

## Incident Report –Gas Distribution System

Repo	ort Date	
No.		
	(VDPS use only)	

INSTRUCTIONS						
PART A – KEY REPORT INFORMATION	Report Type: (see	ect all that apply)	Original	Supplementa	al F Final	
Last Revision Date						
1. Operator's OPS-issued Operator Identi	fication 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:	6. National Resp	onse Center R	Report Number	:	
Hour Month	Day Year					
5. Location of Incident:	·	7. Local time (24	<i>l-hr clock)</i> and	date of initial te	elephonic rep	ort to the
		National Resp	oonse Center:			
5.a(Street Address or location	description)	: Hour		Month	Day	Year
5.b						
(City)						
5.c(County or Paris	h)					
(County of Fans	11)					
5.d State:						
5.e Zip Code:						
5.f Latitude:						
Longitude:						
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     Natural Gas     Propane Gas     Synthetic Gas	on predominant volume rele	ased)				
Hydrogen Gas Landfill Gas						
Landfill Gas Other Gas *Name:						
Estimated volume of gas released:	_ ,Thous	sand Cubic Feet (Mo	CF)			

11. Were there fatalities? Yes No		12. Were t	nere injuries re	equiring inpatien	t hospitalization?	Yes	No
If Yes, specify the number in each category:		If Yes,	specify the n	umber in each	category:		
11.a Operator employees		12.8	a Operator e	mployees —			
11.b Contractor employees working for the Operator ————		12.l	Contractor working fo	employees or the Operator			
11.c Non-Operator emergency responders ————		12.0	Non-Opera emergenc	tor y responders		<del></del>	
11.d Workers working on the right-of-way, but NOT associated with this Operator		12.0	right-of-wa	orking on the ay, but NOT with this Operat	or		
11.e General public		12.6	e General pu	ıblic			
11.f Total fatalities (sum of above)		12.	Total injurie	es (sum of above	e) ———		
Was the pipe/linefacility shut down due to the inc     Yes No Explain:  If Yes, complete Questions 13.a and 13.b: (use  13.a Local time and date of shutdown							
	Hour	<del></del>	Month	Day	Year		
13.b Local time pipelinefacility restarted required)	Hour M	onth	Day	Year	Still shut do		required)
14. Did the gas ignite? Yes No							
15. Did the gas explode? O Yes O No							
16. Number of general public evacuated:							
17. Time sequence (use local time, 24-hour clock):							
17.a Local time operator identified failure							
17.b Local time operator resources arrived on s	ite	Hour		Month	Day	Year	
		Hour		Month	Day	Year	

PART B – ADDITIONAL LOCATI	ON INFORMATION			
Was the Incident on Federal lan	nd? Yes No			
2. Location of Incident: (select on	ly one)			
Operator-controlled property				
Public property				
Private property				
Utility Right-of-Way / Easement	1			
3. Area of Incident: (select only on	ve)			
Underground Specify: Exp			Under pavement bund enclosed space (e.g., vault)	
Aboveground Specify:	Typical aboveground Overhead crossing In or spanning an ope	In other en ditch Inside a	rtenance (e.g. valve or regulator station, enclosed space building	
Transition Area Specify:	Soilair Interface Other	Wall sleeve	Pipe support or other close contact are	a
4. Did Incident occur in a crossing	? Yes No			
If Yes, specify type below:				
Road crossing (Sele	ect all that apply) Ca ect all that apply) Ca	Uncased ased Uncased ased Uncased ased Uncased	Boreddrilled Boreddrilled Boreddrilled	
N	ame of body of water (I	f commonly known):		
А	pprox. water depth (ft):			

