

Tennessee Public Utility Commission



Title VI

Compliance Report and Implementation Plan

2018-2019

TABLE OF CONTENTS

Table of Contents	2
Overview of the Tennessee Public Utility Commission.....	3
Responsible Officials.....	4
Definitions.....	5
Non-Discrimination Policy.....	6
Organization of the Civil Rights Office	7
Discriminatory Practices	8
Federal Programs or Activities.....	10
Gas Pipeline Safety.....	10
TPUC’s Policy of Non-Discrimination in Other Programs.....	11
Data Collection and Analysis	13
Tennessee Public Utility Commission Policy - Limited English Proficiency.....	15
Complaint Procedures.....	17
Title VI Training Plan	19
Sub-Recipient Monitoring.....	20
Public Notice and Outreach.....	21
Compliance Reporting.....	22
Evaluation Procedures	22
Appendices: Attachment A – Organizational Chart of Tennessee Public Utility Commission	
Attachment B – FFA: Pipeline Safety 2018 Natural Gas Certification	
Attachment C – LEP Policy Staff memo	
Attachment D – Complaint Form	
Attachment E – Complaint Log	
Attachment F – 2019 TPUC Title VI Training Questionnaire	
Attachment G – LEP Call Log document	

OVERVIEW:
TENNESSEE PUBLIC UTILITY COMMISSION

The mission of the Tennessee Public Utility Commission is to provide regulatory oversight of Tennessee's privately held public utility companies. The Commission also has the authority to enforce state and federal safety requirements for Tennessee's intrastate gas pipelines and all natural gas distribution systems within the state, including private systems, utility districts, municipalities, and master meters.

Leadership of the Commission is appointed by the Governor, Lt. Governor and Speaker of the House and is comprised of five Directors and an Executive Director. Director Robin L Morrison serves as agency Chair along with Director Kenneth C. Hill (Vice Chairman), Commissioners Herbert H. Hilliard, David L. Jones, and John Hie. Additionally, Mr. Earl Taylor serves as the Commission's Executive Director as the appointee of the Governor, Lt. Governor, and Speaker of the House. An organizational chart of the agency is included as Attachment A.

The non-discrimination policy of the Commission states there shall be no discrimination on the basis of race, color, age, national origin, religion, disability, creed, or sex. The leadership of the Commission, by example and exercise of their authority, will continue to establish an atmosphere free of discrimination on the basis of religion, national origin, disability, sex, age, race, creed, or color.

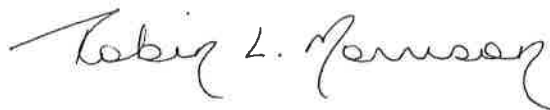
RESPONSIBLE OFFICIALS

Responsibility for the Commission's implementation, coordination, and monitoring of Title VI of the Civil Rights Act of 1964 will rest with the Chairman's office. The Chairman's office will be responsible for appointing a member of the staff as the Title VI Coordinator and delegating all authority necessary to ensure implementation and compliance.

Contact information: Tennessee Public Utility Commission, 502 Deaderick Street, 4th floor, Nashville, TN 37243



Greg Mitchell, Title VI Coordinator
Greg.Mitchell@tn.gov



Robin L. Morrison, Chair
Robin.Morrison@tn.gov

DEFINITIONS

Cap-Tel:	Captioned Telephone
Complainant:	A person, group, or company that makes a complaint, as in a legal action.
Direct Sale:	A pipeline that transports gas to a large volume customer such as a factory or power plant. This pipeline is upstream from a distribution center or directly off of a transmission line.
GPSD:	Gas Pipeline Safety Division
Intrastate Pipeline:	An inter-connected system of pipes that run within the specified boundaries of a state.
LEP:	Limited English Proficiency
Lifeline:	An assistance program that pays for a portion of a consumer's telephone bill.
Master Meter:	A pipeline system for distributing gas within, but not limited to, a definable area, such as a mobile home park, housing project, or apartment complex, where the operator purchases metered gas from an outside source for resale through a gas distribution pipeline system. The gas distribution pipeline system supplies the ultimate consumer who either purchases the gas directly through a meter or by other means, such as by rents.
Municipal System:	A utility system operated by a city or county government.
PHMSA:	Pipeline and Hazardous Material Safety Administration
Private System:	A utility system operated by a group of private investors or a corporation.
TRC:	Tennessee Relay Center
USDOT:	United State Department of Transportation

NON-DISCRIMINATION POLICY

The Tennessee Public Utility Commission affirms its intention to comply with Title VI of the Civil Rights Act of 1964, which states that:

No person in the United States shall on the ground of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.

Further, the Tennessee Public Utility Commission shall make available to the Tennessee Human Rights Commission or any other recipients where applicable, its compliance report to be reviewed by the aforementioned bodies upon request.

ORGANIZATION OF THE CIVIL RIGHTS OFFICE TITLE VI COORDINATOR

The Title VI coordinator for the Commission is Greg Mitchell. The coordinator is responsible for resolving findings of non-compliance, resolutions of complaints, and assisting in any other areas of support needed. The Title VI coordinator has the primary responsibility for policy development, oversight, coordination of training activities, and the resolution of all Title VI compliance matters.

In addition to his Title VI duties, Mr. Mitchell serves in the Office of Communications & External Affairs Division within the Commission. Mr. Mitchell can be reached at (615) 770-6883 or by email at greg.mitchell@tn.gov.

Duties of the Title VI coordinator includes:

- 1) Preparing the Commission's Title VI implementation plan and plan updates.
- 2) Establishing an appropriate Limited English Proficiency (LEP) policy.
- 3) Verifying that all aspects of the Title VI plan are being implemented.
- 4) Reviewing complaint reports and other documentation to determine if additional compliance efforts are needed.
- 5) Consulting with the Commission's Directors to resolve complaints and findings of non-compliance with Title VI.
- 6) Serving as a liaison with other state personnel on Title VI issues and concerns.
- 7) Functioning as an information resource person to help the Commission comply with applicable statutes and regulations.

DISCRIMINATORY PRACTICES

Statement of Title VI Policy

The Tennessee Public Utility Commission affirms its intention to comply with Title VI of the Civil Rights Act of 1964, which states that:

No person in the United States shall on the ground of race, color, or national origin, be excluded from participation in, be denied benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.

Therefore, the Tennessee Public Utility Commission acknowledges that Title VI of the Civil Rights Act of 1964:

- 1) Prohibits entities from denying services or benefits based on race, color, or national origin.
- 2) Prohibits providing services or benefits to some individuals that are different or inferior (either in quantity or quality) to those provided to others.
- 3) Prohibits segregation or separate treatment in any manner related to receiving services or benefits.
- 4) Prohibits requiring different standards or conditions as prerequisites for serving individuals.
- 5) Prohibits methods of administration which directly, or through contractual relationships, would defeat or substantially impair the accomplishment of effective nondiscrimination practices.
- 6) Encourages the participation of minorities as members of planning or advisory bodies for programs receiving federal funds.
- 7) Prohibits discriminatory activity in a facility built in whole or in part with federal funds.
- 8) Requires information and services to be provided in languages other than in English when significant numbers of beneficiaries are of limited English speaking ability.

An example of a hypothetical discriminatory practice within the scope of the Commission's business functions would consist of the Commission failing to provide access to assistive communications equipment to an individual who is hearing impaired on the basis of their race, color or national origin, but showing bias towards individual who is vision impaired and is part of the state's majority racial populations.

- 9) Requires notification to the eligible population about applicable programs.
- 10) Prohibits locating facilities in any way that would limit or impede access to a federally funded service or benefit.
- 11) Requires assurance of nondiscrimination in purchasing.

The Commission upholds the principles of Title VI in its activities and there have been no situations in which such discriminatory practices have occurred in relation to the Commission's activities.

FEDERAL PROGRAMS OR ACTIVITIES

Gas Pipeline Safety Inspections

The Gas Pipeline Safety Division (“GPSD”) of the Commission utilizes a grant from the United States Department of Transportation (“USDOT”) Pipeline and Hazardous Materials Safety Administration (“PHMSA”) for the purpose of performing safety inspections of Tennessee’s natural gas pipelines and natural gas distribution operators. The GPSD monitors compliance with federal and state safety regulations pertaining to the operation and maintenance requirements of natural gas transmission pipes, valves, and other hardware, as well as drug testing standards for all natural gas distribution systems. The grant is established under, 49 U.S.C. Section 60101, *et seq.* Federal funding allocated for Commission gas pipeline inspections during the past year amounted to approximately \$753,956.

The Commission has safety jurisdiction over operators including private, municipal systems and utility districts, and over gas distribution companies including two liquefied natural gas facilities. In the past fiscal year, the GSPD performed over 500 inspections on gas pipeline operators under its mandate.

Below is an Excel breakdown by operator type of the systems subject to safety inspections performed by the Commission.

Federal Program: TPUC Gas Pipeline Inspections FY18-19	
Operator Type	Number Represented
Municipal Systems	69
Master Meter Operators	25
Utility Districts	24
Intrastate Transmission	16
Private Systems	6
Liquefied Natural Gas (LNG)	2
Total	142
Federal Funding Allocated for Inspections:	\$753,956

*The 2018 Natural Gas certification is included as **Attachment B**.

THE COMMISSION'S POLICY ON NON-DISCRIMINATION IN OTHER NON-FEDERAL PROGRAMS

The Commission receives no federal funds to support the operation of the following programs. Nevertheless the Commission has taken steps to ensure that discrimination does not occur in the operation of these programs.

Tennessee Relay Center

As a service to Tennessee's deaf, deaf-blind, hard-of-hearing, and hearing and speech-impaired community, the Commission and AT&T entered into a contract in March 2012 for the provision of relay services and operation of the Tennessee Relay Center in Tennessee. Regulated by the Commission, the Tennessee Relay Service (TRC) provides free, statewide assisted telephone service to those with speech, hearing, and visual impairments by linking conversations between people who use text telephones (TTY's) or telebraille (TB) devices and people who use standard phones.

The contract embodies the Commission's policy of non-discrimination. Section D.7, assures that "no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this contract or in the employment practices of the Contractor on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Contractor shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination." **The Commission does not receive Federal funds to operate the TRC.**

Tennessee CapTel Services

A contract for CapTel services was awarded to Hamilton Telecommunications for a one-year term beginning September 1, 2019 to August 31, 2020, and it includes the same contractual provision prohibiting discrimination on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. **The Commission does not receive Federal funds to provide CapTel Service.**

The contract embodies the Commission's policy of non-discrimination. Section D.7, assures that "no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this contract or in the employment practices of the Contractor (Sprint Corporation) on the grounds of disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Contractor shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination."

National Deaf Blind Equipment Distribution Program

The National Deaf Blind Equipment Distribution Program is an additional service to our deaf and blind community. The program provides assistive devices to enhance the communication abilities for Tennessee's deaf and blind citizens. While not a federal grant, the program is a reimbursement program by the FCC to the Commission.

