



PHMSA

Webinar: New Hazardous Liquid Annual Reporting Requirements

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Webinar Overview

What changed on the form? (Roger Little)

New electronic reporting tool and business rules

William McCarthy and Sara Bukovnik (PHMSA)

Followed by Q/A session

Audio should be coming through your computer (if you can't hear, please alert us via LiveMeeting question function)

Live Meeting to type questions

We'll answer some questions back through Live Meeting one/one

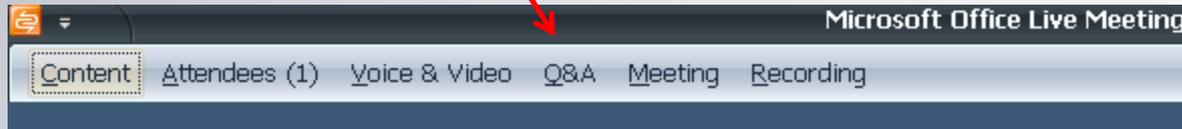
Wrap up Q/A session at end

Answers to all Questions and Webinar content posted to PHMSA Home Page



Q&A

Please click on the Q&A area in your Live Meeting window to view questions and answers being submitted





Deadline now Aug 15 2011!

- Annual report- annually, by 6/15 per regulation
- But, one time delay to 8/15 for this year only
 - (applies to Gas Transmission & Hazardous Liquid Annuals, and LNG Annual report)



Revised Hazardous Liquid Annual Report

- Increasingly important to have good data
 - Public information need
 - To characterize the infrastructure, for trending
 - Emphasized need for companies to be able to demonstrate they have accurate records of their pipeline systems and are managing risks
- Data quality is of increasing importance
 - Role of data entry you play is vital
 - One person can't manage it all
 - Know who in the company is managing data
 - increasing need for teaming approach across organization to put the information together

