

SouthWest Pipe Services, Inc.

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Pipeline Excavation & Removal

Procedure

SWP-OPS-01-01

Pipeline Excavation & Removal

Revision 1

04/19/08

Approved By: _____
Signature print name/title date

Effective Date: _____

Pipeline Excavation & Removal

1. PURPOSE

- 1.1** This procedure provides the requirements for managing the excavation and removal of abandoned pipe and/or pipelines either owned by SouthWest Pipe Services, Inc. (SWP) or our clients.

2.0 SCOPE

- 2.1** This procedure and the requirements outlined within apply to ALL projects involving the excavation of pipe for ALL SWP owned or Client owned pipe, land, easements or right-of-ways.
- 2.2** This procedure applies to SWP, SWP affiliated and subsidiary businesses, and its contractors and sub-contractors, except as otherwise defined in contract requirements.

3.0 DEFINITIONS

- 3.1 ACM** – Asbestos Containing Material
- 3.2 Client** – Any company or person SouthWest Pipe Services performs work for.
- 3.3 Coal Tar Coating** – Asphaltic coating material added to the outside diameter of pipe as insulation during the original installation. These coatings can contain asbestos and sometimes PCBs
- 3.4 EPA** – Environmental Protection Agency
- 3.5 NESHAP** – National Emission Standard for Hazardous Air Pollutants
- 3.6 One Call** – A toll free call-in system acting as a sole point of contact fielding all calls from those needing to locate buried assets before they dig
- 3.7 OSHA** - Occupational Safety and Health Administration
- 3.8 SWP** – SouthWest Pipe Services, Inc.

4.0 PROCEDURE

4.1 PIPELINE OWNERSHIP

- 4.1.1 Client Owned Pipelines** - Client must demonstrate pipeline ownership before excavation can begin. If working for a land owner, SWP may ask for a copy of the Easement Agreement between the Land Owner and Pipeline Company to determine if pipe ownership has reverted back to
- 4.1.2 SWP Owned Pipelines** - If not excavating on behalf of a Client, SWP must have an executed sales contract, bill of sale, or title transfer for the designated portions of pipeline before excavation can begin.

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4.2 **ONE CALLS**

4.2.1 SWP will be responsible for performing One Calls when excavating pipe or pipelines regardless of performing services on behalf of our selves or a client.

4.2.2 It is the responsibility of the utility or pipeline owner with buried infrastructure to locate and flag all assets that SWP may come in contact with while excavating.

4.3 **NOTIFICATIONS**

4.3.1 Notifications to the landowner must be in accordance with the easement agreement and be submitted by the company named in the agreement.

4.4 **PIPELINE ABANDONMENT**

4.4.1 Client MUST demonstrate that the pipeline has been disconnected from all active systems, has been relieved of pressure, and is free of all liquids and volatile or hazardous materials.

4.5 **EXCAVATION**

4.5.1 Project meeting – SWP will have a meeting with clients, landowners, contractors and sub-contractors prior to work starting. This meeting will serve to address all parties' questions and concerns regarding the excavation project.

4.5.2 Digging & Removal – All work will be performed to OSHA and our client's safety standards.

4.5.3 Pipe Coatings – SWP knows there are several different types of pipe coating materials, and will handle each, safely and to the regulations of all Federal, State and Local Agencies.

1. Coal Tar Coatings - All coal tar coatings SWP comes in contact with during an excavation project will be treated as if they contain asbestos unless it is conclusively proven not to contain asbestos through documentation or through appropriate laboratory analysis of samples collected through a sampling protocol approved by regulatory agencies.

2. ACM Coating - If the coating material is found to have the presents of asbestos, SWP will notify all required Federal, State and Local Agencies as to acquire the appropriate permits for asbestos removal.

3. Handling - All coating assumed to have, or found to have the presents of asbestos will be handled in accordance to the United States Environmental Protection Agency's (EPA) NESHAP regulations.

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- 4. Sectioning Pipe** - For all coatings assumed to have, or found to have the presents of asbestos, during the removal process, SWP will use Federal, State and Local Agency approved methods for removing coating material where the pipe is to be cut into sections.
 - 5. Wrapping Pipe** - All coating assumed to have, or found to have the presents of asbestos will be wrapped in plastic stretch wrap, sometimes referred to as pallet wrap, as it comes out of the ground as to protect the coating against chipping or breaking off and becoming friable as defined by EPA NESHAP regulations.
 - 6. Ditch Clean-up** – After the pipe has been removed, but before the ditch is coved, SWP will remove any noticeable chipped or broken pieces of coating material from the ditch.
- 4.5.4 Right-of-Way Restoration** – All trenches will be backfilled leaving a slight crown to assist rainwater runoff. All utilized land will be restored to the condition it was in prior to SWP starting excavation. SWP will re-seed all effected land with indigenous plants.
- 4.6 LOADING, TRUCKING & PIPE TRANSPORTATION**
- 7. Trucks** – SWP utilizes third party trucks to transport pipe from the right-of-way or job site. While working for SWP these trucks will be supervised by SWP only.
 - 8. Loading** – During a SWP excavation project, SWP will be responsible for loading all pipes and assuring it is removed in a timeframe agreeable to the landowner.
 - 9. Covering Loaded Trucks** – SWP requires all pipes with coal tar coating that has not been wrapped in plastic to be covered with tarps once it has been loaded onto a truck.
 - 10. Pipe Transportation** – All pipes that have been removed from a SWP excavation project that is covered in coal tar coating must be transported to one of SWP’s cleaning facilities.
- 4.7 PIPE CLEANING**
- 4.8 COATING REMOVAL** – All coal tar coating material will be removed from pipe at a SWP cleaning facility. These facilities are permitted and their personnel licensed and trained to handle any type of coating material.