

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

### 2013 Natural Gas State Program Evaluation

for

#### NEW HAMPSHIRE PUBLIC UTILITIES COMMISSION

## Document Legend PART:

- O -- Representative Date and Title Information
- A -- Progress Report and Program Documentation Review
- B -- Program Inspection Procedures
- C -- Program Performance
- D -- Compliance Activities
- E -- Incident Investigations
- F -- Damage Prevention
- G -- Field Inspections
- H -- Interstate Agent State (If Applicable)
- I -- 60106 Agreement State (If Applicable)

## 2013 Natural Gas State Program Evaluation -- CY 2013 Natural Gas

State Agency: New Hampshire Rating:

Agency Status: 60105(a): Yes 60106(a): No Interstate Agent: No

**Date of Visit:** 06/23/2014 - 06/27/2014

Agency Representative: Randy Knepper, Director Safety Division

David Burnell, Safety Specialist

PHMSA Representative: Glynn Blanton, US DOT/PHMSA State Program

Commission Chairman to whom follow up letter is to be sent:

Name/Title: Amy L. Ignatius, Chairman

**Agency:** New Hampshire Public Utilities Commission

**Address:** 21 South Fruit Street, Suite 10

City/State/Zip: Concord, New Hamsphire 03301-2429

#### **INSTRUCTIONS:**

Complete this evaluation in accordance with the Procedures for Evaluating State Pipeline Safety Program. The evaluation should generally reflect state program performance during CY 2013 (not the status of performance at the time of the evaluation). All items for which criteria have not been established should be answered based on the PHMSA representative's judgment. A deficiency in any one part of a multiple part question should be scored as needs improvement. Determine the answer to the question then select the appropriate point value. If a state receives less then the maximum points, include a brief explanation in the space provided for general comments/regional observations. If a question is not applicable to a state, select NA. Please ensure all responses are COMPLETE and ACCURATE, and OBJECTIVELY reflect state program performance. Increasing emphasis is being placed on performance. This evaluation together with selected factors reported in the state's annual progress report attachments provide the basis for determining the state's pipeline safety grant allocation.

#### **Field Inspection (PART G):**

The field inspection form used will allow different areas of emphasis to be considered for each question. Question 13 is provided for scoring field observation areas. In completing PART G, the PHMSA representative should include a written summary which thoroughly documents the inspection.

#### **Scoring Summary**

<b>PARTS</b>		<b>Possible Points</b>	<b>Points Scored</b>
A	Progress Report and Program Documentation Review	9	9
В	Program Inspection Procedures	15	15
C	Program Performance	45	45
D	Compliance Activities	15	15
E	Incident Investigations	3	3
F	Damage Prevention	8	8
G	Field Inspections	12	12
Н	Interstate Agent State (If Applicable)	0	0
I	60106 Agreement State (If Applicable)	0	0
TOTAL	LS	107	107
State R	ating		100.0

# PART A - Progress Report and Program Documentation Review

Points(MAX) Score

1	Accuracy of Jurisdictional Authority and Operator/Inspection Units Data - Progress Report Attachment 1 (A1a) $Yes = 1 No = 0 Needs Improvement = .5$	1	1	
A re Ver	or Notes: eview of work papers, files and other related documents confirm the information contained in ified the percentage of inspection units were performed in accordance written procedures and perators and inspection units match Attachment 3. Only one master meter operator remains in	l Attachn	nent 1. The numb	ber
2	Review of Inspection Days for accuracy - Progress Report Attachment 2 (A1b) Yes = 1 No = 0 Needs Improvement = .5	1	1	
Cor	or Notes: Iducted a review of inspection days per inspector using NH PUC data base and found the nurnot match the number entered on Attachment 2. However, after reviewing work papers we forect.			als
	a reminder, if you change any inspection days in the Progress Report after filing the documer notify Carrie Winslow to request a change be made. Information should be a reflection of th			S
3	Accuracy verification of Operators and Operators Inspection Units in State - Progress Report Attachment 3 (A1c) Yes = 1 No = 0 Needs Improvement = .5	1	1	
We	or Notes: reviewed and compared the list of operators in Attachment 3 to NH PUC's data base. We for ect. In the note section information on the addition and deletion of LPG operator was provided.			
4	Were all federally reportable incident reports listed and information correct? - Progress Report Attachment 4 (A1d)  Yes = 1 No = 0 Needs Improvement = .5	1	NA	
Evaluato	or Notes:			
No	reportable incidents occurred in CY2013. NA			
5	Accuracy verification of Compliance Activities - Progress Report Attachment 5 (A1e) Yes = 1 No = 0 Needs Improvement = .5	1	1	
Rev to b	or Notes: riewed Attachment 5 data on the number of carryover violations, violations found and correct e corrected at year end was found correct. Reviewed file folders on Liberty Energy, Northern b have a potential civil penalties and determined information was correct on civil penalty assets.	utilities	and other opera	
6	Were pipeline program files well-organized and accessible? - Progress Report Attachment 6 (A1f, A4) $Yes = 2 No = 0 Needs Improvement = 1$	2	2	
	or Notes:			
Yes	, a review of files, data base and inspection reports found program files were well organized	and acce	ssible. No issues	•
7	Was employee listing and completed training accurate and complete? - Progress Report Attachment 7 (A1g)  Yes = 1 No = 0 Needs Improvement = .5	1	1	
	or Notes: eview of SABA transcript and checking training information posted in NH PUC Progress Re	ort foun	d employees list	ed