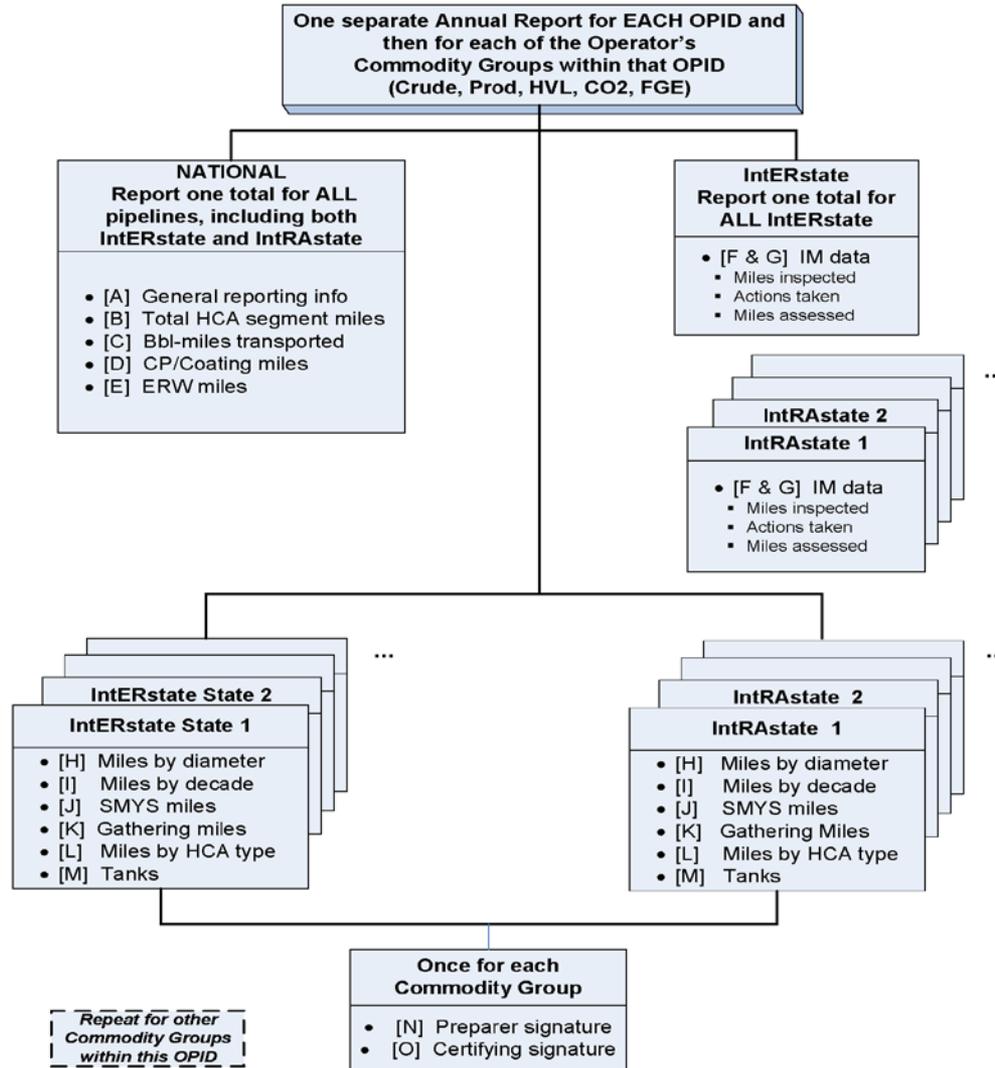


Revised Hazardous Liquid Annual Report

- For this initial filing, all pertinent data will need to be entered.
 - future years will not have to provide information for certain sections if there is no change from the previous year. (Part A question 8).
- Align miles on annual reports and in NPMS
- Breakout tank information on the Annual Reports only- discontinued optional filing to NPMS. (Part H on the old form had a check box for operators who reported breakout tanks to NPMS, now gone)
- New - by state sections: (Parts H through M)
- IM required information (subtle changes to Parts F & G)
- Low Stress Phase I – new required info on unregulated gathering.... Citation- (and for accident reporting)
- (confirm Low Stress II rule impacts!!)



Revised Hazardous Liquid Annual Report





**Reporting Schematic for Form PHMSA F 7000-1.1,
Annual Report for Hazardous Liquid or Carbon Dioxide Systems
[ONE ANNUAL REPORT PER OPID FOR EACH COMMODITY GROUP*]**

Part	Subject	Type of System	
		INTERstate	INTRAsate
A	Operator Info	Once per OPID and per Commodity Group, covering all lines and all states	
B	Miles of Pipe by Location (HCA)	Once per OPID and per Commodity Group, covering all lines and all states	
C	Volume Transported	Once per OPID and per Commodity Group, covering all lines and all states	
D	Miles of Steel Pipe by Corrosion Protection	Once per OPID and per Commodity Group, covering all lines and all states	
E	Miles of ERW by Type and Decade	Once per OPID and per Commodity Group, covering all lines and all states	
F	Inspections Conducted and Actions Taken	Once, covering all INTERstate lines and all states	State-by-State
G	Miles of Baseline Assessments	Once, covering all INTERstate lines and all states	State-by-State
H	Miles of Pipe by NPS	State-by-State	State-by-State
I	Miles of Pipe by Decade Installed	State-by-State	State-by-State
J	Miles of Pipe by SMYS	State-by-State	State-by-State
K	Miles of Regulated Gathering Miles	State-by-State	State-by-State
L	Total Segment Miles that Could Affect HCAs	State-by-State	State-by-State
M	Breakout Tanks	State-by-State	State-by-State
N	Preparer Signature	Once per OPID	
O	Certifying Signature (for Parts B, F, G, L)	Once per OPID	

*Within each OPID, separate Annual Reports are required for each of the following Commodity Groups:

- Crude Oil
- Refined and/or Petroleum Product (non-HVL)
- HVL
- CO2
- Fuel Grade Ethanol



Revised Hazardous Liquid Annual Report

- Round to nearest whole number for mileage where possible. Decimals are provided (up to 3 decimal places) to facilitate matching totals from section to section.
- For all sections of the form, report regulated mileage only. Low Stress II Rule newly regulated miles- report in 2012 for CY 2011.
- Align NPMS miles and filing date with Annual Report miles



Revised Hazardous Liquid Annual Report

- Part A
 - Self explanatory: company name, location, etc
 - For this initial filing, all sections will need to be entered.
 - Future years will not have to provide information for certain sections if there is no change from the previous year. (Part A question 8).



