

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

Operator and General Audit Information

Company:	Name:		
	Mailing and Official Address (If different):		
	Doing Business as or Affiliation:		
PHMSA Operator Identification (OPID) No.			
Unit ID Number/ Unit Name inspected			
Address:		Lead Auditor or Inspector	Name:
			Agency:
		Date of Audit or Inspection:	

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

Company Representatives Participating

Key Persons	Name/Title/Mailing Address	Phone/Email Address
Primary Operator or Representative Interviewed or Providing Information		
Others Interviewed, Providing Information or Present at Audit or Inspection:		

Contents

Emergency Preparedness and Response - Emergency Response	3
Public Awareness and Damage Prevention - Public Awareness	3

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

Emergency Preparedness and Response - Emergency Response

20. Liaison with Public Officials *Do records indicate liaisons established and maintained with appropriate fire, police, other public officials, and 911 emergency call centers in accordance with procedures? (EP.ERG.LIAISON.R)*

192.603(b) (192.615(c)(1); 192.615(c)(2); 192.615(c)(3); 192.615(c)(4); 192.616(c); ADB-2005-03)

Note: this question is presented in multiple places so you will see multiple instances of it on this report.

Sat+	Sat	Concern	Unsat	NA	NC

Notes

Public Awareness and Damage Prevention - Public Awareness

1. Public Education Program *Has the continuing public education (awareness) program been established as required? (PD.PA.PROGRAM.P)*

192.616(a) (192.616(h))

Sat+	Sat	Concern	Unsat	NA	NC

Notes

2. Management Support of Public Awareness Program *Does the operator's program documentation demonstrate management support? (PD.PA.MGMTSUPPORT.P)*

192.616(a) (API RP 1162 Section 2.5; API RP 1162 Section 7.1)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

3. Asset Identification *Does the program clearly identify the specific pipeline systems and facilities to be included in the program, along with the unique attributes and characteristics of each? (PD.PA.ASSETS.P)*

192.616(b) (API RP 1162 Section 2.7 Step 4)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

4. Audience Identification *Does the program establish methods to identify the individual stakeholders in the four affected stakeholder audience groups: (1) affected public, (2) emergency officials, (3) local public officials, and (4) excavators, as well as affected municipalities, school districts, businesses, and residents? (PD.PA.AUDIENCEID.P)*

192.616(d) (192.616(e); 192.616(f); API RP 1162 Section 2.2; API RP 1162 Section 3)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

5. Audience Identification *Do records identify the individual stakeholders in the four affected stakeholder audience groups: (1) affected public, (2) emergency officials, (3) local public officials, and (4) excavators, as well as affected municipalities, school districts, businesses, and residents to which it sends public awareness materials and messages? (PD.PA.AUDIENCEID.R)*

192.616(d) (192.616(e); 192.616(f); API RP 1162 Section 2.2; API RP 1162 Section 3)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

6. Messages, Delivery Methods, and Frequencies *Does the program define the combination of messages, delivery methods, and delivery frequencies to comprehensively reach all affected stakeholder audiences in all areas where gas is transported? (PD.PA.MESSAGES.P)*

192.616(c) (API RP 1162 Section 3; API RP 1162 Section 4; API RP 1162 Section 5)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

7. Consideration of Supplemental Enhancements *Were relevant factors considered to determine the need for supplemental public awareness program enhancements for each stakeholder audience, as described in API RP 1162?* (PD.PA.SUPPLEMENTAL.P)

192.616(c) (API RP 1162 Section 6.2)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

8. Educational Provisions *Did delivered messages specifically include provisions to educate the public, emergency officials, local public officials, and excavators on: (1) Use of a one-call notification system prior to excavation and other damage prevention activities; (2) Possible hazards associated with unintended releases from a gas pipeline facility; (3) Physical indications of a possible release; (4) Steps to be taken for public safety in the event of a gas pipeline release; and (5) Procedures to report such an event?* (PD.PA.EDUCATE.R)

192.616(d) (192.616(f))

Sat+	Sat	Concern	Unsat	NA	NC

Notes

9. Messages on Pipeline Facility Locations *Were messages developed and delivered to advise affected municipalities, school districts, businesses, and residents of pipeline facility locations?* (PD.PA.LOCATIONMESSAGE.R)

192.616(e) (192.616(f))

Sat+	Sat	Concern	Unsat	NA	NC

Notes

10. Baseline Message Delivery Frequency *Did the delivery of materials and messages meet or exceed the baseline delivery frequencies specified in API RP 1162, Table 2-1 through Table 2.3?* (PD.PA.MESSAGEFREQUENCY.R)

192.616(c) (API RP 1162 Table 2-1; API RP 1162 Table 2-2; API RP 1162 Table 2-3)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

11. Liaison with Public Officials *Do records indicate liaisons established and maintained with appropriate fire, police, other public officials, and 911 emergency call centers in accordance with procedures? (EP.ERG.LIAISON.R)*

192.603(b) (192.615(c)(1); 192.615(c)(2); 192.615(c)(3); 192.615(c)(4); 192.616(c); ADB-2005-03)

Note: this question is presented in multiple places so you will see multiple instances of it on this report.

