



CITY OF DANVILLE, VIRGINIA
Utilities Department

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March 14, 2016

Byron Coy P.E., Director, Eastern Region
Pipeline & Hazardous Materials safety Administration
U.S. Department of Transportation
820 Bear Tavern Road, Suite 103
West Trenton, New Jersey 08628

Via Federal Express

Subject: CPF 1-2016-0003W

Dear Mr. Coy:

As a result of the findings of the January 26, 2016 inspection by the Virginia State Corporation Commission (VA SCC) Danville Utilities took the following actions.

Per the Virginia State Corporation Commissions staffs findings in regards to the above mentioned NOI, specifically "Failing to recheck a grade 1 leak after repair as stated in Danville Utilities Operation and Maintenance Plan here after (O & M Manual), Danville Utilities offers the following for consideration;

- Danville Utilities leak survey personnel have gone to the locations sited and rechecked the repair sites.
- Danville Utilities did on January 28th, 2016 conduct a refresher training presentation with all company field personnel on the importance of accurate and complete record keeping with emphasis on following O & M procedures and the importance of rechecking of grade 1 leak sites.
- Danville Utilities has instituted within its work order system an additional field that will not allow the work order to be closed, in regards to a grade 1 leak, until the repaired area has been rechecked. In addition to this, Danville Utilities will have its Compliance Coordinator perform a review of all grade 1 leaks to assure proper documentation.

Sincerely,

Allen L Wiles P.E.
Director of Danville Utilities Water & Gas