DUNS: 049445518 2013 Natural Gas State Program Evaluation and their qualification were correct. Reviewed names listed under Damage Prevention and Administrative Support and found them to be correct. No issues.

**8** Verification of Part 192,193,198,199 Rules and Amendments - Progress Report Attachment 8 (A1h)

1

1

Yes = 1 No = 0 Needs Improvement = .5 Evaluator Notes:

NH PUC Administrative Rule PUC 506.01(a), Pipeline Safety Standards, automatically adopt CFR Parts 191, 192, 193, 198 & 199. No issues.

List of Planned Performance - Did state describe accomplishments on Progress Report in 1
 detail - Progress Report Attachment 10 (H1-3)
 Yes = 1 No = 0 Needs Improvement = .5

**Evaluator Notes:** 

Improvements were noted. The program description was more informative about planned and long term goals of pipeline safety program. No issues.

10 General Comments: Info Only = No Points Info OnlyInfo Only

Evaluator Notes:

No loss of points occurred in this section. NH PUC has generally met the requirements of Part A.

Total points scored for this section: 9 Total possible points for this section: 9

1	Standard Inspections (B1a) Yes = 2 No = 0 Needs Improvement = 1	2		2
Ar	or Notes: eview of New Hampshire PUC Guidelines for Pipeline Safety Inspections found this item is ndard inspections will be performed at least every five years using Federal Form 2. No issue:		ider Sect	ion V.
2	IMP Inspections (including DIMP) (B1b) Yes = 1 No = 0 Needs Improvement = .5	1		1
A r	or Notes: eview of New Hampshire PUC Guidelines for Pipeline Safety Inspections found this item is egrity Management Inspections will be performed at least every five years using the Federal			ion V.
3 Evaluat	OQ Inspections (B1c) Yes = 1 No = 0 Needs Improvement = .5 or Notes:	1		1
Ar	review of New Hampshire PUC Guidelines for Pipeline Safety Inspections found this item is erator Qualification Inspections will be performed at least every five years using the Federal			
4	Damage Prevention Inspections (B1d) Yes = 1 No = 0 Needs Improvement = .5	1		1
Ar	or Notes: review of New Hampshire PUC Guidelines for Pipeline Safety Inspections found this item is mage Prevention Inspections will be performed on a limited basis. No issues.	listed un	ider Sect	ion V.
5	On-Site Operator Training (B1e) Yes = 1 No = 0 Needs Improvement = .5	1		1
A r	or Notes: eview of New Hampshire PUC Guidelines for Pipeline Safety Inspections found this item is e Operator Inspections will be performed on a limited basis. No issues.	listed un	ider Sect	ion V. On-
6	Construction Inspections (B1f) Yes = 1 No = 0 Needs Improvement = .5	1		1
A r	or Notes: eview of New Hampshire PUC Guidelines for Pipeline Safety Inspections found this item is enstruction Inspections will be performed on a limited basis using information contained in Fe			
7	Incident/Accident Investigations (B1g) Yes = 2 No = 0 Needs Improvement = 1	2		2
A r Fai	or Notes: eview of New Hampshire PUC Guidelines for Pipeline Safety Inspections found this item is lure Investigation Inspections will be performed when a federal threshold has been met or in elease of gas has occurred but ultimately determined to not meet threshold of a federal incide	some ca	ses wher	
8	Does inspection plan address inspection priorities of each operator, and if necessary each unit, based on the following elements? (B2a-d, G1,2,4) $Yes = 6 No = 0 Needs Improvement = 1-5$	6		6
	a. Length of time since last inspection	Yes 💿	No 🔾	Needs Improvement
	b. Operating history of operator/unit and/or location (includes leakage, incident and compliance activities)	Yes •	No 🔾	Needs Improvement
	c. Type of activity being undertaken by operators (i.e. construction)	Yes 💿	No 🔾	Needs Improvement