Revised Hazardous Liquid Annual Report

Old Report

PART B - MILES OF STEEL PIPE BY LOCATION/PROTECTION					
	Cathodically protected		Cathodically unprotected		Total Miles That Could Affect HCAs
	Bare	Coated	Bare	Coated	
Onshore					
Offshore					
Total Miles of Pipe					
					Total Miles

New Report → Broken into 2 sections: Parts B & D

- No change

PART B - MILES OF PIPE BY LOCATION	
	Total Segment Miles That Could Affect HCAs
Onshore	
Offshore	
Total Miles	<i>Calc</i>

PART D - MILES OF STEEL PIPE BY CORROSION PROTECTION					
	Cathodically protected		Cathodically unprotected		Total Miles
	Bare	Coated	Bare	Coated	
Onshore					<i>Calc</i>
Offshore					<i>Calc</i>
Total Miles	<i>Calc</i>	<i>Calc</i>	<i>Calc</i>	<i>Calc</i>	<i>Calc</i>



Revised Hazardous Liquid Annual Report

Old Report

PART C - MILES OF STEEL PIPE BY NOMINAL PIPE SIZE (NPS) BY LOCATION									
Onshore	NPS 4" or less	6"	8"	10"	12"	14"	16"	18"	20"
	22"	24"	26"	28"	30"	32"	34"	36"	over 36"
Offshore	NPS 4" or less	6"	8"	10"	12"	14"	16"	18"	20"
	22"	24"	26"	28"	30"	32"	34"	36"	over 36"

New Report → Part C moved to Part H

- Essentially the same, but added larger pipe sizes.
- Added new buckets for “odd” pipe sizes also.



Revised Hazardous Liquid Annual Report

Old Report

PART D - MILES OF PIPE BY DECADE INSTALLED										
Pre-20 or Unknown	1920 - 1929	1930 - 1939	1940 - 1949	1950 - 1959	1960 - 1969	1970 - 1979	1980 - 1989	1990 - 1999	2000 - 2009	Total

New Report → Part I

- Same



Revised Hazardous Liquid Annual Report

Old Report

PART E - MILES OF ELECTRONIC RESISTENCE WELD (ERW) PIPE BY WELD TYPE AND DECADE									
Decade Pipe Installed	Pre-40 or Unknown	1940 - 1949	1950 - 1959	1960 - 1969	1970 - 1979	1980 - 1989	1990 - 1999	2000 - 2009	Total
High Frequency									
Low Frequency and DC									
Total Miles of Pipe									

New Report → Part E

- Same



Revised Hazardous Liquid Annual Report

Old Report

PART F - MILES OF PIPE BY SPECIFIED MINIMUM YIELD STRENGTH		
	Onshore Miles	Offshore Miles
Less than or equal to 20 % SMYS		
Greater than 20% SMYS		

New Report → Part J

- Separate reporting for Steel and non-Steel pipe.
- Additional stress levels pertaining to newly covered, low stress pipeline segments.



Revised Hazardous Liquid Annual Report

Old Report

PART G - MILES OF REGULATED GATHERING LINES	Total:
---	--------

New Report → Part K

- Additional stress levels pertaining to newly covered, low stress pipeline segments.



Revised Hazardous Liquid Annual Report

Old Report

PART H - BREAKOUT TANKS		<input type="checkbox"/> Check here and proceed to Part I if you submitted breakout tank info via the National Pipeline Mapping System.			
Commodity	Total Number of Tanks Less than or equal to 50,000 Bbls	Total Number of Tanks 50,001 to 100,000 Bbls	Total Number of Tanks 100,001 to 150,000 Bbls	Total Number of Tanks Over 150,000 Bbls	Total Number of Tanks

New Report → Part M

- Same data
- No longer optional; now required.
- Allowance for reporting of Breakout Tanks for non-predominant Commodity Groups in addition to predominant Commodity Group.



Revised Hazardous Liquid Annual Report

Old Report

PART I - VOLUME TRANSPORTED IN BARREL-MILES:	
System Type 1: Crude oil:	
System Type 2: HVLs (flammable or toxic fluids, which are gases at ambient conditions, including anhydrous ammonia):	
Of all HVL volumes – report the amount that is anhydrous ammonia only	
System Type 3: Refined and/or petroleum products (gasoline, diesel, fuel or other petroleum products, liquid at ambient conditions):	
System Type 4: CO ₂ or other nonflammable, non-toxic fluids (gases at ambient temperature):	
Of all CO ₂ or other nonflammable, non-toxic fluid volumes - report amount that is CO ₂ only	

New Report → Part C

- Same (next slide- example of calculations)



Revised Hazardous Liquid Annual Report

- Barrel Miles Calculations:
- Example on pages 7 and 8 of our instructions deals with product going the full length of the pipelines
- Commonly some product is only transported part of the total pipeline length

As an example, if 2 million barrels are transported the complete 35 miles of pipeline length and an additional 1 million barrels is transported only 20 miles on the same pipeline, what is the correct calculation for barrel-miles?

