MAGELLAN
MIDSTREAM PARTNERS, L.P.

November 18, 2009

Mr. Ivan A. Huntoon
Director Central Region
Pipeline and Hazardous Materials Safety Administration
U.S. Department of Transportation
901 Locust Street
Suite 462
Kansas City, MO 64106-2641

Re: CPF No. 3-2009-5017M Notice of Amendment

Dear Mr. Huntoon:

Magellan Pipeline Company, L.P. ("Magellan") acknowledges receipt of the above referenced Notice Of Amendment, and is responding within the allotted time frame. Magellan is not contesting this Notice.

Magellan has updated its Operator Qualification Covered Task List to include the following Covered Tasks:

- Connecting Threaded Fittings (Magellan Task Number 72)
- Assembling Flanges (Magellan Task Number 73)
- Bending of Tubing (Magellan Covered Task Number 82)

These new Covered Tasks have been approved for implementation in conjunction with roll out of Magellan's 2010 Edition of the System Integrity Plan.

Magellan will instruct Supervisors and OQ evaluators to complete OQ evaluations for employees on the 3 new covered tasks by March 31st, 2010. Magellan is assessing evaluation methods and materials for qualifying contractors on these 3 new covered tasks, and anticipates requiring contractors to be qualified for these tasks by December 31st, 2010.

Please contact me at (918) 574-7300 if any additional information or discussion is warranted. A copy of Magellan's revised Covered Task List containing the three tasks is enclosed for your reference.

Sincerely,

Larry J. Davied
Vice President Technical Services

Attachment: Magellan 2010 Operator Qualification Covered Task List

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CONFIDENTIAL - MAGELLAN MIDSTREAM PARTNERS, LP -- COVERED TASK LIST											
Task Number	API OQC Number	Task	Description	Typically Performed by	Evaluation Method	Evaluators	Qualification Required	Re-Evaluation Interval	Forms	Procedures	Other OQ Tasks
1.15	1.1, 2.1	Measure Structure-Soil Potentials	Structure-to-soil potentials (also called pipe-to-soil potentials) are taken during Annual Surveys, during most CP investigations and sometimes when buried pipe is exposed to monitor the cathodic protection level on the pipeline. The readings are analyzed and should unexpected readings occur, further investigation is required. This task also includes the periodic inspection and testing of test leads (Task #2.10) to ensure the test station is functioning properly.	Corrosion Techs, DPMOs, COMs, Contractors	Performance, OR NACE CP 1 OR NACE CP2 OR NACE CP3 OR NACE CP4	Corrosion Evaluators and all Corrosion Techs	Q	3 years	PCS, Maintenance Report	7.04-ADM-011	
1.20	1.2	Conduct Close Interval Surveys	Close interval surveys are performed to monitor and establish proper CP and to evaluate the coating over the entire length of the pipe. The individual must be qualified in Measure Pipe-to-Soil potential before they can be qualified on this task.	Corrosion Techs, Contractors	Written Test OR NACE CP 1 OR NACE CP 2 OR NACE CP 3 OR NACE CP4	proctored	Q	3 years	PCS, Maintenance Report	7.04-ADM-007	Line Locating, Bond Inspection, Rectifier Inspection, Measure Structure/ Soil Potentials
1.30	1.3	Test to Detect Interference	Interference (also called stray currents) are direct currents flowing in the earth from a source other than the cathodic protection source. These sources are often from CP systems from other pipelines. Stray currents can interfere with the CP system and thus have the potential to cause, or increase the rate of, corrosion. Testing for interference involves taking structure/soil potentials, close-interval-surveys, current magnitude and direction readings, and rectifier readings.	Corrosion Techs, Contractors	Written Test OR NACE CP2 OR NACE CP 3 OR CP4	proctored	Q	3 years	CP Interference Test Form	7.04-ADM-015	Measure Structure/ Soil Potentials, Conduct Close-Interval Survey
1.45	1.4, 1.5	Inspect and Perform Electrical Test of Bonds and Isolation Devices	nstalling bonds is one method of mitigating interference. Bonds allow current to flow through a metallic conductor rather than the soil/electrolyte. Critical bonds must be inspected and tested at least 6 times per year. This evaluation includes tasks #1.40 and #1.50.	Corrosion Techs, Contractors	Performance OR NACE CP2 OR NACE CP 3 OR NACE CP4	Corrosion	Q	3 years	PCS	7.04-ADM-004	Measure Structure/ Soil Potentials

2.25	2.2, 2.4, 9.1, 9.2	Install or Repair Damaged Test Leads	Any test leads that are not working properly should be repaired or replaced. Magellan uses exothermic weld methods (task #2.40). The evaluation for this task includes evaluation for Install Galvanic Anodes (OQCT 9.20) and Installing Bonds (OQCT 9.10).	Corrosion Techs, Contractors	Performance or Simulation OR NACE CP2 OR NACE CP3 OR NACE CP4	Corrosion	1:02	3 years	PCS, Maintenance Report	7.04-ADM-003	Apply and Repair External Coatings on Buried Pipe, Measure Structure/Soil Potential, Backfilling a Trench Following Maintenance, Monitoring Excavation
3.15	3.1, 3.2	Check for Proper Operation of a Rectifier	Rectifiers supply the power to the anodes in a CP system. Rectifiers must be checked for proper performance at least six times per year, with intervals not exceeding 2-1/2 months. This task includes obtaining the voltage and current readings (#3.1) and making adjustments to ensure proper operation (#3.2). This task includes the activities from the rectifier to the CP system, not from the electric source to the rectifier.	Corrosion Techs, Specified Operations Personnel, Contractors	Performance or NACE CP1 OR NACE CP2 OR NACE CP3 OR NACE CP 4	Corrosion	Q	3 years	PCS, Rectifier Log Sheet	7.04-ADM-012	Measure Structure/ Soil potentials
4.00	4.1, 4.2, 4.3	Troubleshoot Rectifier Operations and Restore to Proper Operating Condition	When rectifier readings indicate that there may be a problem, these problems must be investigated and the defective components must be repaired or replaced. This task includes the activities from the rectifier to the CP system, not from the electric source to the rectifier. Tasks 4.1, 4.2 and 4.3 are included.	Corrosion Techs, Contractors	Perform OR Simulate NACE CP2 OR NACE CP3 OR OR NACE CP4 OR NACE Generalist plus documented, current rectifier school	Corrosion	Q	3 years	PCS	7.04-ADM-013	Check for Proper Operation of a Rectifier