	d. Locations of operators inspection units being inspected - (HCA's, Geographic areas, Population Density, etc)	Yes •	No 🔾	Needs Improvement	
	e. Process to identify high-risk inspection units that includes all threats - (Excavation Damage, Corrosion, Natural Forces, Outside Forces, Material and Welds, Equipment, Operators and any Other Factors)	Yes •	No 🔾	Needs Improvement	
	f. Are inspection units broken down appropriately?	Yes •	No 🔘	Needs Improvement	
A re	or Notes: eview of New Hampshire PUC Guidelines for Pipeline Safety Inspections found these items & Based Inspection Process.	are listed	d under S	Section 6.	
Inspection Risk Criteria spreadsheet shows the following items.  Item a, is located in Inspection Risk Criteria, number 2.					
	Item b, is located in Inspection Risk Criteria, number 10 thru 14				
	n c, is located in Inspection Risk Criteria, number 15	•			
	n d, is located in Inspection Risk Criteria, number 1, 16, 18				
	n e, is located in Inspection Risk Criteria, number 17				
Iter	n f, this is determined by Program Manager based on each operator.				
9	General Comments:	Info On	yInfo Oı	nly	
F14	Info Only = No Points				
Evaluator Notes:					
No	loss of points occurred in this section. NH PUC has generally met the requirements of Part	В.			
	Total points s	cored for	this sect	ion: 15	

Total points scored for this section: 15 Total possible points for this section: 15

1	Was ratio of Total Inspection person-days to total person days acceptable? (Director of State Programs may modify with just cause) Chapter 4.3 (A12) $Yes = 5 No = 0$	5		5
	A. Total Inspection Person Days (Attachment 2): 186.00			
	B. Total Inspection Person Days Charged to the Program (220 X Inspection Person Years) (Attachment 7): $220 \times 2.10 = 462.00$			
	Ratio: A / B 186.00 / 462.00 = 0.40			
	If Ratio >= 0.38 Then Points = 5, If Ratio < 0.38 Then Points = 0 Points = 5			
B. T For Rule	or Notes:  Total Inspection Person Days (Attachment 2) = 186  Total Inspection Person Days Charged to the program (220*Number of Inspection person ye mula: - Ratio = $A/B = 186/462 = 0.4$ e: - (If Ratio >= .38 then points = 5 else Points = 0.)  Thus Points = 5	ars (Atta	chment 7	7) =462
2	Has each inspector and program manager fulfilled the T Q Training Requirements? (See Guidelines for requirements) Chapter 4.4 (A8-A11, G19) Yes = 5 No = 0 Needs Improvement = 1-4	5		5
	a. Completion of Required OQ Training before conducting inspection as lead?	Yes •	No 🔘	Needs Improvement
	b. Completion of Required DIMP*/IMP Training before conducting inspection as lead? *Effective Evaluation CY2013	Yes •	No 🔾	Needs Improvement
	c. Root Cause Training by at least one inspector/program manager	Yes 💿	No 🔾	Needs Improvement
	d. Note any outside training completed	Yes 💿	No 🔘	Needs Improvement
Ver train	or Notes: , David Burnell and Randy Knepper have completed OQ & IMP training before conducting cellotti, David Burnell & Randy Knepper have completed the Root Cause analysis course. An ing requirements for the year of this evaluation. Note, Joe Vercellotti is signed up for PL32 245 DIMP in CY2014.	All inspec	tion staf	f has met the
3	Did state records and discussions with state pipeline safety program manager indicate adequate knowledge of PHMSA program and regulations? Chapter 4.1,8.1 (A5)  Yes = 2 No = 0 Needs Improvement = 1	2		2
	or Notes: , Randy Knepper has ten years of experience in pipeline safety. He has served as Chairman iman of the NARUC Staff Subcommittee on Pipeline Safety. No issues.	NAPSR	and curre	ently is
4	Did state respond to Chairman's letter on previous evaluation within 60 days and correct or address any noted deficiencies? (If necessary) Chapter 8.1 (A6-7) $Yes = 2 No = 0$ Needs Improvement = 1	2		2
	or Notes: , Chairman Amy Ignatius response letter was received on October 7, 2013 within the require irman Ignatius provided excellent response to the four items mentioned in PHMSA letter date.			
5	Did State hold PHMSA TQ Seminar in Past 3 Years? Chapter 8.5 (A3) Yes = 2 No = 0	2		2

res, on O

Yes, on October 23-24, 2013 NH PUC in conjunction with the New England Pipeline Safety Representatives hosted a TQ

