

Reporting Requirements

§191 and §195

§ 191
§ 195.48

- This part prescribes requirements for the REPORTING of:
 - Incidents
 - Safety related conditions
 - Annual pipeline summary data
 - Other reporting requirements

Incidents (§ 191.3)

If you go out to a site on or near a pipeline and you see this:

You May Have an Incident



30" pipeline operating at 800
psi at 11 o'clock pm. Glow
seen for 30 miles

Hole the
next
morning



Glow in the sky from a 40,000 HP compressor station being destroyed by tornados. Know of at least a dozen people whose lives were saved due to the glow in the sky, and being able to see the tornados



40,000 HP
station
destroyed by
2 or more F-2
tornados.



Incident - §191.3

- Incident means any of the following events:
 - A release of gas, LNG, LPG, refrigerant gas, or gas from LNG facility that results in one or more of the following consequences:



Incident - §191.3

- Death or personal injury necessitating in-patient hospitalization
- Estimated property damage of \$50,000 or more, including loss to operator and others, but excluding the cost of gas lost
- Unintentional estimated gas loss of three million cubic feet (3,000 MCF) or more



Incident - §191.3

Emergency Shutdown of an LNG Facility

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



Incident - §191.3

Significant in Judgment of the Operator

**Even though it doesn't
meet criteria**



Intrastate operators
may be driven by
state regulations



Significant Events

- Operator should define these significant events
 - Lower thresholds for property loss
 - Emergency response
 - Media
 - Loss of Customers

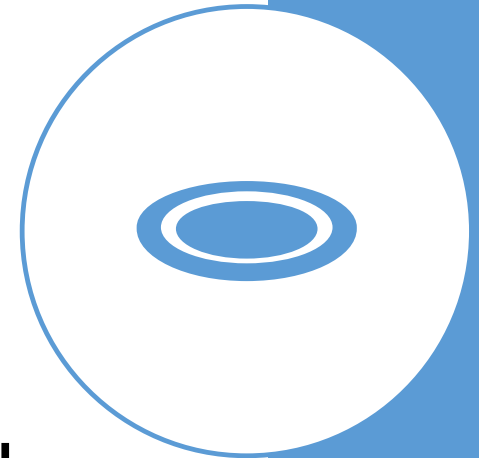
Accident – § 195.50

- Each failure in a pipeline system subject to this part in which there is a release of the hazardous liquid or carbon dioxide transported resulting in any of the following:



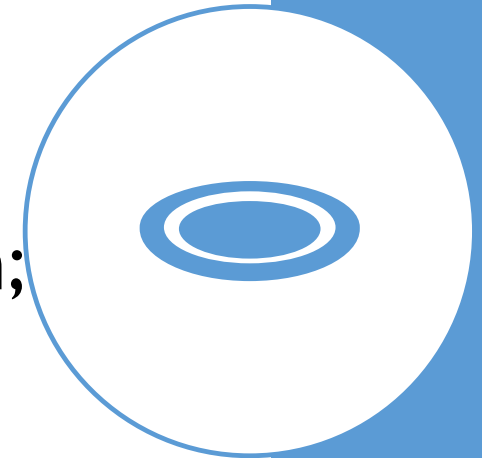
Accident – § 195.50

- Explosion or fire not intentionally set by the operator.
- Release of **5 gallons** or more of hazardous liquid or carbon dioxide



Accident – § 195.50

- No report is required for a release of less than 5 barrels resulting from a pipeline maintenance activity if the release is:
 - Not otherwise reportable under this section;
 - Not one described in § 195.52(a)(4);
 - Confined to company property or pipeline right-of-way; and
 - Cleaned up promptly;



Accident – § 195.50

- Death of any person;
- Personal injury necessitating hospitalization;
- Estimated property damage, including cost of clean-up and recovery, value of lost product, and damage to the property of the operator or others, or both, exceeding \$50,000.