5.05	5.1, 5.2, 5.3, 8.1, 8.2, 8.3, 12.0	Inspect Buried or Submerged Pipe and Coating when Exposed	Anytime the pipeline is exposed, it must be inspected for evidence of physical damage, coating damage and external corrosion, if applicable. Physical damage includes dents or gouges. Coating damage includes cracking, wrinkling, peeling and delamination. If the coating is damaged, the remaining coating must be removed to check for external corrosion. When localized external corrosion (pitting) is found, the pit depth, remaining wall thickness and corroded area must be measured to assess the degree of corrosion. The evaluation for this task includes for Tasks #5.1, 5.2, 5.3, 8.1, 8.2, 8.3 and 12.00 - Inspect for Internal Corrosion on Buried or Submerged Pipe following a Pipe Cut-Out.	COMs, DPMOs, Corrosion Techs, Contractors	Simulation	Corrosion	Q	3 years	Pipeline Maintenance Report	7.04-ADM-005	Apply and Repair External Coatings on Buried Pipe, Measure Structure to Soil Potential, Measure Remaining Wall Thickness, Backfilling a Trench After Maintenance, Monitoring Excavation Activities
7.10	7.1	Inspection of Atmospheric Coatings	Tanks, station piping and aboveground piping are exposed to the atmosphere and are coated to prevent corrosion. The coating must be inspected periodically to ensure that it is maintaining its effectiveness. This task refers to the type of inspection performed by a corrosion tech, not the routine walk-around inspections performed by operations.	Corrosion Techs, Contractors	Perform OR Simulate OR NACE CP4 OR NACE CIP (all levels)	Corrosion	Q	3 years	PCS	7.04-ADM-002	
7.25	7.2, 7.3, 7.4	Prepare Surface for Atmospheric Coating	The foundation of a good coating job is the preparation of the pipe surface. Surface preparation includes cleaning the surface with water or other agents, using hand tools such as brushes, or power tools. Tasks 7.2, 7.3 and 7.4 are included.	Contractors	See ISN		1:04				
7.55	7.5, 7.6	Apply Atmospheric Coating	Tanks, station piping and aboveground piping exposed to the atmosphere are coated to prevent corrosion. This coating is typically applied by brush, roller, and/or spraying. Tasks 7.5 and 7.6 are included.	Contractors	See ISN		1:04				
7.70	7.7	Perform Coating Inspection	Coating inspections may be done before, during and immediately applying atmospheric coating. This task consists of wet film test, dry film test, adhesion tests and pinhole tests.	Contractors	See ISN		Q				

8.10	8.1	Measure Pit Depth with Pit Gauge	If damaged coating, corrosion or SCC is observed on exposed buried pipe, the extent of the corrosion must be evaluated including measuring the depth of the pit.	Corrosion Techs, Asset Integrity, Contractors	See OQCT 5.05	Corrosion	1:02	3 years	Pipeline Maintenance Report	7.01-ADM-005	Apply and Repair External Coatings on Buried Pipe, Measure Structure to Soil Potential, Measure Remaining Wall Thickness, Backfilling a Trench After Maintenance , Monitoring Excavation Activities
8.20	8.2	Measure Wall Thickness with Handheld UT Meter	If damaged coating, corrosion or SCC is observed on exposed buried pipe, the extent of the corrosion must be evaluated including measuring the the wall thickness.	Corrosion Techs, Asset Integrity, Contractors	See OQCT 5.05	Corrosion	1:02	3 years	Pipeline Maintenance Report	7.01-ADM-005	Apply and Repair External Coatings on Buried Pipe, Measure Structure to Soil Potential, Measure Remaining Wall Thickness, Backfilling a Trench After Maintenance , Monitoring Excavation Activities

8.30	8.3	Measure Corroded Area	If damaged coating, corrosion or SCC is observed on exposed buried pipe, the extent of the corrosion must be evaluated including calculating the corroded area.	Corrosion Techs, Asset Integrity, Contractors	See OQCT 5.05	Corrosion	1:02	3 years	Pipeline Maintenance Report	7.01-ADM-005	Apply and Repair External Coatings on Buried Pipe, Measure Structure to Soil Potential, Measure Remaining Wall Thickness, Backfilling a Trench After Maintenance, Monitoring Excavation Activities

9.10	9.1	Install Bonds	Bonds are installed to suppress stray current (also called interference) that may interfere with the proper operation of a CP system. They are installed using a CAD weld as needed. This task has been incorporated into the evaluation of OQCT 2.25, Install or Repair Damaged Test Leads.	Corrosion Techs, Contractors	See OQCT 2.25	Corrosion	1:02	3 years	PCS, Maintenance Report, As-Builts	7.04-ADM-003	Measure structure-soil potentials, Inspect pipe when exposed, Inspect and perform electrical test of bonds and isolation devices, Measure wall thickness with handheld UT meter, Apply and repair external coatings, Backfilling a trench following maintenance , Monitoring Excavation Activities