- A) $(2 \text{ million bbls} \times 35 \text{ miles}) + (1 \text{ million bbls} \times 20 \text{ miles}) = 90 \text{ million bbl miles}$ OR
- B) $(3 \text{ million bbls} \times 35 \text{ miles}) = 105 \text{ million bbl miles}$

Answer: A



Revised Hazardous Liquid Annual Report

Old Report, Parts J & K

PART J - INTEGRITY INSPECTIONS CONDUCTED AND ACTIONS TAKEN BASED ON INSPECTION	
1. MILEAGE INSPECTED USING THE FOLLOWING IN-LINE INSPECTIONS (ILI) TOOLS	
a. Corrosion or metal loss tools	
b. Dent or deformation tools	
c. Crack or long seam defect detection tools	
d. Any other internal inspection tools	
e. Total mileage inspected in calendar year using in-line inspection tools (lines a + b + c + d)	
2. ACTIONS TAKEN BASED ON IN-LINE INSPECTIONS	

New Report → Parts F & G

- Essentially the same, but added section on ECDA.
- Some questions modified slightly.
- Calendar year assessment miles now for Baseline miles and Reassessment miles only.



Revised Hazardous Liquid Annual Report

New Report → Part L is a NEW SECTION

PART L - TOTAL SEGMENT MILES THAT COULD AFFECT HCAs						
	BY TYPE OF HCA					NOT BY TYPE
	POPULATION AREAS		USAs		COMMERCIALY NAVIGABLE WATERWAYS	TOTAL SEGMENT MILES THAT COULD AFFECT HCAs
	High Population	Other Population	Drinking Water	Ecological Resource		
Onshore						
Offshore						

- Miles of HCA-affecting segments *BY TYPE*.
- Same section of pipe can potentially affect multiple HCAs.
- Total miles in Part L probably will exceed Part B total (also the last column of this table).



Revised Hazardous Liquid Annual Report

Demonstration of new
electronic reporting

Followed by Q/A session



Revised Hazardous Liquid Annual Report Reporting System

Initial Screen that will customize the form for users

* Select the Commodity: ▼

* For the Report Year : ▼

*Gathering miles only? ▼

*Breakout Tanks only? ▼

Continue Cancel

If “yes” is selected, sections J and M will be skipped but all other sections are required

If “yes” is selected, only sections A, M, N, & possibly O will be required

Note: Selections here cannot be changed once selected without deleting the report



Navigating the Form

Parts of the
Form



Sub-Parts of
the Form

Validate all
required fields
have been
completed and all
business rules
met



Navigating the Form

Before going to the next Part, you must click “save” before leaving that Part

The screenshot shows a web form interface with a navigation bar at the top. The navigation bar includes tabs for Part A, Part B, Part C, Part D, Part E, Part F-G, Part H-M, Part N-O, and Validation. Below this, there are sub-part tabs: Part A-1, Part A-5, Part A-6, Part A-7, and Part A-8. The 'Part A-5' tab is currently selected. The main content area contains a question: '8. DOES THIS REPORT REPRESENT A CHANGE FROM LAST YEAR'S FINAL REPORTED NUMBERS FOR ONE OR MORE OF THE FOLLOWING PARTS: PART B, D, E, H, I, J, K, L or M?'. There are three radio button options: 'This report is FOR CALENDAR YEAR 2010 reporting or is a FIRST-TIME REPORT and therefore, the remaining choices in this Question 8 do not apply. Complete all remaining PARTS of this form as applicable.', 'NO, there are NO CHANGES from last year's final reported information for PARTS B,D,E,H,I,J,K,L or M. Complete PARTS A, C and N along with PARTS F, G and O when applicable.', and 'Not Applicable/First year reporting on this form'. Below the question, there is a section 'If Yes, specify' with two radio button options: 'YES, this report represents a CHANGE FROM LAST YEAR'S REPORTED NUMBERS for one or more of PARTS B, D, E, H, I, J, K, or L due to corrected information; however, the pipelines and/or pipeline facilities and operations are the same as those which were covered under last year's report. Complete PARTS A, C, M, and N, along with only those other PARTS which changed (including PARTS B, F, G, and O when applicable)' and 'YES, this report represents a CHANGE FROM LAST YEAR'S REPORTED NUMBERS for PARTS B, D, E, H, I, J, K, or L because of one or more of the following change(s) in pipelines and/or pipeline facilities and/or operations from those which were covered under last year's report. Complete PARTS A, C, M, and N, along with only those other PARTS which changed (including PARTS B, F, G, and O when applicable)'. Below these options are several checkboxes: 'Merger of companies and/or operations, acquisition of pipelines and/or pipeline facilities', 'Divestiture of pipelines and/or pipeline facilities', 'New construction or new installation of pipelines and/or pipeline facilities', 'Conversion to service, change in commodity transported, or change in MAOP (maximum allowable operating pressure).', 'Abandonment of existing pipelines and/or pipeline facilities', 'Change in HCA's identified, HCA Segments, or other changes to Operator's Integrity Management Program', and 'Change in OPID'. At the bottom right of the form, there are four buttons: 'Save', 'Restore', 'Prev', and 'Next'. The 'Save' button is circled in red. Red arrows point from the text above to the 'Part A-5' tab and the 'Save' button.