PA	RT C – ADDITIONAL FACILITY INFORMATION
1.	Indicate the type of pipeline system:
	privately owned
	municipally owned
	investor owned
	cooperative
	Other ⇒ Specify:
2.	Part of system involved in Incident: (select only one)  Main Service Service Riser Outside Meter/Regulator set  Inside Meter/Regulator set Farm Tap Meter/Regulator set  District Regulator/Metering Station  Other
	2.a. Year "Part of system involved in Incident" was installed: or Unknown
3.	When "Main" or "Service" is selected as the "Part of system involved in Incident" (from PART C, Question 2), provide the following:
	*3.a Nominal diameter of pipe (in):
	*3.b Pipe specification (e.g., API 5L, ASTM D2513):
	3.c Pipe manufacturer: or Unknown
	3.d Year of manufacture: or Unknown
4.	Material involved in Incident: Steel Cast/Wrought Iron Ductile Iron Copper Plastic Reconditioned Cast Iron Unknown Other Specify:
	4.a. If Steel ⇒ Specify seam type: or None or Unknown
	4.b. If Steel ⇒ Specify wall thickness (inches): or Unknown
	4.c. If Plastic ⇒ Specify type:  Polyvinyl Chloride (PVC) Polybutylene (PB) Polyamide (PA) Other Unknown  Polyvinyl Chloride (PVC) Polyethylene (PE) Polyathylene (PE) Cross-linked Polyethylene (PEX) Acrylonitrile Butadiene Styrene (ABS) Cellulose Acetate Butyrate (CAB)
	4.d. If Plastic ⇒ Specify Standard Dimension Ratio (SDR): or wall thickness: or Unknown
	4.e. If Polyethylene (PE) is selected as the type of plastic in PART C, Question 4.c ⇒  Specify PE Pipe Material Designation Code (i.e., 2406, 3408, etc.) PE or Unknown
5.	Type of release involved: (select only one)
	Mechanical Puncture Approx. size:in. (axial) byin. (circumferential)
	Leak Select Type: Pinhole Crack Connection Failure Seal or Packing Other
	Rupture Select Orientation: Circumferential Longitudinal Other  Approx. size: in. (widest opening) byin. (length circumferentially or axially)
	Other *Describe:

PART D – ADDITIONAL CONSEQUENCE INFORMATION	
Class Location of Incident: (select only one)	
Class 1 Location	
Class 2 Location	
Class 3 Location	
Class 4 Location	
2. Estimated Property Damage :	
2.a Estimated cost of public and non-Operator private proper	rty damage \$
2. b Estimated cost of Operator's property damage & repairs	\$
2.c Estimated cost of Operator's emergency response	<u>\$</u>
2.d Estimated other costs	\$
Describe:	
2.e Total estimated property damage (sum of above)	\$
Cost of Gas Released	
2.f Estimated cost of gas released	\$
3. Estimated number of customers out of service:	
3. a Commercial entities	
3. b Industrial entities	
3.c Residences	

PART E – ADDITIONAL OPERATING INFORMATION	
Estimated pressure at the point and time of the Incident	(psig):
2. Normal operating pressure at the point and time of the li	ncident (psig):
3. Maximum Allowable Operating Pressure (MAOP) at the	point and time of the Incident (psig):
Describe the pressure on the system relating to the Incidence Pressure did not exceed MAOP     Pressure exceeded MAOP, but did not exceed 11 Pressure exceeded 110% of MAOP	
	A)-based system in place on the pipeline or facility involved in the Incident?
No Yes 5. a Was it operating at the time of the In 5. b Was it fully functional at the time of	
•	ch as alarm(s), alert(s), event(s), andor volume or pack calculations) assist with the
detection of the Incident?	Yes No
5d Did SCADA-based information (succonfirmation of the Incident?	h as alarm(s), alert(s), event(s), andor volume calculations) assist with the  Yes  No
6. How was the Incident initially identified for the Operator? SCADA-based information (such as alarm(s), alert Static Shut-in Test or Other Pressure or Leak Test	c(s), event(s), andor volume or pack calculations)
Controller	Local Operating Personnel, including contractors
Air Patrol Notification from Public	Ground Patrol by Operator or its contractor Notification from Emergency Responder
Notification from Third Party that caused the Incident	Other
in Question 6, specify the following: (select only one	g contractors", "Air Patrol", or "Ground Patrol by Operator or its contractor" is selected e)  orking for the Operator
- Marian Carata de Carata	
Incident? (select only one)	troller(s) or control room issues were the cause of or a contributing factor to the
Report required)  No, the facility was not monitored by a controller	ndor controller actions has not yet been completed by the operator (Supplemental r(s) at the time of the Incident n of the controller(s) actions or control room issues was necessary due to:
(provide an explanation for why the operator	
Yes, Specify investigation result(s): (select all the	hat apply)
associated with fatigue	ns, continuous hours of service (while working for the Operator) and other factors rotations, continuous hours of service (while working for the Operator) and other
factors associated with fatigue (provide an ex	
Investigation identified no control room issues	
Investigation identified no controller issues Investigation identified incorrect controller action	on or controller error
Investigation identified that fatigue may have a Investigation identified incorrect procedures	affected the controller(s) involved or impacted the involved controller(s) response
Investigation identified incorrect control room	equipment operation
Investigation identified maintenance activities Investigation identified areas other than those	that affected control room operations, procedures, andor controller response above Describe:

PART F – D	ORUG & ALCOHOL TESTING INFORMATION	
	ult of this Incident, were any Operator employees tested under t esting regulations?	he post-accident drug and alcohol testing requirements of DOT's Drug
No		
Yes	1.a Specify how many were tested: ———	
	1.b Specify how many failed:	
	ult of this Incident, were any Operator contractor employees test Drug & Alcohol Testing regulations?	ted under the post-accident drug and alcohol testing requirements of
No		
Yes	2.a Specify how many were tested:	
	2. Specify how many failed:	

PART G – APPARENT CAUSE	Select only one box from PART G in the shaded column on the left representing the APPARE Cause of the Incident, and answer the questions on the right. Describe secondary, contribution or root causes of the Incident in the narrative (PART H).							
G1 – Corrosion Failure – *only one sub-cause can be picked from shaded left-hand column								
External Corrosion	Results of visual examination:     Localized Pitting General Corrosion     Other      Type of corrosion: (select all that apply)							
	Galvanic Atmospheric Stray Current Microbiological Selective Seam Other							
	The type(s) of corrosion selected in Question 2 is based on the following: (select all that apply)     Field examination							
	Was the failed item buried under the ground?     Yes							
	4.a Was failed item considered to be under cathodic protection at the time of the incident?							
	Yes Year protection started:  No 4. b Was shielding, tenting, or disbonding of coating evident at the point of the incident?  Yes No							
	4. c Has one or more Cathodic Protection Survey been conducted at the point of the incident?  Yes, CP Annual Survey Most recent year conducted:  Yes, Close Interval Survey Most recent year conducted:  Yes, Other CP Survey Most recent year conducted:  No							
	No 4.d Was the failed item externally coated or painted? Yes No							
	Was there observable damage to the coating or paint in the vicinity of the corrosion?     Yes No							
	6. Pipeline coating type, if steel pipe is involved: (select only one)  Fusion Bonded Epoxy Coal Tar Asphalt  Polyolefin Extruded Polyethylene Field Applied Epoxy  Cold Applied Tape Paint Composite None  Other Unknown							
Internal Corrosion	Results of visual examination:     Localized Pitting General Corrosion Not cut open     Other							
	Cause of corrosion: (select all that apply)     Corrosive Commodity Water drop-out/Acid Microbiological Erosion     Other							
	9. The cause(s) of corrosion selected in Question 8 is based on the following; (select all that apply) Field examination  Determined by metallurgical analysis  Other							
	Location of corrosion: (select all that apply)     Low point in pipe							
	11. Was the gas/fluid treated with corrosion inhibitors or biocides? Yes No							
	Were any liquids found in the distribution system where the Incident occurred?     Yes No							

