



OQ Tracking

Every location that I track Operator Qualification for should have received an update sometime in December showing the current status of each employee, including which tasks are due for re-evaluation in 2010. If you have not received this list, or have questions about this information, please let me know so we can make sure everyone is aware of the 2010 OQ requirements.

Employees have been registered for the required modules in the EnergyU system, so when an individual logs in to the system they will see the modules that they are required to complete in 2010. In some cases, if there are not many modules that are due this year, but a lot next year, I have worked with the supervisor and we decided to add a few modules to this year's schedule in order to even out the course load from year to year. Hopefully this will minimize the years when people need to complete a large number of modules in any one year.

For the towns that prefer to complete these modules in a classroom environment, I don't register the employees for all the modules in the EnergyU system, just the KNT modules so I can record the scores after the tests are completed. Employees in those locations will not see all the training modules if they log in to the system. If a person in one of those locations wants to use the online training system please let me know and I will set it up for those employees. Contact me if you want to schedule classroom sessions or hands on evaluations.

Since people generally use the EnergyU system only a few times a year, if anyone has problems logging in or accessing their training, I am available to help resolve those problems too.

Operator Qualification has been part of the MNOPS inspections conducted in the later part of 2009 and I expect this will continue in 2010, so if you have any questions about Operator Qualification, how to ensure compliance, and how best to document what is being done, please let me know. I expect that inspectors will be observing qualified employees perform covered tasks during 2010 inspections.

Finally, let me know when you have completed the assigned modules for 2010 and I will send you updated record sheets to ensure all required modules have been done.

Code Corner

Don't forget the following year-end compliance issues:

- Annual reports need to be completed accurately. Don't forget to send a copy to MNOPS. These reports have been a focus issue during MNOPS inspections in 2009 and this will continue in 2010. Some specifics include making sure the number of leaks reported and leak causes are accurate and match with leak documentation, service count is accurate and you can demonstrate how you determined it, and that the correct form is used (not an issue if you use online entry). Be prepared to justify the information you report to an inspector.
- Review your Public Awareness Plan and see if you need to make any changes to information delivery methods, if you are fulfilling all communication requirements in your plan, and that you have documentation of required meetings. Section 8.1 of the plan describes the requirements of an Annual Program Review.

Mistakes on annual reports are one of the more common compliance problems I see during inspections, so take the time needed to ensure this data is accurate and it will head off problems at inspection time.

2010 MNOPS Spring Conference

As of now, I know that the MNOPS Spring Conference is scheduled for one of the first two weeks of April. A final date has not yet been announced, but should be in the next week or so.

This year's conference will run from 1:00 on Wednesday until noon Friday, to give people the opportunity to drive in on Wednesday morning if they would like. Tentative plans include a number of sessions that are designed with small pipeline operators in mind. More information will be coming soon.

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