Recording of Commission hearings

By Tennessee statute, the Commission is required to maintain a record of all Commission hearings and conferences. These services are provided through a State of Tennessee-approved court reporting service. At the request of the Commission, a qualified court reporter provides a written transcript of the Commission's hearings and conferences pursuant to all applicable rules and procedures of the Tennessee Public Utility Commission. **No federal funds are received or expended for court reporter services.**

DATA COLLECTION AND ANALYSIS

The Commission is comprised of 51 individuals performing various professional functions. As supplied by the Commission’s Personnel Manager, approximately 75% of the Commission’s personnel are Executive Service and 25% are Civil Service. The racial or national origin the staff consists of:

Racial and National Origin of Commission Staff	
Asian	1 (1%)
Black	10 (20%)
White	40 (79%)
Total	51 (100%)

Executive Service and Preferred Service Breakdown	
Executive Service	37
Preferred Service	14
Total	51 (100%)

Racial and National Origin of Executive Service and Preferred Service Staff	
Executive Service (White)	30 (60%)
Executive Service (Black)	6 (11%)
Executive Service (Asian)	1 (2%)
Preferred Service (White)	11 (21%)
Preferred Service (Black)	3 (6%)
	51 (100%)

For the state fiscal year July 1, 2018 to June 30, 2019, there were no complaints or lawsuits filed against the Commission alleging discrimination on the basis of race, color or national origin under any federally funded program or activity.

TENNESSEE CENSUS DATA

According to 2010 Census, data for Tennessee shows that the five most populous incorporated places across the state are:

Tennessee's Five Most Populous Incorporated Areas	
Location	Population
Memphis	646,889
Nashville-Davidson	626,681
Knoxville	178,874
Chattanooga	167,674
Clarksville	132,929

Memphis decreased by 0.5 percent since the 2000 Census while Nashville-Davidson grew by 10.0 percent; Knoxville grew by 2.9 percent; Chattanooga grew by 7.8 percent, and Clarksville grew by 28.5 percent.

The largest county in Tennessee is Shelby, with a population of 927,644. Its population grew by 3.4 percent since 2000. The other counties in the top five include Davidson, with a population of 626,681 (increase of 10.0 percent); Knox, 432,226 (increase of 13.1 percent); Hamilton, 336,463 (increase of 9.3 percent); and Rutherford, 262,604 (increase of 44.3 percent). The state's racial make-up consists of:

Total population: 6,346,105 (Source: US Census Bureau)

Tennessee's Racial Breakdown	
Location	Population
White persons	77.6%
Black persons	16.7%
Persons of Hispanic or Latino origin	4.6%
Asian	1.4%
American Indian/Alaska Natives	0.3%
Native Hawaiian or Pacific Islander	0.1%

LIMITED ENGLISH PROFICIENCY (LEP)

Tennessee Public Utility Commission utilizes the translation services of Avaza Language Services to assist in translating communications with persons with LEP. Historically, the languages the Commission has encountered have been Spanish and Arabic, the majority of which are Spanish. **ATTACHMENT G.**

Tennessee Public Utility Commission takes the following steps to access Avaza Language Services:

1. Upon receiving the LEP call, the LEP person is placed on hold;
2. The Tennessee Public Utility Commission staff then contacts Avaza at 615-534-3405;
3. The Tennessee Public Utility Commission staff then presses 1 for Spanish or 2 for other languages;
4. The Tennessee Public Utility Commission staff provides Avaza with our agency Access code and Client ID number;
5. Tennessee Public Utility Commission staff briefs the Avaza interpreter on the nature of the call;
6. Tennessee Public Utility Commission staff conferences the interpreter with the LEP caller;
7. Calls are concluded by communicating “end of session”;
8. All LEP/Avaza encounters are provided to Tennessee Public Utility Commission staff member Mary Kraycirik for record keeping.

Moreover, Tennessee Public Utility Commission documents that are translated include those related to the Telecommunications Devices Access Program (non-Federal), Lifeline Telephone Assistance Program form and our online consumer complaint form.

Tennessee Public Utility Commission Title VI Limited English Proficiency (LEP) Policy

The Tennessee Public Utility Commission is committed to ensuring that Tennessee citizens with Limited English Proficiency (LEP) are provided with the means and opportunity to participate fully in the services and information that the Commission provides. As such, we set forth the following policy directives to maintain this standard.

- The **Tennessee Public Utility Commission** will take the necessary actions and steps to ensure that persons with LEP will have an equal opportunity and purposeful access to the information and services made available by the Commission.

- The **Tennessee Public Utility Commission** will endeavor to maintain an established means of communication to persons with LEP by means of an established language translation service provider.
- The translators, interpreters and other aids needed to comply with the **Tennessee Public Utility Commission's** policy will be offered free of charged to the LEP population being served.
- Such provided services will be made available through the use of bilingual translators, available to translate from a large number of foreign languages.
- **Tennessee Public Utility Commission** staff shall be provided with translation services contact information, such as service provider information cards and informational posters, and kept current on new updates to translation services provided and new languages offered.
- The **Tennessee Public Utility Commission** will maintain a record of LEP interactions that shall be available for review by the public upon request.
- If requested, translations of **Tennessee Public Utility Commission** documents will be made and provided to persons with LEP.
- The **Tennessee Public Utility Commission** on an ongoing basis will review, assess and revise these policies with respect to serving Tennessee consumers with LEP to ensure continued compliance with the Title VI law.
- Commission staff is advised to contact the agency's Title VI coordinator, Greg Mitchell, if additional LEP resources are needed.
- Language translation will be provided through the State of Tennessee's contract service provider, Avaza Language Service Corporation, or through another State of Tennessee approved vendor of such services.
- Language Translation Service Contact information: Avaza Translation Service, 5209 Linbar Drive, Suite 603, Nashville, TN 37211.

COMPLAINT PROCEDURES

Timeline for Filing

Any person alleging discrimination based on race, color, or national origin has a right to file a complaint within 180 days of the alleged discrimination. At the complainant's discretion, the complaint can be filed with the appropriate federal agency, the Commission, or the Tennessee Human Rights Commission. These procedures comply with Tenn. Code Ann. § 4-21-905 (2005).

Receipt of Complaints

All complaints, written or verbal, are accepted. In the event that a complainant sets forth allegations verbally and refuses to reduce such allegations to writing, the person to whom the complaint is made will reduce the elements of the complaint to writing. It will not be necessary to know the identity of the complainant as long as the information is sufficient to determine the applicability of the complaint to the programs of the Commission and indicates the possibility of a violation.

Elements of a Complaint

The Commission will obtain the following information from the complainant:

- 1) Name (optional), address and telephone number.
- 2) The location and name of the entity delivering the service.
- 3) The nature of the incident that led the complainant to feel discrimination was a factor.
- 4) The basis of the complaint, i.e. race, color, or national origin.
- 5) Names, addresses, and telephone numbers of individuals who may have knowledge of the event.
- 6) The date(s) on which the alleged discriminatory event(s) occurred.

Complaint Resolution

- 1) Complaints will be reviewed by the Commission's Title VI coordinator. The coordinator will determine whether the complaint will be referred to an appropriate federal agency or will be investigated by the Commission.
- 2) Complaints will be reported to the THRC within 10 days.
- 3) Complaints to be investigated by the Commission will be handled within 90 days of receipt.
- 4) A letter will be sent to acknowledge receipt of the complaint and to request a time and date the complainant can be reached by telephone to discuss the complaint.

- 5) Complainants will not be parties to the Title VI investigation and will not enjoy a status different from other persons interviewed.
- 6) A preliminary review will be conducted on all complaints to substantiate or refute the allegations.
- 7) If the preliminary review indicates that there may be a problem, then a full complaint investigation will be initiated. A letter will be sent to the complainant explaining that an investigation will be started and that the complainant's assistance will be needed in the future.
- 8) If appropriate, the Commission will coordinate with other agencies on matters involving interdepartmental issues and reviews.
- 9) If the allegations are not substantiated, a letter containing a description of the investigated allegations, the scope of the investigation, the facts learned, and a closing statement summarizing the basis on which the determination was made will be sent to the complainant. The complainant will be advised of his/her right to file a complaint with other applicable governmental entities if dissatisfied with the resolution of the complaint.
- 10) If the complaint is substantiated, a letter will be sent notifying the complainant that the complaint has been investigated and substantiated and that efforts are being made to correct the deficiency.

The Tennessee Public Utility Commission received no complaints during the 2018-2019 fiscal year and no litigation. Moreover, there were no lawsuits or litigation filed against the Commission related to Title VI during the fiscal year reporting period in which the Commission's Title VI plan was submitted.

TITLE VI TRAINING

The Commission's Title VI coordinator has attended all scheduled Title VI meetings, workshops, and informational sessions that have been sponsored by the Tennessee Human Rights Commission (The agency has in previous terms attended Title VI sessions spearheaded by the Legislative Black Caucus of the Tennessee General Assembly as well as the Tennessee Urban League). The Commission's Title VI coordinator, Mr. Mitchell is committed to attending additional Title VI training opportunities, both within Tennessee and outside, as they become available.

During the prior fiscal year the Commission conducted its annual Title VI training for all of its employees. **The training was conducted and completed by Commission staff between June 17 and June 28 of 2019**, and consisted of an interactive web-based method of engagement, through which staff was informed and trained on the Title VI law and reminded of the Commission's commitment to the law. The training covered the critical areas of the Commission's commitment to providing its services without partiality to one's race, color or national origin and the agency's dedication to serving Tennessee's citizens with Limited English Proficiency (LEP). Staff participation and completion of the training was recorded and monitored by the Title VI coordinator to ensure that 100% involvement and completion was achieved. We are pleased to report that our goal was achieved with all staff members.

The Commission's Title VI training for fiscal year July 1st 2019 – June 30th, 2020 will be conducted in the 2nd quarter of 2020.

SUB-RECIPIENT MONITORING

Not applicable. There are no sub-recipient relationships that exist with entities outside the Commission. **As such, the Tennessee Public Utility Commission utilizes no vendors in the inspection of Tennessee's intra-state natural gas pipelines. All such inspections are performed by the Tennessee Public Utility Commission's Gas Pipeline Safety engineers.**

Pursuant to the Commission's utilization of a federal grant from the United States Department of Transportation's Pipeline and Hazardous Materials Safety Administration (PHMSA) to perform safety inspections of Tennessee's natural gas pipelines and natural gas distribution operators, the Commission's federal grant is narrowly directed at performing safety inspections of natural gas pipes, valves and other hardware that cross the state.

PUBLIC NOTICE AND OUTREACH

The Commission participates in state-wide outreach programs to inform diverse groups about the services provided by and through the agency. Notices of the programs are published on the agency's web page and on its social media platforms like Facebook, Twitter, and Instagram and through press releases. In addition, in previous years information has been shared on local radio stations and by public service announcements.

The following are the outreach activities the Tennessee Public Utility Commission has engaged in:

- **I Can-Connect Program for Deaf/Blind citizens:** The Tennessee Public Utility Commission partners with the Helen Keller National Center to provide information about the "I Can Connect Program." I Can Connect, also known as the Deaf-Blind distribution program - is a national effort across the United States to provide assistive communication equipment to Tennessee's deaf and blind citizens.
- **Tennessee Relay Service:** relay service is an operator assisted service that allows people who are deaf, hard of hearing, deafblind, or have a speech disorder to place calls to standard telephone users via a keyboard or assistive device. The Tennessee Public Utility Commission partners with Sprint and Hamilton Relay/CapTel to inform eligible citizens of the availability Relay service and Caption telephone equipment to Tennessee's deaf and hard of hearing population.
- **The Telecommunications Devices Access Program (TDAP):** the TDAP program is designed to distribute appropriate telecommunications devices so that persons who have a disability may effectively use basic telephone service.

The Tennessee Public Utility Commission promotes these programs to Tennessee's citizens primarily through its website and through its social media platforms of Facebook and Twitter. Information has also been provided in partnership with the state's telecommunication service providers, telecommunications equipment distribution companies and through outreach events with community service agencies.

