T11S R11W

CALCASIEU

CAMERON

HACKBERRY CCS TRACT 21

HACKBERRY CARBON SEQUESTRATION WELL NO. 001

T12S R11W

T12S R10W

N

Hackberry Carbon Sequestration Well No. 001

Resources & Infrastructure

Hackberry Carbon Sequestration, LLC

Cameron Parish, LA

Appendix I-1

Drawn by: Steven Larcom	Date: 9/5/2024	Approved by: Steve Pattee

PCS: NAD 1983 Louisiana-South Zone FIPS 1702 (US Ft.)

LONQUIST SEQUESTRATION LLC

Louisiana Registration No. EF 5937

- Hackberry Carbon Sequestration Well No. 001 SHL
- Oil & Gas Wells [LDNR]
- Pipelines
- Electric Power Transmission Lines
- Maximum Plume Extent
- Critical Pressure Front
- Hackberry CCS Tract 21 Permit Boundary
- Sections
- Townships
- Counties

Hackberry Carbon Sequestration Well No. 001 SHL - T12S R11W, Sec. 11 - Cameron Parish, LA

NAD83 (DMS)	NAD83 (DD)	NAD83 LA-S FIP 1702 (US FT)
LAT = 30° 1'51.170"	LAT = 30.0308808	X = 2,611,585.657'
LONG = -93° 20' 54.318"	LONG = -93.4484218	Y = 562,899.265'

1 Inch = 833 Feet

1:10,000

0 ¼ ½ ¾ 1 2 Miles

0 500 1,000 1,500 2,000 2,500 5,000 Feet

T11S R11W

CALCASIEU

CAMERON

HACKBERRY CCS TRACT 21

FLOOD ZONE VE

HACKBERRY CARBON SEQUESTRATION WELL NO. 001

FLOOD ZONE AE

T12S R11W

T12S R10W

FLOOD ZONE X

Hackberry Carbon Sequestration Well No. 001

FEMA Flood Zones/Hazard Map

Hackberry Carbon Sequestration, LLC

Cameron Parish, LA

Appendix I-2

Drawn by:	Date:	Approved by:
Steven Larcom	9/5/2024	Steve Pattee

PCS: NAD 1983 Louisiana-South Zone FIPS 1702 (US Ft.)

LONQUIST SEQUESTRATION LLC

Louisiana Registration No. EF 5937

Hackberry Carbon Sequestration Well No. 001 SHL

Flood Zones [FEMA-2012]

Flood Zone Type

Zone X: 0.2% annual chance of flood hazard

Zone AE: Base flood elevations determined

Zone VE: Coastal flood zone with velocity hazard (wave action); base flood elevations determined

Maximum Plume Extent

Critical Pressure Front

Hackberry CCS Tract 21 Permit Boundary

Sections

Townships

Counties

Note: Flood zone data is derived from FEMA Flood Insurance Rate Map (FIRM) panel 0100H, effective date 11/16/2012.

Hackberry Carbon Sequestration Well No. 001 SHL - T12S R11W, Sec. 11 - Cameron Parish, LA

NAD83 (DMS)	NAD83 (DD)	NAD83 (LA S FIP 1702 (US Ft.)
LAT = 30° 1' 51.1708"	LAT = 30.0308808	Y = 2,611,585.657
LONG = -93° 20' 54.318"	LONG = -93.44844218	X = 562,899.265'

1 Inch = 833 Feet

1:10,000

0 ¼ ½ ¾ 1 2 Miles

0 500 1,000 1,500 2,000 2,500 5,000 Feet

Sempra Infrastruct

Hackberry Sequest

Emergency Operat

January 2024

SEMPRA™ INFRASTRUCTURE

TABLE OF CONTENTS

Roles and Responsibilities

Sempra Infrastructure ("SI") Health, Safety, and Security ("HSS") function is responsible for the development and maintenance of the Hackberry Sequestration Emergency Operations Plan ("Plan"). Implementation of the Plan is the responsibility of Hackberry Carbon Sequestration ("HCS") Operations.

Record of Changes

The Plan will be annually reviewed and updated to reflect organizational, operational, or business structure changes. All change requests must be submitted to the HSS function. Major revisions are documented below:

Document #	Revision #	Section	Change Description	Originator	Reviewer	Approver	Date
1	January 2024	All	New document	J. Kevin Selby			

Plan Approval

HSS is responsible for sending any revisions of this document to the General Manager, Hackberry Sequestration Operations.

Distribution & Document Safeguarding

The information in this document is classified as **Confidential and Proprietary** and should be treated, stored, and maintained in accordance with the requirements outlined in the Sempra Infrastructure Information Security Policy.

Plan Maintenance and Annual Review

The HCS facility will review, on a continuing basis, planning assumptions and strategies, contact information for certain employees, contractors, partners, customers, and relevant external agencies, and ensure that Plan procedures reflect any significant changes in business operations. In addition to the continuing review, the Plan will be formally reviewed each calendar year by the HCS Operations team. Any changes to the Plan because of the annual review will be documented in the Record of Changes section of the Plan.

