

**Utilities and Transportation Commission
Pipeline Safety
Operator Annual Review Checklist**

A completed **Annual Review form and Cover Letter/Field Report** must be submitted to the Chief Engineer within **30 days** from completion of the inspection.

Inspection Report			
Inspection ID/Docket Number	8082		
Inspector Name & Submit Date	Derek Norwood March 11, 2020		
Chief Eng Name & Review/Date	Joe Subsits, 3/12/2020		
Operator Information			
Name of Operator:	Tidewater Terminal Company	OP ID #:	31051
Records Location:	Pasco, WA		
Inspection Date:	March 4, 2020		

<p>Review Summary: The annual review inspection was conducted March 4, 2020 at the Snake River Terminal in Pasco. The inspection consisted of review of updated Operations and Maintenance manual, OQ manual, PA Plan and emergency procedures. We also reviewed abnormal operations for the previous year including the safety related condition that occurred on June 2, 2019.</p> <p>No issues noted.</p>

HQ Address: 6305 NW Old Lower River Rd Vancouver, WA 98660	System/Unit Name & Address: 671 Tank Farm Rd Pasco, WA 99301	
Co. Official: Phone No.: Fax No.: Emergency Phone No.:	Phone No.: Fax No.: Emergency Phone No.:	
Persons Interviewed	Title	Phone No.
Ron McClary	Maintenance Manager	
Kelly Harding	Operations Manager	
Mark Davis	General Manager	
Josh Jarman		
Stephanie Kranz		

**Utilities and Transportation Commission
Pipeline Safety
Operator Annual Review Checklist**

SYSTEM OPERATIONS	
Number of reportable safety related conditions last year: 1	Number of deferred leaks in system: 0
Number of <u>non-reportable</u> safety related conditions last year: 0	Number of excavation damage hits last year: 0
Miles of transmission pipeline within unit (total miles and miles in Class 3 & 4 locations): 6.84 miles	Miles of main within inspection unit (total miles and miles in Class 3 & 4 locations): N/A
Operating Pressure(s): 148 psig, 400 psig (Diesel)	MOP: 285 psig, 835 psig (Diesel)
Does the operator have any transmission pipelines?	Yes
Compressor stations? Use Attachment 1.	No

Pipe Specifications:			
Year Installed (Range)		Pipe Diameters (Range)	4 to 6"
Material Type	Steel	Line Pipe Specification Used	API 5L
Mileage	6.84 Miles	SMYS %	

REVIEW QUESTIONS		S/Yes	U/No	N/A
1.	Was the Annual Report reviewed for accuracy and trends? If any trends discovered, please describe: 6.84 miles in WA, reports have been consistent for previous year. Tidewater has not submitted for 2019, due June 15, 2020	X		
2.	For transmission operators, has the operator submitted information to the NPMS database, along with changes made after the original submission? Submitted 6/13/19 and confirmation from NPMS 11/15/19	X		
3.	Were there federally reportable incidents during the previous year? None		X	
4.	Were Incident reports reviewed for accuracy and trends? If any trends discovered please describe: None			X
5.	Were there reportable or unreportable safety related conditions during the previous year? If yes please describe. Pipeline overpressure, MOP is 285 psig, pipeline pressured to 384 psig. Overpressure due to thermal expansion and thermal relief valve left in the closed position. UTC staff conducted an investigation and completed Form H (ID 7974). Tidewater made procedural changes to address this issue.	X		
6.	Were there any abnormal operating conditions (as described in 49 CFR 192.605 (c) or 49 CFR 195.402(d))? If yes please describe. 14 Abnormal Operations documented for Inbound/Outbound in 2019. 3 Loss of Communication, 8 unintended shutdown (valve closure/pump failure), 1 Earthquake, 1 Pressure drop, 1 overpressure. Depending on event, Tidewater performed ROW patrol, reviewed pressure logs. 2 Abnormal Operations for the Pasco Rail Line. Both were loss of communication events, Reviewed and documented	X		
7.	Were there changes to the O&M Manual during the previous year? O&M 590, Revised November 2019. Included procedures for locking thermal relief valves in the open position. This was the result of the overpressure event in 2019 which was caused by a thermal relief valve being left in a closed position.	X		
8.	Are the changes acceptable?	X		
9.	Is the O&M Manual up to date? Revised Section 590 following SRCR, Last annual review performed 3/11/2019	X		