The Commission's Title VI implementation plan is available upon request to any interested group and minority members of these groups may review the plan and provide suggestions and recommendations for future plans.

There are no sub-recipient relationships with entities beyond the Commission. Therefore, there are no planning boards or advisory bodies for the federal grants the agency receives from the U.S. Department of Transportation/PHMSA and U.S. Department of Energy.

COMPLIANCE REPORTING

Federal or state departments/agencies to which the Commission furnishes or shares Title VI compliance reports: **Not applicable.**

There exist no sub-recipient relationships with entities outside the Commission. Title VI federal compliance reporting is not applicable. There are no Federal codes or regulations promulgated pursuant to 49 U.S.C. Section 60101 regarding compliance with Title VI. However, in the application for the gas pipeline safety grant, the Commission must certify its assurance regarding non-discrimination. The only Title VI-related document produced by the USDOT related to Title VI is its LEP Guidance, which was issued December 14, 2005 in the Federal Register (Vol. 70, No. 239).

EVALUATION PROCEDURES

As a condition of receipt of the federal grant from the United States Department of Transportation (USDOT) Pipeline and Hazardous Materials Safety Administration (PHMSA), the Commission has certified that it will comply with the requirements set forth in Title VI. As such, the Commission maintains that it will administer in a nondiscriminatory manner its statutory duties as a condition of receiving the federal funds from the grantor.

Pursuant to the federal grant, the State of Tennessee enters into a certification agreement each year with the Secretary of the Department of Transportation and accepts the responsibility for regulation of intrastate natural gas pipeline facilities. The program is administered by the United States Department of Transportation Pipeline and Hazardous Materials Safety Administration and the Tennessee Public Utility Commission is the regulating state agency. The Tennessee Public Utility Commission Gas Pipeline Safety Division enforces safety regulations in accordance with the Tennessee Code Annotated ("Tenn. Code Ann.") § 65-2-102, the Tennessee Comprehensive Rules and Regulations ("Tenn. Comp. R. & Regs.") 1220-4-5 and Title 49 of the Code of Federal Regulations ("CFR") Chapter 1, Subchapter D, Parts 191, 192, 193, 195 and 199, as incorporated in the Tennessee rules by reference.

Hence, the grant received from United States Department of Transportation Pipeline and Hazardous Materials **does not have beneficiaries associated with the administration of the grant**, as the grant is utilized for the inspection of Tennessee's 40,000 miles of distribution and transmission natural gas pipelines, in which the TPUC's gas pipeline engineers perform annually.

There are no Commission sub-recipients in the administration of the federal grant from the USDOT/PHMSA as all pipeline inspections are performed by the Commission's Gas Pipeline Safety Division.

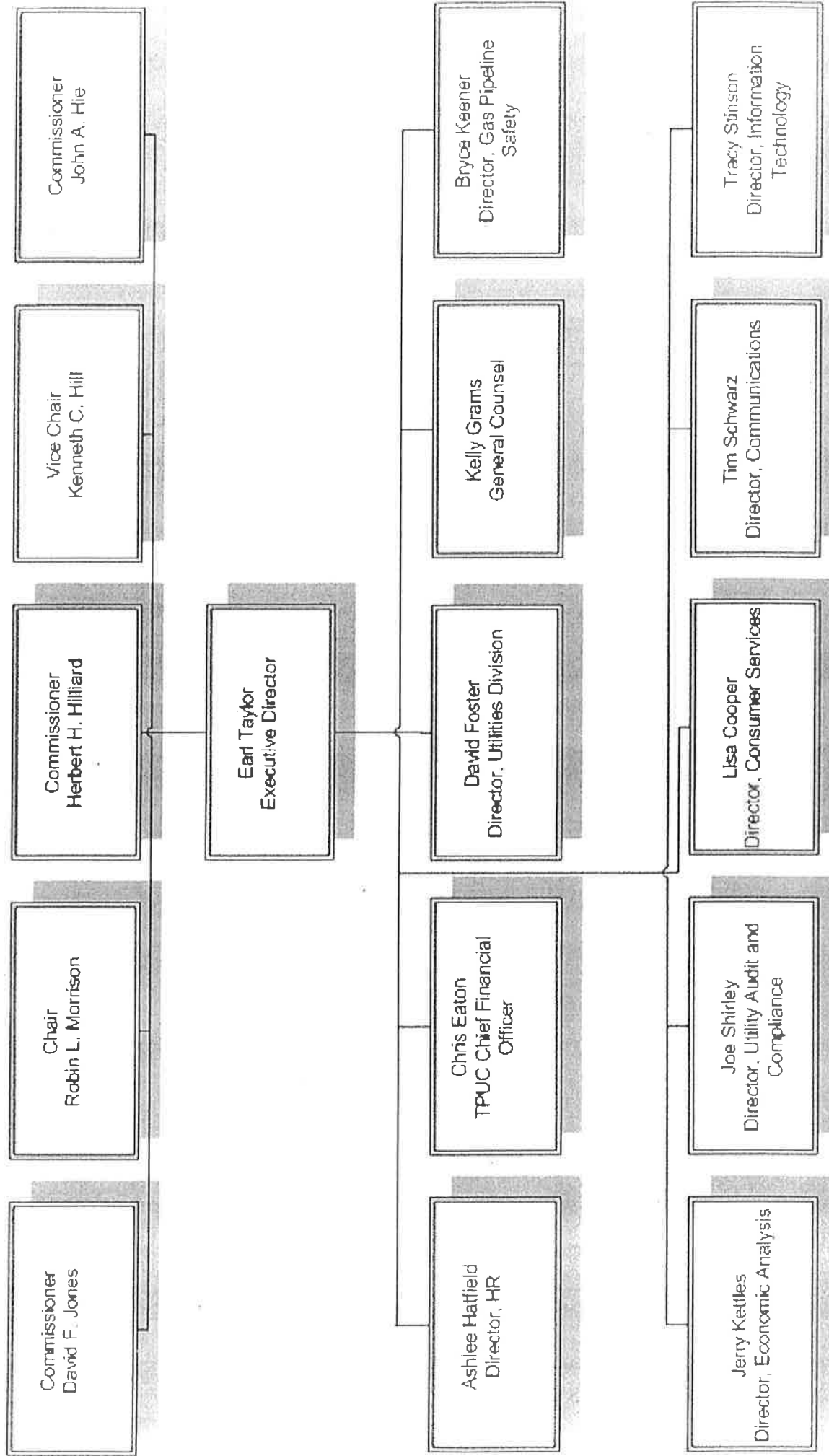
Moreover, the Commission evaluates the **Telecommunications Devices Access Program (TDAP)**, the program that provides specialized devices to persons who are deaf, blind, hard of hearing, and/or vision impaired; by the number the devices distributed to persons whose disability determines need for a particular device. During the calendar year

2017 to 2018, the TDAP program saw an increase in devices distributed 649 (2017) to 669 (2018).

Relay Service provides a communications link a between persons who are deaf, hard of hearing, deafblind, or have a speech disorder to place calls to standard telephone users via a keyboard or assistive device to persons without such disabilities. The service is accessed by user need as determined by the person's particular disability.

The **I-Can-Connect** Program is a national program funded at the federal level (FCC) across the United States to provide communication equipment for Tennessee's deaf and blind population according to the Helen Keller standards.

Tennessee Public Utility Commission





U.S. Department
of Transportation
**Pipeline and Hazardous
Materials Safety
Administration**

1200 New Jersey Avenue SE
Washington DC 20590

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2137-0584. Public reporting for this collection of information is estimated to be approximately 58.5 hours per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Pipeline and Hazardous Materials Safety Administration (PHMSA), PHIP-30, 1200 New Jersey Ave SE, Washington, D.C. 20590

Pipeline Safety

2018 Gas Base Grant Progress Report

for

Tennessee Public Utility Commission

Please follow the directions listed below:

1. Review the entire document for completeness.
2. Review and have an authorized signatory sign and date page 2.
3. Scan the signed document to your computer and email it to Carrie.Winslow@dot.gov.



FedSTAR Information

Electronic Submission Date: 2/25/2019 3:53:05 PM



U.S. Department
of Transportation

1200 New Jersey Avenue, S.E.
Washington, D.C. 20590

Pipeline and Hazardous
Materials Safety Administration

SEP 25 2018

Mr. Pete Hut
TENNESSEE PUBLIC UTILITY COMMISSION
502 Deaderick Street, 4th Floor
Nashville, TN 37243-0200
Telephone: (615)770-6862

SUBJECT: Award Selection for PHMSA Grant Agreement # 693JK31830041PSBG

Dear Mr. Hut:

Enclosed is your copy of fully executed Grant Agreement # 693JK31830041PSBG, which represents an award under the PHMSA "2018 State Base Gas Grant" Program.

We would like to emphasize the need for coordination and communication between your organization and PHMSA in this award process. PHMSA and your organization may want to make public announcements when the awards are completed. To maximize the impact, we need your cooperation, and that of your partners, to refrain from issuing any press releases or project announcements at this time. We will coordinate these actions with you as they develop in the future. Also, you will receive additional instructions from the PHMSA State Programs staff regarding the mid-year payment request process.

If you have any questions or concerns regarding this matter, please do not hesitate to contact ~~Kelsey Breton at Kelsey.breton.ctr@dot.gov~~ or you may contact me at (202) 366-0496. **6942.**

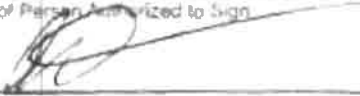

Sincerely,



Warren D. Osterberg
Agreement Officer

Enclosure:
Contract: 693JK31830041PSBG

ASSISTANCE AGREEMENT

1 Award No. PRM-A-18-00011-01		2 Modification No.		3 Effective Date SEP 25 2018		4 CFDA No. 20.700		
5 Awarded To TENNESSEE STATE DEPT ATTOR. PETE HUST TENNESSEE PUBLIC UTILITY COMMISSION 102 CENTER ST. 3RD FL. 4TH FLOOR NASHVILLE TN 37243-6662				6 Sponsoring Office Department of Energy, Health & Environment PHMSA State Programs, PHMSA 1200 New Jersey Avenue, NE Washington DC 20590			7 Period of Performance 01/01/2018 through 12/31/18	
8 Type of Agreement <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Other		9 Authority 49 U.S.C. 69107			10 Purchase Request or Funding Document No. PH956 0000000			
11 Remittance Address TENNESSEE STATE DEPT ATTOR. PETE HUST TENNESSEE PUBLIC UTILITY COMMISSION 600 LEADERBOCK STREET 4TH FLOOR NASHVILLE TN 37243-0200				12 Total Amount Govt. Share: \$713,118.00 \$753,956.00 Cost Share: 00.00 Total: \$713,118.00 \$753,956.00		13 Funds Obligated This Action: \$713,118.00 \$753,956.00 Total: \$713,118.00 \$753,956.00		
14 Principal Investigator Pete Hust, 615-770-6862 peteh@tncorp.gov		15 Program Manager JACOB BARRATT Phone: 415-834-8044			16 Administrator Acquisition Services Division US DOT/PHMSA/PHF 20 1200 New Jersey Avenue, NE FL 317 Washington DC 20590-0001			
17 Submit Payment Requests To FHA/EMAC/PHMSA HQ 122F AMK 316 6500 S. MacArthur Blvd Oklahoma City OK 73169				18 Paying Office FHA/EMAC/PHMSA HQ 122F AMK 316 6500 S. MacArthur Blvd Oklahoma City OK 73169		19 Submit Reports To See Page 2.		
20 Accounting and Appropriation Data SEE PAGE 2 NO.								
21 Research Title and/or Description of Project PHMSA 2018 STATE CASE GRANT HAZARDOUS WASTE TENNESSEE								
For the Recipient				For the United States of America				
22 Signature of Person Authorized to Sign 				25 Signature of Grants/Agreements Officer 				
23 Name and Title Pete Hust, Director		24 Date Signed 8/17/18		26 Name of Officer WARREN OSTERBERG		27 Date Signed SEP 25 2018		

