



T-4 Permits and Pipeline Online Permitting System (POPS)

January 2020



Chapter 8 changes (1 of 4)



- To more thoroughly assess the public safety risk of gathering lines in Class 1 locations and rural areas, the Commission adopted pipeline safety rules amendments Dec. 17, 2019.
- A Class 1 location is any location that has 10 or fewer buildings intended for human occupancy.
- Important definition:
 - 192.8 defines gathering lines.
 - 192.5 defines class locations and a class location unit.

Chapter 8 changes (2 of 4)



- Under the new rules, gathering line operators are required to:
- take appropriate action to correct hazardous conditions that create a risk to public safety;
- report incidents and accidents on gathering lines that result in a death or in-patient hospitalization; property damage of \$50,000 or more; or estimated gas loss of three million cubic feet or more; or hazardous liquid release of 5 gallons or more

Chapter 8 changes (3 of 4)



- Cooperate with the Commission during Commission investigations; and
- Submit a corrective action plan to the Commission to remediate an accident, incident or threat that creates a public safety risk or address a public safety complaint.

Chapter 8 changes (4 of 4)



- This is a link to our rules:
<https://www.rrc.state.tx.us/pipeline-safety/rules/>
- This is a link to the recent changes made:
<https://www.rrc.state.tx.us/general-counsel/rules/proposed-rules/>
- Contact Pipeline Safety for any questions

3.70 Rule Changes (1 of 3)



- **16 TAC 3.70**
- [https://texreg.sos.state.tx.us/public/readtac\\$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=16&pt=1&ch=3&rl=70](https://texreg.sos.state.tx.us/public/readtac$ext.TacPage?sl=R&app=9&p_dir=&p_rloc=&p_tloc=&p_ploc=&pg=1&p_tac=&ti=16&pt=1&ch=3&rl=70)

3.70 Rule Changes (2 of 3)



- Removed lease boundaries as a criteria for permitting
- Defined production and flow lines compared to gathering
 - All gathering lines need a permit
- Reduced late fees for the mileage fee on operators with less than 50 miles
- Changed renewal dates based on the first letter of the operator's name

3.70 Rule Changes (2 of 3)



- Beginning September 1, 2020, operators shall file their annual renewals determined by the first letter of the company name:
 - A-C will file in February
 - D-E will file in March
 - F-L will file in April
 - M-P will file in May
 - Q-T will file in June
 - U-Z & numerical values/symbols will file in July

Mileage Fee (1 of 2)



- Fees are calculated by the mileage of the permit on December 31st of the prior year.
- The permit operator is responsible to pay the fees by April 1st.
- Fees are paid at the P-5 operator level



- Fees are broken into two groups
 - Group A
 - Includes regulated and inspected pipelines
 - \$20 per mile
 - Group B
 - Includes pipelines that are not regulated but require a permit
 - \$10 per mile

Permit Fee



- Permit fees of \$500 are assessed per permit
- Paid when new permits are submitted, on the operator's renewal month, or upon transfer, if the permit is not transfer/merged.
- Each operator has its own renewal month based on the first letter of the company's name
- After the payment has been submitted you must return to application to complete the submittal.

Getting Into POPS (1 of 2)



- Getting an Admin and User account
- **Security Administration Designation (SAD) form**
- <https://www.rrc.state.tx.us/media/6056/formsadp.pdf>
- **Email**
- rrconline-security@rrc.texas.gov
- **Login**
- <https://webapps.rrc.state.tx.us/security/login.do>

Getting Into POPS (2 of 2)



Menu

Home

- RRC Online

Dashboard

- Dashboard

Fees

- Mileage Fees are Paid in Full

Applications

- New Gas Permit
- New Liquid Permit

Help

- User Guide
- Pipeline Safety Reports

Pipeline Online Permitting System

Submission Date From: Submission Date To: [Clear Dates](#)

Dashboard

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	Application ID	Permit Number	Permit Status	Filing Type	Filing Status	Operator Name	P-5 Number	Permit Type	Classification	Submission Date	Expiration Date
Actions	10101010	11000	Active	Renewal	Issued	R & B LLC	999999	Gas	Private	11/26/2018	11/25/2019

(Displaying 1 - 1 of 1) << 1 >> 20

Required Documentation



	Cover Letter	T-4B (transfer certification)	Non-Utility Certificate	Overview Map	Digital Shapefiles	Permit work for other permit(s)	New Construction Report
new permit, new pipeline	required	n/a	may be required for Gas permits	required	required	n/a	see 16 TAC § 8.115 for applicability
new permit, pipeline transferred from existing permit	required	required	may be required for Gas permits	required	required	required, within 30 days of transfer	not required
total transfer (Operator Change)	required	required	may be required for Gas permits	not required	not required	required, within 30 days of transfer	not required
Total transfer/merge - full transfer into acquiring operator existing permit	required	required	may be required for Gas permits	required	required	required, within 30 days of transfer	not required
partial transfer, to/from existing permit	required	required	may be required for Gas permits	required	required	required, within 30 days of transfer	not required
Amend, adding/removing pipeline, to/from existing permit	required	n/a	may be required for Gas permits	required	required	n/a	see 16 TAC § 8.115 for applicability
renewal	required	n/a	not required	required	not required	n/a	not required
inactivate permit	required	n/a	not required	not required	not required	n/a	not required
notes		acquiring operator signs top of form, divesting operator signs bottom	NUC is required for operators of private gas lines who may otherwise look like a Gas Utility	8.5" x 11" PDF	Check our mapping page for the requirements		H ₂ S notices are for Oil & Gas Division; for more information contact Field Ops 512-463-6830

