



# Part 191 Reporting Requirements for Natural Gas Pipelines

# Contact Information



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# Part 191



This Part prescribes requirements for the REPORTING of:

- Incidents
- Annual Pipeline Summary Data
- Safety Related Conditions



# This Part Does Not Apply To:

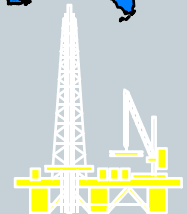
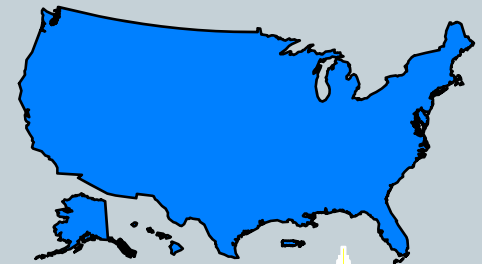


## 191.1 (b) Offshore Gathering of Gas

- Upstream from the Outlet Flange of Each Facility Where Hydrocarbons are Produced
- Outer Continental Shelf Upstream from the Point Where a Production Operator Transfers Responsibility to a Transport Operator

→ Where hydrocarbons are: Produced or First Separated, Dehydrated, or otherwise Processed

→ Whichever Facility is Farther Downstream



# Master Meter System



A pipeline system for distributing gas within, but not limited to, a definable area such as:

- Mobile Home Park
- Housing Project
- Apartment Complex

Supplies the "Ultimate Consumer"

Operator is the Gas Company

Customer



**Not required to submit Incident, Safety Related Condition, or Annual Reports under Part 191**

# This Part Does Apply To:



## Onshore Gathering of Gas Inside of the following areas:

### (i) An Area within the Limits of any:

- Incorporated or Unincorporated City
- Town
- Village



# This Part Does Apply To:



## Onshore Gathering of Gas Inside of the following areas:

### (ii) Any Designated:

- Residential or Commercial Area
- Subdivision
- Business
- Shopping Center
- Community Development



# Incident:



## Release of Gas - - "and"

- Fatality
- Hospitalization Injury
- \$50,000\* Property Damage and/or Gas Loss

\*Proposed change to volumetric



# Incident:

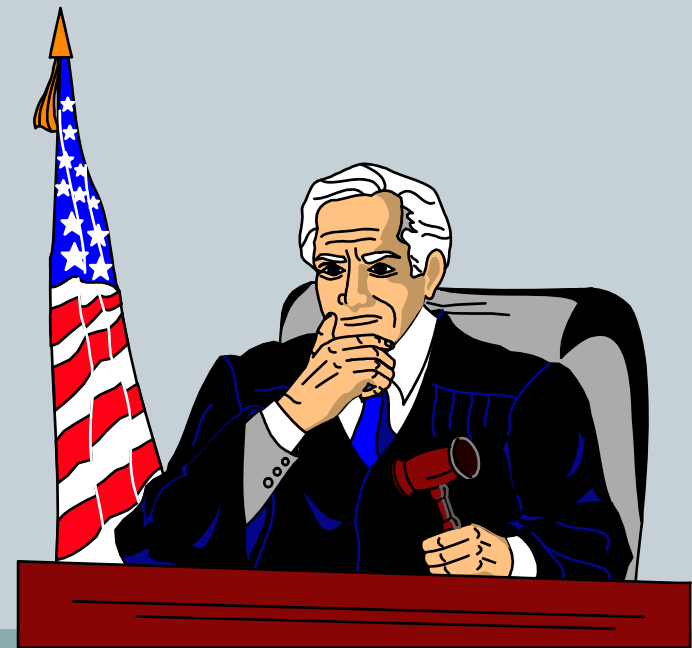


## Emergency Shutdown of an LNG Facility

# Incident:



## Significant in Judgment of the Operator



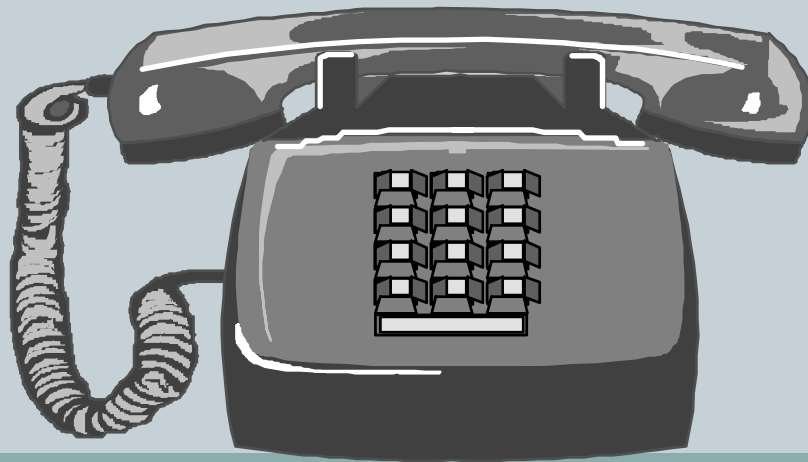
# **What should an operator do when there is a reportable incident?**