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
693JK31830041PSBG

PAGE OF
2 | 2

NAME OF OFFEROR OR CONTRACTOR
TENNESSEE STATE OF

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
00001	Invoice Approver: WOSTERBEPHMSA Delivery: 1 Days After Award Delivery Location Code: PHMSA PHP-50 State Programs 1200 New Jersey Avenue, SE E21-321 Washington DC 20590 USA Tennessee Public Utility Commission GAS 2018 Base Grant award Obligated Amount: \$713,118.00 Accounting Info: 5172318DB4.2018.PSGRT01030.50D0207000.41050.610000 00.0000000000.0000000000.0000000000.0000000000 Funded: \$713,118.00				713,118.00
00002	Tennessee Public Utility Commission GAS 2018 Base Grant award Obligated Amount: \$40,838.00 Accounting Info: 5172A18DA0.2018.PSGRT01030.50D0207000.41050.610000 00.0000000000.0000000000.0000000000.0000000000 Funded: \$40,838.00 ATTACHMENT: Terms and Conditions ***** NOTE: The grantee will fill out and submit the annual Performance Progress Report in FedSTAR. This report will be due in March 2019 and the grantee will be notified when it is available to fill out and be given additional instructions in January 2019. ***** The total amount of award: \$753,956.00. The obligation for this award is \$753,956.00.				40,838.00



Pipeline and Hazardous Materials Safety Administration
1200 New Jersey Avenue, SE
Washington DC 20590

OFFICE OF PIPELINE SAFETY

2018 Gas Base Grant Progress Report

Office: Tennessee Public Utility Commission

Authorized Signature

Pete Hut

Printed Name

Director - Gas Pipeline Safety

Title

February 26, 2019

Date



PROGRESS REPORT ATTACHMENTS (GAS)

PHMSA Form No. PHMSA F 999-92

INSTRUCTIONS:

These attachments request information either for the entire calendar year (CY 2018: January 1 through December 31, 2018) or as of (or on) December 31, 2018. Please report actual as opposed to estimated numbers on the attachments. Be careful to provide complete and accurate information since the PHMSA State Programs will be validating the attachments during the state's next annual evaluation.

- **Attachment 1: State Jurisdiction and Agent Status Over Facilities.** Requires the state to indicate those pipeline operator types over which the state agency has jurisdiction under existing law. If the state does not have jurisdiction over an operator type, indicate why not in the column designated No, using the one alpha code (A or B) which best describes the reason. If the state agency has jurisdiction over an operator type, place an X in the column designated Yes and provide information on the number of operators, the number and percent of operators inspected, the number of inspection units, and the number and percent of inspection units inspected. If the jurisdiction over a type of operator is under a Section 60106 Agreement, indicate X/60106 in the column designated Yes. If an operator has multiple types of system (i.e. gas distribution and intrastate transmission), each type should be counted in corresponding category. Total operator count listed in Attachment 3 may not match Attachment 1 totals due to multiple types of systems per operator. If the same operator/inspection unit is visited more than once during the year, count only once under number of operators inspected/number of inspection units inspected on Attachment 1. The multiple visits would, however, be reflected under total inspection person-days in Attachment 2.
- **Attachment 2: Total State Field Inspection Activity.** Requires the state to indicate by operator type the number of inspection person-days spent during CY 2018 on inspections; standard comprehensive; design, testing, and construction; on-site operator training; integrity management; operator qualification; investigating incidents or accidents; damage prevention activities; and compliance follow-up. Attachment 2 should include drug and alcohol inspections. Counting "In Office" Inspection Time - An inspector may choose to review pipeline company procedure manuals or records away from the company facility in order to effectively use on-site inspection time. The amount of time spent reviewing procedures and records may be counted as part of the inspection process. It is important that an inspector only record time for activities that normally would be completed as part of an on-site inspection. For example, an inspector may attribute the three hours he or she spent reviewing a pipeline operator's procedure manual and records prior to an on-site inspection towards the total inspection time. Each supervisor must carefully review the reported time to ensure the time attributed is consistent with the activity completed and is carefully delineated from normal office duties.
- **Attachment 3: Facility Subject to State Safety Jurisdiction.** States should only list the facilities that are jurisdictional under Parts 192 and 193 (Gas) and Part 195 (Hazardous Liquid) of which the state has safety authority over. This attachment requires the business name and address of each person subject to the pipeline safety jurisdiction of the state agency as of December 31, 2018. Also indicate the operator type (e.g., intrastate transmission) consistent with the listing in Attachment 1 and include the number of inspection units in each operator's system. The operator identification number (OPID) assigned by PHMSA must also be included on this attachment. If an operator has multiple types of system (i.e. gas distribution and intrastate transmission), each type should be counted in corresponding category. Total operator count listed in Attachment 3 may not match Attachment 1 totals due to multiple types of systems per operator.
- **Attachment 4: Pipeline Incidents.** Requires a list of incidents investigated by or reported to the state agency that involved personal injury requiring hospitalization, a fatality, property damage exceeding \$50,000, and others deemed significant by the operator. Clearly identify the operator's reported cause AND the state's determination of the cause of the incident using the one most appropriate alpha code footnoted in the attachment. We summarize this information for Congress by classifying the cause into one of eight top-level categories: (A) corrosion failure; (B) natural force damage; (C) excavation damage; (D) other outside force damage; (E) material failure of pipe or weld; (F) equipment failure; (G) incorrect operation; (H) other accident cause. Within each top-level cause you will find multiple sub-causes, select the appropriate cause code. You can also choose (IP) Investigation Pending for those incidents remaining under investigation as of December 31. Then provide a summary of incident investigations.

- **Attachment 5: State Compliance Actions.** This requires a summary of state pipeline inspection and compliance actions. [In the Number of Compliance Actions Taken column, keep in mind one compliance action can cover multiple probable violations.]
- **Attachment 6: State Record Maintenance and Reporting.** Requires a list of records and reports maintained and required by the state agency.
- **Attachment 7: State Employees Directly Involved in the Pipeline Safety Program.** This attachment requires a list by name and title of each employee directly involved in the pipeline safety program. Be sure to include the percentage of time each employee has been involved in the pipeline safety program during 2018. If an employee has not been in the pipeline safety program the full year of 2018, please note the number of months working on the program. Indicate a Qualification Category for each of the state's inspectors (see Attachment 7a). The categories are shown in descending order of education and experience. Please enter the number of the highest description applicable to each inspector. For each inspector and supervisor, indicate the month and year he/she successfully completed the training courses at the Pipeline Safety Office of Training and Qualifications in Oklahoma City, OK. Finally, provide in summary form the number of all staff (supervisors, inspectors/investigator, damage prevention/technical and clerical/administrative) working on the pipeline safety program and the person-years devoted to pipeline safety. Person-years should be reported in hundreds (e.g., 3.25).
- **Attachment 8: State Compliance with Federal Requirements.** This requires the state to indicate whether it is in compliance with applicable federal requirements. If a particular requirement is not applicable to the state (e.g. offshore inspections), indicate NA in the column designated Y/N/NA and indicate in the notes section why the regulation is not applicable. If a regulation has been adopted, indicate the date adopted (e.g., 05/01/04) in the appropriate column. If the regulation is applicable but has not been adopted indicate N in the Y/N/NA column and explain why not in the appropriate column (e.g., requires legislative action). If the state has not adopted the maximum penalty amounts for a related series of violations please indicate civil penalty levels in effect in the state as of December 31. For State Adoption of Part 198 State One Call Damage Prevention Program if a state has any penalty amount for its damage prevention law please mark item 7.h as "Adopted but Different Dollar Amounts" and list the penalty amount in the Note section. Note at the end of Attachment 8 we are requesting each state to indicate the frequency its legislature meets in general session. This information will be taken into account when determining if applicable federal regulations have been adopted within 24 months of the effective date or two general sessions of the state legislature.
- **Attachment 10: Performance and Damage Prevention Questions.** This attachment requires a narrative of each states goals and accomplishments. In addition it requires a narrative on each states progress toward meeting the nine elements of an effective damage prevention program as described in the PIPES Act of 2006.



DEFINITIONS

- **Inspection Unit.** An inspection unit is all or part of an operator's pipeline facilities that are under the control of an administrative unit that provides sufficient communication and controls to ensure uniform design, construction, operation, and maintenance procedures for the facilities. (See Glossary of Terms in Guidelines for States Participating in the Pipeline Safety Program for application of the inspection unit concept to transmission and hazardous liquid pipeline systems, distribution systems, liquefied gas systems, municipality, master meter system, regulated gathering pipeline systems, and propane-air systems/petroleum gas systems.)
- **Inspection Person-Day.** An inspection person-day is all or part of a day spent by a state agency representative including travel in an on-site examination or evaluation of an operator or his system to determine if the operator is in compliance with federal or state pipeline safety regulations, in an on-site investigation of a pipeline incident, or in job-site training of an operator. Time expended on such activities should be reported as one inspection person-day for each day devoted to safety issues, regardless of the number of operators visited during that day.
- **Probable Violation.** A probable violation is a non-compliance with any section or, where a section is divided into subsections (a), (b), (c), etc., any subsection of federal or state pipeline regulations. Each numbered section should be counted separately. Multiple non-compliances of a numbered section discovered on the same inspection should be counted as one probable violation with multiple pieces of evidence.
- **Compliance Action.** A compliance action is an action or series of sequential actions taken to enforce federal or state pipeline regulations. One compliance action can cover multiple probable violations. A compliance action may take the form of a letter warning of future penalties for continued violation, an administratively imposed monetary sanction or order directing compliance with the regulations, an order directing corrective action under hazardous conditions, a show-cause order, a criminal sanction, a court injunction, or a similar formal action.



Attachment 1 - Stats on Operators

STATE JURISDICTION AND AGENT STATUS OVER GAS FACILITIES AS OF DECEMBER 31, 2018

Operator Type	State Agency Jurisdiction/ Agent Status		No. of Operators	Operators Inspected		No. of Inspection Units	Units Inspected	
	No ¹	Yes		#	%		#	%
Distribution								
Private		X/60105	6	6	100.0%	15	15	100.0%
Municipal		X/60105	70	70	100.0%	73	73	100.0%
Master Meter		X/60105	25	25	100.0%	27	27	100.0%
LPG		X/60105	0	0	N/A	0	0	N/A
Other		X/60105	24	24	100.0%	28	28	100.0%
Transmission								
Intrastate		X/60105	17	17	100.0%	17	17	100.0%
Interstate	F		0	0	N/A	0	0	N/A
LNG								
Intrastate		X/60105	2	2	100.0%	2	2	100.0%
Interstate	F		0	0	N/A	0	0	N/A
Other								
Gathering Lines		X/60105	0	0	N/A	0	0	N/A
Offshore Facilities	A		0	0	N/A	0	0	N/A
Total			144	144	100.0%	162	162	100.0%

¹Codes: A - None in state and does not have jurisdiction;

B - State does not have jurisdictional authority (Provide current status or action being taken to obtain authority in notes section below)

F - No, State is currently not an interstate agent.