Clicking between sub-parts, e.g. click from Part A-1 to Part A-5, auto saves; therefore you do NOT need to save when going from one sub part to another



Part A.5 - IMP

If you select “None” that means you have NO HCA miles to report under this OPID and parts B, F&G, and part of L will be skipped



Part A.7

States of Operation for Commodity

Select your
INTERstates

Part A Part B Part C Part D Part E Part F-G Part H-M Part N - O Validation

Part A-1 Part A-5 Part A-6 Part A-7 Part A-8

7. FOR THE DESIGNATED COMMODITY GROUP, THE PIPELINES AND/OR PIPELINE FACILITIES INCLUDED WITHIN THE

List all of the States in which INTER state pipelines and/or pipeline facilities included under this OPID exist: List all of the States in which INTRA state pipelines and/or pipeline

INTER STATE

ALABAMA
ALASKA
ARIZONA
ARKANSAS
CALIFORNIA
CANADA
COLORADO
CONNECTICUT
DELAWARE
FLORIDA
GEORGIA

INTRA STATE

ALABAMA
ALASKA
ARIZONA
ARKANSAS
CALIFORNIA
CANADA
COLORADO
CONNECTICUT
DELAWARE
FLORIDA
GEORGIA

Then select your
INTRAsates

States entered here will be used to complete Parts F&G (if required) & Parts H-M



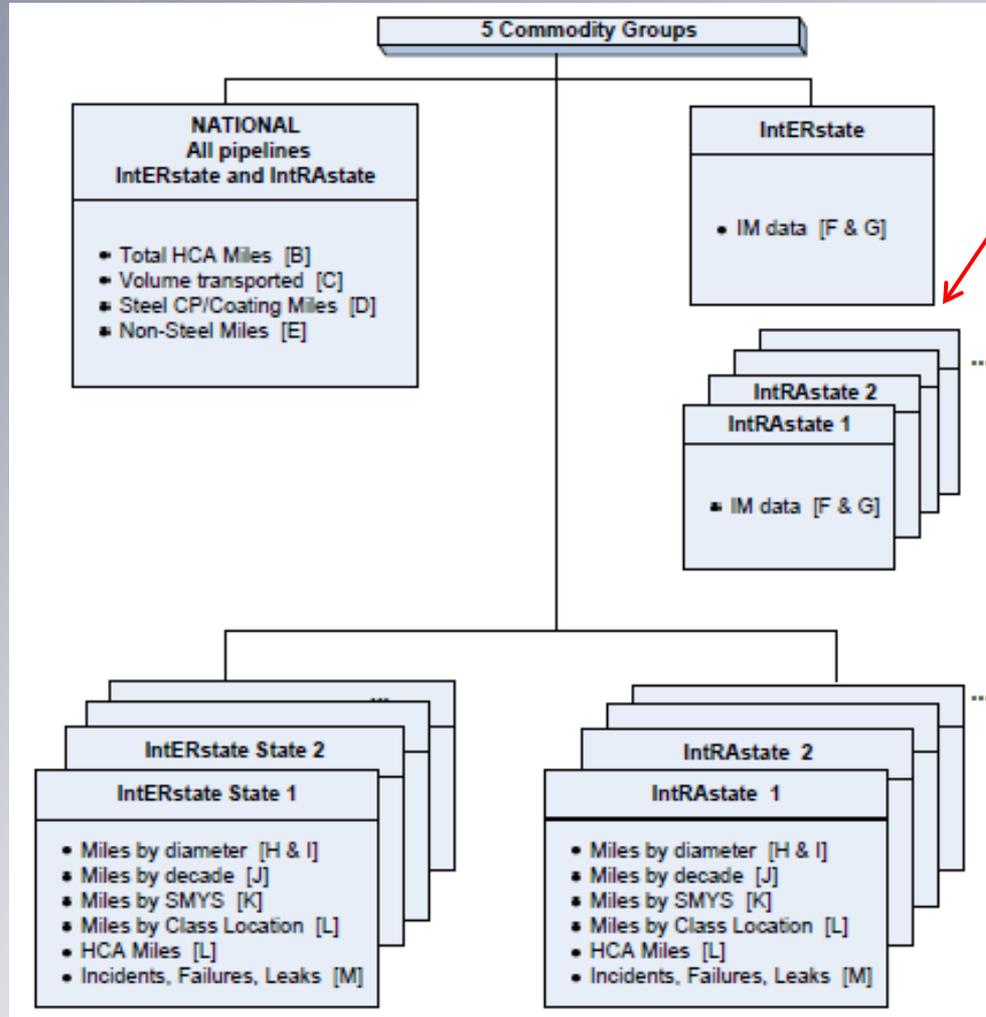
Part B. HCA Miles

Application will skip Part B if no portion of program falls under IMP
(A.6 = NONE)

Total of PART B must be greater than or equal to total in Part G



Part F & G: Integrity Management Data



Will complete for all Interstates combined and again for each intrastate listed in A.7 that falls under IMP



Part F&G: Integrity Inspections Conducted & Actions Taken

States
selected in A.7

Will complete for all
Interstates
combined and again
for each intrastate
listed in A.7

There will be an option
provided to mark “IMP
applicable” for
interstates or a specific
intrastate(s) under this
OPID for this
Commodity Group

