

Part 191



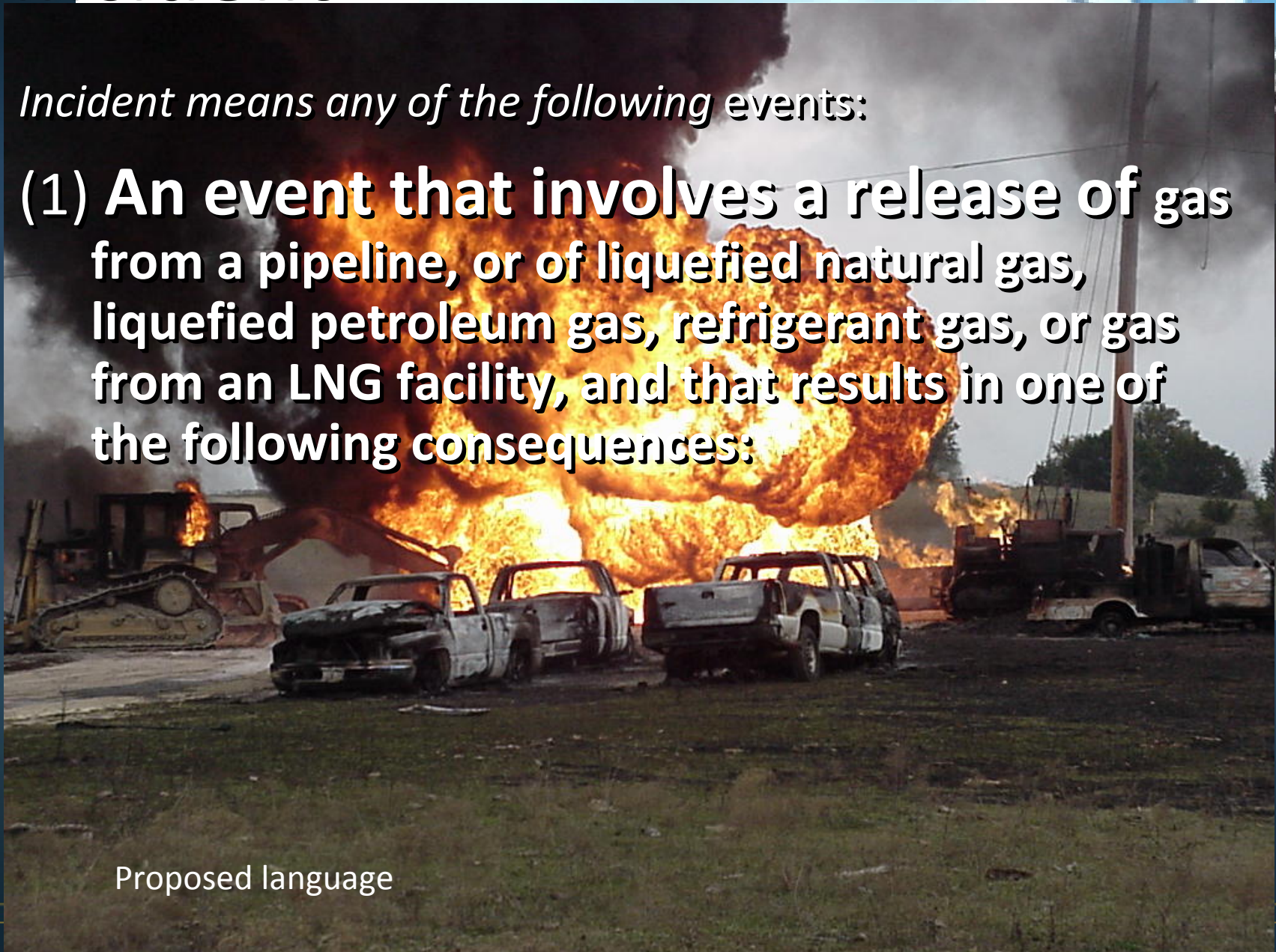
REPORTING of:

- ◆ Incidents
- ◆ Safety Related Conditions
- ◆ Annual Pipeline Summary Data

Incident

Incident means any of the following events:

(1) An event that involves a release of gas from a pipeline, or of liquefied natural gas, liquefied petroleum gas, refrigerant gas, or gas from an LNG facility, and that results in one of the following consequences:



Proposed language

Incident (cont)



...results in one of the following consequences:

- (i) A death, or personal injury necessitating in-patient hospitalization;
- (ii) Estimated property damage of \$50,000 or more, including loss to the operator and others, or both;

Proposed language

Incident (cont)

...results in one of the following consequences:



(iii) Estimated gas loss of 3 MMCF or more;

(iv) An explosion or fire not intentionally set by the operator.