X/60105P = Yes, I have Section 60105 (Certification) over some of the operator type (meaning: I have 60105 authority over some, but not all of this operator type and do not have a 60106 agreement with PHMSA to inspect them). These operators are identified in the notes below.

X/IA - Yes, I have Interstate Agent jurisdiction over this type of operator

Distribution "Other" - ie Co-ops, Public Utility Districts, etc.

States should explain any special circumstances

General Instructions - All above facilities should only include facilities as defined by federal pipeline regulations and should not include extended jurisdiction by state regulation.

Attachment 1 Notes:

3 municipal (Memphis Light Gas & Water) inspection units were added in 2018 in order to more effectively conduct field

inspections.

1 intrastate operator (Wacker Polysilicon) was deleted as noted in the following statement from TPUC letter dated 2/05/18: The Tennessee Public Utility Commission (TPUC) Gas Pipeline Safety Division (GPSD) is notifying Wacker Polysilicon that they are choosing not to enforce the Federal and State gas pipeline safety regulations in Part 192 on your pipeline. This approach is consistent with 59 FR33389, PHMSA's Interpretation #LI-98-006 (November 18, 1998), PHMSA's Interpretation #P1-09-0020 (August 11, 2010) and PHMSA's Interpretation letter to Dow Chemical Company, December 4, 2017.



Attachment 2 - State Inspection Activity

**TOTAL STATE FIELD INSPECTION ACTIVITY AS
OF DECEMBER 31, 2018**

Operator Type	Standard Comprehensive	Design, Testing and Construction	On-Site Operator Training	Integrity Management	Operator Qualification	Investigating Incidents or Accidents	Damage Prevention Activities	Compliance Follow-up	Total
Distribution									
Private	18.5	0	0	18	12	6	0	1	55.5
Municipal	146.5	4.5	0	92.5	62.5	1	0	6	313
Master Meter	20	0	1	23	11	0	0	1	56
LPG	0	0	0	0	0	0	0	0	0
Other	33	0	0	36.5	22.5	14	0	1	107
Transmission									
Intrastate	22	0	0	24.5	6.5	0	0	2.5	55.5
Interstate	0	0	0	0	0	0	0	0	0
LNG									
Intrastate	7	0	0	0	0	0	0	0	7
Interstate	0	0	0	0	0	0	0	0	0
Other									
Gathering Lines	0	0	0	0	0	0	0	0	0
Offshore Facilities	0	0	0	0	0	0	0	0	0
Total	247	4.5	1	194.5	114.5	21	0	11.5	594
Drug and Alcohol									
Total Count of Drug and Alcohol Inspections									89

Attachment 2 Notes

Damage Prevention is discussed during inspections but no official activities are conducted. UUDP does not fall under Gas Pipeline Safety jurisdiction in Tennessee.

Attachment 3 - List of Operators

GAS FACILITIES SUBJECT TO STATE SAFETY JURISDICTION AS OF DECEMBER 31, 2018

Operator Business Name Operator ID Address	Distribution (Operator type & Inspection Units)			Transmission (Operator type & Inspection Units)		LNG(Operator type & Inspection Units)		Other (Operator type & Inspection Units)		Offshore Facilities (State Waters)	
	Private	Municipal	Master Meter	LPG	Other	Intrastate	Interstate	Intrastate	Interstate		Gathering Lines (Jurisdictional)
Adamsville Gas Department 49 Box 301, Adamsville, TN 38310	0	1	0	0	0	0	0	0	0	0	0
AGC Flat Glass 32188 600 AFG Road, Church Hill, TN 37642	0	0	0	0	0	1	0	0	0	0	0
AGL Resources 2288 2207 Olan Mills Drive, Chattanooga, TN 37421	1	0	0	0	0	1	0	0	0	0	0
Alexian Village of Tennessee 35982 100 James Boulevard, Signal Mountain, TN 37377	0	0	1	0	0	0	0	0	0	0	0
Athens Utilities Board 774 P. O. Box 689, Athens, TN 37303	0	1	0	0	0	0	0	0	0	0	0
Atlas Energy 38884 106 Ridge View Way, Clinton, TN 37716	0	0	0	0	0	1	0	0	0	0	0
Atmos Energy 20211 810 Crescent Centre Drive Ste. 600, Franklin, TN 37067	8	0	0	0	0	1	0	0	0	0	0
B W Pipeline 32659 728 South Jefferson, Cookeville, TN 38501	0	0	0	0	0	1	0	0	0	0	0

Cookeville Gas Department 2764 Box 998, Cookeville, TN 38501	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Counce Natural Gas System 30863 P.O. Box 285, Burnesville, MS 38833-0285	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Covington Gas Department 2853 Box 768, Covington, TN 38019	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Crockett Public Utility District 2880 82 No. Bells Street, Alamo, TN 38001	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Domtar Paper 39133 100 Clinchfield Street, Kingsport, TN 37660	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0
Dunlap Gas System 3610 P.O. Box 145, Dunlap, TN 37327	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dyersburg Gas Department 3660 435 Highway 51 Bypass South, Dyersburg, TN 38025	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Elk River Public Utility District 4370 P.O. Box 970, Tullahoma, TN 37388-0970	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Englewood Gas Department 4480 P.O. Box 150, Englewood, TN 37329	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ESG Pipeline 32298 4655 Rosebud Lane, Newburgh, IN 47630	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Etowah Utilities 4567 P.O. Box 927, Etowah, TN 37331-0927	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fayetteville Public Utilities 5110 408 College Street West, Fayetteville, TN 37334	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
First Utility District of Tipton Co. 19471 P.O. Box 684, Covington, TN 38019	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Forexco Gas 30975 37 Courthouse Square, Whitley, KY 42653	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



Hohenwald Natural Gas System 7310 118 W. Linden Avenue, Hohenwald, TN 38462	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Horton Highway Utility District 7365 P. O. Box 85, Chapel Hill, TN 37034	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Humboldt Gas Water Department 7650 207 S. 13th, Humboldt, TN	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Humphreys County Utility District 7655 P. O. Box 519, Waverly, TN 37185	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	0	0	0	0
Huntingdon Housing Authority 35801 433 Hillcourt Circle, Huntingdon, TN 38344	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jackson Energy Authority 9040 P. O. Box 68, Jackson, TN 38302-0068	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jackson Housing Authority 35802 P. O. Box 3188, Jackson, TN 38303	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jamestown Gas Department 9100 Box 670, Jamestown, TN 38556	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson City Housing Authority 35803 942 E. Ellis Street, Jefferson City, TN 37760	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Jefferson-Cocke County Utility District 9200 122 Highway 25E, Newport, TN 37821	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Johnson University 35989 7900 Johnson Drive, Knoxville, TN 37998	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kirby Pines Estates 35988 3535 Kirby Road, Memphis, TN 38115	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Knoxville Utilities Board 10310 P. O. Box 59017, Knoxville, TN 37950-9017	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lafayette Gas Department 11064 P.O. Box 275, Lafayette, TN 37083	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



Portland Housing Authority 35978 P. O. Box 37, Portland, TN 37148	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Portland Natural Gas System 15784 100 South Russell Street, Portland, TN 37148	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Powell Valley Utility District 32165 P. O. Box 412, Sneedville, TN 37869-0412	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Powell-Clinch Utility District 15826 P O Box 428, Lake City, TN 37769	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Pulaski Natural Gas Department 15966 203 S. First Street, Pulaski, TN 38478	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Red Boiling Springs Gas Utility 30643 PO Box 190, Red Boiling Springs, TN 37150	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Renewco Meadow Branch 32681 10 Peachtree Place, Atlanta, GA 30309	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0
Ridgetop Natural Gas System 17400 Box 650, Ridgetop, TN 37152	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Ripley Gas Department 17470 P. O. Box 26, Ripley, TN 38063	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Ripley Housing Authority 35990 101 Northcrest, Ripley, TN 38063	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Rockwood Natural Gas System 17600 110 N. Chamberlain Avenue, Rockwood, TN 37854	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Saint Joseph Gas System 30030 P. O. Box 37, St. Joseph, TN 38481	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Savannah Public Utilities 18124 140 Main Street, Savannah, TN 38372	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Scepter 31987 1230 Pottertown Road, Midway, TN 37809	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0



Selmer Utility Division 18176 P. O. Box 649, Selmer, TN 38375-0649	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sevier County Utility District 18192 P. O. Box 4398, Sevierville, TN 37864-4398	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Smelter Service Corporation 39343 400 Arrow Mines Road, Mt Pleasant, TN 38474	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0
Smyrna Natural Gas System 18368 315 South Lowry Street, Smyrna, TN 37167	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Somerville Light Gas Water 18392 13085 North Main Street, Somerville, TN 38068	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
South Pittsburg Housing Authority 35979 P. O. Box 231, South Pittsburg, TN 37380	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Springfield Gas System 18591 P. O. Box 788, Springfield, TN 37172	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sweetwater Utilities Board 18768 P. O. Box 191, Sweetwater, TN 37874	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Trimble Gas Department 19670 P. O. Box 215, Trimble, TN 38259	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Troy Gas System 19710 P. O. Box 246, Troy, TN 38260	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tullahoma Housing Authority 35980 2401 Cedar Lane Village Drive, Tullahoma, TN 37388	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unicoi County Utility District 20030 P O Box 599, Erwin, TN 37650	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0
Union City Housing Authority 35981 1409 East Main Street, Union City, TN 38261	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Volunteer Energy Cooperative 32307 18359 Highway 58 N, Decatur, TN 37322	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0



Waynesboro Natural Gas System 22315 P. O. Box 471, Waynesboro, TN 38485	0	1	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	1	0	0	0	0	0	0	0	0	0
West Tennessee Public Utility District 22434 P. O. Box 568, Huntingdon, TN 38344	0	0	0	0	0	0	0	0	0	0	0	0	0	0



	Distribution (Operator type & Inspection Units)			Transmission (Operator type & Inspection Units)		LNG(Operator type & Inspection Units)		Other (Operator type & Inspection Units)			
	Private	Municipal	Master Meter	LPG	Other	Intrastate	Interstate	Intrastate	Interstate	Gathering Lines (Jurisdictional)	Offshore Facilities (State Waters)
Inspection Unit totals by type	15	73	27	0	28	17	0	2	0	0	0

Total Operators

136

Attachment 3 Notes:



Attachment 4 - Incidents/Accidents

SIGNIFICANT⁴ GAS INCIDENTS/ACCIDENTS JANUARY 1, THROUGH DECEMBER 31, 2018

Date of Incident	Location - City/County/etc.	System Type	Injuries #	Fatalities #	Property Damage ³ \$	Cause Code ¹	State Cause Code ¹
01/08/2018	266 Roma Drive, Crossville TN	GD	1	0	\$209,017.00	C3	C3
Name of Operator: Middle Tennessee Natural Gas Utility District Operator ID: 12438 Report No: 20180018 Summary ² Gas collected in the basement and/or concrete pad outside the house and was ignited, probably by the hot water heater in the basement. An explosion and fire occurred.							
11/16/2018	2315 Pickwick Street, Savannah TN	GD	1	0	\$2,500.00	G7	G7
Name of Operator: Savannah Gas Operator ID: 18124 Report No: 20180114 Summary ² Savannah Gas employee did not follow proper procedures when purging the gas line. An explosion and ignition occurred injuring one Savannah Gas employee.							