Sat+	Sat	Concern	Unsat	NA	NC

Notes

12. Other Languages *Does the program require that materials and messages be provided in other languages commonly understood by a significant number and concentration of non-English speaking populations in the operator's areas? (PD.PA.LANGUAGE.P)*

(PD.PA.LANGUAGE.P)

192.616(g) (API RP 1162 Section 2.3.1)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

13. Other Languages *Were materials and messages developed and delivered in other languages commonly understood by a significant number and concentration of non-English speaking populations in the operator's areas? (PD.PA.LANGUAGE.R)*

(PD.PA.LANGUAGE.R)

192.616(g) (API RP 1162 Section 2.3.1)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

14. Evaluation Plan *Does the program include a process that specifies how program implementation and effectiveness will be periodically evaluated? (PD.PA.EVALPLAN.P)*

(PD.PA.EVALPLAN.P)

192.616(i) (192.616(c); API RP 1162 Section 8; API RP 1162 Appendix E)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

15. Evaluate Program Implementation *Has an audit or review of the operator's program implementation been performed annually since the program was developed?* (PD.PA.EVALIMPL.R)

192.616(c) (192.616(i); API RP 1162 Section 8.3)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

16. Acceptable Methods for Program Implementation Audits *Was one or more of the three acceptable methods (i.e., internal assessment, 3rd-party contractor review, or regulatory inspections) used to complete the annual audit or review of program implementation?* (PD.PA.AUDITMETHODS.R)

192.616(c) (192.616(i); API RP 1162 Section 8.3)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

17. Program Changes and Improvements *Were changes made to improve the program and/or the implementation process based on the results and findings of the annual audit(s)?* (PD.PA.PROGRAMIMPROVE.R)

192.616(c) (API RP 1162 Section 8.3)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

18. Evaluating Program Effectiveness *Do records indicate program effectiveness evaluation(s) have been performed and cover all program requirements and all systems covered by the program?* (PD.PA.EVALEFFECTIVENESS.R)

192.616(c) (API RP 1162 Section 8.4)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

19. Measure Program Outreach *In evaluating effectiveness, was actual program outreach for each stakeholder audience tracked?* (PD.PA.MEASUREOUTREACH.R)

192.616(c) (API RP 1162 Section 8.4.1)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

20. Measure Understandability of Message Content *In evaluating program effectiveness, was the percentage of each stakeholder audience that understood and retained the key information from the messages determined?*

(PD.PA.MEASUREUNDERSTANDABILITY.R)

192.616(c) (API RP 1162 Section 8.4.2)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

21. Measure Desired Stakeholder Behavior *In evaluating program effectiveness, was evaluation made of whether appropriate preventive, response, and mitigative behaviors were understood and likely to be exhibited?*

(PD.PA.MEASUREBEHAVIOR.R)

192.616(c) (API RP 1162 Section 8.4.3)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

22. Measure Bottom-Line Results *Were bottom-line results of the program measured by tracking third-party incidents and consequences including: (1) near misses, (2) excavation damages resulting in pipeline failures, (3) excavation damages that do not result in pipeline failures?* (PD.PA.MEASUREBOTTOM.R)

192.616(c) (API RP 1162 Section 8.4.4)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

Form 21 – Public Awareness Program Effectiveness Inspection WOC 2024-1

23. Program Changes *Were needed changes and/or modifications to the program identified and documented based on the results and findings of the program effectiveness evaluations?* (PD.PA.CHANGES.R)

192.616(c) (API RP 1162 Section 2.7 (Step 12); API RP 1162 Section 8.5)

Sat+	Sat	Concern	Unsat	NA	NC

Notes

24. Master Meter and Petroleum Gas Systems *Does the public awareness program for a master meter or petroleum gas system meet the requirements of Part 192?* (PD.PA.MSTRMETER.P)

192.616(j) (192.616(h))

Sat+	Sat	Concern	Unsat	NA	NC

Notes

25. Master Meter and Petroleum Gas Systems *Do records indicate the public awareness program for a master meter or petroleum gas system operator has met the requirements of Part 192?* (PD.PA.MSTRMETER.R)

192.616(j) (192.616(h); API RP 1162 Section 2.7 (Step 12); API RP 1162 Section 8.5)

Sat+	Sat	Concern	Unsat	NA	NC

Notes