Permit Actions



- New Permit
- Renewal
- Amendment
- Full transfer divesting
- Full transfer acquiring
- Partial Transfer divesting
- Partial Transfer acquiring
- Transfer merge
- Inactivate
- Reactivate

Actions

 Amend

 Renew

 Inactivate

 View

 Divesting Transfer

 Update Contacts



- Requirements
 - Attachments:
 - Cover letter
 - Mapping files
 - Non-Utility certificate
 - Data entry:
 - Owner and economic operator
 - Classification/private or GU
 - Inter/intrastate status
 - PS-48 (NCR) info if applicable
 - New or transferred lines?
 - Contact information
 - Pay permit fee

New Liquid Permit



- Requirements
 - Attachments:
 - Cover letter
 - Mapping files
 - Sworn Statement
 - Data entry:
 - Owner and economic operator
 - Classification/private or CC
 - Inter/intrastate status
 - PS-48 (NCR) info if applicable
 - New or transferred lines?
 - Contact information
 - Pay permit fee

Renewal Process



- Cover letter stating the mileage covered under the permit including the system name, if available.
- Overview map of the entire permit
- No changes are allowed at renewal except to update contacts.

Renewal Facts



- Currently renewal dates are locked in place, the month and day do not change, only the year.
- Effective FY 2021 renewal by assigned month.
- Amendments DO NOT renew a permit. Renewals are a separate action.
- Interstate permits do not have a renewal fee.
- If a permit is due in less than a month, then prioritize renewing your permit before making an amendment.

Amendment (1 of 3)



- The Amend action is for any high-level changes to the permit such as
 - Classification (Common Carrier/Gas Utility/Private)
 - Owner and Economic Operator changes
 - Interstate/Intrastate designation
 - H2S values
- The Amend action is for any changes made to the **pipeline system** such as
 - Added lines (PA) or merged permits (MP)
 - Abandoned/removed lines (BP and DP)
 - Other modification to the pipeline attributes (Diameter, Class Location, Line Function (OM and FC))

Amendment (2 of 3)



- The Amend action is used by the acquiring operator to complete total and partial transfers between operators
- The Divesting operator can only do a divesting transfer if it is a total transfer
- The Acquiring operator can do other Amend functions at the same time they complete a transfer.

Amendment (3 of 3)



- Mapping (digital shape files and overview) is required IF the changes being made are to a required mapping attribute.
- The Amend action does NOT change the expiration date of a permit. The Amend action does not RENEW a permit.

Inactivate



- Attach a cover letter describing the status of the pipeline including the request to inactivate the permit.
- Cannot inactivate if delinquent on fees

Reactivate



- Can only be used on inactive permits
- Select Reactivate action
- Attach a cover letter and select submit

Merging Permits



- Two step process
 - **Amend** the permit that is being kept showing what the permit will look like after the merge is complete
 - **Inactivate** the permits that are being merged into the permit that is being kept
- Both the actions must be submitted at the same time.

Full Transfer Divesting



- Divesting operator submits Divesting Transfer action
- RRC staff reviews and approves the transfer
- The amendment is submitted with original permit number
- Both submissions must include:
 - Cover letter
 - T-4B
 - Sworn statement of classification

Full Transfer Acquiring



- Acquiring operator submits permit amendment.
- The amendment is submitted with original permit number
- Both submissions must include:
 - Cover letter
 - T-4B
 - Sworn statement of classification

Full Transfer Merge



- RRC staff reviews and approves the transfer
- Acquiring operator submits permit transfer merge action.
- The transfer merge is submitted on the acquiring operator's existing permit
- The submission must include:
 - Cover letter
 - T-4B
 - Mapping/ overview map
 - Sworn statement of classification

Partial Transfer Divesting



- The amendment must be submitted and include the following:
 - Cover letter
 - T-4B
 - Overview map
 - Digital Shape files

Partial Transfer Acquiring



- An amendment or new permit application must be submitted and include the following:
 - Cover letter
 - T-4B
 - Overview map
 - Digital Shape files
- The permit applicant will pay a new permit fee if they are not adding the transferred lines to an existing permit.

GIS Shape files



- 4 file types needed
 - .shx
 - .shp
 - .dbf
 - .prj
- Make sure all the required attributes are fill out
 - The most recent list of the required attributes can be found at
<https://www.rrc.state.tx.us/media/47982/tpmsattributedefinitionsandvalidcodes.pdf>

Resources



- Pipeline Fees Page
- <https://www.rrc.state.tx.us/pipeline-safety/pipeline-fees/>
- POPS User Guide
- <https://www.rrc.state.tx.us/media/32799/pops-user-guide.pdf>
- Mapping Information
- <https://www.rrc.state.tx.us/pipeline-safety/mapping/>
- Permitting Information
- <https://www.rrc.state.tx.us/pipeline-safety/permitting/>

Contact information



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Questions