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

# Telephonic Notice:



- **National Response Center**
- **1-800-424-8802**
- **Earliest “Practicable Moment” following discovery ~ No Later than 2 Hours**



# Telephonic Notice:



- **NRC Manned by the U.S. Coast Guard**
- **Make Sure They Know This is a Natural Gas Pipeline Facility**
- **Document the NRC Report Number, Date, and Time, for the Incident Report**
- **NTSB, Homeland Security, and other agencies receive automatic notification**

# Incident Reports:



Due 30 days after DETECTION of Incident

May Require Additional  
Reports

*MASTER METER & LNG\*  
OPERATORS EXEMPT*

*\*Proposed Incident Report for LNG*

**191.9 Distribution**

**191.15 Transmission / Gathering**



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

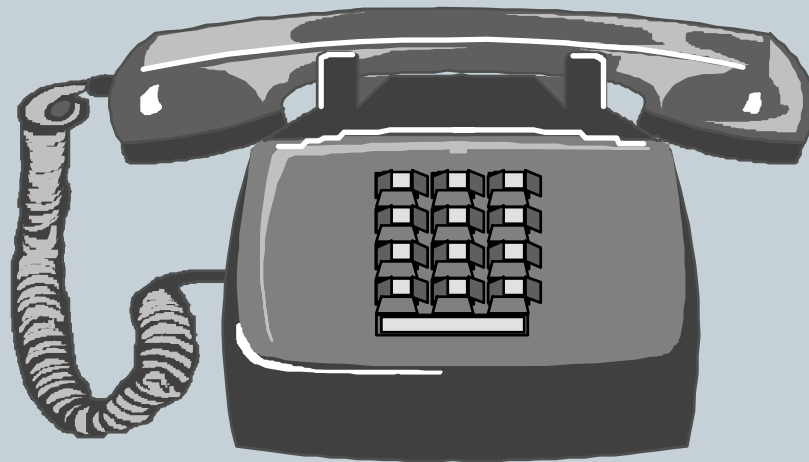
***\*Proposed  
Requirement for  
Use of Electronic  
Forms***

<http://opsweb.phmsa.dot.gov/cfdocs/opsapps/pipes/main.cfm>





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





**Instead of filing the  
incident report form, the  
operator sends a letter  
explaining why this is  
not a reportable  
incident.**

# Annual Reports



Due on March 15 for Preceding CY



**EXEMPT:**

- ↗ **LPG System < 100 customers**
- ↗ **Master meter operators**
- ↗ **LNG\* Facilities**

*\*Proposed Annual Report for LNG*

## Changes introduced in 2003 (Transmission)



- **Separate Form for each State in Which System Operates**
- **New Section Added to “Part B” for Reporting Miles of Pipe by Decade of Installation**
- **New Section Added to “Part B” for Reporting Miles of Pipe by Class Location**
- **“Part C” contains More Categories for Reporting Total Leaks Eliminated/ Repaired**

## Changes introduced in 2005 (Distribution)



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# 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

# “Leak” Categories ~ Part C



- **Corrosion**
- **Natural Forces**
- **Excavation**
- **Other Outside Force Damage**
- **Material and Welds**
- **Equipment**
- **Operations**
- **Other**
- **Offshore (Transmission)**

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. Form Approved 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**