9.20	9.2	Install Galvanic Anodes	Galvanic anode systems are one type of CP system. These anodes use natural voltage differences between materials, and do not require an external power source. The evaluation for this task has been incorporated into OQCT 2.25, Install or Repair Damaged Test Leads.	Corrosion Techs, Contractors	See OQCT 2.25	Corrosion	1:02	3 years	PCS, Maintenance Report, As-Builts	7.04-ADM-003	Repair Damaged Test Leads, Measure structure to soil potential, Backfilling a trench following maintenance, Monitoring excavation activities
9.30	9.3	Install Rectifiers	The rectifier is the power source for Impressed Current systems. It must be installed to meet appropriate codes and it should be installed to minimize the possibility of damage. This task includes the power from the rectifier to the CP system, not from the electric source (pole) to the rectifier.	Corrosion Techs, Contractors	Written Test OR NACE CP1 OR NACE CP2 OR NACE CP3 OR NACE CP4	proctored	1:03	3 years	PCS, As-Builts	7.04-ADM-010, 7.04-ADM-008	Install Test Leads, Monitor Excavation Activities, Locate Line, Inspect buried or submerged pipe when exposed
9.40	9.4	Install Impressed Current Groundbeds	Impressed Current systems are one type of CP system. These systems require an external power source.	Contractors, Corrosion Techs	Written Test OR NACE CP1 OR NACE CP2 OR NACE CP3 OR NACE CP4	proctored	1:03	3 years		7.04-ADM-010, 7.04-ADM-008	

9.50	9.5	Repair Shorted Casings	Casings are used as additional protection for the carrier pipe against unusual loads and direct mechanical damage. Although precautions are taken to isolate the casing from the carrier pipe, shorts do occur. These shorts can affect the cathodic protectio	Corrosion Techs, COMs, Contractors	Written Test OR NACE CP1 OR NACE CP2 OR NACE CP3 OR NACE CP4	proctored	1:04	3 years	PCS, Maintenance Report	7.04-ADM-014	Measure structure/soil potentials, Install Test Leads, Inspect buried or submerged pipe when exposed, Monitor excavation activities, Backfilling a trench following maintenance , Moving in-service pipe
10.10	10.1	Insert and Remove Corrosion Coupons	This task includes the insertion and removal of corrosion coupons to check for internal corrosion.	Operations	Performance or Simulation Or NACE CP4	Corrosion or Operations	Q	3 years		7.04-ADM-021	
11.00	11.0	Perform Internal Corrosion Remediation	This task includes all the steps necessary to adjust the corrosion inhibitor rate on the mainline.	Operations	Performance	Operations	Q	3 years	Site-Specific Logs	9.01-ADM-041	
12.00	12.0	Inspect for Internal Corrosion on Buried or Submerged Pipe Following a Pipe Cut-out.	Anytime a pipe cut-out is taken, the interior of the pipe must be inspected for evidence of internal corrosion. The evaluation for this task is the included in the evaluation for OQCT 5.05 - Inspect Buried or Submerged Pipe and Coating when Exposed.	COMs, Corrosion Techs, Contractors	See OQCT 5.05	Corrosion	1:02	3 years	Pipeline Maintenance Report	7.01-ADM-005	Inspect Buried or Submerged Pipe when Exposed
13.00	13.1, 13.3, 13.4	Apply and Repair External Coatings on Buried or Submerged Pipe	Whenever coated pipe is exposed, it must be inspected for damage. Magellan considers transition piping to be "buried" pipe. If damage is found, the coating must be repaired and replaced. Additionally, some routine work, such as installing test stations	Corrosion Techs, DPMOs, COMs, Contractors	Perform or Simulate	Corrosion	1:04	3 years	Pipeline Maintenance Report	7.04-ADM-022	
13.20	13.2	Perform Water Pressure Cleaning	Whenever coated pipe is exposed, it must be inspected for damage. Magellan considers transition piping to be "buried" pipe. If damage is found, the coating must be repaired and replaced. Additionally, some routine work, such as installing test stations	Contractors	See ISN		1:04				

13.50	13.5	Apply Coating Using Spray Application	Whenever coated pipe is exposed, it must be inspected for damage. Magellan considers transition piping to be "buried" pipe. If damage is found, the coating must be repaired and replaced. Additionally, some routine work, such as installing test stations	Contractors	See ISN		1:04				
14.00	14.1, 14.2, 14.3, 14.4, 17.1, 17.2, 17.3	Installation and Maintenance of Pipeline Markers (Permanent and Temporary)	Permanent line markers are required to be placed and maintained in close proximity to the pipeline. Additionally, temporary markers (such as flags or painting) are required during excavation activities. This task includes locating the line (14.1, 17.1), installing the marker (14.2, 17.2), inspecting and maintaining markers and aerial markers (14.3, 14.4, 17.3).	Asset Integrity, Operations, Contractors, Corrosion Techs	Initial must be Perform, subsequent can be perform or simulate	Maintenance, Operations	1:01	3 years	Onecall ticket, Maintenance Report (if pipe is exposed)	7.05-ADM-001, 7.05-ADM-002	
15.15	15.1, 15.2	Visual Inspection of Pipeline ROW and Reporting	The pipeline must be patrolled at intervals determined by the location of the line. Magellan typically contracts this work done through aerial patrols. However, Magellan employees may need to conduct a ground patrol on foot or using a vehicle. This task includes the inspection (#15.1) and reporting (#15.2).	Contractors, Asset Integrity, Corrosion Techs	Written Test	Proctored	Q	3 years	Inspection of ROW Report, 07-FORM-1574	7.05-ADM-006	
16.00	16.1, 16.2, 16.3	Inspecting Navigable Waterway Crossings	At least every 5 years, operators are required to inspect each crossing under a navigable waterway to determine the condition of the crossing. This task includes use of probing equipment (16.1), use of sonar equipment (16.2) and reporting protocols (16.3).	Contractors	See ISN		Q				
18.10	18.1	Inspecting the pipeline for damage during and after blasting through leak survey techniques	After blasting operations have taken place near any section of the pipeline, a leak survey must be performed. A leakage survey (18.1) is performed by means of a visual inspection or by the use of leak detection instruments. (Pressure monitoring is incorporated into Task 43.3).	Operations, Maintenance, Contractors	Written Test	proctored	Q	3 years		7.05-ADM-007, 7.05-ADM-032, 7.05-ADM-xxx	