Application will skip Part F&G if no portion of program falls under IMP (A.6 = NONE)



Part H-M:

The screenshot shows a software interface with a progress bar at the top. The progress bar has several steps: Part A, Part B, Part C, Part D, Part E, Part F-G, Part H-M (highlighted), Part N-O, and Validation. Below the progress bar, there is a sub-section labeled 'HMSelect' with steps Part H, Part I, Part J, Part K, Part L, and Part M. A dialog box titled 'Select State' is open, containing two dropdown menus: 'Select Pipeline Type' set to 'INTERSTATE' and 'Select State' set to 'ARKANSAS'. At the bottom of the dialog are 'Continue' and 'Cancel' buttons.

Select a state
(entered in A.7) to
complete Part H-M



Part H:

MILES OF TRANSMISSION PIPE BY NOMINAL PIPE SIZE (NPS)

HMSelect **Part H** Part I Part J Part K Part L Part M

OnShore **OffShore**

State selected to complete H-M

INTERSTATE - ARKANSAS

PART H - MILES OF PIPE BY NOMINAL SIZE (NPS)
OnShore

	NPS 4" or less	6	8	10	12	14	16	18	20	
Onshore	0	0	0	0	0	0	0	0	0	
	22	24	26	28	30	32	34	36	38	
	0	0	0	0	0	0	0	0	0	
	40	42	44	46	48	50	52	54	56	
	0	0	0	0	0	0	0	0	0	
	58 and Above									
	0									
	Size in Inches									
Other Pipe Sizes	0	0	0	0	0	0	0	0	0	
Onshore	0	0	0	0	0	0	0	0	0	

Other pipe sizes go here

Total miles (onshore & offshore) must = total miles in Part I (miles installed by decade)



Registering to the Portal

All operators or their agents will have to register through the PHMSA portal via the ODES site <http://opsweb.phmsa.dot.gov> or <https://portal.phmsa.dot.gov/pipeline>

- First time users must **“create account”**
- Your username is not your OPID and your password is **not** your ODES PIN/Password

PHMSA
PORTAL

[Enrollment Help](#) | [Contact Us](#) | [FAQs](#) | [Status](#) !