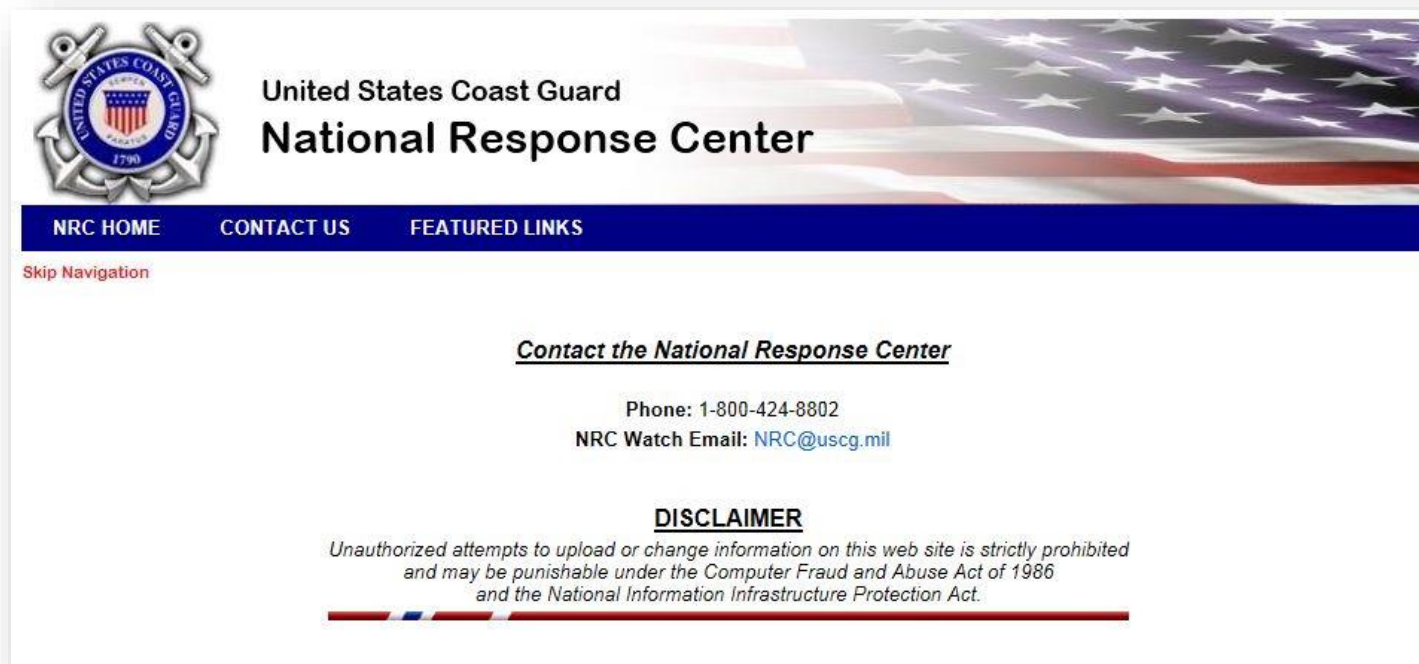



What
should an
operator do
when there
is a
reportable
incident?

- Activate Emergency Response Plan
- Notify the NRC “at the earliest practicable moment following discovery” (§ 191.5)
- No later than one hour

§ 191.5 - Immediate Notice

- National Response Center 1-800-424-8802
 - <http://www.nrc.uscg.mil>
- **Online Reporting No Longer Available!**



 United States Coast Guard
National Response Center

[NRC HOME](#) [CONTACT US](#) [FEATURED LINKS](#)

[Skip Navigation](#)

Contact the National Response Center

Phone: 1-800-424-8802
NRC Watch Email: NRC@uscg.mil

DISCLAIMER
Unauthorized attempts to upload or change information on this web site is strictly prohibited and may be punishable under the Computer Fraud and Abuse Act of 1986 and the National Information Infrastructure Protection Act.

ONLINE REPORTING

§ 191.7/§ 195.52

- Online Report Requirements

- <https://portal.phmsa.dot.gov/pipeline>

- OPID

- Username

- Password



The screenshot shows the PHMSA Portal website. At the top left is the U.S. Department of Transportation logo and the text "U.S. Department of Transportation Pipeline and Hazardous Materials Safety Administration". The main header features "PHMSA PORTAL" in large white letters on a blue background. Below the header is a navigation bar with links: "Hazmat Enrollment Help", "Pipeline Enrollment Help", "Contact Us", "FAQs", and "Status". The main content area is divided into two columns. The left column contains a large image of an industrial facility with white pipes and tanks, and a smaller image of a person in a white lab coat. The right column contains a login form with fields for "User Name:" and "Password:", a "Login" button, and a "Create Account" button. Below the login form are links for "Forgot password / User ID?" and "OPID Registration". At the bottom of the page, there is a navigation bar with tabs for "PHMSA", "Pipeline Safety", and "Hazmat Safety". Below the navigation bar is a paragraph of text describing PHMSA's mission and a link to the PHMSA website. At the very bottom, there is a "Disclaimer" section.