19.10	19.1	Perform Valve Body Winterization or Corrosion Inhibitor (6-month inspection)	All valves on a pipeline that may be subject to below freezing conditions must be winterized before cold temperatures are expected. The winterization process includes draining the valve and possibly adding corrosion inhibitor.	Asset Integrity, Operations	Perform	Mechanical and Operations	1:01	3 years	Mainline Valve Inspection Report (07-FORM-1035), Monthly External Tank Inspection Form (07-FORM-0077), Pipeline Maintenance Report (07-FORM-1581)	OQCT 19.10	
19.20	19.2	Perform Valve Lubrication	Valve lubrication helps ensure proper operation of valves and also helps extend the life of the valve. While the procedure for valve lubrication is relatively simple, several factors such as climate, or other environmental factors may affect which lubricant to use or how to apply it. Therefore the manufacturer's procedures should always be followed. This task has been combined with OQCT 20.10 and OQCT 20.30 into a new task/evaluation called OQCT 20.50.	Asset Integrity, Operations	See OQCT 20.50	Mechanical and Operations	1:01	3 years	CMS, Pipeline Maintenance Report (07-FORM-1581)	7.13-ADM-1035	
19.30	19.3	Perform Valve Seat Sealing	Some valves, such as WKM or Daniel, have a sealant that forms a leak-proof seal around the valve seat and can seal or reduce a valve internal leak. The manufacturer has specific recommendations for the type and amount of sealant.	Asset Integrity, Operations	Perform	Mechanical	1:01	3 years	DOT Component Repair Report (07-fORM-0101), Mainline Valve Inspection Report (07-FORM-1035), Pipeline Maintenance Report (07-FORM-1581)	7.13-ADM-021	

19.40	19.4	Perform Valve Stem Packing Maintenance	Valve stem packing prevents the pressurized product in the pipeline from migrating up the stem. The valve stem packing ring needs to be tightened periodically to prevent leaking. If tightening the valve does not prevent a leak, the packing must be inspected and possibly replaced. Manufacturer's recommendations must be followed.	Asset Integrity, Operations	Perform	Mechanical	1:01	3 years	DOT Component Repair Report (07-FORM-0101), Mainline Valve Inspection Report (07-FORM-1035), Pipeline Maintenance Report (07-FORM-1581)	7.13-ADM-022	
20.10	20.1, 20.2	External Valve Inspection (Daily, Weekly)	Routine walk-around inspections are done to ensure that there are no visible leaks, no valve damage present, or no corrosion. This task has been combined with OQCT 19.20 and OQCT 20.30 into a new task/evaluation called OQCT 20.50.	Operations, Asset Integrity	See OQCT 20.50	Mechanical and Operations	1:01	3 years	Monthly External Tank Inspection Form (07-FORM-0077), Mainline Valve Inspection Report (07-FORM-1035)	CMS, Pipeline Maintenance Report (07-FORM-1581)	
20.30	20.3	Function Test Valve (does the valve work properly)	Function testing valves tests the valve to ensure it is performing as intended. This task has been combined with OQCT 19.20 and OQCT 20.10 into a new task/evaluation called OQCT 20.50.	Asset Integrity, Operations	See OQCT 20.50	Mechanical, Operations	1:01	3 years	Mainline Valve Inspection Report (07-FORM-1035)	CMS, Pipeline Maintenance Report (07-FORM-1581)	Walk-Around Inspection
20.40	20.4	Leak Test Valve	A valve leak test is performed to determine that the valve is able to seal properly or that the leak-through rate(s) is acceptable.	Asset Integrity, Operations	Perform	Mechanical and Operations	1:01	3 years	CMS	7.13-ADM-003	Walk-Around Inspection, Function Test Valve
20.50	19.2, 20.10, 20.3	Valve Inspecting, Testing and Lubrication	This task combines the three individual tasks into one and includes the more routine tests to ensure the valve is working properly. Specific descriptions tasks #19.20, 20.10 and 20.30 are above	Asset Integrity, Operations	Perform	Mechanical and Operations	1:01	3 years	07-FORM-1035	CMS, 7.13-ADM-1035	

