

PROJECTS INSPECTION PROCEDURE FORM

The Oil and Gas Commission, as regulators of British Columbia’s oil and gas industry focuses on effectively regulating and managing the Provinces oil and gas sector. The following procedures are designed to assist the Commission in the fulfillment of its mandate of protecting public safety, conserving the environment, and conserving and supporting resource development. The Commission ensures resources are dedicated by:

1. Helping to ensure Industry compliance with relevant Acts, Regulations, and Permit authorizations.
2. Providing for consistency and transparency in the Commissions inspection processes.
3. Encouraging continuous improvement.
4. Supporting positive working relationships.

Prior to starting inspection ensure proper PPE is being worn and all applicable safety procedures are being adhered to.

<u>Conditions</u>	
Review permit(s) and site plan. Observable permit conditions are met and the site plan is being followed.	
Harvesting activities are in compliance: <ul style="list-style-type: none"> a) Master License to Cut (MLTC) conditions\Requirements are being met. b) Potential fire hazards have been abated as per "Schedule A" of the MLTC. c) Wood has been properly utilized as per "Schedule B" of the MLTC. 	
<u>Site Plan</u>	
Site plan is approved and a copy is available at the site during construction activities.	
<u>Design</u>	
Pipeline is constructed as per design plans.	
<u>Construction</u>	
Construction matches plan drawings and meets permit conditions.	
<u>Valves</u>	
Valves are accessible to authorized personnel and protected from damage or tampering.	
Valves are suitably supported to prevent differential settlement and movement of attached piping.	

<u>Trenching</u>	
Ditch (pipe trench) bottom provides a smooth contoured bed with continuous support for pipe and is free of sharp rocks, large rocks and hard lumps.	
The pipe fits ditch contours in a manner that minimizes stresses and protects the pipe and coating from damage. For example: no sharp corners, bends and slopes.	
<u>Backfilling / Burial</u>	
Back-filling of ditch has been done in a manner that prevents damage to pipe or coating.	
Pipe is protected from rocks and/or hard lumps.	
<u>Soils</u>	
“Schedule A” report is being followed along with good soil handling procedures to conserve topsoil integrity. (Required for activities within ALR)	
Minimum soil cover of 0.8 meter is maintained for pipeline constructed on agricultural land.	
Disturbed land and surfaces are restored during construction. Stabilization, contouring, conditioning and/or reconstructing of the surface [soils] are carried out during construction or as soon as practicable.	
Soils are stable and measures are in place to prevent significant erosion.	
<u>Crossings</u>	
All activities are proceeding in accordance with approval and/or permit conditions.	
Crossing(s): <ul style="list-style-type: none"> a) are built and maintained in a manner unlikely to harm fish or destroy, damage or harmfully alter habitat to do no harm to fish or fish habitat. b) do not prevent fish movement or impede them in harmful way. c) protect the sides of stream, lake, or wetland. d) disturbances have been mitigated in or around the stream, lake and/or wetland. 	
<u>Water</u>	
Deleterious material(s) are prevented from deposit into stream, lake, and/or wetland.	

Natural drainage patterns are maintained. Ensure sufficient culverts & placement (roads); ensure soil windrows have breaks for surface water escape.	
<u>Signage</u>	
Construction: buried pipe must be identified upon request.	
Signage present showing company or emergency notification information - pipeline	
Appropriate signage present on navigable waterways and open drainage systems (dredging).	
<u>Road/Site Access</u>	
Reasonable efforts made to ensure oil & gas activity maintains access to or use of highway, road, railway or public space.	
Road prism appears stable.	
Drainage structures and erosion prevention are functioning properly .	
Bridges, culverts, and other structures associated with the access are functional and appropriate for the uses of the access.	
Access can be used safely by the permit holder.	
<u>Cathodics</u>	
Cathodic protection shall be installed no later than one year after construction and shall be maintained until pipeline is abandoned.	
<u>Pressure Test</u>	
Before beginning operation of a pipeline, a pipeline permit holder has completed all of the following:	
(a) test the pipeline in accordance with CSA Z662;	
(b) inspect and test all control and safety devices to ensure that the devices are in good working order;	
(c) take any other steps reasonably necessary to ensure that the pipeline is safe for use.	

<u>R.O.W.</u>	
<p>Harvesting activities are in compliance:</p> <ul style="list-style-type: none"> d) Master License to Cut (MLTC) conditions\Requirements are being met. e) Potential fire hazards have been abated as per "Schedule A" of the MLTC. f) Wood has been properly utilized as per "Schedule B" of the MLTC. 	
<u>Vegetation</u>	
<p>Equipment is cleaned to prevent spread of invasive plants prior to moving to/from different locations. Areas of disturbed ground have been re-seeded with ecologically suitable species as soon as practicable.</p>	