mac	usuy.		
6	Did state inspect all types of operators and inspection units in accordance with time intervals established in written procedures? Chapter 5.1 (B3)  Yes = 5 No = 0 Needs Improvement = 1-4	5	5
Yes	or Notes: s, a review of files and NH PUC written procedures confirm all inspections were scheduled in blished time intervals listed under Intervals of Inspections described in Section 4. No issues o		
7	Did inspection form(s) cover all applicable code requirements addressed on Federal Inspection form(s)? Did State complete all applicable portions of inspection forms? Chapter 5.1 (B4-5) Yes = 2 No = 0 Needs Improvement = 1	2	2
Yes insp	or Notes:  NH PUC staff use the federal forms or a version of the inspection forms to perform their inspection reports found all answers were completed with inspector comments and a check was matted answers.		
8	Did the state review operator procedures for determining if exposed cast iron pipe was examined for evidence of graphitization and if necessary remedial action was taken? (NTSB) Chapter 5.1 (B7) $Yes = 1 No = 0$	1	1
	or Notes:  I, this item is reviewed and checked on NH PUC Form #4 Comprehensive Corrosion and PHM	ISA Forn	1 2. No issues.
9	Did the state review operator procedures for surveillance of cast iron pipelines, including appropriate action resulting from tracking circumferential cracking failures, study of leakage history, or other unusual operating maintenance condition? (Note: See GPTC Appendix G-18 for guidance) (NTSB) Chapter 5.1 (B8)  Yes = 1 No = 0	1	1
Yes This	or Notes:  NH PUC requires all operators to submit information on cast iron pipeline pertaining to leak information is filed monthly and reviewed by staff to determine if the operators are complying allations.		
10	Did the state review operator emergency response procedures 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 Refer to 4/12/01 letter from PHMSA in response to NTSB recommendation P-00-20 and P-00-21? (NTSB) Chapter 5.1 (B9)  Yes = 1 No = 0	1	1
Yes	or Notes: a, this is reviewed and checked during the standard inspection of the operator using the Federal cern.	l Form 2.	No issues of
11	Did the state review operator records of previous accidents and failures including reported third party damage and leak response to ensure appropriate operator response as required by 192.617? Chapter 5.1 (B10,E5) $Yes = 1 No = 0$	1	1
Yes	or Notes: a, staff members review operator's response times of all leaks, odorant complaints or other events on the staff member and order number 25370.	nts requir	ing an emergency
12	Has the state reviewed Operator Annual reports, along with Incident/Accident reports, for accuracy and analyzed data for trends and operator issues? Data Initiative (G6-9,G16)	2	2

seminar in Manchester, Vermont. The number of attendees was approximately 150 individuals representing the natural gas

Yes = 2 No = 0 Needs Improvement = 1

T1	14	NT - 4
Eva	mator	Notes:

Yes, NH PUC staff continues to monitor Operator Annual Reports by performing a review of each document when the operator files the report. The information is recorded on a spreadsheet and a review of the results of leaks, cast iron & other items are plotted. No issues.

Did state input all applicable OQ, IMP inspection results into federal database in a timely manner? This includes replies to Operator notifications into IMDB database. Chapter 5.1 (G10-12)

Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

A review of PHMSA Operator Qualification data base found three inspection reports for calendar year 2013 was entered by David Burnell on 06-04-13, 08-23-13 & 10-30-13. A review of IMP data base found one inspection report was filed for calendar year 2010. The operator was KeySpan (now Liberty Utilities) on 12-15-10. No issues of concern.

Has state confirmed intrastate transmission operators have submitted information into

NPMS database along with changes made after original submission? (G14)

Yes = 1 No = 0 Needs Improvement = .5

#### **Evaluator Notes:**

Yes. Staff members check the submission and updates by operators into the NPMS data base prior to performing inspections. Additionally, emails from operators about their updates are sent to the NH PUC office. A review of an email to Randy Knepper from Liberty Utilities East on February 24, 2014 confirms this answer. No issues.

Is the state verifying operators are conducting drug and alcohol tests as required by regulations? This should include verifying positive tests are responded to in accordance with program. 49 CFR 199 (I1-3)

Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

Yes. This was accomplished during the Liberty Utilities LNG inspection performed by David Burnell on October 18, 2013. Reviewed inspection form and found this item was checked. No issues.

Is state verifying operators OQ programs are up to date? This should include verification 2 of any plan updates and that persons performing covered tasks (including contractors) are properly qualified and requalified at intervals determined in the operators plan. 49 CFR 192 Part N (I4-7)

Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

Yes. NH PUC Rule 506.2(t) requires all operators to file their OQ program. Anytime a change is made in the OQ program by the operator, they are required to file an updated copy of their OQ program.

Is state verifying operator's gas transmission integrity management programs (IMP) are up to date? This should include a previous review of IMP plan, along with monitoring progress on operator tests and remedial actions. In addition, the review should take in to account program review and updates of operators plan(s). 49 CFR 192 Subpart 0 (I8-12)

Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

Yes. NH PUC Rule 506.2(t) requires all operators to file their IMP program. Anytime a change is made in the IMP program by the operator, they are required to file an updated copy of the program. No issues.

