



## Gas Emergency List and Summary of State Reporting Requirements

### Telephonic Reporting Of Incidents and Service Failures

Incident: An event that involves a release of gas from an intrastate pipeline transportation facility and results in:

- (1) A death;
  - (2) Personal injury requiring in-patient hospitalization; or
  - (3) Unintentional gas lost by an operator or person or both greater than 3 million cubic feet;
  - (4) Estimated property damage of \$50,000 or more, which is the sum of:
    - (a) Estimated cost of repairing and/or replacing the physical damage to the pipeline facility;
    - (b) Cost of material, labor and equipment to repair any leaks, including meter turn-off, meter turn-on and light up; and
    - (c) Cost of gas lost by an operator or person or both.
- Federal, 49 C.F.R. 191.3 and 191.5  
State, Rule 4901:1-16-01(G) and -03, O.A.C.

Service Failure: Interruption of service to 100 or more customers for two or more hours.

- (1) Incidents shall be reported by telephone to the Gas Pipeline Safety Section within two hours. Notice must also be given to USDOT at 1-800-424-8802.  
Telephone notice requires:
  - (a) Personal contact with the Chief for incidents involving death or personal injury;
  - (b) Personal contact with the Chief or good faith efforts to make personal contact for property damage incidents. Operators unable to make personal contact shall leave a message on the Chief's voice mail pursuant to instructions on the voice mail.
- (2) Service Failures shall be reported by telephone to the Gas Pipeline Safety Section within two hours after discovery -- State, Rule 4901:1-16-05(A), O.A.C.  
Telephone notice requires personal contact with the Chief or good faith efforts to make personal contact. Operators unable to make personal contact shall leave a message on the Chief's voice mail pursuant to instructions on the voice mail -- State, Rule 4901:1-16-05(A), O.A.C.

To report incidents and service failures as defined above, please call:

**PUCO GPS Reporting Line/Voice Mail**

**614.466.7542**

## Written Reports

### STATE OF OHIO

Chief, Gas Pipeline Safety Section  
Public Utilities Commission of Ohio  
180 East Broad Street, 7th Floor  
Columbus, OH 43215-3793  
FAX: 614-728-4319  
E-mail: [gps3@puc.state.oh.us](mailto:gps3@puc.state.oh.us)

### FEDERAL

Office of Pipeline Safety  
Pipeline and Hazardous Materials  
Safety Administration  
U.S. Department of Transportation  
PHP-10, 1200 New Jersey Ave, SE  
Washington, D.C. 20590

### **INCIDENT REPORTS**

- (1) Incident Reports are due: 30 days after discovery of incident--  
State, Rule 4901:1-16-03(A) and -05(B), O.A.C.
- (2) Investigative Reports are due: 60 days or 60 day updates (until a final report is submitted)--  
State, Rule 4901:1-16-05(B)(3), O.A.C.

### **SERVICE FAILURE REPORTS**

- (1) Service Failure Reports are due: 30 days after service failure occurred--  
State, Rule 4901:1-16-05(B)(2), O.A.C.
- (2) Investigative Reports are due: 60 days or 60 day updates (until a final report is submitted)--  
State, Rule 4901:1-16-05(B)(3), O.A.C.

### **SAFETY-RELATED CONDITION REPORTS**

- (1) Safety-Related Condition Reports are due: Five working days after the operator determines  
condition exists on its pipeline facilities --  
State and Federal, 49 C.F.R. 191.7 and 191.25.

### **CONSTRUCTION REPORTS**

- (1) An "important addition" means construction or alteration of an operator's pipeline facility(ies) in a single project which costs:
  - (a) More than \$200,000; or
  - (b) An amount more than 10% of the operator's gas pipeline system, provided such amount exceeds \$30,000.
- (2) Construction Reports for "important additions" are due:
  - (a) 1st report - 21 days before work starts;
  - (b) 2nd report - 7 days after work has started; and
  - (c) 3rd report - 7 days after work is completed --  
State, Rule 4901:1-16-06(B), O.A.C.

## PUCO ANNUAL REPORTS

- (1) Incidents and Service Failures for the preceding calendar year. Due March 15<sup>th</sup>.  
State, Rule 4901:1-16-05(B), O.A.C.
- (2) 24-Hour Contact List of current emergency contact personnel (name, business address and phone number) and any emergency hotline number. Due March 15<sup>th</sup>.  
State, Rule 4901:1-16-05(D), O.A.C.
- (3) Important Additions (Pipeline Construction) completed during the preceding calendar year. Due March 15<sup>th</sup>.  
State, Rule 4901:1-16-06(C), O.A.C.
- (4) Throughput Report Due March 30<sup>th</sup>.  
4905.92, O.R.C.

## DOT ANNUAL REPORTS COPIED TO PUCO

Copies of Annual Reports filed with U.S. Department of Transportation (DOT) are due March 15<sup>th</sup> (State, Rule 4901:1-16-05(B), O.A.C.):

- (1) Distribution systems on DOT Form RSPA F 7100.1-1
- (2) Transmission and Gathering systems on DOT Form RSPA F7100.2-1

**To contact the Gas Pipeline Safety Section for questions or comments, please call 614.644.8983 or e-mail [gps3@puc.state.oh.us](mailto:gps3@puc.state.oh.us).**