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§ 420.1 Scope

(a) This Part prescribes minimum safety requirements for the design, fabrication, installation, inspection, testing, operation, and maintenance of steam distribution systems.

(b) Every steam corporation, as defined in section 2(22) of the Public Service Law, engaged in the distribution of steam via pipeline within the State of New York shall comply with the rules set forth in this Part. As used in this Part, the term "steam corporation" refers only to those entities required to comply with this Part.

(c) This Part does not apply to:

- (1) piping and facilities used for or in connection with the generation or production of steam; and
- (2) the design, fabrication, and installation of piping downstream of the customer's property line.

§ 420.2 Compliance with standard code

All steam distribution pipeline facilities shall be designed, constructed, tested, operated and maintained, except as otherwise provided in this Part, in accordance with "Power Piping, ASME B31.1-1989" (as set forth in section 10.3 of this Title.)

§ 420.3 Notification of construction

At least 10 days prior to the start of construction or reconstruction of any steam pipeline 100 feet or more in length, each steam corporation shall file with the Albany office of the Gas Division of the New York State Department of Public Service a letter of intent providing details of the proposed construction.

§ 420.4 Operating and maintenance plan

(a) Each steam corporation subject to this Part shall establish and file with the Albany office of the Gas Division of the New York State Department of Public Service a detailed written operating and maintenance plan for complying with all the provisions of this Part. Revisions to these written procedures shall be submitted to the Gas Division in Albany at least 30 days prior to the effective date thereof.

(b) The operating and maintenance plan shall include, as a minimum, the following:

(1) detailed instructions for employees covering operating and maintenance procedures during normal operations and repairs;

(2) procedures for welding, brazing, and welder qualifications;

(3) procedures for reporting, investigating, classifying, handling, and monitoring steam leaks;

(4) procedures to correct, within specified timeframes, deficiencies found during inspections, evaluations, tests, etc. required by this Part;

(5) procedures for continuing surveillance of steam facilities to determine and take appropriate action concerning failures, leakage history, and other unusual operating and maintenance conditions;

(6) an established list of qualified persons who exclusively may approve the turn-on of any section of the steam distribution system; and

(7) procedures to insure that the turn-on of any section of the steam distribution system is accomplished only by persons specifically trained, qualified, and approved for such purpose.

(c) Each steam corporation shall establish and maintain detailed maps of its distribution pipelines and maps or records of its service lines as necessary to administer its operating and maintenance plan.

(d) Each steam corporation shall satisfactorily conform with the operating and maintenance plan submitted to the Gas Division of the New York State Department of Public Service.

§ 420.5 Emergency plans

(a) Each steam corporation shall establish written procedures to minimize the hazards resulting from a steam pipeline emergency. At a minimum, the procedures must provide for the following:

- (1) receiving, identifying, and classifying notices of events which require immediate response;
- (2) establishing and maintaining adequate means of communication with fire, police, and other public officials;
- (3) establishing and maintaining continuous communication between field crews and dispatching personnel;
- (4) the availability of personnel, equipment, tools, and materials, as needed at the scene of an emergency;
- (5) actions directed toward protecting people first, and then property;
- (6) emergency shutdown in any section of the pipeline system necessary to minimize hazards to life or property;
- (7) making safe any actual or potential hazard to life or property; and
- (8) safely restoring any main or service outage.

(b) Each steam corporation shall:

- (1) furnish supervisors who are responsible for emergency action a copy of the latest edition of the emergency plan;
- (2) train the appropriate operating personnel to assure that they are knowledgeable of the emergency procedures; and
- (3) review employee activities to determine whether the procedures were effectively followed in each emergency.

(c) During January of each year, each steam corporation shall file a list with the Albany office of the Gas Division of the New York State Department of Public Service and with all municipalities within which its facilities are located, indicating the names, addresses, and home and business telephone numbers of its responsible officials who may be contacted in the event of an emergency. Changes and revisions to this list within the year shall be immediately reported to the Gas Division and affected municipalities.

§ 420.6 Customer education and information program

(a) Each steam corporation shall initiate and maintain on a continuing basis a satisfactory program for customer education and information designed to assist its customers, and appropriate government organizations, in the recognition of steam emergency conditions and situations, and to impress upon them the need for, and means by which, the steam corporation can be given notification of such situations.

(b) The program and the media used must be as comprehensive as necessary to reach all areas in which steam is distributed.

(c) During January of each year, each steam corporation shall submit to the Albany office of the Gas Division of the New York State Department of Public Service two copies of a current description of its customer education and information program, including a detailed statement of the means of its implementation and samples of all descriptive literature and other educational aids.