Is state verifying operator's gas distribution integrity management Programs (DIMP)? 2
This should include a review of DIMP plans, along with monitoring progress. In addition, the review should take in to account program review and updates of operators plan(s). 49 CFR 192 Subpart P
DIMP? First round of program inspections should be complete by December 2014

Yes = 2 No = 0 Needs Improvement = 1

**Evaluator Notes:** 

2

2

19	Is state verifying operators Public Awareness programs are up to date and being followed. State should also verify operators have evaluated Public Awareness programs for effectiveness as described in RP1162. 49 CFR 192.616 (I13-16) PAPEI Effectiveness Inspections should be complete by December 2013	2	2
	Yes = 2 No = 0 Needs Improvement = 1 r Notes: PAPEI inspections were performed on the private natural gas distribution systems before E les confirms this work. No issues.	<b>December</b>	31, 2013. A review
20	Does the state have a mechanism for communicating with stakeholders - other than state pipeline safety seminar? (This should include making enforcement cases available to public). (G20-21) $Yes = 1 \text{ No} = 0 \text{ Needs Improvement} = .5$	1	1
Evaluato Yes, web	they have participated in several One Call public awareness programs and provide addition	al inform	ation via NH PUC
21	Did state execute appropriate follow-up actions to Safety Related Condition (SRC) Reports? Chapter 6.3 (B6) Yes = 1 No = 0 Needs Improvement = .5	1	NA
Evaluato	•		
NA.	No safety related condition reports occurred in CY2013.		
22	Did the State ask Operators to identify any plastic pipe and components that has shown a record of defects/leaks and what those operators are doing to mitigate the safety concerns? (G13) $Yes = 1 No = 0 Needs Improvement = .5$	1	1
	the operators are required to identify any plastic pipe and components that show a record or mation with them. This is a requirement listed in NH PUC order 25370 which became effective order		
23	Did the state participate in/respond to surveys or information requests from NAPSR or PHMSA? (H4) Yes = 1 No = 0 Needs Improvement = .5	1	1
		ong with	NARUC surveys
24	If the State has issued any waivers/special permits for any operator, has the state verified conditions of those waivers/special permits are being met? This should include having the operator amend procedures where appropriate.		Info Only
Evaluato	Info Only = No Points r Notes:		
No v	waivers or special permits have been issued in CY2013.		
25	General Comments: Info Only = No Points	Info Only	Info Only
Evaluato			

No loss of points occurred in this section. NH PUC is generally complying with Section C.

Total points scored for this section: 45 Total possible points for this section: 45

1	Does the state have written procedures to identify steps to be taken from the discovery to resolution of a probable violation? Chapter 5.1 (B12-14, B16, B1h)  Yes = 4 No = 0 Needs Improvement = 1-3	4	2	4
	a. Procedures to notify an operator (company officer) when a noncompliance is identified	Yes •	No 🔾	Needs Improvement
Evaluato	b. Procedures to routinely review progress of compliance actions to prevent delays or breakdowns	Yes •	No 🔾	Needs Improvement
a. T	NH PUC icer. IX.	written		
2	Did the state follow compliance procedures (from discovery to resolution) and adequately document all probable violations, including what resolution or further course of action is needed to gain compliance? Chapter 5.1 (B11,B18,B19)  Yes = 4 No = 0 Needs Improvement = 1-3	4	2	4
	a. Were compliance actions sent to company officer or manager/board member if municipal/government system?	Yes •	No 🔾	Needs Improvement
	b. Were probable violations documented?	Yes 💿	No 🔾	Needs Improvement
	c. Were probable violations resolved?	Yes 💿	No 🔾	Needs Improvement
	d. Was the progress of probable violations routinely reviewed?	Yes 💿	No 🔾	Needs Improvement
C. Y	Yes, several probable violations were described in the letter. Yes, violations were resolved by consent agreement on April 15, 2014 Yes progresses of violations are reviewed routinely by Program Manager.			
3	Did the state issue compliance actions for all probable violations discovered? (B15) Yes = 2 No = 0 Needs Improvement = 1	2	2	2
follo	or Notes: , a review of 2013 NH PUC Progress Report Attachment 5 showed thirteen compliance actions owing operators: Osterman, Roy Brothers, Liberty, Unitil, Allen & Mathewson, Dover Houstern.		-	
4	Did compliance actions give reasonable due process to all parties? Including "show cause" hearing if necessary. (B17, B20) $Yes = 2 No = 0$	2	2	2
	, this is addressed in NH PUC Rule 511.09 and described in NH PUC written procedures ma	nual sec	tion IX E	Enforcement
Proc	cedures page 12. No issues of concern.			
5	Is the program manager familiar with state process for imposing civil penalties? Were civil penalties considered for repeat violations (with severity consideration) or violations resulting in incidents/accidents? (describe any actions taken) (B27) $Yes = 2 No = 0 Needs Improvement = 1$	2	2	2
seve	or Notes: , Randy Knepper has imposed civil penalties in the amount of \$50,250 and collected an amount of peralogoral operators. He does understand the procedures in taking action against an operator for not and regulations. No issues.			