Incident



Emergency Shutdown of an LNG Facility

(Activation of ESD for reasons other than an actual emergency does not constitute an incident)

Incident

Judgment of the
Operator

Media?

Outages - # customers?

Road closures?

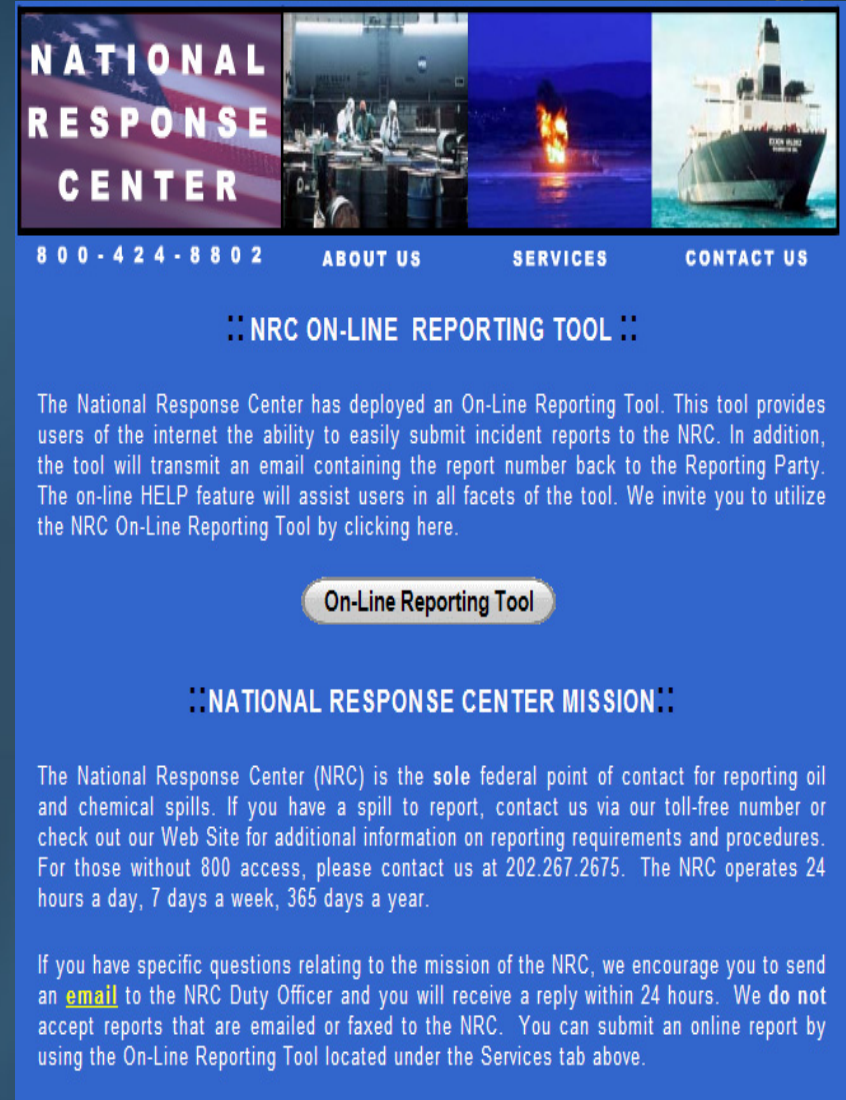


What should an operator do when there is a reportable incident?