¹High Level Cause Codes: A - Corrosion failure; B - Natural Force Damage; C - Excavation Damage; D - Other Outside Force Damage; E - Pipe, Weld or Joint Failure; F - Equipment Failure; G - Incorrect Operation; H - Other Incident Cause; IP - Investigation Pending;

²Please provide a brief summary of the incident.

³Interstate agents should use the 191.3 Incident definition for listing incidents investigated on interstate facilities.

⁴Significant: Investigated by or reported to the state agency, involving personal injury requiring hospitalization, fatality, property damage exceeding \$50,000 and other incidents otherwise considered significant which involved jurisdictional facilities.

Attachment 4 Notes

Attachment 5 - Stats on Compliance Actions

STATE COMPLIANCE ACTIONS -- CALENDAR YEAR (CY) 2018

Probable Violation Categories	Intrastate	Interstate
Number carried over from all previous CY's	72	0
Number Found During CY	24	0
Number submitted for DOT action [60106 Agreement agent only]	0	0
Number corrected during CY (including carry over from previous year(s))	81	0
Number to be corrected at end of CY (including carry over)	15	0

Number of Compliance Actions Taken ¹
(see definition)

17

Civil Penalties

Number assessed during CY	1
Dollars assessed during CY	\$15,000.00
Number collected during CY	2
Dollars collected during CY	\$61,863.00

¹Do not double count for a related series of actions.

Attachment 5 Notes



Attachment 6 - List of Records Kept

GAS STATE RECORD MAINTENANCE AND REPORTING DURING CY 2018

Records Maintained by the State Agency

Inspector's weekly itinerary/log sheet and time sheets.
Report of Gas inspections.
Spreadsheet of violations cited and cleared.
Letters to Gas operators reporting compliance and non-compliance with the Minimum Federal Safety Standards.
Inventory control records of equipment and field inspection tools.
Pipeline Safety Program financial records.
Cathodic Protection Status Reports
Accident Investigation Reports.
Inspection checklist forms for standard and specialized inspections.
Tennessee's Underground Utility Damage Prevention Law.
Office of Pipeline Safety Training manuals, computer based training discs, and supplemental materials.
Current WINDot compliance software and Pipeline safety regulations handbooks.
Operator qualification rule guidelines and training information including protocols
Pipeline Safety Grant information
Inspection Risk Management Model
Bare Steel Replacement Program for Atmos Energy
Maintain current specifications for projects designed/constructed by various operators.
Electronic database containing detailed operator and inspection information including violations, inspection type, inspection person days, inspection date(s), etc.
Cast Iron Replacement Programs for all operators where applicable
Mechanical Coupling Replacement/Repair Programs for all operators where applicable

Reports Required from Operators

Construction notifications
Copies of Annual DOT report form (Distribution)
Copies of DOT accident/incident reports
Copies of Mechanical Fittings Failure reports
Copies of Safety Related Condition reports
Copies of Annual DOT report form (Transmission)

Attachment 6 Notes

Attachment 7 - Staffing and TQ Training

STATE EMPLOYEES DIRECTLY INVOLVED IN THE GAS PIPELINE SAFETY PROGRAM DURING CY 2018

Name/Title	% Time	# Months	Qual. Cat.
Supervisor			
Annette Ponds Director, Gas Pipeline Safety Division	100	4	I
Pete Hut Director	100	7	I
Inspector/Investigator			
Tim Thompson TPUC Utility Inspector 2	100	12	II
Hut, Pete TPUC Utility Inspector 2	100	5	I
Travis Aslinger TPUC Utility Inspector 2	100	12	II
Shinisha Freeman Env. Prot. Specialist 3	100	12	I
Phillip Hendricks Env. Prot. Specialist 3	100	12	I
Ted Wilkinson TPUC Utility Inspector 2	100	6	III
Regina Brown TPUC Utility Inspector 2	100	12	III
Diana Hawkins TPUC Utility Inspector 1	100	8.5	III
Clerical and Administrative Support			
Vicky Nelson Administrative Assistant	100	12	NA

Summary

<u>Employee Type</u>	<u>No. of Staff</u>	<u>Person-Years</u>
Supervisor	2	0.92
Inspectors/Investigators	8	6.63
Damage Prevention/Technical	0	
Clerical/Administrative	1	1.00
Total	11	8.54

<u>Last Name</u>	<u>First Name</u>	<u>Course</u>	<u>Completion Date</u>
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3291 Fundamentals of (SCADA) System Technology and Operation Course	04/20/2018
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3355 Safety Evaluation of Control Room Management Programs	07/13/2018
ASLINGER	JAMES (TRAVIS)	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	12/11/2015
ASLINGER	JAMES (TRAVIS)	PHMSA-PL1310 Plastic and Composite Materials Course	6/10/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	5/20/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3600 Root Cause/Incident Investigation Course	8/19/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	12/1/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3242 Welding and Inspection of Pipeline Materials Course	10/28/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	4/29/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	5/6/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL4253 Liquefied Natural Gas (LNG) Safety Technology and Inspection Course	1/29/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL1297 Gas Integrity Management (IM) Protocol Course	11/3/2017
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3292 Safety Evaluation of Inline Inspection (ILI)/Pigging Programs Course	8/25/2017
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3267 Fundamentals of Integrity Management Course	9/15/2017
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3306 External Corrosion Direct Assessment (ECDA) Field Course	8/30/2017
ASLINGER	JAMES (TRAVIS)	PHMSA-PL1245 Safety Evaluation of Distribution Integrity Management Programs (DIMP) Course	3/2/2017
ASLINGER	JAMES (TRAVIS)	PHMSA-PL300 Operator Qualification WBT Course	6/25/2015
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3DA Drug and Alcohol Testing for the Pipeline Industry WBT	1/8/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL3JC - Investigating and Managing Internal Corrosion of Pipelines WBT Course	1/15/2016
ASLINGER	JAMES (TRAVIS)	PHMSA-PL322 Evaluation of Operator Qualification (OQ) Programs Course	7/8/2016
BROWN	REGINA	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	06/29/2018
BROWN	REGINA	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	06/08/2018

BROWN	REGINA	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	02/08/2018
BROWN	REGINA	PHMSA-PL1310 Plastic and Composite Materials Course	09/21/2018
BROWN	REGINA	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	07/20/2018
BROWN	REGINA	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	10/20/2017
FREEMAN	SHINISHA	PHMSA-PL3355 Safety Evaluation of Control Room Management Programs	06/15/2018
FREEMAN	SHINISHA	PHMSA-PL3291 Fundamentals of (SCADA) System Technology and Operation Course	03/30/2018
FREEMAN	SHINISHA	PHMSA-PL3292 Safety Evaluation of Inline Inspection (ILI)/Pigging Programs Course	06/22/2018
FREEMAN	SHINISHA	PHMSA-PL4253 Liquefied Natural Gas (LNG) Safety Technology and Inspection Course	12/1/2017
FREEMAN	SHINISHA	PHMSA-PL3322 Evaluation of Operator Qualification (OQ) Programs Course	5/5/2016
FREEMAN	SHINISHA	PHMSA-PL1245 Safety Evaluation of Distribution Integrity Management Programs (DIMP) Course	3/31/2016
FREEMAN	SHINISHA	PHMSA-PL3600 Root Cause/Incident Investigation Course	4/15/2016
FREEMAN	SHINISHA	PHMSA-PL3242 Welding and Welding Inspection of Pipeline Materials Course	1/29/2016
FREEMAN	SHINISHA	PHMSA-PL3267 Fundamentals of Integrity Management Course	4/7/2017
FREEMAN	SHINISHA	PHMSA-PL1297 Gas Integrity Management (IM) Protocol Course	8/31/2017
FREEMAN	SHINISHA	PHMSA-PL3306 External Corrosion Direct Assessment (ECDA) Field Course	7/27/2017
FREEMAN	SHINISHA	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	9/11/2014
FREEMAN	SHINISHA	PHMSA-PL300 Operator Qualification WBT Course	7/31/2015
FREEMAN	SHINISHA	PHMSA-PL31C - Investigating and Managing Internal Corrosion of Pipelines WBT Course	7/4/2014
FREEMAN	SHINISHA	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	6/27/2014
FREEMAN	SHINISHA	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	1/31/2014
FREEMAN	SHINISHA	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	7/18/2014
FREEMAN	SHINISHA	PHMSA-PL1310 Plastic and Composite Materials Course	5/15/2015
FREEMAN	SHINISHA	PHMSA-PL3DA Drug and Alcohol Testing for the Pipeline Industry WBT	1/4/2018
FREEMAN	SHINISHA	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	8/21/2015
HAWKINS	DIANA	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	10/26/2018
HAWKINS	DIANA	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	11/29/2018
HAWKINS	DIANA	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	11/08/2018
HAWKINS	DIANA	PHMSA-PL31C - Investigating and Managing Internal Corrosion of Pipelines	08/08/2018
HAWKINS	DIANA	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	08/24/2018
HENDRICKS	PHILLIP	PHMSA-PL3355 Safety Evaluation of Control Room Management Programs	07/13/2018
HENDRICKS	PHILLIP	PHMSA-PL3291 Fundamentals of (SCADA) System Technology and Operation Course	03/30/2018
HENDRICKS	PHILLIP	PHMSA-PL3292 Safety Evaluation of Inline Inspection (ILI)/Pigging Programs Course	09/21/2018
HENDRICKS	PHILLIP	PHMSA-PL4253 Liquefied Natural Gas (LNG) Safety Technology and Inspection Course	09/14/2018
HENDRICKS	PHILLIP	PHMSA-PL3242 Welding and Welding Inspection of Pipeline Materials Course	10/28/2016
HENDRICKS	PHILLIP	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	12/11/2015