G3	- Excavation Damage	– *only one <b>sub-ca</b>	ause can be pick	ed from shade	ed left-hand column		
	Excavation Damage (First Party)	by Operator					
	Excavation Damage Contractor (Second						
	Excavation Damage	by Third					
	Previous Damage du Activity	e to Excavation			NLY IF the "Part of syste ice, or Service Riser.	em involved in Incident" (	(from PART C,
			1 Date of the	e most recent	Leak Survey conducted:		
			1. Bate of the	o most recent	Loak ourvey conducted.	Month Day	Year
			2. Has one of Incident?	es Most re Test	ure test been conducted sincent year tested:  pressure (psig):		it the point of the
Co	mplete the following if E	Excavation Damag	ge by Third Part	y is selected.			
3.	Did the operator get prio	r notification of the	excavation activi	ty? Yes	No		
	3.a If Yes, Notification			•	II System Excavator	Contractor Lando	nwnor
	·	,			•		
	-	-		_	Excavation Damage sub-		
	-		-	CGA-DIRT (w	ww.cga-dirt.com)? Yes	No	
5.	Right-of-Way where every Public Specify: Private Specify: Pipeline Property/East Power/Transmission Railroad Dedicated Public Utite Easement Federal Least Data not collected UnknownOther	City Street Private Landow sement Line lity	State Highway	County Business	Road Interstate High Private Easement	nway Other	
6.	Type of excavator: (sel	lect only one)					
	Contractor Railroad	County State	Developer Utility	Farmer Data not o	Municipality collected	Occupant UnknownOther	
7.	Type of excavation equi	pment: (select onl	y one)				
	Auger Explosives Probing Device	Backhoe/Trackho Farm Equipment Trencher	Grade	g r/Scraper ım Equipmen	Drilling Hand Tools t Data not collected	Directional Drilling Milling Equipment d UnknownOther	
8.	Type of work performe	ed: (select only or	ne)				
	Agriculture Drainage Grading Natural Gas Sewer (Sanitary/Storn Telecommunications Data not collected	Traffic Signal UnknownOthe	Traffic er	ing uthority c Sign	Building Construction Engineering/Surveying Liquid Pipeline Railroad Maintenance Storm Drain/Culvert Water	Building Demolition Fencing Milling Road Work Street Light Waterway Improven	nent
	(This CGA-DIRT sect	tion continued on n	ext page with Qu	estion 9.)			

. VV	as the One-Call Center notified?	Yes N	0				
	9.a If Yes, specify ticket num	nber:					_
	9.b If this is a State where m	ore than a single O	ne-Call	Center ex	ists, list the	e name of the One-Call Ce	enter notified:
). T	ype of Locator:	Utility Owner	Cont	ractor Lo	cator	Data not collected	UnknownOther
1. V	Vere facility locate marks visible in	the area of excava	tion?	No	Yes	Data not collected	UnknownOther
2. V	Vere facilities marked correctly?			No	Yes	Data not collected	UnknownOther
3. C	oid the damage cause an interrupt	ion in service?		No	Yes	Data not collected	UnknownOther
	13.a If Yes, specify duration	of the interruption:			_ hours		
	Description of the CGA-DIRT Root ice, the one predominant second					el CGA-DIRT Root Cause	e and then, where available
	One-Call Notification Practic	ces Not Sufficient: (	select o	only one)			
		de to the One-Call Ce-Call Center made, provided		sufficient			
	Locating Practices Not Suffi	cient: (select only c	ne)				
	Facility could not be Facility marking or Facility was not low Incorrect facility re	location not sufficie cated or marked	nt				
	Excavation Practices Not Su	ufficient: (select onl	y one)				
	Failure to maintain Failure to maintain Failure to support Failure to use han	the marks exposed facilities d tools where requir cation by test-hole ()	ed	ng)			
	One-Call Notification Center	r Error					
	Abandoned Facility						
	Deteriorated Facility						
	Previous Damage						
	Data Not Collected						

G4 – Other Outside Force Damage – *only one sub-cause can be selected from the shaded left-hand column				
Nearby Industrial, Man-made, or Other Fire/Explosion as Primary Cause of Incident				
Damage by Car, Truck, or Other Motorized Vehicle/Equipment NOT Engaged in Excavation	VehicleEquipment operated by: (select only one)     Operator Operator's Contractor Third Party			
Damage by Boats, Barges, Rigs, or Other Maritime Equipment or Vessels Set Adrift or Which Have Otherwise Lost Their Mooring	Select one or more of the following IF an extreme weather event was a factor:     Hurricane Tropical Storm Tornado     Heavy Rains/Flood Other			
Routine or Normal Fishing or Maritime Activity NOT Engaged in Excavation				
Electrical Arcing from Equipment or Facility				
Previous Mechanical Damage Related to Excavation	Complete the following ONLY IF the "Part of system involved in Incident" (from PART C, Question 2) is Main, Service, or Service Riser.  3. Date of the most recent Leak Survey conducted:			
	4. Has one or more pressure test been conducted since original construction at the point of the Incident?  Yes Most recent year tested:  Test pressure (psig):  No			
Intentional	Specify:     Vandalism			
Other Outside Force	6. Describe:			