- **Activate Emergency Response Plan**
- **Notify the NRC IMMEDIATELY**
- **Complete an incident form within 30 days**
 - **Form RSPA F 7100.1 (Distribution) or**
 - **Form RSPA F 7100.2 (Transmission)**

Immediate Notice:

- National Response Center
1-800-424-8802 or
<http://www.nrc.uscg.mil>
- Earliest “Practicable Moment” following discovery ~ No Later than 2 Hours



The screenshot shows the National Response Center website. At the top, there is a header with the NRC logo (an American flag with 'NATIONAL RESPONSE CENTER' text) and three images: a spill cleanup, a fire, and a ship. Below the header is a navigation bar with the phone number '800-424-8802' and links for 'ABOUT US', 'SERVICES', and 'CONTACT US'. The main content area has a blue background. It features a section titled 'NRC ON-LINE REPORTING TOOL' with a paragraph explaining the tool's purpose and a button labeled 'On-Line Reporting Tool'. Below this is a section titled 'NATIONAL RESPONSE CENTER MISSION' with a paragraph describing the NRC's role as the sole federal point of contact for oil and chemical spills, and another paragraph encouraging users to send emails to the NRC Duty Officer for specific questions.

NATIONAL RESPONSE CENTER

8 0 0 - 4 2 4 - 8 8 0 2 ABOUT US SERVICES CONTACT US

:: NRC ON-LINE REPORTING TOOL ::

The National Response Center has deployed an On-Line Reporting Tool. This tool provides users of the internet the ability to easily submit incident reports to the NRC. In addition, the tool will transmit an email containing the report number back to the Reporting Party. The on-line HELP feature will assist users in all facets of the tool. We invite you to utilize the NRC On-Line Reporting Tool by clicking here.

On-Line Reporting Tool

:: NATIONAL RESPONSE CENTER MISSION ::

The National Response Center (NRC) is the sole federal point of contact for reporting oil and chemical spills. If you have a spill to report, contact us via our toll-free number or check out our Web Site for additional information on reporting requirements and procedures. For those without 800 access, please contact us at 202.267.2675. The NRC operates 24 hours a day, 7 days a week, 365 days a year.

If you have specific questions relating to the mission of the NRC, we encourage you to send an [email](#) to the NRC Duty Officer and you will receive a reply within 24 hours. We do not accept reports that are emailed or faxed to the NRC. You can submit an online report by using the On-Line Reporting Tool located under the Services tab above.

Report Submission

§191.7 states
each report
required by
this section
must be
submitted
electronically

<http://opsweb.phmsa.dot.gov>

Office of Pipeline Safety

Pipeline and Hazardous Materials Safety Administration

OPS Online Data Entry and Operator Registration System

[OPS Home](#) | [ODES Main](#) | [Contact Information](#)

Operator Registration

- You must have an OPS provided Operator ID and Personal Identification Number(PIN) to submit reports using this system.
- If you are not sure if you are an operator, you can [read more information about Operators](#) or [search our database](#).
- If you do not have an Operator ID, you can [request an Operator ID](#).
- If you have an Operator ID but do not have a PIN, you can [request a PIN](#).
- If you have a PIN and would like to change it, you can [change your PIN](#).

On-Line Data Entry

Gas Transmission and Gathering Systems			
▶	Incident Report Gas Transmission & Gathering Systems	PHMSA F 7100.2	01/02
▶	Annual Gas Transmission & Gathering System	PHMSA F 7100.2-1	12/05
Gas Distribution Systems			
▶	Incident Report - Gas Distribution Systems	PHMSA F 7100.1	03/04
▶	Annual Gas Distribution System	PHMSA F 7100.1-1	12/05
Hazardous Liquid Pipeline Systems			
▶	Accident Report Hazardous Liquid Pipeline Systems	PHMSA F 7000.1	01/01
▶	Annual Hazardous Liquid or Carbon Dioxide Systems	PHMSA F 7000.1-1	03/07
Gas Integrity Management			
▶	Gas Integrity Management Reporting		
Public Awareness Program Clearinghouse Submittal			
▶	Public Awareness Program Clearinghouse Submittal	OPS has ceased collecting public awareness programs. If you have any questions, please contact Blaine Keener at 202-366-0970 or blaine.keener@dot.gov .	

Report Submission

- §191.7 If electronic reporting imposes an undue burden and hardship, operator may submit written request for an alternative reporting method.
 - Request must describe the undue burden and hardship
 - PHMSA will review request, and may authorize in writing and alternative reporting method.

