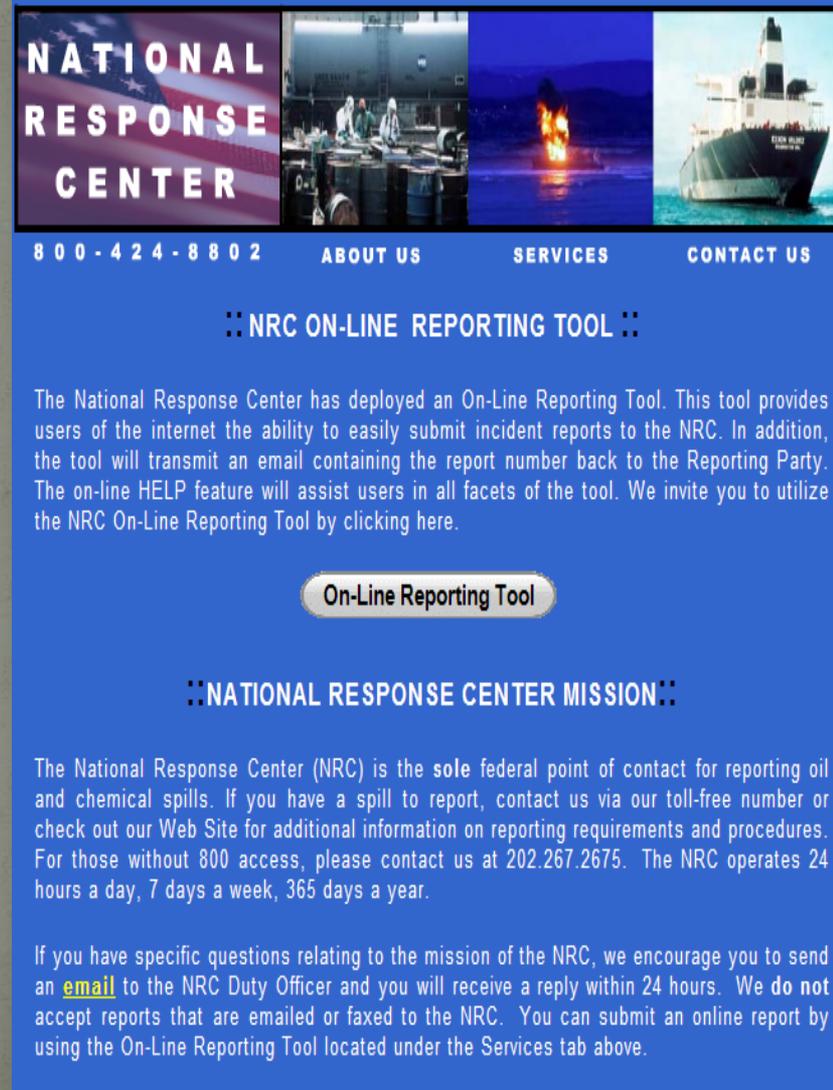




Part 191 Reporting Requirements for Natural Gas Pipelines

Immediate Notice:

- National Response Center
1-800-424-8802 or
<http://www.nrc.uscg.mil>
- Earliest “Practicable Moment” following discovery ~ No Later than 2 Hours



The screenshot shows the National Response Center website. At the top, there is a navigation bar with four tabs: "8 0 0 - 4 2 4 - 8 8 0 2", "ABOUT US", "SERVICES", and "CONTACT US". Below the navigation bar, there is a section titled "NRC ON-LINE REPORTING TOOL" with a sub-header "On-Line Reporting Tool". Underneath, there is a section titled "NATIONAL RESPONSE CENTER MISSION" with a paragraph of text. At the bottom, there is another paragraph of text.

NATIONAL RESPONSE CENTER

8 0 0 - 4 2 4 - 8 8 0 2 ABOUT US SERVICES CONTACT US

:: NRC ON-LINE REPORTING TOOL ::

The National Response Center has deployed an On-Line Reporting Tool. This tool provides users of the internet the ability to easily submit incident reports to the NRC. In addition, the tool will transmit an email containing the report number back to the Reporting Party. The on-line HELP feature will assist users in all facets of the tool. We invite you to utilize the NRC On-Line Reporting Tool by clicking here.