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

PHMSA PORTAL

[Hazmat Enrollment Help](#) | [Pipeline Enrollment Help](#) | [Contact Us](#) | [FAQs](#) | [Status](#)

User Name:
Password:

First time users of the PHMSA Portal must create an account

[Forgot password / User ID?](#)

[OPID Registration](#)

PHMSA | Pipeline Safety | Hazmat Safety

As one of ten agencies within the U.S. Department of Transportation (DOT), PHMSA works to protect the American public and the environment by ensuring the safe and secure movement of hazardous materials to industry and consumers by all transportation modes, including the nation's pipelines. PHMSA provides the DOT a modal administration focused solely on its pipeline and hazardous materials transportation programs. Through PHMSA, the Department develops and enforces regulations for the safe, reliable, and environmentally sound operation of the nation's 2.3 million mile pipeline transportation system and the nearly 1 million daily shipments of hazardous materials by land, sea, and air.
Visit PHMSA website at: <http://www.phmsa.dot.gov>

Disclaimer
You are accessing a U.S. Government information system, which includes this computer, the computer network on which it is connected, all other computers connected to this network, and all storage media connected to this computer or other computers on this network. This information system is provided for U.S. Government use only.

Post- Incident

Complete an incident form as soon as practicable, but within 30 days

Additional supplemental reports as needed

Final report

*MASTER METER & LNG
OPERATORS EXEMPT*

What happens
if an operator
calls the NRC
and discovers
later that this is
not a
reportable
incident?





Not an Incident?

- NRC reports cannot be rescinded
- No 30 day report required
- Courtesy call to PHMSA or appropriate State Agency

Not an Incident?

- If after filing the 30 day report, the operator determined the event does not meet the definition of an incident, the operator must send a letter requesting the incident be rescinded.
- Only operator can rescind report!



Report Submission

- **§191.7/§195.58** 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.



Report Submission

You may still be required to file a written report with your state regulatory agency!

Reporting to the NRC will **NOT** automatically send a copy to the state

Gas Transmission Incident Report Form

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 that such violation persists except that the maximum civil penalty shall not exceed \$1,000,000 as provided in 49 USC 20122.

Form Approved
OMB NO: 2137-0522
Expires: 10/31/2016

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

**INCIDENT REPORT –
NATURAL AND OTHER GAS TRANSMISSION
AND GATHERING PIPELINE SYSTEMS**

Report Date
No. _____
(DOT Use Only)

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2137-0522. Public reporting for this collection of information is estimated to average 10 hours per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, PHMSA, Office of Pipeline Safety (PH-30) 1200 New Jersey Avenue, SE, Washington, D.C. 20590.

INSTRUCTIONS
Important: 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 PHMSA Pipeline Safety Community Web Page at <http://www.phmsa.dot.gov/pipeline/library/forms>.

PART A – KEY REPORT INFORMATION Report Type: (select all that apply) Original Supplemental Final

Last Revision Date _____

1. Operator's OPS-issued Operator Identification Number (OPID): _____

2. Name of Operator: _____

3. Address of Operator:
3.a _____
(street Address)
3.b _____
(City)
3.c State: / / /
3.d Zip Code: / / - / / / /

4. Local time (24-hr clock) and date of the Incident: _____
Hour Month Day Year

5. Location of Incident:
Latitude: / / , / / / / /
Longitude: - / / , / / / / /

6. National Response Center Report Number: _____

7. Local time (24-hr clock) and date of initial telephonic report to the National Response Center (if applicable): _____
Hour Month Day Year

8. Incident resulted from:
 Unintentional release of gas
 Intentional release of gas
 Reasons other than release of gas

9. Gas released: (select only one, based on predominant volume released)
 Natural Gas
 Propane Gas
 Synthetic Gas
 Hydrogen Gas
 Landfill Gas
 Other Gas ↔ Name: _____