Incident Reports

***Due 30 days after DETECTION
of Incident***

**May Require Additional
Reports**

NOTICE: This report is required by 49 CFR Part 191. Failure to report can result in a civil penalty not to exceed \$100,000 for each violation for each day the violation continues up to a maximum of \$1,000,000 for any related series of violations as provided in 49 USC 60122. Form Approved OMB No. 2137-0522

 U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration	INCIDENT REPORT - GAS DISTRIBUTION SYSTEM	Report Date _____ No. _____ (DOT Use Only)
	INSTRUCTIONS <i>Important:</i> Please read the separate instructions for completing this form before you begin. They clarify the information requested and provide specific examples. If you do not have a copy of the instructions, you can obtain one from the Office Of Pipeline Safety Web Page at http://hazops.dot.gov .	
PART A - GENERAL REPORT INFORMATION	Check: ☐ Original Report ☐ Supplemental Report ☐ Final Report	
1. Operator Name and Address		



Annual Reports

Due on
March 15

§191.11- Distribution

§191.12 – Distribution Systems:
Mechanical Fitting

Failure Reports

§ 191.17 – Transmission,
gathering, and LNG



Transmission Reports

- Separate Form for each State in Which System Operates
- “Part B” for Reporting Miles of Pipe by Decade of Installation and by Class Location
- “Part C” corresponds to IM requirements for Reporting Total Leaks Eliminated/ Repaired
- IM required reporting (§192.945) also part of annual report

Distribution Reporting

- Separate Form for each State in Which System Operates
- “Part B” for Reporting Miles of Pipe by Decade of Installation
- “Part C” aligns with IM requirements for Reporting Total Leaks Eliminated/ Repaired
- IM reporting requirements (§§192.1007 and 192.1009) will be added to form

§191.12

Mechanical Fitting Failure Reports

- Each Mechanical fitting failure as required by §192.1009 must be submitted on Mechanical Fitting Failure Report Form PHMSA F-7100.1 -2
 - Each mechanical fitting failure that occurs within a calendar year not later than March 15 of the following year, or
 - Operator may submit its reports throughout the year
- If state has regulatory authority, also report to state.

Definition of a "Leak"

- Unintentional Escape of Gas from the Pipeline
Test Failures Not Included
- A Non-Hazardous Release that can be Eliminated by Lubrication, Adjustment, or Tightening is **Not** a Leak
- §192.1001 defines Hazardous Leak – represents an existing or probable hazard to persons or property, and requires immediate repair or continuous action

“Leak” Categories ~ Part C

- Internal and External Corrosion
- SCC
- Manufacturing
- Construction
- Welding and Fabrication
- Third Party Damage
- Weather/Outside Force
- Incorrect Operations
- Other

Gas Distribution Annual Report Form

NOTICE: This report is required by 49 CFR Part 191. Failure to report may result in a civil penalty not to exceed \$100,000 for each violation. Form Approved for each day the violation continues up to a maximum of \$1,000,000 as provided in 49 USC 60122. OMB No. 2137-0522



U.S. Department of Transportation
Pipeline and Hazardous Materials
Safety Administration

ANNUAL REPORT FOR CALENDAR YEAR 20____ GAS DISTRIBUTION SYSTEM

INITIAL REPORT ☐
SUPPLEMENTAL REPORT ☐

PART A - OPERATOR INFORMATION

DOT USE ONLY

1. NAME OF OPERATOR _____

3. OPERATOR'S 5 DIGIT IDENTIFICATION NUMBER
____/____/____/____/____

2. LOCATION OF OFFICE WHERE ADDITIONAL
INFORMATION MAY BE OBTAINED

4. HEADQUARTERS NAME & ADDRESS, IF DIFFERENT

Number and Street _____

Number and Street _____

City and County _____

City and County _____

State and Zip Code _____

State and Zip Code _____

5. STATE IN WHICH SYSTEM OPERATES: / ____ / ____ / ____ (provide a separate report for each state in which system operates)

PART B - SYSTEM DESCRIPTION

Report miles of main and number of services in system at end of year.