User Name:

Password:

First time users of the PHMSA Portal must create an account

[Forgot password / User ID?](#)



Portal Registration

PHMSA Portal Enrollment - Enrollment Type

*Please select the type of user you wish to enroll as:

Select a value... ▼
Select a value...
Hazmat
Pipeline

Select Pipeline in
the dropdown

NOTE: In order to enroll as a Hazmat user in the PHMSA Portal you will be required to enter a D&B DUNS number for the company that you represent. If the company that you represent does not have a D&B DUNS number, you can apply for one by going to <http://www.dnb.com/>.

Return to Login

Next

Updated Registration Process will be in place the week of June 13



Portal Registration

Enter Your Name



Enter your Physical
Mailing Work
Address



PORTAL

Enrollment Information

Please complete the following information to enroll for access to the PHMSA Portal

First Name: *

Middle Initial:

Last Name: *

Physical Mailing Address

Address #1: *

Address #2:

City: *

State: *

Zip Code: *



Portal Registration Continued

Work Phone and Email Address

Work Phone: * (xxx) xxx-xxxx

Alt Phone: (xxx) xxx-xxxx

Fax: (xxx) xxx-xxxx

Re-Enter email address to minimize errors

Work E-Mail: *

Re-enter E-Mail: *

User Name: *

Please create your individual User Name containing at least 8 characters (numbers and letters only)

Create an unique user id – 8 characters letters & #s ONLY

Are you an employee of an operator or an agent (i.e., someone who files reports on behalf of the operator)?

Select if you are an agent or operator

Agent Operator

Click to add additional OPIDs

Please enter the Operator Id and PIN in which you would like associated with your unique User Name listed above.

Enter your operator ID and ODES PIN

Operator Info

Operator ID: ODES PIN:

Submit Enrollment



Successful Registration

Enrollment Confirmation

Congratulations! You have successfully enrolled with the PHMSA Portal. Your temporary login credentials will be sent to the email provided within your enrollment information.

Note: Please check your "spam" or "junk" folder for the login information email.

[Return to Login](#)

- After successfully registering, you will immediately receive an email with your temporary password



Logging into the Portal – the 1st time

After registering and receiving your temporary password via email, you will be required to change your password the 1st time you log in at

<https://portal.phmsa.dot.gov/pipeline>

1. Enter your username and copy (control c) and paste (control v) your temporary password into the password box
2. Click login

PHMSA PORTAL

[Enrollment Help](#) | [Contact Us](#) | [FAQs](#) | [Status](#) !

User Name:

Password:

Login

Create Account

First time users of the PHMSA Portal must create an account

[Forgot password / User ID?](#)



Logging into the Portal – the 1st time continued ...

3. You will be prompted to change your password
4. Copy (control c) and paste (control v) the temporary password into the “old password” box
5. Create a new password that is
 1. At least 8 characters long
 2. Contains at least 1 capital letter, 1 number and 1 special character, e.g. !#\$
 3. Does not contain your username

User Applications

Change Password

You must set a new Password.

User Password does not meet password requirements.

Old Password

Enter new password:

Retype password:

This screen is temporary and will contain password requirements the week of June 13th



Logging Into the Portal continued

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

PHMSA PORTAL

Select an OPID

Which OPID would you like to view / submit data for in this session?

* Select OPID

Continue

If you need to add operators to your account, select an operator from the list and then you can add additional operators once inside the application

If you have multiple OPIDs associated with your account, you will need to log out to switch operators once you select one.



Navigating the Portal

Creating Reports (Annotation pointing to the 'Create Reports' menu)

Welcome to the Pipeline Community

Selected operator: 7130 - HASKELL PUBLIC WORKS AUTH (Annotation pointing to the operator name)

OPID & Operator Name (Annotation pointing to the operator name)

Welcome **sebukovn** Logout

Announcements

First Previous Next Last

Created Date: 6/7/2011
Context: test 2

Hazardous Liquid Annual Report Application Coming Soon (Annotation pointing to this text)

Resources

Applications of Interest

- ODES (Incidents/Annuals prior to 2010 and Operator IDs)
- Pipeline Online Reporting (Incidents after Jan 1, 2010)
- NPMS
- Pipeline Data Mart

WebSites of Interest

- OPS Website
- Stakeholder Communications
- PHMSA Website

Training Guide (Annotation pointing to this section)

- Gas Distribution Guide
- Gas Transmission Guide
- Hazardous Liquid Guide
- LNG Annual Guide
- Mechanical Fitting Guide

