PHMSA
2011 reporting requirements

March 2012

Agenda

- 2011 Hazardous Liquid Annual Report Improvements

- Operator Validation

- Operator Notifications

- PHMSA Portal Improvements

- Questions

2011 Hazardous Liquid Annual Report Improvements & new features

- Users will have the choice to pre-populate from their latest 2010 annual report or start from a blank report

- Access to precursory questions (questions that help with a guided approach) can be changed at any time while the form is in draft mode or upon supplementing (except report year)
    - 2010 did not allow access to these once the report was created

- Warnings to users regarding changes/selections made and the impact of the change/selection to their report
    - Examples:
        - Selecting "Breakout Tanks only = YES" means you have no mileage to report only tanks.
        - Removing a state in A.7 will delete all data associated with it in Parts H-M
        - Changing A.6 to from yes to no will delete all HCA related data

2011 Hazardous Liquid Annual Report Improvements continued

Additional business rules have been added to improve overall data quality

- **New rules:**
    - Part D (total steel miles) must be less than or equal to the sum of all Part Hs (mileage by pipe diameter)
    - Part E (ERW miles) must be less than or equal to Part D (total steel miles)
    - Part D (total steel miles) must equal the sum of the steel miles reported in Part Js (% SMYS by material type)

- **Rules removed:**
    - Part G must be less than or equal to Part B
        - removed because miles could be reassessed during the year or HCA miles that might have been assessed might have been sold by Dec 31 of the previous year

Operator Validation: What is it?

- One time validation that is based on the new operator ID request form

- PHMSA uses the operator's latest annual report (and a few other data sources) to pre-populate the form.

- Operators are able to add, delete, and correct information

- Operators can start the validation and come back later to complete it; however, once the task is started the data from the latest annual report at that time is used for pre-population. Therefore, if the validation task is started and saved, then an operator completes their 2011 annual report, the validation form will still display information from the 2010 annual report.

- Main purpose is to capture Safety Program information and updated contact information

Operator Validation:
Who is required to complete it?

- All HL operators, who received an OPID prior to 2011 and are required to submit an annual report, are required to complete the one-time operator validation task.

- Operators have until the end of September 2012 to complete the validation (6 months)

- PHMSA Advisory bulletin has requested that all operators receiving OPIDs between January 1, 2011 and December 31, 2011 complete the validation.

Operator Notifications

- Notifications are required to be submitted by operators when certain actions or activities occur:

  - Name Change (Type A)
  - Change in Entity (Type B)
  - Change in Responsible Entity (safety program) (Type C)
  - Acquisitions or Divestures of 50 miles or more (Type D)
  - Acquisitions or Divestures of an Existing Pipeline Facility (Type E)
  - Construction, rehabilitation, or replacement of $10M or more (Type F)
  - Construction of 10 miles or more of new pipeline (Type G)
  - Construction of new pipeline facility (Type H)
  - Acquisitions or Divestures of an Existing LNG Plant/Facility (Type I)
  - Construction of new LNG Plant/Facility (Type J)

- Safety Program notification is required if information is not known during the OPID request within 60 days of the notification of the OPID Assignment

- Some notifications are required in advance of change occurring

Operator Notifications

• 1 Notification can be submitted at a time

• Use a guided approach to improve data quality and minimize confusion
   • For example, only safety programs related to the system type selected in Step 1, question 7 will display for the user to select from

• Users are asked if they want to submit another notification.
   • If so, questions 1-6 in Step 1 are pre-populated with information from notification that was just submitted

• A PDF copy of the Notification is available at the time of submittal or when re-entering the portal

Example of Guided Approach

Only applicable fields can be completed and the operator name is populated based on the Operator ID entered to help the user verify the correct OPID was entered
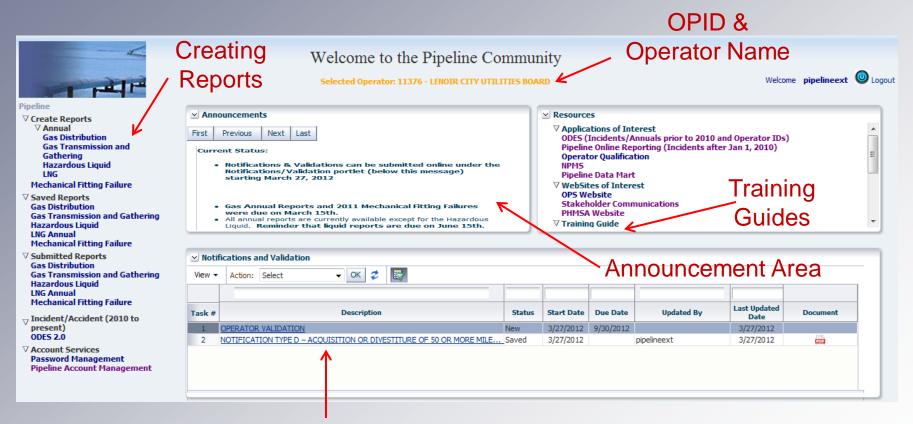
Selected Operator: 31871 -

Notice: This report is required by 49 CFR Parts 191 and 195. Failure to report may 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 as provided in 49 USC 60122.

OMB No: 2137-0627
Expiration Date: 12/31/2014

STEP 2 - TYPE E - ACQUISITION OR DIVESTITURE OF AN EXISTING PIPELINE FACILITY SUBJECT TO 49 CFR 195

1. Is this Notification for: ● An Acquisition ○ A Divestiture ○ BOTH an Acquisition and a Divestiture

2. If an acquisition, list OPID Number of previous Operator, if one has been assigned: `1007` ☐ Not assigned

   Previous Operator name: `KM INTERSTATE GAS TRANSMISSION CO`

3. If a divestiture, list OPID Number of new Operator, if one has been assigned: ☐ Not assigned

   New Operator name:

4. Indicate the effective date for this acquisition and/or divestiture: `7/1/2012`

when you enter an OPID, the corresponding Operator Name will display.

The Notification is not yet complete. Please save any changes, and then return to the Main Page to submit the Notification.

Previous | Save | Return to Main Page | Next

PHMSA Portal Improvements

- Improved password reset function
- Improved system performance to handle heavier volume and increase system response times
    - Gas operators submitted nearly 6000 reports in about a 2 week time frame and performance was much improved

- Clarified message to operators when trying to log in with Operator ID and PIN (previously used to log in to submit accident and annual reports 2009 and prior) (April 9th release)
    - Old message stated "unauthorized to log in", new message suggests they are trying to log in using their Operator ID and PIN and they need to create a PHMSA Portal account

- User session issue – User would log in and select an OPID, then log out and log back in selecting a different OPID, but the annual report application would not drop the 1st session.

Navigating the Portal

Other Information

- Each Operator may have unlimited user accounts associated to 1 OPID, as long as each account uses a different email address

- Each user account can have unlimited OPIDs associated to it.

Questions