1. GENERAL

	STEEL				PLASTIC	CAST/ WROUGHT IRON	DUCTIL E IRON	COPPER	OTHER	OTHER	TOTAL
	UNPROTECTED		CATHODICALLY PROTECTED								
	BARE	COATED	BARE	COATED							
MILES OF MAIN											
NO. OF SERVICES											

2. MILES OF MAINS IN SYSTEM AT END OF YEAR

MATERIAL	UNKNOWN	2" OR LESS	OVER 2" THRU 4"	OVER 4" THRU 8"	OVER 8" THRU 12"	OVER 12"	TOTAL
STEEL							
DUCTILE IRON							
COPPER							
CAST/WROUGHT IRON							
PLASTIC							
1. PVC							
2. PE							
3. ABS							
OTHER							
OTHER							
SYSTEM TOTALS							

3. NUMBER OF SERVICES IN SYSTEM AT END OF YEAR

AVERAGE SERVICE LENGTH _____ FEET

MATERIAL	UNKNOWN	1" OR LESS	OVER 1" THRU 2"	OVER 2" THRU 4"	OVER 4" THRU 8"	OVER 8"	TOTAL
STEEL							
DUCTILE IRON							
COPPER							
CAST/WROUGHT IRON							
PLASTIC							
1. PVC							
2. PE							
3. ABS							
OTHER							
OTHER							
SYSTEM TOTALS							

Form PHMSA F 7100.1-1 (12-05)

Gas Distribution Annual Report Form

4. MILES OF MAIN AND NUMBER OF SERVICES BY DECADE OF INSTALLATION										
	UN- KNOWN	PRE- 1940	1940- 1949	1950- 1959	1960- 1969	1970- 1979	1980- 1989	1990- 1999	2000- 2009	TOTAL
MILES OF MAIN										
NUMBER OF SERVICES										

PART C - TOTAL LEAKS ELIMINATED/REPAIRED DURING YEAR			PART D - TOTAL NUMBER OF LEAKS ON FEDERAL LAND REPAIRED OR SCHEDULED FOR REPAIR	
CAUSE OF LEAK	Mains	Services		
CORROSION				
NATURAL FORCES				
EXCAVATION				
OTHER OUTSIDE FORCE DAMAGE				
MATERIAL OR WELDS			PART E - PERCENT OF UNACCOUNTED FOR GAS	
EQUIPMENT			Unaccounted for gas as a percent of total input for the 12 months ending June 30 of the reporting year. [(Purchased gas + produced gas) minus (customer use + company use + appropriate adjustments)] divided by (purchased gas + produced gas) equals percent unaccounted for.	
OPERATIONS			Input for year ending 6/30 _____ %.	
OTHER				
NUMBER OF KNOWN SYSTEM LEAKS AT END OF YEAR SCHEDULED FOR REPAIR _____				

PART F - ADDITIONAL INFORMATION	

PART G - PREPARER AND AUTHORIZED SIGNATURE	
_____ (type or print) Preparer's Name and Title	_____ Area Code and Telephone Number
_____ Preparer's email address	_____ Area Code and Facsimile Number
_____ Name and Title of Person Signing	_____ Area Code and Telephone Number
_____ Authorized Signature	

§191.22 – National Registry of Pipeline and LNG Operators

- Effective January 1, 2012, each operator of a gas pipeline, gas pipeline facility, LNG plant or LNG facility must obtain and Operator Identification Number.
- Operator who already has OPID must, by January 1, 2012, validate the information associated with each OPID number , and correct the information as necessary, but no later than June 30, 2012.
- Operator must use assigned OPID for all reporting requirements.

§191.22 – National Registry of Pipeline and LNG Operators

- Operator must electronically notify PHMSA if certain events;
- Notify not later than 60 days before the event occurs:
 - Construction, rehabilitation, uprate, or update of facility (other than line pipe) that costs $\geq$ \$10 million
 - Construction of 10 or more miles of a new pipeline
 - Construction of a new LNG plant or facility