Training and Exercise

Routine training and exercises play a critical role in reinforcing this Plan and support the development and sustainment of a ready and capable response organization. Due to the unique roles and inherent qualifications of HCS employees, Hackberry Carbon Sequestration has developed a streamlined approach to support the readiness and development of its response organization.

- **Initial awareness**: Members assigned to the HCS Emergency Response Team ("ERT") are required to complete basic awareness training upon team induction. This course covers fundamental aspects of this Plan and provides a basic understanding of how HCS and SI corporate are aligned regarding response protocols.
- **Annual training**: CMT members must complete an annual refresher course each June to maintain familiarity with this Plan and related procedures and to provide an opportunity to discuss any

new or evolving issues related to this Plan. As with other disciplines, emergency response and crisis management training are often most effective through the hands-on application of skills.

HCS employees and contractors shall be trained on the specifics of the Plan, including any Plan changes because of the annual review. New employee orientation training shall also include training of the Plan.

- **Exercise/activation:** All ERT members must participate in one drill simulation per year, which may include a tabletop exercise or an actual drill. Records of the exercise/drill shall be retained according to the Sempra Corporate Information Management policy.

Training and/or drill simulations shall include, at a minimum, the following:

- Overview of the HCS Incident Command Structure;
- Offensive and defensive roles in various emergency response scenarios and any specific roles for which employees or contractors may be responsible;
- Facility communication systems and alternate communication methods;
- Critical facility infrastructure;
- External agency or media interactions; and
- Appropriate control, containment, and clean-up procedures.

PURPOSE

This Plan provides guidance to effectively prepare and respond to incidents affecting Hackberry Carbon Sequestration operations, supporting projects, and activities (e.g., drilling/completion rigs, production, storage or injection wells). The Plan is primarily focused on the necessary steps, roles, and responsibilities for HCS leadership. It is also intended to align with the respective emergency response and business continuity plans of Sempra Infrastructure and Midstream Operations. This Plan is applicable to all HCS' well related field operations in Hackberry, Louisiana, U.S.A.

The procedures outline in this Plan are designed to:

- Facilitate quick and proper reaction to an emergency situation with a priority toward protecting human life first and then property protection.
- Comply with U.S. Department of Transportation 49 CFR 192.615 – 617
- Comply with the provisions of the HCS' *Operations and Maintenance Manual*.

SCOPE

The first forty-eight hours of an emergency event are the most critical for a facility's response to the incident. Once the proper personnel are assembled into a team and the team is functional, the technical work of solving the incident will begin. HCS has a variety of specialized operations and therefore the nature of a major emergency event can vary widely. Therefore, this document does not contain the technical details required to resolve a major emergency but rather written to aid HCS personnel in organizing the personnel, materials and equipment needed to resolve a situation regardless of the operational setting (drilling, workover, completions or production).

In any emergency response plan, the health and safety of people is the primary concern. Generally, people not familiar with sequestration operations or its emergency response actions should only perform the following tasks in the early stages of an incident.

- Rescue any injured personnel and get them to the nearest medical facility;
- Secure the site;
- Call local emergency services at 911;
- Notify HCS management personnel.

Completion of the above will trigger the emergency response outlined in this Plan.

RELATIONSHIP TO OTHER COMPANY EMERGENCY RESPONSE PLANS

The Sempra Infrastructure Crisis Management Plan ("SI CMP") provides the framework for all local asset emergency response plans. The HCE Plan and the Midstream Operations' Emergency Response Plan are included as appendices to the SI CMP.

The Midstream Operations Emergency Response Plan and specific HCS action emergency response plans are included as attachments to this Plan.

- Attachment A: Well Control Emergency Plan
- Attachment B: Midstream Operations Emergency Response Plan

INCIDENT COMMAND STRUCTURE

The Hackberry Carbon Sequestration facility operates under the Incident Command System (ICS). The system establishes one person as the Incident Commander, who is responsible for overall control and coordination of emergency and crisis response efforts.

All employees are responsible for initiating emergency response procedures. The initiating employee is considered the Incident Commander until the Plan is activated.

The ICS organization is flexible. It may require a single individual to fill multiple positions in small, less complex events. Likewise, multiple individuals may be required to satisfy the duties of a single position in a larger, more complex event.

Incident Command will typically begin at the local level. Once it is determined that the incident cannot be effectively managed at the local level, Incident Command will be transitioned to the Sempra Infrastructure level and duties will be reassigned. Any change to Incident Commander will be by mutual agreement of all parties. Changes are to be communicated immediately to all affected personnel.

The ICS is an organized, coordinated management system established to respond to an emergency and is typically comprised of personnel assigned to perform the functions listed below (titles may vary).

These functions depend on available personnel, facility size and emergency event level.