21.00	21.1, 21.2, 21.30, 21.4, 21.5,19.5. 19.6, 19.7	Valve Repair including Actuator/Operator Adjustment, Disassembly and Reassembly of the Valve and Internal Inspection of the Valve	This task consists of the internal repair and maintenance activities performed on each valve, including the operator/acutator, that is necessary for safe operation of a pipeline. It applies to all valves, except relief valves, that are in service and connected to the pipeline. The tasks for the 3 types of actuators (pneumatic, hydraulic and electronic) are included.	Technicians	Perform	Mechanical	Q	3 years	DOT Component Repair Report (07-FORM-0101), Mainline Valve Inspection Report (07-FORM-1035), Pipeline Maintenance Report (07-FORM-1581)	7.13-ADM-020, OEM	Walk-Around Inspection
23.10	23.1	Maintain/Repair Pressure Limiting Valves (such as LPMR relief)	When relief valves are found to be defection or are not functioning properly, they should be repaired or replaced. Valves may include pilot controlled relief valves or backpressure valves.	Asset Integrity, Operations	Perform	Mechanical	Q	3 years	PCDInspection Form, 07-FORM-0741, DOT Facility Component Repair Report 07-Form-0101	7.13-ADM-006	
23.20	23.2	Maintain/Repair Thermal Relief Valves (such as pop-offs)	Thermal relief valves are inspected and tested annually, unless required more frequently (such as semi-annual inspection required for propane) . If the valve is found to be defective, it should be repaired or replaced.	Asset Integrity, Operations	Perform	Mechanical	Q	3 years	PCDInspection Form, 07-FORM-0741	7.13=ADM-016	
23.30	23.1	Inspect, Test and Calibrate Pressure Limiting Valves (such as LPMR relief)	Relief valves should be inspected at least once per year. This inspection includes inspecting for deterioration and corrosion, physical damage, seat leakage, evidence of re-adjustment, moisture or contaminants in the valve, and the presence of a protective cap (if required).	Asset Integrity, Operations	Perform or Simulate	Mechanical	Q	3 years	PCDInspection Form, 07-FORM-0741, DOT Facility Component Repair Report 07-Form-0101	7.13-ADM-006	

24.00	24.0	Inspect, Test and Calibrate Thermal Relief Valves	Thermal relief valves should be inspected at least once per year. This inspection includes inspecting for deterioration and corrosion, physical damage, seat leakage, evidence of re-adjustment, moisture or contaminants in the valve, and the presence of a protective cap (if required).	Asset Integrity, Operations	Perform	E&I, Mechanical	Q	3 years	PCD Inspection Form, 07-FORM-0741	7.13-ADM-016	
25.00	25.1, 25.2	Inspect, Test and Calibrate Pressure Switches and Transmitters	This task consists of the inspection, testing and calibration functions performed on pressure switches and transmitters or other control devices to verify that it is functioning properly, that it is functioning within limits established in the measurement manual, and that it is in good operating condition, and is adequate for the application. Elements of this task may include inspecting, testing and calibrating.	Techs, Tech Service, Contractors	Perform	E&I	Q	3 years	07-FORM-0741 - PCD Inspection, 07-FORM-0101 - DOT Facility Component Repair Report, Pressure Recorder and Transmitter Inspection, 07-FORM-1013	OQCT 25.00, 07-FORM-0741	
26.00	26.0	Verify or Set Protection Parameters for Programmable Controllers and/or Other Instrument Control Loops	This task consists of adjusting PLCs to ensure that pressure parameters are set properly and will prevent an overpressure situation on the pipeline facility.	SCADA Techs, Tech Service, Techs, Contractors	Perform OR Simulate (Tulsa Controls)	E&I	Q	3 years	Station Log, 07-FORM-0101 - DOT Facility Component Repair Report, MOCR, Station Back-Up disc	OQCT 26.00	
27.10	27.1	Routine Monthly Inspection of Breakout Tanks	Breakout tanks must be inspected monthly per API 653. The inspection includes the foundation, the shell, flanges, valves, and the roof.	Operations	Perform	Operations	1:02	3 years	Monthly External Tank Inspection Form (07-FORM-0077)	7.10-ADM-009	
27.20	27.2	Inspection of In-service Breakout Tanks	An in-service inspection of each breakout tank is required every 5 years per API 653.	Contractors	See ISN		Q				

28.00	28	Provide Security for Pipeline Facilities	All facilities and aboveground equipment must be secure and protected from unauthorized access or vandalism. Maintaining security may include fencing, locks, signs, or employee awareness. This task covers the steps utilized by the Company to ensure facility security.	Operations, Maintenance and Corrosion Techs	Written Test	proctored	Q	3 years	Site-Specific Logs	SIP Element 8	
29.10	29.1	Launching Pigs (Cleaning Pigs and Smart Pigs)	This task consists of the steps required to safety launch the pig from a pig trap without damaging the pig or causing a release.	Asset Integrity, Contractors, Operations	Perform or Simulate	Operations	Q	3 years	Pig Data Base, Pipeline Maintenance Report (07-FORM-1581) (for smart pigs)	9.01-ADM-110	
29.20	29.2	Receiving Launching Pigs (Cleaning Pigs and Smart Pigs)	This task consists of the steps required to safety receive the pig from a pig trap without damaging the pig or causing a release.	Asset Integrity, Contractors, Operations	Perform or Simulate	Operations	Q	3 years	Pig Data Base	9.01-ADM-110	
30.00	30.0	Test Overfill Protective Devices	This task consists of the visual inspection and testing of overfill protective devices on breakout tanks. Elements of this task may include verifying alarm(s) and documenting the results. This task is done monthly or after an adjustment has been made to the overfill protective devices.	Operators, Techs, Contractors	Perform	E&I, Operations	Q	3 years	Monthly Overfill Protection System and Waterdraw Inspection (07-FORM-0040)	7.13-ADM-009	
31.00	31.0	Repair and Calibrate Overfill Protective Devices	This task consists of making adjustments, servicing, calibrating and repairing overfill protective devices on breakout tanks to insure proper operation.	Techs, Contractors	Perform	E&I	Q	3 years	07-FORM-0101 - DOT Facility Component Repair Report	OQCT 31.00	Test Overfill Protective Devices
32.00	32.0	Inspection of Excavation Activities	This task consists of inspecting the excavation process and includes locating the line and ensuring that hand digging begins at the appropriate distance from the pipe. It applies to machine digging only (not hand digging). The task is applicable for the spotter, not the backhoe operator.	Asset Integrity, Contractors	Written Test	proctored	Q	3 years	Pipeline Maintenance Report, 07-FORM-1581; Daily Excavation Checklist	7.11-ADM-001	Inspecting the pipeline when exposed, placing and maintaining pipeline markers