G5 - Pipe, Weld, or Joint Failure - *only one sub-cause can be selected from the shaded left-hand column				
☐ Body of Pipe	Specify: O Dent O Gouge O Bend O Arc Burn O Crack O Other			
☐ Butt Weld	2. Specify: O Pipe O Fabrication O Other			
☐ Fillet Weld	3. Specify: O Branch O Hot Tap O Fitting O Repair Sleeve O Other			
☐ Pipe Seam	Specify: LF ERW HF ERW Flash Weld DSAW SAW Spiral Other			
☐ Threaded Metallic Pipe				
	5. Specify the mechanical fitting involved: Stab type fitting Nut follower type fitting Other  6. Specify the type of mechanical fitting: Service Tee Coupling Service Head Adapter Basement Adapter Riser Elbow Other  7. Manufacturer:  8. Year manufactured: 9. Year installed: 10. Other attributes: 11. Specify the two materials being joined: Steel Cast/Wrought Iron Ductile Iron Copper Plastic Unknown Other ⇒ Specify:  11.b If Plastic Specify: Polyvinyl Chloride (PVC) Polyethylene (PE) Polypropylene (PP) Acrylonitrile Butadiene Styrene (ABS) Polyamide (PA) Cellulose Acetate Butyrate (CAB) Other ⇒ Specify:  11.c Second material being joined: Steel Cast/Wrought Iron Ductile Iron Copper Plastic Unknown Other ⇒ Specify:  11.c Second material being joined: Steel Cast/Wrought Iron Ductile Iron Copper Plastic Unknown Other ⇒ Specify:  11.d If Plastic Specify: Polyvinyl Chloride (PVC) Polyethylene (PE) Cross-linked Polyethylene (PEX) Polybutylene (PB) Polypropylene (PP) Acrylonitrile Butadiene Styrene (ABS) Polyamide (PA) Cellulose Acetate Butyrate (CAB) Other ⇒ Specify:  11.d If Plastic Specify: Polyvinyl Chloride (PVC) Polyethylene (PE) Cross-linked Polyethylene (PEX) Polybutylene (PB) Polypropylene (PP) Acrylonitrile Butadiene Styrene (ABS) Polyamide (PA) Cellulose Acetate Butyrate (CAB) Other ⇒ Specify:  12. If used on plastic pipe, did the fitting – as designed by the manufacturer – include restraint?  Yes No Unknown  12. a If Yes, specify: Cat. I Cat. II Cat. III DOT 192.283			

Compression Fitting			
	13. Fitting type:		
	14. Manufacturer:		
	15. Year manufactured:		
	16. Year installed:		
	17. Other attributes		
	18. Specify the two materials being joined:		
	18.a First material being joined: Steel Cast/Wrought Iron Ductile Iron Copper Plastic Unknown Other   Specify:		
	18.b If Plastic Specify: Polyvinyl Chloride (PVC) Polyethylene (PE) Cross-linked Polyethylene (PEX) Polybutylene (PB) Polypropylene (PP) Acrylonitrile Butadiene Styrene (ABS) Polyamide (PA) Cellulose Acetate Butyrate (CAB) Other   Specify:		
	18.c Second material being joined: Steel Cast/Wrought Iron Ductile Iron Copper Plastic Unknown Other   Specify:		
	18.d If Plastic Specify: Polyvinyl Chloride (PVC) Polyethylene (PE) Cross-linked Polyethylene (PEX) Polybutylene (PB) Polypropylene (PP) Acrylonitrile Butadiene Styrene (ABS) Polyamide (PA) Cellulose Acetate Butyrate (CAB) Other   Specify:		
Fusion Joint	19. Specify: Butt, Heat Fusion Butt, Electrofusion Saddle, Heat Fusion Socket, Electrofusion Other		
	20. Year installed:		
	21. Other attributes:		
	22. Specify the two materials being joined:		
	22.a First material being joined: Polyvinyl Chloride (PVC) Polyethylene (PE) Cross-linked Polyethylene (PEX) Polybutylene (PB) Polypropylene (PP) Acrylonitrile Butadiene Styrene (ABS) Polyamide (PA) Cellulose Acetate Butyrate (CAB) Other   Specify:		
	22.b Second material being joined: Polyvinyl Chloride (PVC) Polyethylene (PE) Cross-linked Polyethylene (PEX) Polybutylene (PB) Polypropylene (PP) Acrylonitrile Butadiene Styrene (ABS) Polyamide (PA) Cellulose Acetate Butyrate (CAB) Other   Specify:		
Other Pipe, Weld, or Joint Failure	23. Describe:		

