

	LAST REVIEW DATE: 6/6/22	REVIEW CYCLE:
	★ EFFECTIVE DATE: 8/12/22	5 Years

SPECIFICATION: G-8212-4

**TITLE: OPERATOR QUALIFICATION (OQ)
COMPLIANCE PROGRAM**

VOLUME: 2 (Section 3.0) and 10

★ **COURSE ID: None**

★ **REQUIRED TRAINING GOUPS: None**

★ Each group listed is responsible for its own training which may be specific to a title/individual and not to the group in its entirety. Please check with your local training coordinator/department.

SUBSTANTIVE REVISIONS: (See ★)

- 1) Cover Page - Replaced “Core Group” and “Target Audience” with “Required Training Groups” to be in alignment with current specification guidelines.
- 2) Section 1.1 - Included “Written Plan” in plan name.
- 3) Section 3.2 - Replaced “operating and maintenance” with “applicable”
- 4) Section 3.4 - Included “Written Plan” in plan name and removed reference to section 6.0.
- 5) Section 4.1 - Clarified definition of “Abilities”
- 6) Section 4.4 - Included “16 NYCRR Part 255” as part of the definition of “Covered Task (CT)”
- 7) Section 4.5 - Redefined and reorganized the all the acceptable forms of “evaluation”.
- 8) Section 4.6 - Redefined “Evaluator” for clarity.
- 9) Section 4.7 - Included “training” as part of knowledge
- 10) Section 4.9 - Redefined “Qualified” for clarity

REVISIONS: (Continued)

- 11) Section 4.10 - Included “training” as part of skills acquisition
- 12) Section 5.1 - Changed group name from “Gas Compliance and Regulatory Strategy” to “Gas Regulatory Programs”
- 13) Section 5.2 - Included OQ “related” training
Included “ability” as a characteristic needed to perform tasks
- 14) Section 5.3 - Changed group name from “Gas Quality Assurance” to “Gas Compliance and Quality Assessment”
- 15) Section 6.2 - Replaced “adopted” with “leverage” and included “as a baseline” to clarify NGA plan usage
Included other NGA committees
- 16) Section 7.1 - Changed the name of the OQ Committee and included Gas Training and Employee Development as member
- 17) Section 8.1 - Changed location where plan is found
- 18) Section 8.2 - Changed responsibility of OQ review records from Chief Eng. Distrib. Eng. to OQ Committee
- 19) Section 8.3 - Redefined when to notify state when OQ Plan is changed; removed after verification of compliance.
- 20) Section 10.0 - Changed name of the plan and included hyperlink to plan.
- 21) All Sections - All references to the plan changed to “OQ Written Plan”



Gas Operations Standards

TITLE: OPERATOR QUALIFICATION COMPLIANCE PROGRAM

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	EH&S REVIEW BY: C. Little		OQ COMMITTEE REVIEW BY: L. Toczyłowski		
	AUTHOR:	APPROVED BY:	DATE APPROVED:	VOLUME: 2 and 10	PAGE 1 OF
	J. Moawad	Nick Hellen Chief Engineer Gas Distribution Engineering	6/6/22	Construction Standards, O&M Manual	6 PAGES
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TITLE: OPERATOR QUALIFICATION COMPLIANCE PROGRAM

1.0 SCOPE

- ★ 1.1 This specification authorizes the adoption of Con Edison’s Operator Qualification (OQ) Compliance Program Written Plan (OQ Written Plan), for compliance with the New York and Federal Operator Qualification requirements.
- 1.2 The specification also describes OQ related terminology, and how the plan will be managed and administered.

2.0 LEGAL REQUIREMENTS

- 2.1 Code of Federal Regulations, Title 49, Part 192, "Transportation of Natural and Other Gas by Pipeline: Minimum Federal Safety Standards", Sub Part N, "Qualification of Pipeline Personnel".
- 2.2 Rules and Regulations of the State of New York, Public Service Commission, 16 NYCRR Part 255 "Transmission and Distribution of Gas", 255.604

3.0 BACKGROUND OF THE OPERATOR QUALIFICATION (OQ) RULE

- 3.1 The intent of the OQ rule is to minimize human error and promote both the safety of Company personnel, contractor personnel, and the public by establishing a verifiable, qualified workforce.
- ★ 3.2 In addition to being qualified to perform certain covered tasks when performing work on the pipeline, applicable personnel are qualified under the rule to recognize and react to abnormal operating conditions (AOC).
- 3.3 If there is a difference in State and Federal Operator Qualification requirements, the Company shall adhere to the more stringent of the two code requirements.
- ★ 3.4 Detailed information for compliance with the New York and Federal OQ requirements are found in the OQ Written Plan.