33.00	33.2, 33.3, 34.0	Move In-Service Pipe	This task consists of the activities required to move or reposition a section of the pipeline while it is operating. This task includes the preparation for movement (33.2), the movement (33.3) and the inspection following movement (34.0). Determining the allowable line pressure in section to be moved (33.1) is an engineering task and not included here.	Engineers, Asset Integrity, Contractors	Written Test	proctored	1:05	3 years	Pipeline Maintenance Report, 07-FORM-1581; Job Plan; Tailgate Meeting Form, 09-FORM-12	7.05-ADM-013	
35.00	35.0	Measure clearance from existing pipe to underground structures installed by excavation, boring, directional drilling	This task provides requirements for the minimum clearance between an underground pipe and other buried structure to prevent damage to the pipeline.	Operations, Asset Integrity, Corrosion Techs, Contractors	Written Test	proctored	Q	3 years	Encroachment Agreement; Pipeline Maintenance Report, 07-ADM-1581	7.05-ADM-012, 7.05-ADM-035	
36.10	36.1	Safe Disconnect of Pipeline Facilities	Pipelines or pipeline segments are deactivated (idled) or abandoned for a variety of reasons such as the pipe is no longer used or it needs extensive repair. A deactivated pipeline or segment may be left in the ground or removed. This task includes planning the disconnecting process, isolating, draining, bonding and disconnecting the pipe. This task covers pipeline facilities that are decommissioned or inactivated.	Asset Integrity, (E&C)	Simulate or Perform	Maintenance	1:03	3 years	Job Plan; Pipeline Maintenance Report, 07-FORM-1581; MOCR	7.06-ADM-008	
36.20	36.2	Purging of Pipeline Facilities	Purging is done prior to disconnecting, inactivating or abandoning a pipeline facility. Purging may also be done for some maintenance activities where a drain-up or blow-down does not provide an adequate safe environment for the maintenance work. This task includes safe preparation for purging, selecting the purge medium or pig, and the purging process itself.	Asset Integrity, (E&C)	Simulate or Perform	Maintenance	Q	3 years	Pipeline Maintenance Report, 07-FORM-1581; MOCR	7.06-ADM-009	
36.30	36.3	Sealing a Disconnected Portion of Pipeline	If an abandoned pipe is left in the ground, (whether it is decommissioned or inactivated) it must be sealed to prevent any residue from leaking or to prevent the pipe from becoming a conduit for water.	Asset Integrity, (E&C)	Simulate or Perform	Maintenance	Q	3 years	Pipeline Maintenance Report, 07-FORM-1581; MOCR	7.06-ADM-010	

37.00	37.0	Installation, Replacement, or Repair of Support Structures on Existing or New Aboveground Components	Aboveground pipe requires support structures. This task includes the installation per engineering standards, inspection and repair/replacement of these components.	Asset Integrity, Contractors	Written Test	proctored	Inspection -Q, Install and Repair -1:5	3 years	Weekly Inspection, API 653, DOT Facility Component Repair Report, Job Plan, PSSR	7.05-ADM-023	
38.10	38.1	Visually Inspect Pipe and Pipe Components Prior to Installation	Prior to installing pipe components (sleeves, fittings, flanges, piping, fittings, valves, etc.) for pipeline repair, each component shall be visually inspected to ensure it is the correct component and is not damaged.	Asset Integrity, E&C, Contractors	Written Test	proctored	Q	3 years		Welding Manual - Spec 100 and Spec 101	
38.20	38.2	Perform NDT	Non-destructive test methods are used to verify that pipe repair activities and tie-ins are adequate.	Contractors	See ISN	Current ASNT certificate and current Visual Acuity Certificate	Q				
38.30	38.3	Visually Inspect that Welds Meet DOT	Upon completion of the welding, the welder shall inspect the weld to ensure that it is free of any defects.	Asset Integrity, E&C, Contractors	Written Test	proctored	Q	3 years	Pipeline Maintenance Report, 07-FORM-1581; Facility Component Repair Report, 07-FORM-0101	Welding Manual - Spec 101	
38.40	38.4	Radiographic Testing of Pipeline Weld (X-ray)	This task is included in #38.20 above.	Contractors	See ISN		Q				
39.00	39.0	Inspection of Backfilling Following Excavation	This task consists of inspecting the backfilling process(or replacing the soil back into the ditch and over the pipeline) after maintenance or repairs. It is applicable to the spotter, not the backhoe operator.	Engineers, Asset Integrity, Contractors	Written Test	proctored	1:02	3 years	Pipeline Maintenance Report, 07-FORM-1581; Daily Excavation Checklist	7.11-ADM-001	

