

Gas Operations and
Maintenance Manual

When to Use This Form	This form is used in conjunction with procedure P-191.11 to report pipelines to the Federal DOT every March.
Reviewed Procedures	P-191.11       Annual Report         The applicable sections of the above procedure(s) shall be reviewed prior to completing this form.
Documentation Procedure	<ol> <li>Copy this form and replace the original in manual.</li> <li>Type or print all entries.</li> <li>Make an entry in each block for which data is available. Estimate data if necessary. Try to avoid entering mileage in the Unknown columns if possible.</li> <li>Copy completed form and place into DOT file.</li> <li>Mail original by March 1(DOT must receive by March 15th) to:         <ul> <li>Information Resources Manager</li> <li>Pipeline and Hazardous Materials Safety Administration</li> <li>US Department of Transportation</li> <li>400 7th St., S.W., Room 7128</li> <li>Washington, D.C. 20590</li> </ul> </li> <li>Or file online at this address:     <ul> <li>http://opsweb.rspa.dot.gov/cfdocs/opsapps/pipes/main.cfm</li> </ul> </li> <li>Retain Records for 5 Years</li> </ol>