Complete the following if any Pipe, Weld, or Joint Failure sub-cause is selected.					
24. Additional Factors: (select all that apply) Lamination Buckle Other	Dent Gouge Pipe Bend Arc Burn Crack Lack of Fusion Wrinkle Misalignment Burnt Steel				
25. Was the Incident a result of:					
Construction defect, specify:   → Poor workmanship Procedure not followed Poor construction/installation procedures					
Material defect, specify:   □ Long seam Other					
Design defect					
Previous damage					
26. Has one or more pressure test been cond	ucted since original construction at the point of the Incident?				
Yes ⇒ Most recent year tested: Test pressure (psig):					
G6 - Equipment Failure- *only one sub-cau	se can be selected from the shaded left-hand column				
Malfunction of ControlRelief Equipment	1. Specify: (select all that apply) Control Valve Instrumentation SCADA Communications Block Valve Check Valve Relief Valve Power Failure StoppleControl Fitting Pressure Regulator Other				
Threaded Connection Failure	Specify: Pipe Nipple Valve Threads Threaded Pipe Collar     Threaded Fitting     Other				
Non-threaded Connection Failure	Specify: O-Ring Gasket Other Seal or Packing Other				
Valve	4. Specify:       Manufacturing defect       Other         4.a Valve type:          4.b Manufactured by:          4.c Year manufactured:				
Other Equipment Failure	5. Describe:				

G7 – Incorrect Operation – *only one sub-cause can be selected from the shaded left-hand column				
Damage by Operator or Operator's Contractor NOT Related to Excavation and NOT due to Motorized Vehicle/Equipment Damage				
Valve Left or Placed in Wrong Position, but NOT Resulting in an Overpressure				
Pipeline or Equipment Overpressured				
Equipment Not Installed Properly				
Wrong Equipment Specified or Installed				
Other Incorrect Operation	1. Describe:			
Complete the following if any Incorrect Operation sub-cause is selected.  2. Was this Incident related to: (select all that apply) Inadequate procedure No procedure established Failure to follow procedure Other:*  3. What category type was the activity that caused the Incident: Construction Commissioning Decommissioning Right-of-Way activities Routine maintenance Other maintenance Normal operating conditions Non-routine operating conditions (abnormal operations or emergencies)  4. Was the task(s) that led to the Incident identified as a covered task in your Operator Qualification Program? Yes No  4.a If Yes, were the individuals performing the task(s) qualified for the task(s)?  Yes, they were qualified for the task(s) No, but they were performing the task(s) under the direction and observation of a qualified individual No, they were not qualified for the task(s) nor were they performing the task(s) under the direction and observation of a qualified individual				
G8 – Other Incident Cause – *only one sub-cause can be selected from the shaded left-hand column				
Miscellaneous	1. Describe:			
Unknown	Specify: Investigation complete, cause of Incident unknown     Still under investigation, cause of Incident to be     determined* (*Supplemental Report required)			

PART H – NARRATIVE DESCRIPTION OF THE INCIDENT	(Attach additional sheets as ne	cessary)
PART I – PREPARER AND AUTHORIZED SIGNATURE		
Preparer's Name (type or print)		Preparer's Telephone Number
Preparer's Title (type or print)		
Preparer's E-mail Address		Preparer's Facsimile Number
Authorized Signer	Date	Authorized Signer Telephone Number
5		3
Authorized Signer's Title		Authorized Signer's E-mail Address