WAC 480-93-080(1)(e)       | Satisfactory       | All field staff have procedures with them digitally on an iPad |

**Question #17**

Is the operator using testing equipment necessary to record and document essential variables during welder and procedure testing/qualifications?

| <b>Statutory Reference</b> | <b>17. Results</b> | <b>17. Notes</b>  |
|----------------------------|--------------------|---|
| WAC 480-93-080(1)(c)       | Satisfactory       | Reviewed OQ qualifications for welders with Enumclaw. The operator is using testing equipment necessary to record and document essential variables during welder and procedure testing/qualifications |

## Comments - Field Observations

**Comments - Field Observations - Any rating other than Satisfactory, requires comments. Ensure you annotate the question number for each comment.**