**Utilities and Transportation Commission
Pipeline Safety
Operator Annual Review Checklist**

10	Were emergency plans changed during the previous year? Revised several times in 2019. Changes included updating lateral liquid spread analysis, inserting updated maps, adding Tidewater's geographic information planning tool and updating contact information	X		
11	Were the changes satisfactory?	X		
12	Were there changes to the Integrity management program (TIMP and DIMP for LDC's)? Most recent changes were in June 2018, Tidewater to revise IM Plan in March 2020 prior to their 2020 ILI. The ILI is planned to be performed in either April or May 2020. I will review the newest revision during the April 2020 IMP Audit		X	
13	Is the integrity management program up to date? What are the results of the operators program review (effectiveness evaluation) (DIMP every 5 years)?	X		
14	Are the changes acceptable? No changes during 2019			X
15	Is appropriate assessment/repair work conducted during the past year? (monitor progress of IMP activities) Previous assessment was conducted in 2015 for the Inbound/Outbound and 2016 for Pasco Diesel. Repairs were completed in 2015 and 2016, respectively. ILI scheduled for April or May 2020	X		
16	What assessment work is planned for the upcoming year? ILI to be performed in April or May 2020 on the Inbound/Outbound lines, ILI for Pasco Diesel line to be conducted 2021. Tidewater plans to run an MFL tool and Caliper tool during the ILI	X		
17	Has appropriate DIMP remediation work occurred during the past year? (monitor progress of DIMP activities) Not a distribution company			X
18	What DIMP remediation work is anticipated for upcoming year? Not a distribution company			X
19	Were there changes to the Operator Qualification program? If yes, please describe. Revised April 2019, revised distribution list	X		
20	Is the Operator Qualification program up to date?	X		
21	Are plan updates satisfactory?	X		
22	Are personnel performing covered tasks (including contractors) properly qualified and requalified at intervals determined in the operators plan? OQs are tracked in Energy World Net, Performance based, Computer based or written evaluation. Re-Qualification occurs every 3 years	X		
23	Were there changes to the public awareness program? Last revision was April 30, 2019, Added section for annual internal audit and updated Section 1.4 – Program Administration with new employees	X		
24	Is the public awareness program up to date? April 30, 2019	X		
24	Are changes to the public awareness program satisfactory?	X		

**Utilities and Transportation Commission
Pipeline Safety
Operator Annual Review Checklist**

26	<p>Is the following information on the operator's web page? (Not a regulatory question)</p> <ul style="list-style-type: none"> • Pipeline purpose and reliability • Damage Prevention • Pipe location information • How to get additional information • National Pipeline Mapping system • One call requirements • Potential Hazards • Prevention measures • Leak/damage recognition • ROW encroachment • Integrity management programs • Emergency preparedness <p>https://www.tidewater.com/pipeline-safety Found all items on Tidewater website</p>	X		
27	<p>Were there changes to the Control Room Management Program? Tidewater does not have a control room</p>			X
28	<p>Is the control room management program up to date? Tidewater does not have a control room</p>			X
29	<p>Are the control room management program changes satisfactory? Tidewater does not have a control room</p>			X
30	<p>Are inspection units broken down appropriately? Do you recommend any changes to inspection units in terms of size? One unit, 6.84 miles of pipe and 19 breakout tanks. Tank 14 has been taken out of service so Tidewater will revise the number of breakout tanks for 2020</p>	X		
31	<p>Were there any flow reversals, product changes, or conversions to service since the last review?</p>			X
32	<p>If yes, is the operator taking appropriate actions in accordance with ADB-2014-04?</p>			X

PHMSA ADVISORY BULLETINS: [LINK](#)