On-Line Reporting Tool

:: NATIONAL RESPONSE CENTER MISSION ::

The National Response Center (NRC) is the sole federal point of contact for reporting oil and chemical spills. If you have a spill to report, contact us via our toll-free number or check out our Web Site for additional information on reporting requirements and procedures. For those without 800 access, please contact us at 202.267.2675. The NRC operates 24 hours a day, 7 days a week, 365 days a year.

If you have specific questions relating to the mission of the NRC, we encourage you to send an [email](#) to the NRC Duty Officer and you will receive a reply within 24 hours. We do not accept reports that are emailed or faxed to the NRC. You can submit an online report by using the On-Line Reporting Tool located under the Services tab above.

Incident Reports:

Due 30 days after DETECTION of Incident

**May Require Additional
Reports**

**MASTER METER & LNG
OPERATORS EXEMPT**

191.9 Distribution

191.15 Transmission / Gathering



Report Submission

§191.7 states each report required by this section must be submitted electronically

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

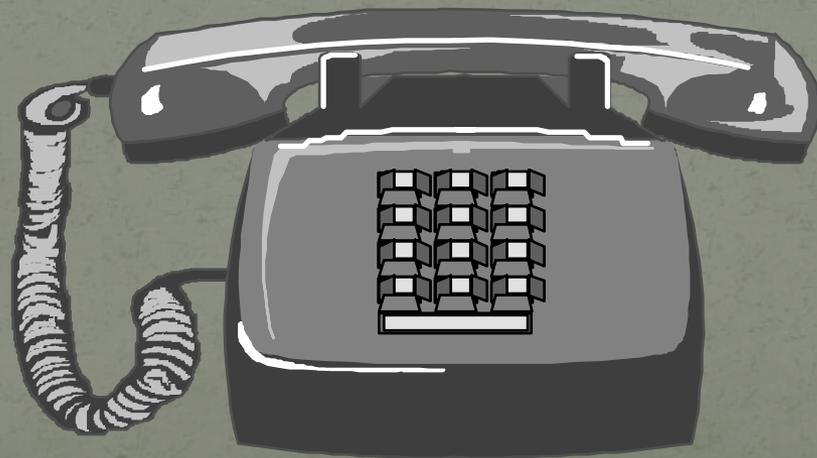
Gas Transmission and Gathering Systems			
▶	Incident Report Gas Transmission & Gathering Systems	PHMSA F 7100.2	01/02
▶	Annual Gas Transmission & Gathering System	PHMSA F 7100.2-1	12/05
Gas Distribution Systems			
▶	Incident Report - Gas Distribution Systems	PHMSA F 7100.1	03/04
▶	Annual Gas Distribution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

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

Report Submission

- §191.7 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.

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 needs to send a letter to the Region or State Program to provide notice that an NRC report will not be followed by a 30-day written report.

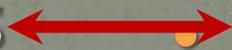
Cause Categories

Annual Report

- ~~CORROSION~~
- NATURAL FORCES
- EXCAVATION DAMAGE*
- OTHER OUTSIDE FORCE DAMAGE
- MATERIAL OR WELDS
- EQUIPMENT
- INCORRECT OPERATIONS
- OTHER

Incident Report

- ~~CORROSION~~
- NATURAL FORCE DAMAGE
- EXCAVATION DAMAGE
- OTHER OUTSIDE* FORCE DAMAGE
- PIPE, WELD, OR JOINT FAILURE
- EQUIPMENT
- INCORRECT OPERATION
- OTHER



* = Vehicle damages

- 6) Year Installed: _____
- 7) Year Manufactured: _____
- 8) If Neither Year Installed or Year Manufactured is Known, Provide Decade Installed: _____
- 9) Manufacturer: _____
- 10) Part or Model Number: _____
- 11) Lot Number: _____
- 12) Other Attributes: _____
- 13) Fitting Material: Steel Plastic Combination Plastic and Steel Brass Unknown Other _____

15) Apparent Cause of Leak:

- Corrosion
- Natural Forces Was there thermal expansion/contraction? Yes or No
- Excavation Damage Time excavation damage occurred? At time of leak discovery or Previous to leak discovery
- Other Outside Force Damage
- Material or Welds/Fusions Was the leak due to Construction/Installation Defect or Material Defect or Design Defect
- Equipment
- Incorrect Operation
- Other Explain: _____

- 16) How did the leak occur? Leaked Through Seal or Leaked Through Body or Pulled Out