6 Can the State demonstrate it is using their enforcement fining authority for pipeline safety 1 violations?

Yes = 1 No = 0 Needs Improvement = .5

**Evaluator Notes** 

Yes, in CY2013 NH PUC issued civil penalties in the amount of \$50,250 and collected \$3,750 against several operators.

General Comments:

Info Only = No Points

Info OnlyInfo Only

**Evaluator Notes:** 

No loss of points occured in this section. NH PUC is generally complying with Section D.

Total points scored for this section: 15 Total possible points for this section: 15

1	Does state have adequate mechanism to receive and respond to operator reports of incidents, including after-hours reports? And did state keep adequate records of Incident/Accident notifications received? Chapter 6 (A2,D1-3)  Yes = 2 No = 0 Needs Improvement = 1	2	2	2
	a. Acknowledgement of MOU between NTSB and PHMSA (Appendix D)	Yes •	No 🔘	Needs Improvement
	b. Acknowledgement of Federal/State Cooperation in case of incident/accident (Appendix E)	Yes •	No 🔾	Needs Improvement
Inspe	Notes: NH PUC Guidelines for Pipeline Safety Inspections, Section V, Types of Inspection, "Failure tions", describes the receiving and responding to operator reports of accidents. This section MOU and Federal/State Cooperation Agreements. No issues of concern.			ppendixes
2	If onsite investigation was not made, did state obtain sufficient information from the operator and/or by other means to determine the facts to support the decision to not go on-site? Chapter 6 (D4)  Yes = 1 No = 0 Needs Improvement = .5	1	N.A	A
	•	n accorda	ance to R	ule 504.5.
3	Were all incidents investigated, thoroughly documented, and with conclusions and recommendations? (D5) Yes = 3 No = 0 Needs Improvement = 1-2	3	N.A	A
	a. Observations and document review	Yes •	No 🔾	Needs Improvement
	b. Contributing Factors	Yes •	No 🔘	Needs Improvement
	c. Recommendations to prevent recurrences when appropriate	Yes •	No 🔘	Needs
Evaluator No ir	•			Improvement
4	Did the state initiate compliance action for violations found during any incident/accident investigation? (D6) $Yes = 1 No = 0$	1	NA	A
Evaluator	Notes:			
NA.	No incidents occured in CY2012.			
5	Did the state assist region office by taking appropriate follow-up actions related to the operator incident reports to ensure accuracy and final report has been received by PHMSA? (validate report data from operators concerning incidents/accidents and investigate discrepancies) Chapter 6 (D7)  Yes = 1 No = 0 Needs Improvement = .5	1	N.A	A
Evaluator NA.				
6	Does state share lessons learned from incidents/accidents? (sharing information, such as: at NAPSR Region meetings, state seminars, etc) (G15) $Yes = 1 No = 0$	1		1
		rting req	uirement	s, national

Info OnlyInfo Only

7

General Comments:

#### Info Only = No Points

#### **Evaluator Notes:**

No loss of points occurred in this section of the review. NH PUC is generally complying with Section E.

Total points scored for this section: 3 Total possible points for this section: 3

Has the state reviewed directional drilling/boring procedures of each pipeline operator or its contractor to determine if they include actions to protect their facilities from the dangers posed by drilling and other trench less technologies? NTSB (E1)

Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

Yes, NH PUC has reviewed directional drilling in each of the local distribution companies Operation & Maintenance Manuals. For example, Northern Utilities Procedures Section 4.3; Liberty Utilities Procedure Damage Prevention Section 11. C were reviewed. Additionally, NH PUC Rule 805.02(e) covers this item under the reasonable care requirements.

Did the state inspector check to assure the pipeline operator is following its written

2

procedures pertaining to notification of excavation, marking, positive response and the availability and use of the one call system? (E2)

Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

Yes, NH PUC requires operators to report marking of underground facilities and any mismark or failed to mark. They use the federal inspection form when reviewing this item. Additionally, data on the reporting requirement is reviewed by their Damage Prevention Staff member, Bill Ruoff, routinely. No issues.

Did the state encourage and promote practices for reducing damages to all underground facilities to its regulated companies? (i.e. such as promoting/adopting the CGA Best Practices encouraging adoption of the 9 Elements, etc.) (E3)

Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

Yes, this is accomplished by the local distribution companies being a member of the New Hampshire Management Underground Safety Training (MUST) organization. NH PUC has several best practices in locating underground facilities pertaining to using only company personnel in locating their gas lines. This best practice was implemented thru individual NH PUC Order to each company operator. Additionally, training of operators on underground facility damage was conducted on February 6, March 5, April 2, July 26, August 9, October 9 and December 6, 2013.