§ 420.7 Employee training

(a) Each employee involved in the operation, maintenance, or testing of steam pipelines and related facilities shall satisfactorily complete training at all progression levels to insure effective and safe implementation of the procedures required by this Part. Additionally, each such employee, including supervisors, shall be tested annually to determine proficiency at his/her current progression level and shall satisfactorily complete refresher training as testing results deem necessary.

(b) Each new employee shall receive basic classroom training prior to on-the-job training in field operations.

§ 420.8 Periodic inspections

(a) Steam traps and trap piping assemblies shall be inspected for general condition and proper operation at least six times each calendar year at intervals not exceeding ten weeks.

(b) Blow-off valves and by-pass valves shall be checked for operability immediately prior to closing each associated main valve during a scheduled shut down of a section of the steam distribution pipeline system. Removal of condensate from a shut down section of pipeline must be accomplished prior to re-opening main valves.

(c) Accessible expansion slip joints shall be inspected at least twice each calendar year at intervals not exceeding 30 weeks. The inspection shall include checks for leakage, proper alignment, and traverse measurement.

(d) Inside service line valves shall be inspected at the time of periodic meter reading. Valve seals, and warning tags stating that the opening of the service valve must be made only by authorized steam corporation personnel, shall be affixed to each inside service valve. Missing or illegible tags and broken seals must be replaced as soon as possible, but no later than one week, after the condition was discovered. Broken seals, indicating possible unauthorized operation of the valve, shall be investigated to determine cause.

(e) Manholes containing steam facilities shall be inspected for general conditions and adequacy of insulation at least once each calendar year at intervals not exceeding 15 months and shall be inspected for structural integrity at least once each ten calendar years.

(f) System pressure telemetering recording devices shall be inspected and tested for accuracy at least twice each calendar year at intervals not exceeding 30 weeks. At a minimum, pressure recording gauges shall be installed at the interface between portions of the system which are designed for different operating pressures.

§ 420.9 Welding - qualification and nondestructive testing

(a) Welding must be performed by qualified welders employing qualified welding procedures. Welders and welding procedures shall be qualified in accordance with API Standard 1104 (as set forth in section 10.3 of this Title) or section IX of the ASME Boiler and Pressure Vessel Code (as set forth in section 10.3 of this Title).

(b) Notwithstanding the pressure and temperature limitations contained in ASME B31.1-1989, welds subjected to temperatures over 350 degrees F (175 degrees C) shall be subject to nondestructive testing by radiographic inspection in accordance with subdivisions (c) and (d) of this section.

(c) All field welds in new steam pipeline installations and all prefabricated shop welds shall be nondestructively tested.

(d) Field welds made on existing steam pipeline facilities shall be subject to a program of random unannounced nondestructive testing to assess the quality of welding and test the work of each welder. The required minimum testing rate shall be 10 percent of all welds made during a calendar month. If 10 percent or more of the welds tested in a calendar month are found to be unacceptable, the test rate shall increase by five percent for the ensuing calendar month. If fewer than 10 percent of the welds are found to be unacceptable in a month where the required test rate was greater than 10 percent, the test rate may be decreased by five percent for the ensuing calendar month.

§ 420.10 Records

(a) Each steam corporation shall maintain records documenting all inspections, maintenance, tests, etc., required by this Part.

(b) Notwithstanding the requirements of Part 292 or Appendix 4-A of this Title, the minimum period of retention of records required by this Part shall be three years. Longer periods of retention may be mandated by Part 292 and Appendix 4-A of this Title.

(c) All records, or copies thereof, shall be kept on file in the State of New York and shall be readily accessible to the staff of the New York State Department of Public Service.

§ 420.11 Leaks

(a) Any notification of a steam leak, or any notification of damage to facilities by contractors or other outside sources shall constitute the need for prompt action.

(b) Each steam corporation shall be responsible for the investigation, prioritization, and repair of each leak found on its system.

(c) Emergency leaks require an immediate response to protect life and property and must be worked continuously until repairs are completed or until the condition is no longer hazardous. Emergency leaks include, but are not limited to:

(1) any leak on the bellows of an expansion joint;

(2) any leak which could cause property damage or personal injury or any leak which, in the judgment of the operating personnel at the scene, is regarded as potentially hazardous; or

(3) any leak resulting from damage by contractors or other outside forces.

(d) Nonemergency leaks include any leak which is not immediately hazardous at the time of discovery and can be reasonably expected to remain that way. Nonemergency leaks shall be repaired within six months from the date of discovery.

(e) A steam leak record, identified by number shall be used to depict the entire history of a leak from the time of discovery through repair. The record shall contain information as to the nature of the repair.