INCIDENT COMMANDER

The Incident Commander is ultimately responsible for the response to an emergency event in accordance with the elements of the Plan. Specifically:

- Activate the Plan;
- Oversee all aspects of the ERT, including establishing a Command Post, assembling the Emergency Response Team, and assigning team member responsibilities;
- Assessing priorities: worker safety first, stabilization second;
- Accounting for all personnel who are/were in the area at the beginning of the emergency event;
- Maintaining communications with relevant emergency management agencies;
- Approve all press releases and interviews;
- Communicate status and activities of the ERT to HCS Executive Management;
- Ensure that the ERT has the necessary assets to bring the event to a successful conclusion;
- Approve all response expenditures;
- Declare an end to the emergency event, disband the ERT, and return to normal operations;
- Appoint an investigation team at the conclusion of the event;
- Approve final report.

EMERGENCY RESPONSE TEAM

The HCS emergency response team ("ERT") is comprised of trained professionals from seven key facility organizations:

- Health, Safety, and Security;
- Environmental and Permitting;
- Operations;
- Public Relations;
- Finance and Administration;

- Human Resources;
- Legal;
- Supply Chain Management.

The main functions of the ERT are:

- Secure resources (labor and non-labor) for an effective emergency response;
- Devise and implement the emergency response plans of action;
- Provide corporate response to media and local area interests;
- Liaise with law enforcement and emergency response agencies;
- Ensure all relevant response actions are properly documented;
- Evaluate and plan for event escalation potential;
- Track emergency response costs;
- Devise and implement the post-event recovery plan.

The size and scope of the Emergency Response Team can be scaled based on the severity of the event. Regardless of the size of the ERT needed to effectively handle the event response, the ERT will be organized such that all ERT functions report to the event's Incident Commander.

FIELD RESPONSE TEAM

The Field Response Team will consist of HCS, well control specialists, engineers, and many conventional third-party services. This is the Operations portion of the ERT that will predominantly perform the response actions.

EMERGENCY NOTIFICATIONS

Facility personnel shall immediately communicate information about the emergency to a manager, who will promptly initiate the appropriate notification system. In the event the manager cannot be reached immediately, personnel will initiate notification to the Operations center. Designated personnel shall communicate external agency reportable incidents by telephone to regulatory agencies as soon as possible and within the regulatory reporting requirements.

See Attachment A: Well Control Emergency Plan and Attachment B: Midstream Operations Emergency Response Plan for detailed emergency notification procedures.

INTERNAL EMERGENCY CONTACT LISTS

FACILITY PERSONNEL

Name	Title	Office	Home	Cell

SUPPORT SERVICES

Name	Title	Office	Home	Cell

MEDIA RESPONSE

Name	Title	Office	Home	Cell
Kelly Oden-Prasser	Director, Public Affairs			

EXTERNAL EMERGENCY CONTACT LISTS

ALL US LOCATIONS

- Fire 911
- Sheriff 911
- Ambulance 911
- Air Flight 911
- National Weather Service http://www.weather.gov
- National Weather Service – Southern Region http://srh.noaa.gov
- American Red Cross http://redcross.org
- FEMA http://www.fema.gov
- National Hurricane Center www.nhc.noaa.gov
- National Response Center +1 800-424-8802; http://www.nrc.uscg.mil
- US Federal Aviation Administration +1 866-835-5322

LOUISIANA

- US Corp of Engineers (Louisiana) +1 337-477-5829
- US Federal Bureau of Investigations (Louisiana) +1 337-433-6353
- US Fish and Wildlife Service (Louisiana) +1 337-491-2587
- Governor's Homeland Security +1 800-256-7036
- Louisiana State Police +1 225-925-6325 http://www.lsp.org
- Louisiana Hazardous Material Hotline +1 225-925-6595
- Louisiana National Guard +1 318-641-5600
- CalcaShout https://member.everbridge.net/453003085612925/login
- American Red Cross of Louisiana +1 504-620-3105
- Louisiana Hurricane Hotline (Attorney General) +1 866-351-4889 https://www.511la.org
- Road Closure Hotline +1 800-469-4828
- American Press http://www.americanpress.com
- LA Department of Children & Family Services http://www.dss.state.la.us
- LA Department of Health and Hospitals http://www.dhh.state.la.us
- LA Department of Transportation http://www.dotd.louisiana.gov
- LA Department of Environmental Quality +1 337-491-2667
- LA Department of Natural Resources +1 225-342-4500
- LA Emergency Preparedness Office +1 225-925-7500
- LA Hazard Mitigation Division +1 225-267-2523
- LA Health and Hospitals +1 337-475-3200
- Beauregard Electric +1 800-367-0276 http://www.beci.org
- Beauregard Parish – LEPC +1 337-463-3281
- Beauregard Health and Human Services +1 337-463-4486
- Beauregard Electric +1 888-367-0275
- Beauregard Office of Emergency Services +1 337-460-5442
- Calcasieu Parish Homeland Security +1 337-721-3800
- Calcasieu Parish LEPC +1 337-439-9911
- Calcasieu Health and Human Services +1 337-721-4030
- Calcasieu Office of Homeland Security +1 337-721-3800
- Cameron Parish LEPC +1 337-775-7048
- Cameron Health and Human Services +1 337-775-5368
- Cameron Office of Emergency Preparedness +1 337-775-7048
- Cleco Corporation +1 800-622-6537 http://www.cleco.com
- Centerpoint Energy +1 800-477-0177 http://centerpointenergy.com
- Entergy +1 800-ENTERGY
  http://wiewoutage.entergy.com/la.aspx