Announcement Area (Annotation pointing to the central content area)

Training Guides (Annotation pointing to the Training Guide list)



Application will launch in a new window or page

Creating Reports

The screenshot displays the PHMSA website interface. On the left is a navigation menu with categories like 'Create Reports', 'Saved Reports', 'Submitted Reports', 'Incident/Accident', and 'Account Services'. A red arrow points from the text 'Creating Reports' to the 'Hazardous Liquid' link under the 'Create Reports' section. In the center, a browser window titled 'PHMSA Under Construction - Windows Internet Explorer' is open, showing the URL 'https://portal.phmsa.dot.gov/phmsaportalanding/1'. The browser content area displays 'PHMSA - Create Report for Hazardous Liquid' and a large graphic with the text 'UNDER CONSTRUCTION' supported by three stylized figures. A second red arrow points from the text 'Application will launch in new window' to the browser window.

Application will launch in new window



Retrieving a Draft or Saved Report

Saved Reports

Welcome to the Pipeline Community

Selected operator: 7130 - HASKELL PUBLIC WORKS AUTH

Welcome **sebukovn** [Logout](#)

Pipeline

- ▼ Create Reports
 - ▼ Annual
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
 - ▼ Saved Reports
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
 - ▼ Submitted Reports
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
 - ▼ Incident/Accident (2010 to present)
 - ODES 2.0
 - ▼ Account Services
 - Password Management
 - Pipeline Account Management

Announcements

First Previous Next Last

Created Date: 6/7/2011
Context: test 2

Hazardous Liquid Annual Report Application Coming Soon

Resources

 - ▼ Applications of Interest
 - ODES (Incidents/Annuals prior to 2010 and Operator IDs)
 - Pipeline Online Reporting (Incidents after Jan 1, 2010)
 - NPMS
 - Pipeline Data Mart
 - ▼ WebSites of Interest
 - OPS Website
 - Stakeholder Communications
 - PHMSA Website
 - ▼ Training Guide
 - Gas Distribution Guide
 - Gas Transmission Guide
 - Hazardous Liquid Guide
 - LNG Annual Guide
 - Mechanical Fitting Guide

Printing or Saving a Submitted Report



Adding/Removing Operator IDs

Step 1 – Click on Account Management

Pipeline

- ▼ Create Reports
 - ▼ Annual
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
- ▼ Saved Reports
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
- ▼ Submitted Reports
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
- ▼ Incident/Accident (2010 to present)
 - ODES 2.0
- ▼ Account Services
 - Password Management
 - Pipeline Account Management

Step 2 – Click “Add New Operator” then enter OPID and ODES PIN. Repeat as necessary

Account Management

First Name:*

Middle Initial:

Last Name:*

Address:*

City:*

State:*

Zip Code:*

Work Phone:*

Alt Phone:

Fax:

Work E-Mail:*

Select	Operator Id	Password
<input type="checkbox"/>	32519	
<input type="checkbox"/>		

Step 3 – Click Submit



Changing Your Password

Step 1 – Click on Password Management

Pipeline

- ▼ Create Reports
 - ▼ Annual
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
- ▼ Saved Reports
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
- ▼ Submitted Reports
 - Gas Distribution
 - Gas Transmission and Gathering
 - Hazardous Liquid
 - LNG Annual
 - Mechanical Fitting
- ▼ Incident/Accident (2010 to present)
 - ODES 2.0
- ▼ Account Services
 - Password Management
 - Pipeline Account Management

Step 2 – Enter Current Password, then enter a new password following criteria below

Password Management

Change Password

Please use the fields below to modify an existing password.

Current User ID: sebukovn

Old Password: *

New Password: *

Confirm Password: *

Password Rules

Password should meet all the following requirements.

- 1) At least 8 characters in length
- 2) English upper-case characters (A-Z)
- 3) English lower-case characters
- 4) Numerical digits
- 5) Non-alphanumeric characters (special characters)
- 6) Not contain more than two repeating characters
- 7) Not contain all or part of the user's account name



Other Information

- Each Operator may have unlimited user accounts associated to 1 OPID, as long as each account uses a different email address
- Each user account can have unlimited OPIDs associated to it.



Application Training

Hazardous Liquid Annual Report Training Date

July 12, 2011

Go to <http://opsweb.phmsa.dot.gov/webinars>