Has the agency or another organization within the state collected data and evaluated
trends on the number of pipeline damages per 1,000 locate requests? (This can include
DIRT and other data shared and reviewed by the pipeline safety program) (E4,G5)
Yes = 2 No = 0 Needs Improvement = 1

#### **Evaluator Notes:**

Yes, NH PUC collects data on pipeline damages per 1,000 locate request. Operators and excavators are required to submit monthly causes of excavation damage and final determinations are made after due process in accordance with NH PUC Rule 804.01 (a-e) (E-26). Trends are plotted and reviewed by staff. No issues of concern.

5 General Comments: Info OnlyInfo Only
Info Only = No Points

#### **Evaluator Notes:**

No issues or loss of points occurred in this section. NH PUC is generally complying with Section F.

Total points scored for this section: 8 Total possible points for this section: 8

1	-	r, Inspector, Location, Date and PHMSA Representative	Info Only	nfo Only
		f Operator Inspected: forthern Utilities		
		f State Inspector(s) Observed: Burnell, Safety Specialist		
		n of Inspection: outh, New Hampshire		
	Date of June 25	Inspection: , 2014		
<b>.</b>	Glynn E	f PHMSA Representative: Blanton, PHMSA State Program Evaluator		
	s was a pre	essure regulation and relief module inspection performed on the Borthwick Avenuegulator station that provides service to the City of Portsmouth.	ue Gate Stat	ion and Barberry
2		e operator or operator's representative notified and/or given the opportunity to be during inspection? (F2) $N_0 = 0$	1	1
	or Notes: , Mr. Rick	Ahlin, Supervisor Gas System Operators with Unitil Northern Utilities was notif June 18, 2014 by Mr. David Burnell, NH PUC.	ied by telep	hone and email
3	used as	inspector use an appropriate inspection form/checklist and was the form/checklist a guide for the inspection? (New regulations shall be incorporated) (F3) No = 0 Needs Improvement = 1	et 2	2
	, Mr. Davi	d Burnell used New Hampshire PUC Form #5, Pressure Regulator & Relief Mod yed completing each item on the form as the inspection was being performed.	ule, to cond	luct the inspection.
4	Yes = 21	inspector thoroughly document results of the inspection? (F4) $No = 0$ Needs Improvement = 1	2	2
Evaluato Yes		of inspection form found information was entered correctly with comments prov	ided by eacl	n question asked.
5		inspector check to see if the operator had necessary equipment during inspection act tasks viewed? (Maps,pyrometer,soap spray,CGI,etc.) (F5)	1	1
	, prior to a	nd during the regulator station reviews all equipement was checked by Mr. Burnsentatives.	ell and disc	ussed with the
6	evaluati	inspector adequately review the following during the field portion of the state on? (check all that apply on list) (F7) No = 0 Needs Improvement = 1	2	2
	a.	Procedures	$\boxtimes$	
	b.	Records	$\boxtimes$	
	c.	Field Activities		
	d.	Other (please comment)		
Evaluato	or Notes:	<b>V4</b> /	_	

A records and procedures review was conducted with Mr. Rick Ahlin, Supervisor with Unitil Northern, prior to observing the

testing of the two regulator station monitors in Portsmouth, NH. DUNS: 049445518

7	Did the inspector have adequate knowledge of the pipeline safety program and regulations? (Evaluator will document reasons if unacceptable) (F8) Yes = 2 No = 0 Needs Improvement = 1	2	2
Evaluato			
	Mr. Burnell has over ten years of experience in pipeline safety with the New Hampshire P	ublic Utiliti	es Commission
8	Did the inspector conduct an exit interview? (If inspection is not totally complete the interview should be based on areas covered during time of field evaluation) (F9) $Yes = 1 No = 0$	1	1
Evaluato	or Notes:		
Yes	, Mr. Burnell had a limited exit interview with the Unitil Northern personnel due to the pote	ential probal	ble violation tha
may	be issued against the operator.		
9	During the exit interview, did the inspector identify probable violations found during the inspections? (if applicable) (F10) $Yes = 1 No = 0$	1	1
	r Notes:		
Yes	Mr. Burnell noted a probable violation to the operator representatives.		
10	General Comments: What did the inspector observe in the field? (Narrative description of field observations and how inspector performed) Best Practices to Share with Other States - (Field - could be from operator visited or state inspector practices) Other. Info Only = No Points	Info Onlyl	nfo Only
	a. Abandonment		
	b. Abnormal Operations		
	c. Break-Out Tanks		
	d. Compressor or Pump Stations		
	e. Change in Class Location		
	f. Casings		
	g. Cathodic Protection		
	h. Cast-iron Replacement		
	i. Damage Prevention		
	j. Deactivation		
	k. Emergency Procedures		
	1. Inspection of Right-of-Way		
	m. Line Markers		
	n. Liaison with Public Officials		
	o. Leak Surveys		
	p. MOP		
	q. MAOP		
	r. Moving Pipe		
	s. New Construction		
	t. Navigable Waterway Crossings		
	u. Odorization		
	v. Overpressure Safety Devices		
	<ul><li>w. Plastic Pipe Installation</li><li>x. Public Education</li></ul>		
	y. Purging  Provention of Assidental Ignition		
	z. Prevention of Accidental Ignition		
	A. Repairs B. Signs		
	-		
	C. Tapping	$\Box$	