ATTACHMENT A

WELL CONTROL EMERGENCY PLAN

24 HOUR RESPONSE 1.713.849.2769
CUDDWELLCONTROL.COM

ENGINEERING THE FUTURE OF WELL CONTROL

Cudd Well Control is a division of Cudd Pressure Control, Inc.

24 HOUR RESPONSE

1.713.849.2769

Cudd Well Control (CWC) is a recognized leader in well control engineering and critical well intervention services for onshore and offshore environments. CWC has provided well control and well recovery services for drilling, workover, and production emergencies around the world since 1977. CWC, a registered professional engineering firm (registration number F-11840), provides first-class engineering and critical well intervention services to identify risks and design solutions that increase production efficiency. CWC is an ISO 9001:2008 certified company.

PREPARE FOR THE WORST.

PLAN WITH THE BEST.

CWC is strategically positioned to respond to operations around the world, working to help mitigate risks for oil and gas producers, drilling contractors, well servicing companies, regulatory agencies, insurance providers, academic institutions, and underground storage operators. to help mitigate risks. We help you prepare for emergency situations through advanced planning and training programs to uncover vulnerabilities and establish procedures for a safer, more productive working environment.

Our personnel are our most important assets. We make safety a priority in every situation. CWC's highly experienced, certified engineers and well control specialists are accustomed to working under different well control conditions, using various specialized tools at a mastery level. By maintaining current training and up-to-date knowledge on the latest technology and proven techniques, we're poised to give our best at a moment's notice. Our team stands ready to put their experience and training to work anywhere in the world. From establishing safe work zones to ensuring the safety of the equipment, you can count on CWC to do it the right way.

WELL CONTROL SERVICES

When faced with a critical well event, trust an experienced, reliable resource to resolve your situation quickly and safely. CWC responds promptly to assess the situation and develop a plan of action to resume your operations.

Applications

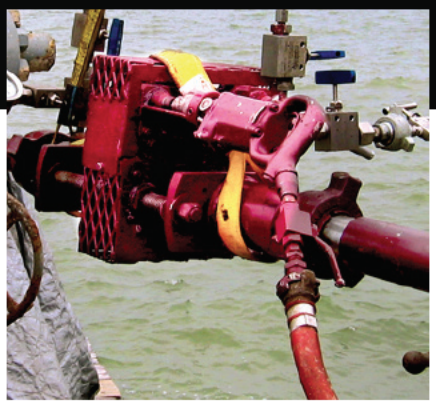
- Well control and kick resolution
- Subsea well control
- Oil and gas well firefighting
- Blowout response
- Well recovery operations
- Surface intervention
- Pressure control

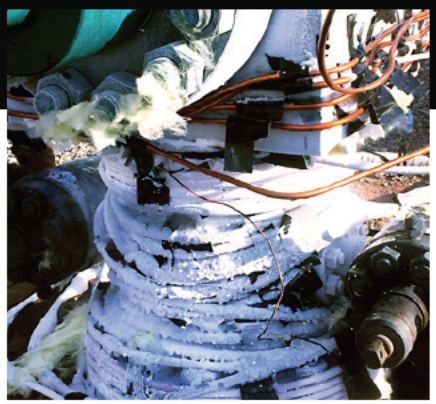
SPECIAL SERVICES

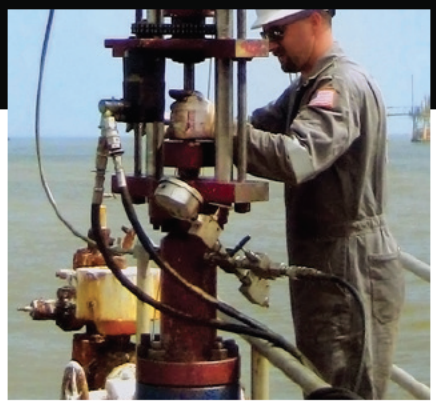
We deliver custom-engineered, cost-effective solutions for critical well intervention services in a range of applications, tackling events in even the most demanding environments. Combining our extensive expertise and experience with pioneering technology, we're able to overcome unique challenges safely, efficiently, and reliably while minimizing non-productive time.

Applications

- Surface and subsea hot tap operations
- Dry ice and cryogenic freeze operations
- Gate valve drilling







ENGINEERING SERVICES

Our experienced engineers and specialists are dedicated to ensuring the safety and functionality of your investment. We partner with you to identify operational vulnerabilities and develop plans that reduce your risks.