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4.0 DEFINITIONS

- ★ 4.1 **Abilities** - The mental and physical capability to perform a covered task. All tasks require ability.
- 4.2 **Abnormal operating condition (AOC)** - A condition identified by the operator that may indicate a malfunction of a component or deviation from normal operations that may:
 - (A) Indicate a condition exceeding design limits; or
 - (B) Result in a hazard(s) to persons, property, or the environment.
- 4.3 **Annually** - At intervals not to exceed 15 months but at least once each calendar year.
- ★ 4.4 **Covered Task (CT)** - An activity identified by the operator that:
 - (A) Is performed on a pipeline facility;
 - (B) Is performed as a requirement of Title 49 CFR Part 192 and/or 16 NYCRR Part 255; and
 - (C) Affects the operation or integrity of the pipeline.
- ★ 4.5 **Evaluation** - A process established and documented by the operator to determine an individual's ability to perform a covered task by any of the following (or combination of the following):
 - (A) Online examination: a written test administered in a computer-based testing environment
 - (B) Oral examination
 - (C) Performance simulation/demonstration
 - (D) Other forms of assessment

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4.0 **DEFINITIONS** (Continued)

- ★ 4.6 **Evaluator** – A person conducting or administering a skill evaluation for a covered task. Evaluators performing evaluations must possess the required knowledge to:
 - A) Ascertain an individual's ability to perform the covered tasks, and
 - B) Substantiate an individual's ability to recognize and react to abnormal operating conditions that might surface while performing the activities associated with that covered task.

- ★ 4.7 **Knowledge** - Understanding gained through experience, training, and/or study.

- 4.8 **Operator** - Consolidated Edison Co. of New York, Inc. (CECONY)

- ★ 4.9 **Qualified** - An individual who has been evaluated and can:
 - A) Perform assigned covered tasks, and
 - B) Recognize and react to abnormal operating condition

- ★ 4.10 **Skill** - A demonstrable competency to perform a highly specialized covered task, learned and developed through experience or gained through training and practice.

5.0 **RESPONSIBILITIES**

- ★ 5.1 Gas Regulatory Programs is responsible for monitoring pipeline safety regulations and notifying the Operator Qualification (OQ) Committee when regulatory changes require modifications to the OQ Written Plan.

- ★ 5.2 Con Edison’s OQ Committee is responsible for providing advice and counsel on OQ related training and qualification methods to:
 - A) Assure that individuals performing covered tasks have the necessary knowledge, skills, and ability to perform the tasks in a manner that ensures the safe operation of pipeline facilities.

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5.0 **RESPONSIBILITIES** (Continued)

- B) Assist Gas Operations' Training Effectiveness Committee and the Gas Training and Employee Development section in developing a training curriculum that prepares operating personnel for qualification testing and evaluation.
- ★ 5.3 Gas Compliance and Quality Assessment is responsible to periodically audit the OQ Written Plan and make recommendations, as appropriate.

6.0 **AUTHORIZATION OF OQ PROGRAM WRITTEN PLAN**

- 6.1 This document authorizes the issuance of the Company's OQ Written Plan.
- ★ 6.2 The Company has leveraged the Northeast Gas Association (NGA) OQ Compliance Program Written Plan, as a baseline.
 - A) The Company participates in the NGA, which is a consortium of Gas Companies and contractors who perform gas operations and maintenance in the New York and New England regions.
 - B) Company specific exceptions or departures from the NGA written plan are specifically noted in Appendices D and E of the Written Plan.
 - C) The Company participates in the NGA OQ Committee, NGA Training and Qualification Committee, and applicable Working Groups, which meets periodically to review and update the NGA OQ Compliance Program Written Plan.

7.0 **OPERATOR QUALIFICATION OVERSIGHT COMMITTEE**

- ★ 7.1 The Company's OQ Committee will continually monitor the OQ Written Plan and shall consist of representatives from the Gas Operating Areas, Gas Technical Operations, Gas Engineering, the Learning Center, Construction, Gas Training and Employee Development, and Gas Compliance and Quality Assessment.

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7.0 OPERATOR QUALIFICATION OVERSIGHT COMMITTEE (Continued)

7.2 The OQ Committee will be chaired by the Company’s NGA Operator Qualification Committee representative. Basic requirements for the OQ Committee are to:

- A) Meet periodically, oversee the OQ Written Plan, and make changes, as necessary, to Appendices D and E of the Written Plan.
- B) At a minimum, review Appendices D and E of the Written Plan annually.

8.0 RECORDS

- ★ 8.1 The Plan can be found on the Gas Hub
- ★ 8.2 The OQ Committee shall maintain documentation of the OQ Plan’s annual review in Appendices D and E of the OQ Written Plan.
- ★ 8.3 The OQ Committee will provide notification to the NY State Department of Public Service, if the OQ Written Plan is significantly modified.

9.0 RECORDS RETENTION

Any records generated in the course of performing work in accordance with this specification shall be maintained as required by Corporate Instruction [CI-870-1](#) “Records Management”. Guidance on the retention of Company Gas Operations records can also be found on the [Records Management](#) intranet site.

★ 10.0 **REFERENCES**

[Con Edison’s Operator Qualification Compliance Program Written Plan](#)

[CI-870-1](#) - Records Management

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