10. Estimated volume of gas released unintentionally: _____ / Thousand Cubic Feet (MCF)

11. Estimated volume of intentional and controlled release/blowdown: _____ / Thousand Cubic Feet (MCF)

12. Estimated volume of accompanying liquid released: _____ / Barrels

Form PHMSA F 7100.2 (rev 10-2014) Page 1 of 10
Reproduction of this form is permitted

- Complete all parts of the report accurately and especially what type of report, original, supplemental, or final.
- An original report will be the first report turned in, a supplemental may be turned in after the original if more information has been discovered since the original report has been submitted.
- List all injuries and fatalities and whether they were employee's, contractor's, or the public.

Annual Reports

Gas Transmission and Distribution

- Due on March 15 for Preceding CY
- *EXEMPT:*
 - *LPG System with less than 100 customers, LNG, and Master Meter Operators*

Hazardous Liquid Pipeline Facility

- Due on June 15 for Preceding CY

Transmission Annual Reports

- Separate form for each commodity the operator carries
- Parts A – E are to be completed once for each OPID commodity group annual report, covering ALL of the pipelines and/or facilities
- Parts F – M are to be reported separately for Interstate and for Intrastate facilities, or by state, according to instructions



Transmission Annual Reports

- Integrity Management (IM) required reporting (§192.945) now part of annual report
- Part F – Integrity Inspections during year and actions take
- Part G – Miles of baseline assessment and reassessment



Distribution Annual Report

- Separate Form for each State in which the System Operates
- “Part B” is system description, including
 - Miles of mains and services,
 - Materials,
 - Line sizes,
 - Number of services,
 - Decade of installation



Distribution Reports

- Part C aligns with IM requirements for reporting total leaks eliminated or repaired
 - Both total leaks and hazardous leaks
- Align with IM Requirements
 - Corrosion
 - Natural Forces
 - Excavation
 - Other Outside Force Damage
 - Material and Welds
 - Equipment
 - Incorrect Operations
 - Other



Excess Flow Valves

- §192.383 (c) Excess flow valves
 - Each operator must report the EFV measures detailed in the annual report required by §191.11
- Report two numbers:
 - Estimated number of EFVs in system
 - Cumulative number
 - Add current year to last years number
 - Understand accuracy issues
 - Total number installed during past year



§ 191.12 Mechanical Fitting Failure Reports

- 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.





SAFETY- RELATED CONDITIONS (§ 191.23/§ 195.55)

Each operator shall report
the existence of any of the
following safety related
conditions

SAFETY- RELATED CONDITIONS (§ 191.23/§ 195.55)

- Any Condition that causes a 20% or more Reduction in Operating Pressure or Shutdown of
- Operation

All Pipelines



SAFETY- RELATED CONDITIONS (§ 191.23/§ 195.55)

- Unintended Movement or Abnormal Loading by Environmental Causes which could affect the serviceability or the Structural Integrity of the Pipeline

All Pipelines



SAFETY- RELATED CONDITIONS (§ 191.23/§ 195.55)

- A leak that constitutes an emergency
 - Emergency responders such as police or fire department are on scene.



All Pipelines



SAFETY- RELATED CONDITIONS (§ 191.23/§ 195.55)

Any Malfunction or
Operating Error
that causes the
pressure to exceed
MAOP plus
buildup.

All Pipelines

SAFETY- RELATED CONDITIONS (§ 191.23/§ 195.55)

- General Corrosion
- Localized Corrosion Pitting
 - To a degree where Leakage Might Result
 - Where Wall Loss due to Corrosion Requires the MAOP to be Reduced

All Hazardous Liquids and Gas Pipelines operating at
20% SMYS or more





SAFETY- RELATED CONDITIONS (§ 191.23)

Any Material Defect or
Physical Damage that
Impairs the Serviceability

All Hazardous Liquids and Gas Pipelines operating at
20% SMYS or more



SAFETY- RELATED CONDITIONS (§ 191.23)

Any Crack or other Material
Defect that Impairs the structural
Integrity or reliability of an LNG
Facility