Applications

- Rig inspections/well control equipment inspections
- Relief well planning and execution
- Kick modeling
- Drilling plan reviews
- Blowout contingency and action plans
- Regulatory compliance verification
- Shear test verification/witnessing
- Dynamic kill planning and modeling
- Gas dispersion modeling
- Gas storage facility audits
- Well control drills
- Workover/completion audits
- Basic/advanced well control crew training
- High-pressure/high-temperature contingency planning

WE WORK UNDER PRESSURE SO YOU DON'T HAVE TO.

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CUDD ASSURED FULLY AUTOMATED WELLHEAD AUDITS SAVE TIME, MONEY

CUDDASSURED™

Rapid Access to the Data You Need

Cudd Well Control's next-generation wellhead inspection automation software, powered by CuddAssured, leads the industry with a combination of software development expertise and unparalleled asset protection. Starting from a client-centered approach, our research and development team engineered a remarkable program that revolutionizes wellhead audits, saving operators significant time and money.

Software Features:

- Low-cost audits performed quickly, efficiently on convenient mobile device
- Use of handheld device allows for quick delivery of audit information on the spot, in the field
- Access the info you need—when you need it—with real-time data uploads to the cloud
- Every bit of information remains protected with our triple-encrypted online security measures

Experience that Works for You

The CuddAssured wellhead audit from Cudd Well Control covers all the traditional aspects of a thorough investigation, including pressures, valve functionality, and potential corrosion. We go a step further to ensure that all findings are tied into API Specifications 6A, guaranteeing your equipment is operating at its best. And if it's not, you have decades of well control experience at your service.

Additional benefits of a CuddAssured wellhead audit:

- Upon inspection and finding of minor or even critical issues, we will develop a solution to fix or repair the well
- With permission, our team will fix or replace pressure gauges, needle valves, and other easily accessible equipment
- Through wholly in-house services and the CuddAssured automated audit program, your operation will experience results in minutes, not days

By harnessing the power of CuddAssured's Wellhead Audit automation, you will gain unprecedented access to wellhead data in a matter of minutes rather than days.

Click here to watch demo

WELL CONTROL SYSTEM SURVEY

Overview

The Well Control System Survey is specifically designed for each site (drilling, workover, snubbing, coiled tubing, frac) to encompass the various systems on location in all environments (land, offshore, inland waters).

We conduct the well control system survey (WCSS) to cover all well control components and subsystems rigged up in their operational mode typically after surface or intermediate casing has been set and prior to or at drillout. This allows for the WCSS specialist to assess and inspect the system as it would function in the event of a well control situation, such as a kick or diverting operation.

The purpose and goal of the survey is to identify the system(s) or the system components that may not comply with standards set forth by the American Petroleum Institute (API), International Association of Drilling Contractors (IADC), sound engineering and operational reasoning, as well as the decades of experience established by Cudd Well Control.

The WCSS specialist documents, lists, and categorizes observations from tiers 1, 2, and 3 along with action-based remedies based on Industry Standards (API and IADC) and Recommended Safe Practices along with the well control experience of Cudd Well Control.

While WCSS may identify certain observations based on tiers 1, 2, and 3, compliance with such recommended or suggested actions shall not imply any additional guaranty or warranty of any kind.

Components and Subsystems Evaluated

- Accumulator system
- BOP equipment system
- Kill line valves & kill line system
- Choke line valves & choke line
- Choke manifold system
- Mud-gas system
- Active pits system
- PVT system
- Degasser
- Trip tank
- Standpipe system
- Rig floor equipment
- Preparedness
- Condition and readiness
- Drills, testing & rig up
- Target well monitored

WELL CONTROL ASSESSMENT TRAINING

Overview

Rig crews and their use of the associated well control equipment are the first line of defense for recognition and containment.

The goal is prevention of oil and gas well control events or minimization of the event. Cudd Well Control believes properly trained rig crews should have a full understanding of their well control equipment systems, responsibilities and how to respond to an event. This will greatly enhance their collective ability to prevent and/or control any escalation of a potential well control event. Prevention of an escalation of an event is paramount to your company's success.Cudd Well Control's goal is to provide a professional and consistent approach to ensure competency of everyone involved in all aspect of well control.

The Cudd WCAT module was developed to provide well site personnel with the necessary information to recognize indicators and properly respond. The module will accomplish the following:

- Assess all personnel / teams on site for their assigned responsibilities prior to a kick, during and after
- Training tools to further enhance the crews understanding of their assignments and their equipment knowledge

The methodology will comprise:

- Interactive questioning by the Assessors/Trainers of the crew concerning their job responsibilities.
- Immediate clarification to crew if found deficient or weak in their understanding.
- Review their understanding of the equipment they will use, and the importance of its use.
- Immediate response of equipment information/use to crew if found deficient or weak in their understanding.
- Involvement of ALL personnel on site (including but not limited to Company Man, Toolpusher/Rig Manager, Driller, Derrick Hand, Floor Hand, Motorman, etc.)