HENDRICKS	PHILLIP	PHMSA-PL1310 Plastic and Composite Materials Course	6/10/2016
HENDRICKS	PHILLIP	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	4/29/2016
HENDRICKS	PHILLIP	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	12/1/2016
HENDRICKS	PHILLIP	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	5/20/2016
HENDRICKS	PHILLIP	PHMSA-PL3600 Root Cause/Incident Investigation Course	4/15/2016
HENDRICKS	PHILLIP	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	11/18/2016
HENDRICKS	PHILLIP	PHMSA-PL3306 External Corrosion Direct Assessment (ECDA) Field Course	7/27/2017
HENDRICKS	PHILLIP	PHMSA-PL1297 Gas Integrity Management (IM) Protocol Course	11/3/2017
HENDRICKS	PHILLIP	PHMSA-PL3267 Fundamentals of Integrity Management Course	9/15/2017
HENDRICKS	PHILLIP	PHMSA-PL1245 Safety Evaluation of Distribution Integrity Management Programs (DIMP) Course	3/2/2017
HENDRICKS	PHILLIP	PHMSA-PL300 Operator Qualification WBT Course	5/22/2015
HENDRICKS	PHILLIP	PHMSA-PL31C - Investigating and Managing Internal Corrosion of Pipelines WBT Course	1/8/2016
HENDRICKS	PHILLIP	PHMSA-PL3DA Drug and Alcohol Testing for the Pipeline Industry WBT	5/21/2015
HENDRICKS	PHILLIP	PHMSA-PL322 Evaluation of Operator Qualification (OQ) Programs Course	7/8/2016
HUT	PETER	PHMSA-PL322 Evaluation of Operator Qualification (OQ) Programs Course	5/5/2016
HUT	PETER	PHMSA-PL3355 Safety Evaluation of Control Room Management Programs	10/21/2016
HUT	PETER	PHMSA-PL1245 Safety Evaluation of Distribution Integrity Management Programs (DIMP) Course	4/27/2011
HUT	PETER	PHMSA-PL1310 Plastic and Composite Materials Course	4/24/2009
HUT	PETER	PHMSA-PL3242 Welding and Welding Inspection of Pipeline Materials Course	4/24/2009
HUT	PETER	PHMSA-PL3275 General Pipeline Safety Awareness Course	10/19/2012
HUT	PETER	PHMSA-PL3267 Fundamentals of Integrity Management Course	4/12/2013
HUT	PETER	PHMSA-PL3292 Safety Evaluation of Inline Inspection (ILI)/Pigging Programs Course	8/23/2013
HUT	PETER	PHMSA-PL3291 Fundamentals of (SCADA) System Technology and Operation Course	3/7/2014
HUT	PETER	PHMSA-PL3600 Root Cause/Incident Investigation Course	6/13/2014
HUT	PETER	PHMSA-PL-RT3306 External Corrosion Direct Assessment (ECDA) Field Course Retest	
HUT	PETER	PHMSA-PL1297 Gas Integrity Management (IM) Protocol Course	3/12/2015
HUT	PETER	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	4/16/2010
HUT	PETER	PHMSA-PL4253 Liquefied Natural Gas (LNG) Safety Technology and Inspection Course	1/28/2011
HUT	PETER	PHMSA-PL300 Operator Qualification WBT Course	6/26/2015
HUT	PETER	PHMSA-PL31C - Investigating and Managing Internal Corrosion of Pipelines WBT Course	3/30/2014
HUT	PETER	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	9/25/2009
HUT	PETER	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	1/16/2009
HUT	PETER	PHMSA-PL3254 Joining of Pipeline Materials Course	4/24/2009
HUT	PETER	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	11/2/2007

HUT	PETER	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	4/30/2009
PONDS	ANNETTE	PHMSA-PL3322 Evaluation of Operator Qualification (OQ) Programs Course	02/08/2018
PONDS	ANNETTE	PHMSA-PL1245 Safety Evaluation of Distribution Integrity Management Programs (DIMP) Course	3/31/2016
PONDS	ANNETTE	PHMSA-PL3267 Fundamentals of Integrity Management Course	4/22/2016
PONDS	ANNETTE	PHMSA-PL3600 Root Cause/Incident Investigation Course	6/24/2016
PONDS	ANNETTE	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	4/26/2012
PONDS	ANNETTE	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	10/21/2011
PONDS	ANNETTE	PHMSA-PL3365 Public Awareness Program Effectiveness Evaluation (PAPEE) Seminar	9/14/2011
PONDS	ANNETTE	PHMSA-PL3275 General Pipeline Safety Awareness Course	10/19/2012
PONDS	ANNETTE	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	5/3/2013
PONDS	ANNETTE	PHMSA-PL1310 Plastic and Composite Materials Course	2/28/2014
PONDS	ANNETTE	PHMSA-PL3242 Welding and Welding Inspection of Pipeline Materials Course	7/19/2013
PONDS	ANNETTE	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	9/20/2013
PONDS	ANNETTE	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	5/6/2011
THOMPSON	TIM	PHMSA-PL3292 Safety Evaluation of Inline Inspection (ILI)/Pigging Programs Course	06/22/2018
THOMPSON	TIM	PHMSA-PL3291 Fundamentals of (SCADA) System Technology and Operation Course	04/20/2018
THOMPSON	TIM	PHMSA-PL4253 Liquefied Natural Gas (LNG) Safety Technology and Inspection Course	09/14/2018
THOMPSON	TIM	PHMSA-PL3355 Safety Evaluation of Control Room Management Programs	06/15/2018
THOMPSON	TIM	PHMSA-PL3600 Root Cause/Incident Investigation Course	03/02/2018
THOMPSON	TIM	PHMSA-PL3242 Welding and Welding Inspection of Pipeline Materials Course	10/28/2016
THOMPSON	TIM	PHMSA-PL1310 Plastic and Composite Materials Course	7/1/2016
THOMPSON	TIM	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	6/10/2016
THOMPSON	TIM	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	12/11/2015
THOMPSON	TIM	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	4/29/2016
THOMPSON	TIM	PHMSA-PL1297 Gas Integrity Management (IM) Protocol Course	11/3/2017
THOMPSON	TIM	PHMSA-PL1245 Safety Evaluation of Distribution Integrity Management Programs (DIMP) Course	11/16/2017
THOMPSON	TIM	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	7/21/2017
THOMPSON	TIM	PHMSA-PL3267 Fundamentals of Integrity Management Course	9/15/2017
THOMPSON	TIM	PHMSA-PL3306 External Corrosion Direct Assessment (ECDA) Field Course	8/30/2017
THOMPSON	TIM	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	10/19/2017
THOMPSON	TIM	PHMSA-PL300 Operator Qualification WBT Course	2/19/2016
THOMPSON	TIM	PHMSA-PL31C - Investigating and Managing Internal Corrosion of Pipelines WBT Course	5/11/2016
THOMPSON	TIM	PHMSA-PL3DA Drug and Alcohol Testing for the Pipeline Industry WBT	7/6/2015
THOMPSON	TIM	PHMSA-PL3322 Evaluation of Operator Qualification (OQ) Programs Course	5/5/2016

WILKINSON	TED	PHMSA-PL3242 Welding and Welding Inspection of Pipeline Materials Course	08/24/2018
WILKINSON	TED	PHMSA-PL31C - Investigating and Managing Internal Corrosion of Pipelines WBT Course	8/10/2017
WILKINSON	TED	PHMSA-PL3257 Pipeline Safety Regulation Application and Compliance Procedures Course	7/21/2017
WILKINSON	TED	PHMSA-PL3DA Drug and Alcohol Testing for the Pipeline Industry WBT	6/23/2017
WILKINSON	TED	PHMSA-PL3OQ Operator Qualification WBT Course	2/2/2017
WILKINSON	TED	PHMSA-PL3256 Pipeline Failure Investigation Techniques Course	8/18/2017
WILKINSON	TED	PHMSA-PL1250 Safety Evaluation of Gas Pipeline Systems Course	10/21/2016
WILKINSON	TED	PHMSA-PL3293 Corrosion Control of Pipeline Systems Course	9/29/2017
WILKINSON	TED	PHMSA-PL1310 Plastic and Composite Materials Course	6/16/2017
WILKINSON	TED	PHMSA-PL1255 Gas Pressure Regulation and Overpressure Protection Course	12/1/2016
WILKINSON	TED	PHMSA-PL3322 Evaluation of Operator Qualification (OQ) Programs Course	2/24/2017

Attachment 7 Notes



Attachment 8 - Compliance with Federal Regulations

STATE COMPLIANCE WITH FEDERAL REQUIREMENTS AS OF DECEMBER 31, 2018

No.	Effective Date	Impact	Adoption Date	Adoption Status
1		<p>Maximum Penalties Substantially same as DOT (\$213,268/\$2,132,268). State must adopt minimum penalties of at least (\$100,000/\$1,000,000). Indicate actual amount in notes.</p> <p>TCA Section 65-28-108: Any person who violates any provisions of section 65-28-104 to 65-28-111 or any regulation issued under such section is subject to a civil penalty not to exceed ten thousand dollars (\$10,000) for each violation for each day that such violation persists, except that the maximum civil penalty shall not exceed five hundred thousand dollars (\$500,000) for any continuing series of violations</p>	09/1971	Adopted Other
2		191.23 and 191.25 Safety-Related Conditions(through current amendment 191-14)	08/1989	Adopted
3		Part 192 Amendments		
01-90		Pre 2002 [All applicable amendments prior to and including 2002]	12/2000	Adopted
Note ¹				
91	4/23/2004	Definition of high consequence areas for gas transmission lines	04/2004	Adopted
Note ¹				
92	9/4/2003	Procedures for Producer-operated outer continental shelf natural pipelines that cross directly into state waters	09/2003	Adopted
Note ¹				
93	10/15/2003	various changes to gas pipeline safety standards from NAPSR recommendations	10/2003	Adopted
Note ¹				
94	5/6/2005	Modification to the definition of a Transmission Line	05/2005	Adopted
Note ¹				

95	5/26/2004	Pipeline integrity management for transmission lines in HCAs	05/2004	Adopted
Note ¹				
96	9/14/2004	Pressure limiting and regulating stations	09/2004	Adopted
Note ¹				
97	7/28/2004	Passage of internal inspection devices on new and retrofitted transmission pipelines	07/2004	Adopted
Note ¹				
98	9/9/2004	Performance of periodic underwater inspections	09/2004	Adopted
Note ¹				
99	6/20/2005	API RP 1162 Public awareness campaign	06/2005	Adopted
Note ¹				
100	7/15/2005	PSIA Statuary changes to Operator Qualification Program	07/2005	Adopted
Note ¹				
101	11/25/2005	Adoption of NACE Standard as a direct assessment standard	11/2005	Adopted
Note ¹				
102	4/14/2006	Definition of a Gathering Line	04/2006	Adopted
Note ¹				
103	7/10/2006	Incorporate by Reference various Standards	07/2006	Adopted
Note ¹				
103a	2/1/2007	Update Incorporated by Reference and Correction	2/2007	Adopted
Note ¹				
72 FR 20055	4/23/2007	Design and Construction Standards to Reduce Internal Corrosion in Gas Transmission Pipelines	04/2007	Adopted
Note ¹				
104	5/23/2007	Integrity Management Program Modifications and Clarifications	05/2007	Adopted
Note ¹				

105	12/13/2007	Applicability of Public Awareness Regulations to Certain Gas Distribution Operators	12/2007	Adopted
Note ¹				
106-73 FR 16562	3/28/2008	Administrative Procedures, Updates and Technical Amendments (73 FR 16562)	3/2008	Adopted
Note ¹				
107-73 FR 62147	10/17/2008	Standards for Increasing the Maximum Allowable Operating Pressure for Gas Transmission Pipelines (73 FR 62147)	10/2008	Adopted
Note ¹				
108-73 FR 79002	12/24/2008	PA-11 Design Pressures (73 FR 79005)	12/2008	Adopted
Note ¹				
109-74 FR 2889	1/16/2009	Administrative Procedures, Address Updates , and Technical Amendments	1/2009	Adopted
Note ¹				
110-74 FR 17099	4/14/2009	Incorporation by Reference Update: American Petroleum Institute (API) Standards 5L and 1104	4/2009	Adopted
Note ¹				
111-74 FR 62503	11/30/2009	Editorial Amendments to Pipeline Safety Regulations	11/2009	Adopted
Note ¹				
112-74 FR 63310	12/3/2009	Control Room Management/Human Factors	12/2009	Adopted
Note ¹				
113-74 FR 63906	12/4/2009	Integrity Management Program for Gas Distribution Pipelines	12/2009	Adopted
Note ¹				
114 - 75 FR 48593	8/11/2010	Periodic Updates of Regulatory References to Technical Standards and Miscellaneous Edits	8/2010	Adopted
Note ¹				
115 - 75 FR 72878	11/26/2010	Updates to Pipeline and Liquefied Gas Reporting Requirements	11/2010	Adopted
Note ¹				