40.10	40.1, 40.2, 40.5	Installing a Tight Fitting (or Full Encirclement) Sleeve	Pipeline sleeves are used for repairs on defective sections of pipe. Different types of sleeves are used for different kinds of repairs. Sleeves that are typically used include split sleeves, oversleeves, tight-fitting sleeves, and weld plus couplings. Each type of sleeve has specific installation requirements.	Asset Integrity, Contractors	Simulation	Maintenance	1:01	3 years	Pipeline Maintenance Report, 07-FORM-1581	WE-ADM-004, Specification 101	Backfilling, inspecting exposed pipe, visually inspect welds
40.30	40.3	Installing a Composite Sleeve for Pipeline Repair	Composite sleeves, such as Clock Spring, may be used for pipeline repair. This type of sleeve is rarely used in the Company.	Asset Integrity, Contractors	Manufacturers Certificate		Q	3 years	Pipeline Maintenance Report, 07-FORM-1581	WE-ADM-004	
40.40	40.4	Installing a Temporary Bolt-On Sleeve	Bolt-on sleeves may be used for certain temporary pipeline repairs.	Asset Intgrity, Contractors	Simulation	Maintenance	1:01	3 Years	Pipeline Maintenance Report, 07-FORM-1581	7.01-ADM-001	Backfilling, inspecting exposed pipe, visually inspect welds
40.60	40.6	Hot Tapping and Plugging (Stoppling)	Stopples are temporary block valves that are used to isolate a section of the line for repairs and can be configured for bypass without disrupting service. Installing stopples is highly specialized and must be done by someone with the manufacturer's certification.	Contractor	See ISN		Q				
40.70	40.7	Tapping a Line with a 2" and Under Tap (Hand-operated Tapping)	Hot tapping attaches a mechanical or welded branch fitting to an operating pipeline by drilling or cutting a portion of the piping within the attached fitting. The person operating the tapping machine must be OQ qualified.	Asset Integrity, Contractors	Simulate orTDW Certificate		Q	3 years	Pipeline Maintenance Report, 07-FORM-1581	7.12-ADM-003	
40.80	40.8	Tapping a Line with a 2.5" and Larger Tap	When this task is done in the Company, a contractor would be hired.	Contractors	See ISN		Q				
40.90	40.9	Sealing the Line with a Stopple Plugging Machine	This task is generally done in the Company to temporarily isolate a section of line for repairs or replacement. Should it be required, a contractor would be hired.	Contractors	See ISN		Q				
40.91	40.9	Plugging the Line with the Lock-o-Ring Completion Ring	This task is generally done in the Company after the Hot Tapping and Plugging (stoppling) is complete. Should it be required, a contractor would be hired.	Contractors	See ISN		Q				

41.00	41.0	Conduct Pressure Test	Hydrostatic (or pressure) testing is required prior to putting new pipelines in service, prior to starting up existing pipelines that have had sections replaced, or prior to uprating the operating pressure.	Engineers, Asset Integrity, Contractors	Written Test	proctored	Q	3 years	Hydrostatic Test, 07-Form-0013 and 07-FORM-0014	7.03-ADM-001	
42.00	42.0	Maintenance Welding on Pipelines	This task consists of several types of pipeline repairs including arc burns, defective welds (other than those welds containing cracks), direct passes on a weld containing a defect other than a crack, butt welds containing cracks, previously repaired area, and replacement of a weld or cylinder pipe. Various aspects of these tasks may include grinding, cutting out the section, installing a sleeve, replacing a cylinder of pipe, recapping the weld or rewelding.	Asset Integrity, Contractors	Company Welder Qualifications* OQ record is the welding record	Maintenance	Q	6 months	Pipeline Maintenance Report, 07FORM-1581	WE-ADM-009	
43.10	43.1	Start-up of a Pipeline	Starting up the pipeline must be done in a safe and efficient manner to minimize the risk of harm to the environment, personnel or Company assets. This task may include coordinating with Operations Control, aligning valves, starting equipment in the proper sequence and monitoring the system until it has stabilized.	Operations	Perform, Simulate	Operations	Q	3 years	Site specific forms, Schedule, Orders/Bulk Orders, Movement Sheets, Operations Logs	9.01-ADM-111	
43.20	43.2	Shut-down of a Pipeline	Pipeline shutdowns may be scheduled (such as for routine maintenance) or unscheduled (for example, in an emergency situation). This task includes both types of shutdowns. Activities in this task include notifications, equipment shutdown, valve closures and documentation.	Operations	Perform, Simulate	Operations	Q	3 years	Site specific forms, Schedule, Orders/Bulk Orders, Movement Sheets, Operations Logs	9.01-ADM-112	

43.30	43.3	Routine monitoring of pressures, flows, communications and line integrity and maintain them within allowable limits	Monitoring the operation of a pipeline must be done to ensure safe and efficient operations, and also to minimize any potential damage should a malfunction occur. Operations Control has the primary responsibility for monitoring pipeline operations; however, field operations must also monitor pipeline conditions. Activities that may be included in this task are: tracking pressures and flow rates; inspecting equipment such as pumps, pipes, valves and tanks; and communications.	Operations	Perform	Operations	Q	3 years	Site specific forms, Schedule, Orders/Bulk Orders, Movement Sheets, Operations Logs	9.01-ADM-113	
43.40	43.4	Manually or remotely open or close valves or other equipment	Valves may be opened/closed manually or remotely. Operations Control is responsible for remote operation; however, field operations manually operates the valves. Remote operation of valves includes the identification of the valves to be opened/closed and the ability to open/close the valve by hand or to use a valve operator.	Operations	Perform	Operations	Q	3 years	Site-Specific Documents	9.01-ADM-114	
44.01	44.1	Maintain Tank Gauges	This task consists of the activities involved in maintaining the tank gauges that provide data for the the CPM leak detection system on the NH3, Orion, Chase and Longhorn systems.	Techs	Perform	E&I	Q	3 years		site specific	
44.02	44.1	Calibrate Temperature Transmitters	This task consists of calibrating the temperature transmitters provide data for the the CPM leak detection system on the NH3, Orion, Chase and Longhorn systems.	Techs	Perform	E&I	Q	3 years		site specific	
44.03	44.1	Prove Process Meters	This task consists of the activities involved in proving the process meters that provide data for the CPM leak detection system on the Longhorn, Orion and Chase systems.	Techs	Perform	E&I	Q	3 years		site specific	
44.04	44.1	Program Flow Computer	This task consists of the activities involved in maintaining the flow computer that provides data for the CPM leak detection systems on the NH3, Chase, Orion and Longhorn systems.	Techs	Perform	E&I	Q	3 years		site specific	
44.05	44.1	Maintain Clamp-On UltraSonic Flow Meter	This task includes the activities performed to maintained any clamp-on ultrasonic flow meters that provide data to the CPM leak detection system on the NH3, Longhorn, Orion and Chase pipelines.	Techs	Perform	E&I	Q	3 years		site specific	