Each crew/tour concludes their WCAT with a comprehensive re-cap of the training, key point(s) and an open question and answer interaction.

Typical Items Assessed

- Competency
- Job Responsibilities
- Knowledge of Operations / Procedures and Equipment
- Response Skills during a
- Well Control Situation
- Training Tool
- Understanding of Well
- Control Equipment Systems
- First Line of Defense
- Proper Shut–In Procedures
- Differences of Water
- Based & Oil Based Kicks
- Driller Method or Wait & Weight Kill Method
- Understands the BOP Stack
- Site Emergency Response Checklist
- Daily inspection of TIW & IBOP
- Knows Purpose of SIDPP
- Understands Manual
- Choke, Hydraulic Choke and Panic Line Alignment

WELL CONTROL EMERGENCY PLAN/ WELL CONTROL ACTION PLAN

Overview

The well control emergency plan (WCEP) establishes a protocol for designated team members to safely respond and manage a well control emergency under the ICS system. The WCEP will include drilling, completion, and production provisions as well as multi-well pad considerations, such as prevention of collateral damage, how to deal with emergency well control operations with other wells in close proximity, and capping and control considerations and mitigations/options.

This plan covers the following topics:

- Securing wellsite, all personnel accounted for
- Attend to all Injured personnel
- Notification procedures (corporate, state, and local)
- Well control event levels defined
- ICS roles and responsibilities for response team at wellsite and office
- Data forms for documentation of essential information
- Approved vendor contact list for specialized equipment, materials, and services often required during a well control event

The well control action plan (WCAP) includes sections, with each designed for a specific purpose covering the plan of action. The WCAP provides anyone involved in an emergency well control event, regardless of magnitude, to refer to a plan and initiate a response. This is not a full or comprehensive document. However, the document can be bridged to any existing comprehensive plan and will cover all aspects of a well control emergency.

Following the development of either the WCEP or WCAP, drills can be scheduled and revisions can be made based upon any items identified during the drills or substantial changes to scope or type of operations.

Typical Outlines for WCEP / WCAP

- Incident Class / Type Definitions
- Well Control Emergency Contacts
- Incident Command Contacts
- Field / Asset Map
- Regulatory Agency Contacts
- Local Agency Contacts
- Blowout / Fire Service Contacts
- Emergency Service Vendors
- 3rd Party Services
- Incident Command Structure
- Great White Well Control Response Team
- Emergency Response Checklist
- Site Emergency Response Checklist
- On-Scene Commander Incident Report
- Well Control Data Sheet
- Drilling Operations
- Completion Operations
- Workover Operations
- Producing Operations
- Coil Tubing Operations

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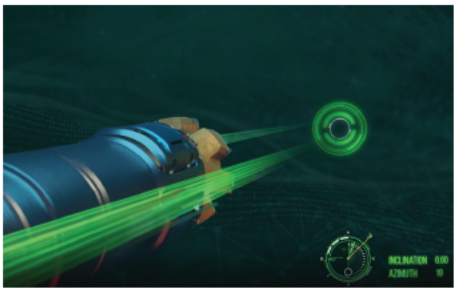
RELIEF WELL PLANS & RELIEF WELL EXECUTION

Overview

Cudd Well Control offers a full range of relief well planning and execution services designed to deliver timely solutions during critical well control events. Relief well pre-planning for permitting and equipment selection has proven instrumental in mitigating, or even eliminating, the risks of a nonresolution after employing conventional methods to control the well. Due diligence reduces stress.

A relief well serves as a method to intercept and kill a blowout well when surface or direct intervention may require an extended period of time or when unacceptable risks are present for capping or direct intervention. When planned and executed properly, relief wells are highly successful.

It's common to spud a relief well before or during a capping operation as a contingent method of resolution, known as a dual strategy. A relief well is designed based on the best kill strategy(s) for success. The well kill design requirements will drive the detailed design of the relief well.



Once the target well is intercepted and killed, the relief well can be plugged or possibly converted to a replacement well; this, however, is not the typical case. Whether it is relief well pre-planning for regulatory or due diligence purposes or in an emergency, we are here to assist.

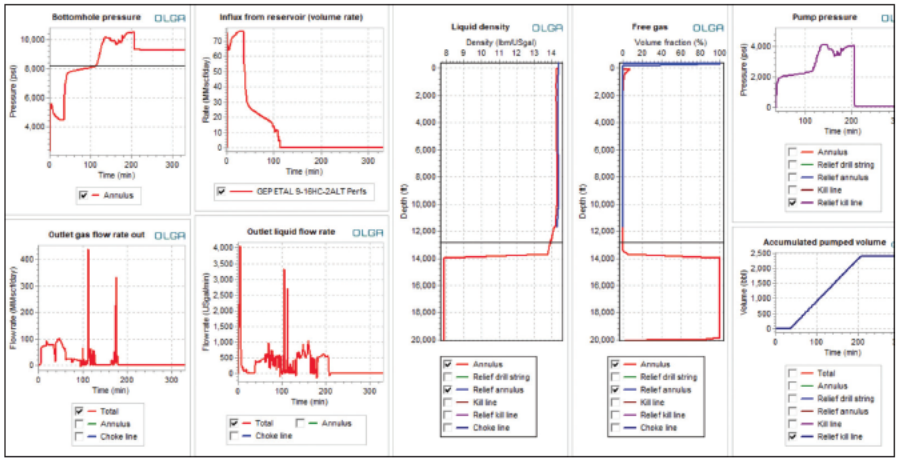
Why a Relief Well

- Surface equipment damaged beyond use or inaccessible
- Surface intervention options present unacceptable risks
- Dual strategy when combined with direct intervention
- Relief well may provide faster remedy than direct intervention