1. NAME OF OPERATOR \_\_\_\_\_

2. LOCATION OF OFFICE WHERE ADDITIONAL INFORMATION MAY BE OBTAINED

Number and Street \_\_\_\_\_

City and County \_\_\_\_\_

State and Zip Code \_\_\_\_\_

**DOT USE ONLY**

3. OPERATOR'S 5 DIGIT IDENTIFICATION NUMBER \_\_\_\_\_

4. HEADQUARTERS NAME & ADDRESS, IF DIFFERENT

Number and Street \_\_\_\_\_

City and County \_\_\_\_\_

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							

# Gas Distribution Annual Report Form



# 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					<p>_____</p>					
CORROSION										
NATURAL FORCES										
EXCAVATION										
OTHER OUTSIDE FORCE DAMAGE										
MATERIAL OR WELDS										
EQUIPMENT					PART E - PERCENT OF UNACCOUNTED FOR GAS					
OPERATIONS					<p>Unaccounted for gas as a percent of total input for the 12 months ending June 30 of the reporting year</p> <p>[(Purchased gas + produced gas) minus (customer use + company use + appropriate adjustments)] divided by (purchased gas + produced gas) equals percent unaccounted for.</p>					
OTHER					<p>Input for year ending 6/30 _____ %.</p>					
NUMBER OF KNOWN SYSTEM LEAKS AT END OF YEAR SCHEDULED FOR REPAIR _____										
PART F - ADDITIONAL INFORMATION										
<p>_____</p>										
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										

## SAFETY- RELATED CONDITIONS (§191.23)



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



## SAFETY- RELATED CONDITIONS (§191.23)



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

Transmission Lines  
(20% or more SMYS)



# SAFETY- RELATED CONDITIONS



**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



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

**LNG Facilities**



# SAFETY- RELATED CONDITIONS



**Any Material Defect or Physical Damage that Impairs the Serviceability**

Transmission Lines  
(20% or more SMYS)



# SAFETY- RELATED CONDITIONS



**Any Malfunction or Operating Error  
That Causes the Pressure  
To Exceed MAOP  
plus Buildup.**

All Pipelines



# SAFETY- RELATED CONDITIONS



**A leak that constitutes an emergency**



All Pipelines

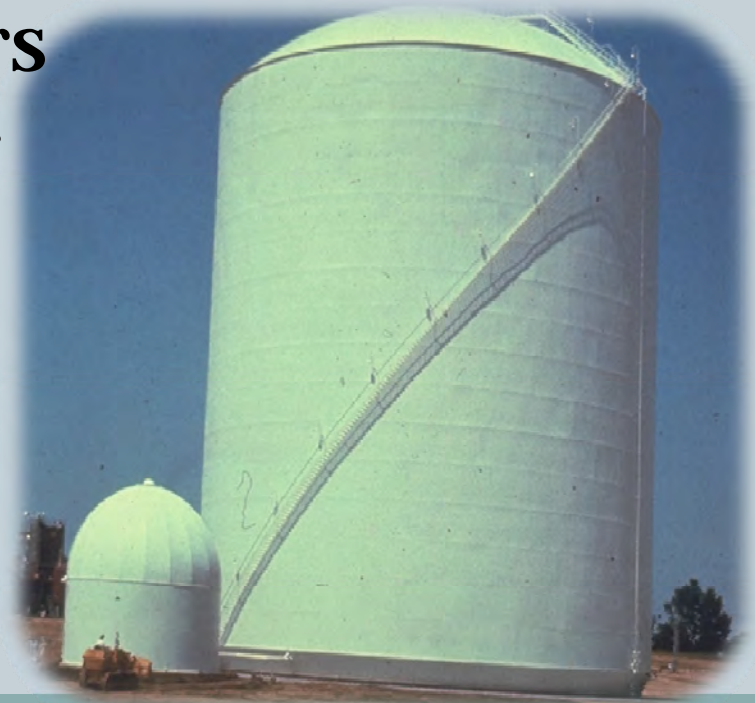


# SAFETY- RELATED CONDITIONS



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

**LNG Facilities**



# SAFETY- RELATED CONDITIONS



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

**All Pipelines**



# 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



# SAFETY- RELATED CONDITIONS



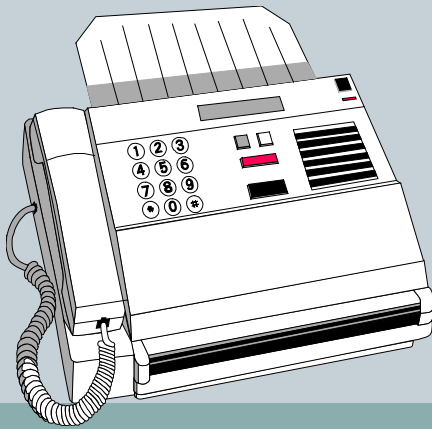
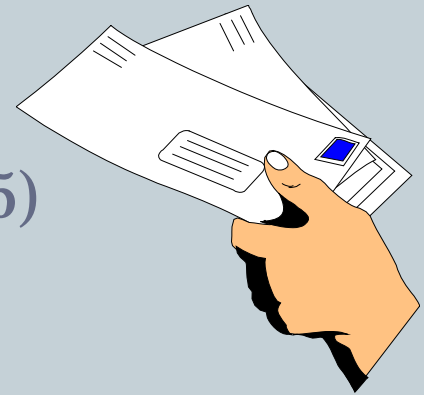
**Reports are required for:**

