



The University of Georgia

Physical Plant Division

Pipeline Safety and Public Awareness Program

In Accordance and Partnership with:
Pipeline Safety Improvement Act (PSIA) of 2002
American Petroleum Institute (API) Recommended Practice (RP) 1162
49 CFR 195.440



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Revision 1.0*

Pipeline Safety and Public Awareness Plan

Introduction

The Pipeline and Hazardous Materials Safety Administration (PHMSA) and the pipeline industry are working to improve the outreach and effectiveness of operator public awareness (education) programs. Part of the program involves a Pipeline Safety Awareness Program for any business operating as a Master Operator. The University of Georgia is known as a Master Operator and has a distribution system which serves several buildings on the UGA campus. This written program is meant for public distribution, and therefore, will not include information which is considered safety sensitive such as distribution maps, pipeline drawings, or valve locations.

Contractors working for the University must receive detailed pipeline information through the UGA Physical Plant Division (PPD) or University Architects (UA). The information provided in this plan is customer based and is not all encompassing. Likewise, emergency responders should use the *UGA PPD NATURAL GAS EMERGENCY RESPONSE PLAN*, as needed. Copies are kept in the Physical Plant's Operations and Maintenance Department and also with UGA Police.

Regulatory Requirements

Federal pipeline safety regulations require pipeline operators to conduct continuing public awareness programs to educate a wide variety of stakeholders on pipeline safety issues.

Current regulations require pipeline operators to develop and implement public awareness programs consistent with the requirements of the Pipeline Safety Improvement Act (PSIA) of 2002 and the guidance provided by the American Petroleum Institute (API) Recommended Practice (RP) 1162, "Public Awareness Programs for Pipeline Operators".

Under the regulations, operators of gas and hazardous liquid pipeline facilities must carry out continuing programs to educate the public on:

- The use of a One-Call notification system prior to excavation, and other damage prevention activities;
- The possible hazards associated with unintended releases from the pipeline;
- The physical indications that such a release may have occurred;
- What steps should be taken for public safety in the event of a pipeline release; and
- How to report such an event.

Operators must include in their programs activities to advise affected municipalities, school districts, businesses, and residents of the pipeline.

One-Call Notification

The University of Georgia operates under the national One Call Notification System. Prior to excavation, or any land disturbing activities, contractors or UGA personnel will call 811 for locating any underground utilities. Operators will ask you for the location of your excavation and route your call to affected utility companies. The utility company will then send a professional locator to the location within a specified time frame. Once the underground lines have been marked, you will know the approximate location of your utility lines and can dig safely.

Once the utilities have been located and marked, workers will be allowed to mobilize and work according to established protocols of the work order or contract. Damage prevention activities such as cone placement, use of construction barriers, flags and/or spotters is encouraged during all excavation activities to prevent accidental damage to underground utilities and pipelines. Excavation equipment will not be allowed within two feet of existing pipeline during work activity.

Emergency Situations

Typical situations which require an emergency response to protect the public are:

- Fire or explosion caused by an ignited gas leak in a building or distribution line outside a building.
- Gas leak in a building.
- Gas leak in the distribution system outside a building.
- Gas service interruption.

Possible causes of these situations include: equipment failure, accidental disturbance during maintenance operations or construction activities; natural disasters (tornados, earthquake, etc.), civil disturbances and sabotage.

Suspected Gas Leaks

During normal work hours, reports of gas leaks should be referred immediately to the PPD Work Control Office, (706-542-7456). Work Control will dispatch an appropriate Response Team to the site of the reported leak. If needed, the PPD will contact UGA Police at (706-542-2200), if further action (evacuation or back-up) is needed.

After normal work hours, Campus Police 542-2200 receives all gas leak reports. They in turn notify appropriate Plumbing Shop personnel from the PPD emergency phone list.

Both Campus Police and Work Control, upon receipt of a gas leak report in a building should remind the caller:

- **Do not turn off any electrical switches.**
- **Do not use telephones in area of leak.**
- **Extinguish all open flames and cigarettes.**
- **Ventilate area if possible (open windows).**
- **Evacuate the building (If necessary, based on reported severity of the leak. If in doubt, evacuate).**

The first PPD Response Team member on the scene of a gas leak is the “Person in charge” of the response until a more senior member arrives. (In the event of a gas fire he will relinquish operational control to fire officials.) His duties are:

- **TO TAKE ANY ACTION NECESSARY TO PROTECT LIFE AND PROPERTY FROM DANGER (IN THAT ORDER).**
- Set up communications (Assistance from Work Control (PPD Net) and Campus Police (Police Net). If needed, request Campus Police to dispatch an individual with radio to serve as liaison.
- Coordinate the response operation.
- Make all decisions concerning: emergency valves, isolating and evacuating area, requesting campus police support, gas company support, fire department support and use of emergency equipment.

UGA REPORTING REQUIREMENTS

Under certain conditions, telephone reports of gas leaks must be made to both the Georgia State Gas Safety Division and the US Department of Transportation’s National Response Center (NRC). These reports must be made, normally, within 2 hours following discovery of the leak. The senior Emergency Response Team member is responsible for reporting.

Conditions Requiring Reports/Agency:

- Leak resulting in death, overnight hospitalization, or property damage over \$50,000. State and NRC
- Property loss/damage less than \$50,000. State only.
- Under \$5,000 damage. No report required.

Emergency Phone Numbers

Campus Police 706-542-2200 or 2-2200

Fire 911

PPD Work Control Normal/After Hours: 706-549-5575/706-549-4512

Atlanta Gas & Light 706-542-5801

Environmental Safety Division 706-542-7556

National Response Center: For assistance in notifying the appropriate Federal, state, or local agency concerning any release or potential release discovered in your area, contact the National Response Center. (800) 424-8802

PHMSA Office of Pipeline Safety: For additional information on emergency special permits, contact Joy Kadnar in PHMSA's Office of Pipeline Safety.

Phone: (202) 366-0568

Emergency Phone: (202) 281-9438

Bi-Annual Public Awareness Requirement

The information seen in Appendix A will serve as the information that will be distributed twice a year – fall and spring semester – via the Office of Security and Emergency Preparedness (OSEP). This document will be available to the public, upon written request.

Questions or Comments on this document should be submitted to the UGA Physical Plant Safety Coordinator, Hope Thomas at hthomas@uga.edu or 706-583-8925.