116 - 76 FR 5494	4/4/2011	Mechanical Fitting Failure Reporting Requirements	4/2011	Adopted
Note ¹				
117-76 FR 35130	8/15/2011	Control Room Management/Human Factors	8/2011	Adopted
Note ¹				
118 - 78 FR 58897	9/28/2013	Administrative Procedures, Updates, and Technical Corrections (Not applicable to States)	9/2013	Adopted
Note ¹				
119 - 80 FR 168	3/6/2015	Periodic Updates of Regulatory References to Technical Standards and Miscellaneous Edits	3/6/2015	Adopted
Note ¹				
120 - 80 FR 12779	10/1/2015	Miscellaneous Changes to Pipeline Safety Regulations (Part 192.305 DELAYED)	10/1/2015	Adopted
Note ¹				
121 - 81 FR 70989	4/14/2017	Expanding the Use of Excess Flow Valves in Gas Distribution Systems to Applications Other Than Single-Family Residences	04/14/2017	Adopted
Note ¹				
122 - 82 FR 7972	3/24/2017	Operator Qualification, Cost Recovery, Accident and Incident Notification, and Other Pipeline Safety Changes	3/24/2017	Adopted
Note ¹				
4		Part 193 Amendments (applicable only where state has jurisdiction over LNG)		
01-17	Pre 2002	[All applicable amendments prior to and including 2002]	01/2001	Adopted
Note ¹				
18	4/9/2004	Updated LNG standards by section	04/2004	Adopted
Note ¹				
19	7/10/2006	Incorporate by Reference various Standards	07/2006	Adopted
Note ¹				

20-73 FR 16562	3/28/2008	Administrative Procedures, Updates and Technical Amendments (73 FR 16562)	03/2008	Adopted
Note ¹				
21-74 FR 2889	1/16/2009	Administrative Procedures, Address Updates and Technical Amendments	1/2009	Adopted
Note ¹				
22 - 75 FR 48593	8/11/2010	Periodic Updates of Regulatory References to Technical Standards and Miscellaneous Edits	1/2009	Adopted
Note ¹				
23 - 75 FR 72878	11/26/2010	Updates to Pipeline and Liquefied Gas Reporting Requirements	11/2010	Adopted
Note ¹				
24 - 78 FR 58897	9/28/2013	Administrative Procedures, Updates, and Technical Corrections	9/2013	Adopted
Note ¹				
25 - 80 FR 168	3/6/2015	Periodic Updates of Regulatory References to Technical Standards and Miscellaneous Edits	3/6/2015	Adopted
Note ¹				
5		Part 199 - Drug Testing	05/1991	Adopted
Note ¹				
6		Part 199 Amendments		
01-19	Pre 2002	[All applicable amendments prior to and including 2002]	01/2001	Adopted
Note ¹				
20	3/12/2003	Definition of Administrator	03/2003	Adopted
Note ¹				
21	12/31/2003	Instructions for Single Use Form for MIS	12/2003	Adopted
Note ¹				
22	7/14/2004	New address for reporting	07/2004	Adopted
Note ¹				

23	3/8/2005	Administration name change	03/2005	Adopted
Note ¹				
24-73 FR 16562	3/28/2008	Administrative Procedures, Updates and Technical Amendments (73 FR 16562)	03/2008	Adopted
Note ¹				
25 - 78 FR 58897	9/28/2013	Administrative Procedures, Updates, and Technical Corrections	09/2013	Adopted
Note ¹				
26 - 80 FR 168	3/6/2015	Periodic Updates of Regulatory References to Technical Standards and Miscellaneous Edits	3/6/2015	Adopted
Note ¹				
27 - 82 FR 7972	3/24/2017	Operator Qualification, Cost Recovery, Accident and Incident Notification, and Other Pipeline Safety Changes	3/24/2017	Adopted
Note ¹				
7		State Adoption of Part 198 State One-Call Damage Prevention Program		
a.		Mandatory coverage of areas having pipeline facilities	07/1999	Adopted
Note ¹				
b.		Qualification for operation of one-call system	07/1999	Adopted
Note ¹				
c.		Mandatory excavator notification of one-call center	07/1999	Adopted
Note ¹				
d.		State determination whether calls to center are toll free	07/1999	Adopted
Note ¹				
e.		Mandatory intrastate pipeline operator participation	07/1999	Adopted
Note ¹				
f.		Mandatory operator response to notification	07/1999	Adopted
Note ¹				

g.	Mandatory notification of excavators/public	07/1999	Adopted
Note ¹			
h.	Civil penalties/injunctive relief substantially same as DOT	07/1999	Adopted but Different Dollar Amounts
Note ¹	UUDD Board requires training for first offense, and \$2,500 for additional offenses up to a maximum of \$5,000.		

'If Adoption Status is No, Please provide an explanation
 State Attendance at 2018 NAPSR Regional Meeting: Attended full time (Lead rep or alternative pipeline staff)
 Frequency of General Legislative Session: Annually

Attachment 8 Notes
 Proposed legislation to adopt maximum penalties substantially the same as DOT has not been successful in Tennessee.



Attachment 10 - Performance and Damage Prevention Questions

CALENDAR YEAR (CY) 2018

Planned Performance: What are your Planned Annual and Long-term goals for your Pipeline Safety Program?

The GPSD was staffed with 7 inspectors in 2018. At the end of the year, one was promoted to deputy director of the program. The deputy director will streamline the program through better inspection scheduling and supervising of inspectors. More efficient use of in-office time by inspectors will be spent mainly on inspection planning and report writing. We currently have three inspectors still needing to complete the PHMSA TQ training. The goal is to have all inspectors complete their training by the end of 2020. Other long term goals include inspecting each operator/unit each year and providing more technical assistance and training for the operators who may have difficulty maintaining compliance.

Past Performance: What did the Pipeline Safety Program accomplish during the subject year (to this document) to contribute toward the program's annual and long-term goals?

We currently have three inspectors who have completed all PHMSA TQ courses. Inspectors were offered in 2018 a change of position classification which included a substantial increase in salary. Four of the inspectors accepted the offer. Two did not. Increased salaries should help toward limiting inspector turnover. All operator/units were inspected in 2018.

1. Has the state or agency reviewed the Damage Prevention Assistance Program (DPAP) document in the last twelve months?

Yes

2. Has the state or agency developed or is in the process of developing a plan to address the nine elements contained in the PIPES Act of 2006 for an effective State Damage Prevention Program?

Yes

If yes to question 2, where does the state or agency stand on implementation of the nine elements contained in the PIPES Act of 2006? Please provide a description of how the state or agency has or will meet each element. If not, please provide a brief passage explaining the reasons why the state or agency has not.

The State of Tennessee implements the 9 elements of the PIPES Act of 2006 through its Underground Utility Damage Prevention Board. The Board operates independently of and is not under jurisdiction of the Gas Pipeline Safety program. The UUDPB received an "Adequate" from PHMSA for its 2017 program inspection.



Attachment 10 Notes

TENNESSEE PUBLIC UTILITY COMMISSION



Title VI Limited English Proficiency (LEP) Policy

The Tennessee Public Utility Commission is committed to ensuring that Tennessee citizens with Limited English Proficiency (LEP) are provided with the means and opportunity to participate fully in the services and information that the Tennessee Public Utility Commission provides. As such, we set forth the following policy directives to maintain this standard.

- The **Tennessee Public Utility Commission** will take the certain actions and steps to ensure that persons with Limited English Proficiency (LEP) will have an equal opportunity and purposeful access to the information and services made available by the TRA.
- The **Tennessee Public Utility Commission** will endeavor to maintain an established means of communication to persons with LEP by means of an established language translation service provider.
- The translators, interpreters and other aids needed to comply with the **Tennessee Public Utility Commission's** policy will be offered without cost to the LEP population being served.
- Such provided services will be made available through the use of bilingual translators, fluent in multiple languages.
- **CSD** staff shall be provided with translation services contact information, such as service provider information cards and informational posters and kept current on new updates to translation services provided, such as new languages offered.
- **CSD** will maintain a record of LEP interactions. This information shall be available for review by the public if requested.
- If requested, the translation of **Tennessee Public Utility Commission** documents will be provided to persons with LEP.
- **CSD** staff is advised to contact the agency's Title VI coordinator, if additional LEP resources are needed.

TENNESSEE PUBLIC UTILITY COMMISSION



Title VI Complaint Form

Name: (Optional)

Address:

Phone:

Email:

Please describe the incident in detail (use a separate sheet if necessary)

Circle below the basis of the complaint:

Race Color National Origin

Name, address and phone number of other individuals who may have knowledge of the discriminatory event (if applicable):

Date of the alleged discriminatory event:

Please mail or fax form to: Tennessee Public Utility Commission, Title VI Coordinator, 502 Deaderick St, Nashville, TN 37243, Fax: (615) 741-5015, or to the Tennessee Human Rights Commission, William R. Snodgrass Building, Tennessee Towers, 312 Rosa L. Parks Blvd, 23rd floor, Fax (615) 253-1886.

**Tennessee Public Utility Commission
Title VI Complaint Log**

Name (optional)	Address, City, Zip	Phone	Email
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1)

2)

3)

4)

5)

*Please complete a complaint form to describe the incident in detail



TENNESSEE
PUBLIC UTILITY
COMMISSION

2019 Title VI Training

Each year the Tennessee Public Utility Commission is required to reaffirm its commitment to comply with the Title VI law of the Civil Rights Act of 1964. The following training module is designed to ensure that each employee understands and is aware of the Tennessee Public Utility Commission's commitment to Title VI and our efforts to support it.

1. As an employee of the Tennessee Public Utility Commission, do you reaffirm the agency's commitment to the Title VI law of the Civil Rights Act of 1964 that prohibits entities from denying services or benefits based on race, color, or national origin?

Yes or No?

2. The Tennessee Public Utility Commission is committed to serving citizens with Limited English Proficiency to ensure that they are provided with equal opportunity and access to the services and information provided by the Commission. Do you?

Support or Oppose?

3. The Tennessee Public Utility Commission utilizes language translation services for Limited English Proficiency (LEP) citizens. Do you agree to assist LEP citizens by forwarding such inquiries to the appropriate division or person for assistance?

Yes or No

4. Title VI also prohibits providing services or benefits in a discriminatory manner. One such example would include overlooking certain population sectors of the state to promote a consumer assistance program in favor of other population sectors. As a Tennessee Public Utility Commission employee do you reaffirm the agency's commitment to providing services or benefits without partiality?
Yes or No?

5. Any person alleging discrimination based on race, color, or national origin has a right to file a complaint with the Tennessee Public Utility Commission within 180 days of the alleged incident. As a Tennessee Public Utility Commission employee do you reaffirm the agency's commitment to the complaint filing process and agree to forward all such complaints to the appropriate division?
Yes or No?

6. Title VI allows for complaints to be filed either in written form or verbally and the identity of the person filing the complaint is not necessary. As a Tennessee Public Utility Commission employee do you reaffirm the agency's commitment to the complaint filing process?
Yes or No?

7. All Title VI complaints may be filed with the Tennessee Public Utility Commission's Consumer Services Division or with the Executive Director's office.
Accept or Oppose?

Limited English Proficiency (LEP) encounters

<u>Month</u>	<u>Encounters</u>
Jul 2018	5
Aug 2018	4
Sep 2018	3
Oct 2018	1
Nov 2018	1
Dec 2018	0
Jan 2019	1
Feb 2019	0
Mar 2019	0
Apr 2019	4
May 2019	0
Jun 2019	0
Total Calls	19