Basic Steps of a Relief Well

- Determine relief well location
- Relief well rig position surveyed
- Drilling begins
- Set casing(s)
- Continue directional drilling
- Target well pass by (option)
- Run initial proximity ranging runs
- Confirm target well location
- Track target well
- Alignment confirmed with ranging runs
- Drill to point of interception
- Alignment and angle confirmed
- Intercept target well
- Kill target well
- Target well monitored

WELL KILL MODELING & REAL-TIME KILL ANALYSIS



Simulations Analysis

- Underbalanced Operations
- Blowout Control
- Well Control
- Pressure Control

Information for Dynamic Kill

- Kill Mud Density
- Kill Mud Volume
- Dynamic Kill Pump Rate
- Dynamic Kill Pump Pressure

Benefits

- Various Scenarios
- Multi-phase Flow Simulations
- Graphics
- Skilled Users
- Real Time Support

Overview

Active well kill modeling and real-time kill analysis has been proven to be a valuable risk management tool for operators in support of pre-planned and ongoing drilling operations. Modeling software has the ability to simulate kick behavior of a well, allowing for the determination of kill methods with the ability to change mud weights, pump rates, and equivalent circulating density as required. With additional well data incorporated into the modeling program, further information can be developed to assist operators with DS design, FIT/LOT/EMW, casing shoe placement, and the identification of potential lost circulation possibilities.

Dynamic kill modeling is a valuable tool that has been successfully used to control and kill blowouts. The technique pumps weighted drilling fluids calculated by the model down the wellbore at higher pump rates. The specific fluid dynamics created by this pumping method greatly enhances the friction within the wellbore, thereby controlling the flow successfully killing the well.

Cudd Well Control uses Drillbench Dynamic Well Control and Blowout Control program to conduct well kill modeling and real time kill analysis for our clients.

RISK & PROJECT MANAGEMENT

Overview

Cudd Well Control offers a broad range of professional risk and project management services based on sound engineering principles that are founded in decades of well control experience. Specifically designed to address the requirements of the global energy and marine industries, our risk and project management services incorporate a safety-first maxim that anticipates change and delivers proven solutions *before* problems arise.

Our overall approach to these services is unique to each and every need to meet the exact requirements of your specific projects. From pre-risk condition surveys to the most complex claim management project, our team of seasoned industry professionals is prepared to help optimize your operations.

Risk Management Services

- Drilling and workover equipment condition and evaluation surveys/audits
- General oil and gas equipment condition and evaluation surveys/audits
- Equipment stacking verifications surveys
- Onshore drilling and production wellsite condition and evaluation surveys/audits
- Due diligence surveys/audits
- Site-specific and general claim management response plans

Post Incident Claim & Project Management

- Wreck removal, clean up, and restoration
- Repair and reconstruction of equipment and facility
- Well control/re-drill and wellsite restoration
- Services procurement, cost monitoring, and scheduling
- Claim documentation and cost management

General Project Management

- General repair and upgrade construction
- General and critical equipment mobilization and demobilization
- Services procurement, cost monitoring, and scheduling