Valve Maintenance	
Vault Maintenance	
Welding	
OQ - Operator Qualification	$\boxtimes$
Compliance Follow-up	
Atmospheric Corrosion	
Other	
	Vault Maintenance Welding OQ - Operator Qualification Compliance Follow-up Atmospheric Corrosion

#### **Evaluator Notes:**

I observed Unitil maintenance crew testing two regulator stations with monitors and worker regulators in the Portsmouth area. Probable violation(s) may have occurred due over pressure protection and operation of worker and monitor regulators failure to close at the correct set pressure.

Total points scored for this section: 12 Total possible points for this section: 12

PART	H - Interstate Agent State (If Applicable)	oints(MAX)	Score	_
<b>1</b> Evaluator N/A	Did the state use the current federal inspection form(s)? (C1) Yes = 1 No = 0 Needs Improvement = .5 Notes:	1	NA	
<b>2</b> Evaluator N/A	Are results documented demonstrating inspection units were reviewed in accordance "PHMSA directed inspection plan"? (C2)  Yes = 1 No = 0 Needs Improvement = .5  Notes:	with 1	NA	
N/A				
3	Did the state submit documentation of the inspections within 60 days as stated in its la Interstate Agent Agreement form? (C3)  Yes = 1 No = 0 Needs Improvement = .5	atest 1	NA	
Evaluator N/A	Notes:			
4	Were probable violations identified by state referred to PHMSA for compliance? (NO PHMSA representative has discretion to delete question or adjust points, as appropriate based on number of probable violations; any change requires written explanation.) (Correspondent of the probable violations) which is a property of the probable violations and the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations are considered as a property of the probable violations.	te,	NA	
Evaluator N/A	*			
5	Did the state immediately report to PHMSA conditions which may pose an imminent safety hazard to the public or to the environment? (C5)  Yes = 1 No = 0 Needs Improvement = .5	1	NA	
Evaluator N/A				
6	Did the state give written notice to PHMSA within 60 days of all probable violations found? (C6)  Yes = 1 No = 0 Needs Improvement = .5	1	NA	
Evaluator N/A				
7	Did the state initially submit documentation to support compliance action by PHMSA probable violations? (C7)  Yes = 1 No = 0 Needs Improvement = .5	on 1	NA	
Evaluator N/A	<u>i</u>			
8	General Comments:	Info Onlyli	Info OnlyInfo Only	
Evaluator N/A	Info Only = No Points Notes:			

Total points scored for this section: 0 Total possible points for this section: 0

PART	I - 60106 Agreement State (If Applicable)	Points(MAX)	Score
1 Evaluator N/A	Did the state use the current federal inspection form(s)? (B21) Yes = 1 No = 0 Needs Improvement = .5 Notes:	1	NA
2 Evaluator	Are results documented demonstrating inspection units were reviewed in accordance state inspection plan? (B22)  Yes = 1 No = 0 Needs Improvement = .5  Notes:	with 1	NA
N/A			
3	Were any probable violations identified by state referred to PHMSA for compliance (NOTE: PHMSA representative has discretion to delete question or adjust points, as appropriate, based on number of probable violations; any change requires written explanation.) (B23)  Yes = 1 No = 0 Needs Improvement = .5	? 1	NA
Evaluator			
N/A			
4	Did the state immediately report to PHMSA conditions which may pose an imminen safety hazard to the public or to the environment? (B24)  Yes = 1 No = 0 Needs Improvement = .5	t 1	NA
Evaluator N/A			
5	Did the state give written notice to PHMSA within 60 days of all probable violations found? (B25)  Yes = 1 No = 0 Needs Improvement = .5	1	NA
Evaluator N/A	Notes:		
6	Did the state initially submit adequate documentation to support compliance action by PHMSA on probable violations? (B26)  Yes = 1 No = 0 Needs Improvement = .5	y 1	NA
Evaluator	•		
N/A			
7	General Comments: Info Only = No Points	Info Onlyli	nfo Only
Evaluator			
N/A			

Total points scored for this section: 0 Total possible points for this section: 0