- General Corrosion
- Localized Pitting on Bare pipelines



# Filing Safety Related Condition Reports

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



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 5 6 7 8 9 10

***\*DETERMINE***

1 2 3 4 5

Working days excludes Saturday, Sunday, and Federal Holidays

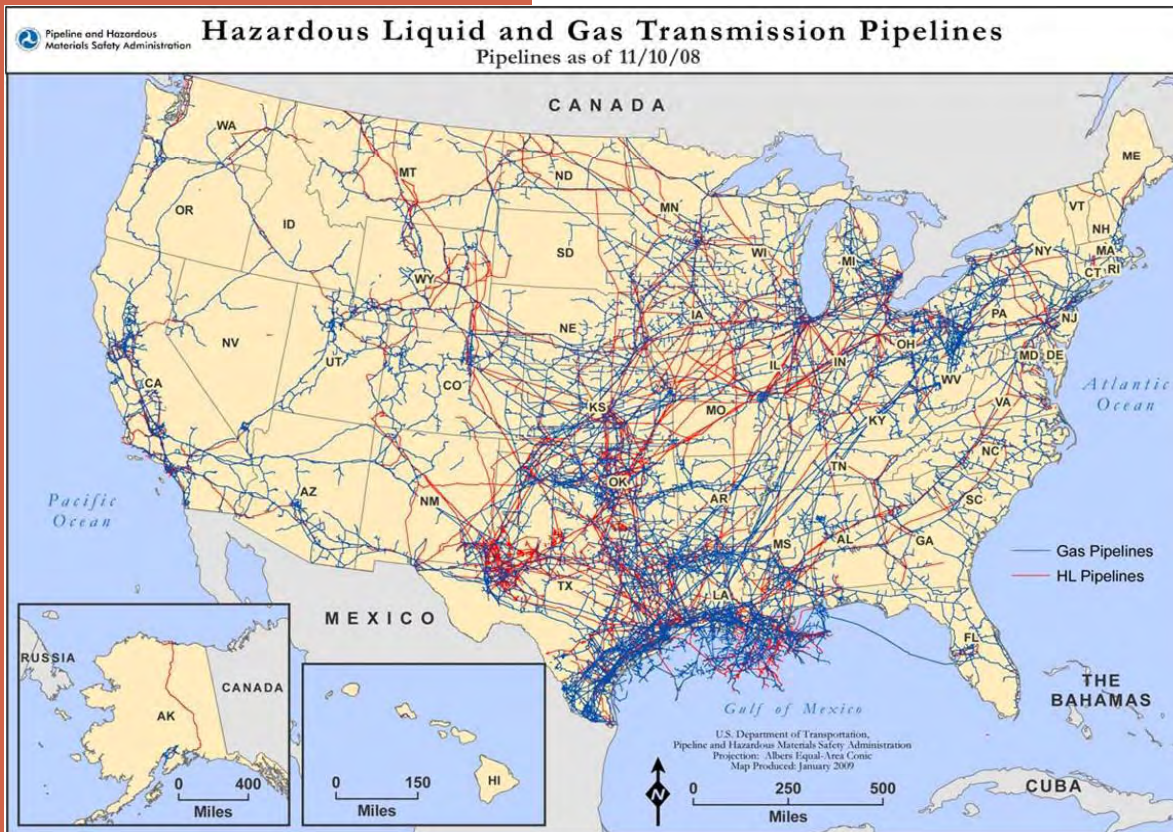
# National Pipeline Mapping System (NPMS)



- **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)



# Summary for Reporting Requirements of Part 191



- **Have written procedures**
- **Have the forms and information available**
- **Work with regulatory agencies**
- **Review process and work**
- **Check for completeness and accuracy**
- **Sign and file on time**
- **Turn in supplemental reports as required**

# **Information Websites**



**PHMSA Office of Training and Qualifications**

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

**PHMSA Pipeline Safety Regulations**

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

**PHMSA National Pipeline Mapping System**

**<http://www.npms.phmsa.dot.gov/>**