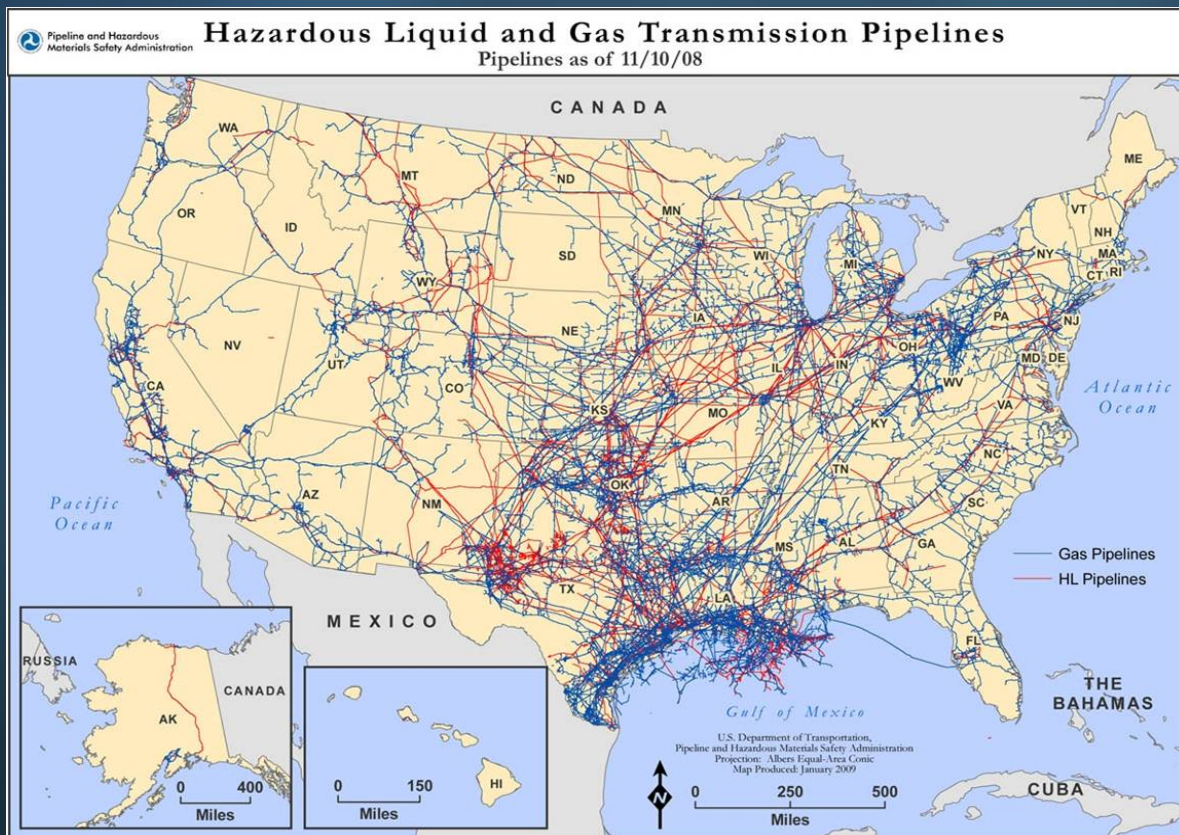
§191.22 – National Registry of Pipeline and LNG Operators

- Operator must notify PHMSA no later than 60 days after the following events:
 - Change of primary entity (OPID) for managing or administering a safety program required by this part covering pipeline facilities operated under multiple OPIDs
 - Change in name of operator
 - Change in entity responsible for existing pipeline, pipeline segment, pipeline facility, or LNG facility
 - Acquisition or divestiture of ≥ 50 miles of pipeline or pipeline system subject to Part 192, or existing LNG plant or facility subject to Part 193.

National Pipeline Mapping System (NPMS)

- PSIA 2002 requires all operators to submit data appropriate for use in the National Pipeline Mapping System (NPMS).
 - Complete data submission includes the geospatial data, attribute data, and metadata for all LNG, hazardous liquid, and natural gas transmission pipeline operation systems operated by a company

National Pipeline Mapping System (NPMS)



Updated annually by March 15 (ADB 08-07), or e-mail stating no changes

Summary for Reporting Requirements of Part 191

- Operators should have:
 - Written procedures
 - Forms and information available
 - Review process and work
- Inspectors should check for:
 - Completeness and accuracy
 - Timely and appropriate reporting
 - Supplemental reports as required
 - Failure investigations (§192.617)