44.06	44.1	Maintaining Orifice Meters	This task includes the activities performed to maintained any orifice meters that provide data to the CPM leak detection system on the NH3, Longhorn, Orion and Chase pipelines.	Techs	Perform	E&I	Q	3 years		site specific	
44.09	44.1	Maintaining Gravitometers	This task includes the activities performed to maintained any gravitomers that provide data to the CPM leak detection system on the NH3, Longhorn, Orion and Chase pipelines.	Techs	Perform	E&I	Q	3 years		site specific	
44.10	44.1	Inspect, Test and Calibrate Leak Detection Equipment	An SME conducts this activity and is qualified through education and experience.								
33.3	33.1	Determine allowable line pressure in section to be moved	Prior to moving an in-service pipe, the pressure must be lowered to an allowable level. This task consists of determining the maximum operating pressure and the allowable pressure for moving in-service pipe.	An SME conducts this activity and is qualified through education and experience.							
43.11	43.1	Manually Start-up of a Pipeline	Starting up any part of the pipeline system will be done in a manner to ensure that operating conditions do not exceed the preset operating limits established for the affected part of the system. Starting up may be different depending on current operating conditions. This task includes start up when no units are in current operation and start up of an intermediate pumping unit. It also includes remotely operating valves. This task is for a manual startup only when there is not a computer (HMI) interface.	Operations	Perform or Simulate	Operations	Q	3 years		9.01-ADM-111	
43.21	43.2	Manually Shut-down of a Pipeline	Shutting down any part of the pipeline system will be done in a manner to ensure that operating conditions do not exceed the preset operating limits established for the affected part of the system. Shutting down may be different depending on current operating conditions. This task includes shut down of an intermediate pumping unit and shut down of the entire system. It also includes remotely operating valves. This task is for a manual shutdown only when there is not a computer (HMI) interface.	Operations	Perform or Simulate	Operations	Q	3 years		9.01-ADM-112	

43.31	43.3	Manually Monitor pressures, flows, communications and line integrity and maintain them within allowable limits	This task includes manual monitoring various aspects of pipeline operations to ensure safe operations. Manual monitoring means that the individual is monitoring a gauge at the piece of equipment, not a computer (HMI).	Operations	Perform	Operations	Q	3 years		9.01-ADM-113	
72.0	n/a	Connecting Threaded Fittings	This task includes properly joining threaded pipe connections including the proper application of sealant.	Technicians, Asset Integrity, Contractors	Perform	Mechanical, E&I	Q	3 years		Standard Design Spec - Joining Threaded Pipe	
73.0	n/a	Assembling Flanges	This task includes assembling the flange, proper bolting, sequencing and tightening.	Technicians, Operators, Contractors	Perform	Mechanical, E&I	Q	3 years		Standard Design Spec - Torque and Gasket Selection	
82.0	n/a	Bending of Tubing	This task includes bending of any instrument, control or sampling line tubing that contain product. This task does not include pipe bending.	Technicians, Operators, Contractors	Perform	Operations	Q	3 years		Standard Construction Spec - Instrumentation and Controls	
63.1	43.1	Operations Control Start-up of a Pipeline	Starting up any part of the pipeline system will be done in a manner to ensure that operating conditions do not exceed the preset operating limits established for the affected part of the system. Starting up may be different depending on current operating conditions. This task includes start up when no units are in current operation and start up of an intermediate pumping unit. It also includes remotely operating valves.	Operations Control	Perform	Operations Control	Q	3 years		RPOC-ADM-002	
63.2	43.2	Operations Control Shut-down of a Pipeline	Shutting down any part of the pipeline system will be done in a manner to ensure that operating conditions do not exceed the preset operating limits established for the affected part of the system. Shutting down may be different depending on current operating conditions. This task includes shut down of an intermediate pumping unit and shut down of the entire system. It also includes remotely operating valves.	Operations Control	Perform	Operations Control	Q	3 years		RPOC-ADM-002	

63.3	43.3	Operations Control Monitor pressures, flows, communications and line integrity and maintain them within allowable limits	Operations control must continually monitor all aspects of pipeline operation to ensure that the system is functioning properly and that an abnormal operating condition does not occur, or if an AOC does occur appropriate actions are taken to minimize any potential harm. This task consists of pressure and flow monitoring, volume balancing to check for system integrity. This task includes OQCT 18.20 OC - Monitoring for Pressure Loss During and After Blasting.	Operations Control	Perform	Operations Control	Q	3 years		RPOC-ADM-002	
63.4	43.4	Remotely open or close valves or other equipment	This task is included in the evaluation of OQCT 63.10 and OQCT 63.20								
50.00NG	50.0	Purge Gas from a Natural Gas Pipeline	Gas must be purged from the line prior to conducting some maintenance activities. The gas/air ratio must be maintained at a safe level.	Operation and asset integrity who work on the gas fuel line(s)	Simulation	Operations	Q	3 years		NGFL-P&P-011	
51.00NG	51.0	Purge Air from a Natural Gas Pipeline	Air must be purged from the line prior to start up. The gas/air ratio must be maintained at a safe level. This task is typically done following maintenance activities (pipe replacement) on the line.	Operation and asset integrity who work on the gas fuel line(s)	Simulation	Operations	Q	3 years		NGFL-P&P-011	
AOC	n/a	Abnormal Operating Conditions	Conditions that develop on the pipeline system that are not intended or expected, and are not immediately identified as emergencies, are referred to as abnormal operating conditions. This task describes the conditions and the appropriate action for individuals in the field to take.	Required for all employees performing covered tasks	Written test	proctored	Q	3 years			