§ 420.12 Reports of incidents and interruptions

(a) Each steam corporation shall report all incidents involving steam facilities which cause injury or death to any persons or damage to property, which result in an airborne release of asbestos, or which could cause concern because of coverage by news media.

(b) Any unscheduled interruption of service affecting two or more customers or any other interruption which could cause public concern because of coverage by the news media, shall also be reported.

(c) All such incidents and service interruptions shall be immediately reported by telephone to the Gas Division of the New York State Department of Public Service through its emergency notification system.

(d) A written report of each incident in which steam facilities were involved shall be submitted to the Albany office of the Gas Division of the New York State Department of Public Service within 30 days. The report shall set forth a chronological sequence of events including a detailed description of the:

(1) incident or interruption;

(2) response, action, and investigation by the steam corporation; and

(3) results and findings of the investigations.

(e) Each steam corporation shall file an annual summary report of all incidents which resulted in injury, fatality, property damage, or asbestos contamination with the Albany office of the Gas Division of the New York State Department of Public Service not later than January 31 of each year. The reports shall include, for each incident, the following:

- (1) the date of the incident;
- (2) the specific location;
- (3) the number of injuries which required hospitalization;
- (4) the number of fatalities;
- (5) the approximate cost of property damage; and
- (6) the determined cause of the incident.

(f) Each steam corporation shall file with the Albany office of the Gas Division of the New York State Department of Public Service a monthly report of each unscheduled interruption of service to any customer. The reports shall be filed no later than 15th day of the month following that for which the report is rendered and shall be arranged in accordance with Appendix 3-A of this Title to contain the following:

- (1) the district in which the interruption occurred;
- (2) the month for which the report is rendered;
- (3) the date(s) of the interruption;
- (4) the time the steam corporation received notification of the interruption;
- (5) the time the steam corporation dispatched its personnel to the scene of the interruption and their arrival time;
- (6) the times when interruptions began and ended;
- (7) the duration in hours and minutes of such interruptions;
- (8) the number of customers affected; and
- (9) the cause or causes of the interruptions.

§ 420.13 Logging and analysis of steam emergency reports

(a) Each steam corporation shall record each report of a steam leak or emergency received on a suitably numbered service record.

(b) A daily log shall be kept and maintained on file recording the receipt and handling of each such report and shall contain the following information:

- (1) cross reference to the related service record number;
- (2) location of leak or emergency;
- (3) time report first received;
- (4) description as to type of leak or emergency;
- (5) time personnel first dispatched to location;
- (6) time of arrival of personnel at location; and
- (7) times of dispatch and arrival of any additional personnel called to the location.

(c) Each steam corporation shall submit to the Albany office of the Gas Division of the New York State Department of Public Service, on or before the 15th day of each calendar month, a summary analysis of its performance in responding to reports of steam leaks and emergencies, as reflected in the daily log entries for the preceding calendar month. The analysis shall be furnished in a format identical to subdivision (d) of this section and shall be signed by a responsible official.

(d)

ANALYSIS OF RESPONSE TO EMERGENCY REPORTS

Steam Corporation _____ Month _____, 19__

Response Time* (minutes)	Weekdays during normal business hours		Emergency Calls Weekdays after normal business hours		Saturday, Sunday & Holidays		Total	
	No. of calls	Percentage of Calls	No. of Calls	Percentage of Calls	No. of Calls	Percentage of Calls	No of calls.	Percentage of Calls
0-15								
16-30								
31-45								
46-60								
More than 60 min.
Total		100%		100%		100%		100%

* Total elapsed time from receipt of report to time of arrival.

Signature of Steam Corporation Officer

Title

§ 420.14 Facility failure investigation

(a) Each steam corporation shall establish procedures to analyze each failure or incident for the purpose of determining its cause and to minimize the possibility of a recurrence. This shall include a procedure to select samples of the failed facility or equipment for laboratory examination when necessary.

(b) The procedures shall also provide for complete cooperation with the staff of the Gas Division of the New York State Department of Public Service, in testing or surveying, including using independent consultants, any equipment or systems deemed necessary by staff for the investigation and analysis of any failure or accident to determine its cause and to minimize the possibility of a recurrence.

§ 420.15 Asbestos control

(a) Each steam corporation shall have procedures to eliminate asbestos materials from all accessible manholes, vaults, etc. which contain steam facilities.

(b) Each steam corporation shall have emergency procedures to control and eliminate asbestos-contaminated debris resulting from the failure of any steam pipeline or facility.

(c) Each steam corporation shall have a program to eliminate asbestos materials from all exposed piping and fittings and from bellows type expansion joints in the steam distribution system.

(d) The procedures shall comply with applicable rules and regulations regarding the removal, handling and disposal of asbestos materials.