SAFETY- RELATED CONDITIONS (§ 191.23)

Inner Tank Leakage, Ineffective Insulation, or Frost Heave that impairs the Structural Integrity of an LNG Storage Tank

SRC Reporting Exceptions

Exists on a Master Meter System or a Customer-Owned Service Line

Is a Reportable Incident

Exists on a Pipeline that is more than 220 yards from any Building Intended for Human Occupancy

Is corrected Before the Deadline for filing



SAFETY- RELATED CONDITIONS

- Reports are required for:
- Conditions within the Right-of-Way of
 - an Active Railroad, Paved Road, Street,
 - or Highway, or within 220 yards of a building suitable for human occupancy

Filing Safety Related Condition Reports (§ 191.25/§ 195.56)

- Within 5 working days of Determination
- No more than 10 working Days After Discovery
- No specific form
 - Information Requirements are in § 191.25



InformationResourcesManager@dot.gov

Fax to (202) 366-7128

Time Frame For Submitting Safety Related Condition Reports

MON-TUE-WED-THU-FRI-SAT*SUN*MON-TUE-WED-THU-FRI-SAT*SUN*MON

***DISCOVER**

1 2 3 4

***DETERMINE**

5 6 7 8 9 10

1 2 3 4 5

Working days excludes Saturdays, Sundays,
and Federal Holidays

§ 191.22/§195.64 National Registry of Pipeline Operators

Changes. ... through the National Registry of Pipeline and LNG ... at

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

60 days prior to any of the following events:



Notification 60 days prior

Construction or any planned rehabilitation, replacement, modification, upgrade, uprate, or update of a facility, other than a section of line pipe, that costs \$10 million or more. If 60 day notice is not feasible because of an emergency, an operator must notify PHMSA as soon as practicable;



Notification 60 days prior

- Construction of 10 or more miles of a new pipeline; or
- Construction of a new LNG plant or LNG facility



Report
within 60
days after

A change in the primary entity responsible (i.e., with an assigned OPID) for managing or administering a safety program required by this part covering pipeline facilities operated under multiple OPIDs.

A change in the name of the operator;

Report
within 60
days after

A change in the entity (e.g., company, municipality) responsible for an existing pipeline, pipeline segment, pipeline facility, or LNG facility;

The acquisition or divestiture of 50 or more miles of a pipeline or pipeline system subject to Part 192 of this subchapter; or

(v) The acquisition or divestiture of an existing LNG plant or LNG facility subject to Part 193 of this subchapter.

National Pipeline Mapping System (NPMS) §191.29/§195.61

- (a) Each operator of a hazardous liquid pipeline facility, gas transmission pipeline or liquefied natural gas facility must provide the following geospatial data to PHMSA
 - (1) Geospatial data, attributes, metadata and transmittal letter appropriate for use in the National Pipeline Mapping System.



National Pipeline Mapping System (NPMS) §191.29/§195.61

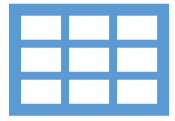
- The name of and address for the operator.
- The name and contact information of a pipeline company employee, to be displayed on a public Web site, who will serve as a contact for questions from the general public about the operator's NPMS data.



National Pipeline Mapping System (NPMS)

- Updated annually by
 - March 15 – Gas/LNG
 - June 15 – Hazardous Liquids or
 - e-mail stating no changes





Additional Reporting Requirements

§195.59/§192.727

- Last operator must file a report is required for each abandoned pipeline facility
 - Offshore
 - Onshore that crosses over, under, or through a commercially navigable waterway
- Report to include location ,size, date, method of abandonment, and certification abandoned in accordance with all applicable laws

Summary for Reporting Requirements

Operators should have:

- Written procedures
- Forms and information available
- Review process and work

Inspectors will check for:

- Completeness and accuracy
- Timely and appropriate reporting
- Supplemental reports as required
- Failure investigations (§192.617)

Information Websites

- PHMSA Forms and Reporting Instructions

<http://www.phmsa.dot.gov/pipeline/library/forms>

- PHMSA Pipeline Safety Regulations

<http://www.phmsa.dot.gov/pipeline/tq/regs>

- PHMSA National Pipeline Mapping System

<https://www.npms.phmsa.dot.gov/>