ATTACHMENT B

MIDSTREAM OPERATIONS EMERGENCY RESPONSE PLAN

Sempra®

Emergency Operations Plan

Cameron Interstate Pipeline LLC
A SEMPRA ENERGY DEVELOPMENT

LA Storage LLC

SECTION A: Emergency Operations Plan
SECTION B: Business Recovery Plan

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Emergency Operations Plan

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Emergency Operations Plan

Section	Revision Date	Revision Summary
A-1 General Issues	12/14/07	Update contact info
All	12/14/07	Format Update
A-1 General Issues	5/28/08	Update contact info
A-1 General Issues	8/5/08	Update contact info
A-1 General Issues	8/20/08	Annual Review; Update contact/Driving Directions
A-1 General Issues	8/13/09	Annual Review; Update contact information
A-1 General Issues; isolation; driving directions	8/10/10	Added Bay Gas new facility
A-1 General Issues	10/12/10	Annual Review; Update contact information
A-1 General Issues	2/14/11	Update contact information
A-1 General Issues	12/5/11	Annual Review; Added MSH new facility
A-1 General Issues	4/20/12	Update contact information
A-1 General Issues	6/19/12	Update contact information
A-1 General Issues	7/30/12	Update contact information
A-1 General Issues	8/6/12	Update contact information
All	10/11/12	Annual Review; Changed document logo from P&S to USGP
A-1 General Issues	08/10/16	Added Cavern Emergency Decision Trees
All	08/15/17	Annual Review; Changed document logo and references throughout from USGP to LNGM
A-8 Alternate Communications	08/15/17	Added reporting times for each location for GC communications
A-9 Emergency Equipment, Supplies, & Contractor List	11/29/17	Added as a new section
A-1 General Issues	8/29/18	1.1 - added first sentence; 1.2 - added information about reviews and training, updated hardcopy location list; 1.3 - added personnel description summaries, updated ICS information; 1.4 - added first 3 paragraphs; 1.5 - updated contact information based on recent organization changes
A-2 Emergency Operation Procedures		Updated section 2.5.1 with employee titles and add reference to SPCC
A-3 Natural Disasters		Added Lightning section
A-9 Emergency Equipment, Supplies, & Contractor List		Updated Contractor List
A-1 General Issues	3/26/19	Update contact information

All	3/26/19	Changed document logo and references throughout from LNGM to Sempra.
All	4/16/19	Changed document logo and references throughout from LNGM to SLNG
All	8/13/19	Updated to reflect removal of Bay Gas Storage and MS Hub Companies from the plan. Sale transition period ended on 8/7/19. Also updated the plan to reflect personnel changes

Section 1 – General Issues

1.1 Plan Overview

When Company facilities are involved in an emergency, Company personnel shall take the appropriate action to safeguard human life first and then protect Company and private property and maintain or restore operations, when possible.

The Emergency Operations Plan (EOP) includes all the information, tools and action plans, which are developed, compiled and maintained to prepare the business unit to respond and resume its critical functions in the event of an emergency or incident that disrupts normal business operations.

Critical functions are those activities which must be performed in order to prevent the organization from becoming temporarily ineffective and threatening the corporation's profitability or survival. Critical functions may also be described as those that have a significant impact on safety, energy delivery or service delivery.

The information in this plan should be considered a proprietary document, and the contents of this document should be considered Company Confidential.
This manual is to be utilized by Sempra LNG Gas Operations assets. The procedures in this manual are designed to:

- ❑ Facilitate quick and proper reaction to an emergency situation with a priority toward protecting human life first and then property;
- ❑ Comply with the provisions of our *Operations and Maintenance Manual;* and
- ❑ Comply with the minimum safety standards of the U.S. Department of Transportation (49 CFR 192.615/617).

These procedures do not replace responsible action based on experience, but they do establish guidelines on the issues and people involved in an emergency.

1.2 Plan Maintenance, Review, and Distribution

The business unit will review on a continuing basis all planning assumptions and strategies, update all contact information for employees and customers, and ensure that the procedures reflect all changes in business operations. In addition to the continuing review, the EOP will be reviewed each calendar year, not to exceed fifteen months by the Operations team. This annual review will be documented on **Form OM000-03 (EOP Annual Review)**. The business unit will perform at least one annual exercise of the Emergency Operations Plan. A review/critique of the exercise should be recorded on **Form OM000-12 (Incident/Mock Emergency Evaluation and Critique)**. Records of the annual review and exercise/drill will be maintained for five years.

Manuals will be made available either electronically or hard copy. Hard copies are typically maintained at the following locations:

- ❑ Field Operations Office
- ❑ Field personnel assigned vehicles
- ❑ Gas Control locations
- ❑

> At a minimum, manuals issued to Field personnel with assigned vehicles will contain all information about areas in their normal work zone.

Facility management will ensure that the EOP is reviewed annually with each employee to verify emergency training is effective. New employee orientation shall include training on the EOP. Training will be recorded on **Form OM100-02 (Training/Meeting Roster)** and maintained for 5 years.

Training and/or exercise should include the following, but not limited to:

- Understanding offensive and defensive roles in various emergency response scenarios and any specific roles for which trainees may be responsible
- Using Company communication systems and alternate communication methods
- Organizing and actively taking part in an incident command system
- Locating isolation valves
- Responding to media questions
- Interacting with public officials
- Where to meet in the event roads to the station are impassable and/or communications are unavailable
- Appropriate control, containment and clean-up procedures

1.3 Emergency Responsibilities

Personnel Description Summaries:

Employee

The first employee detecting or notified of an emergency is responsible for:

- If notified of a potential emergency, investigate to determine if actual emergency situation exists
- Actuating an Emergency Shutdown (ESD) if warranted (some emergencies don't require ESD)
- Notifying emergency personnel
- Notifying the person in charge or Gas Control, depending upon the site-specific EOP requirements
- Initiating the site-specific EOP
- Initiating defensive measures to control the emergency if these measures can be taken safely and only if the employee has been trained in emergency response, including the Incident Command System or has completed eight-hour Hazardous Waste Operations (Hazwoper) and Emergency Response operations level training
- If expected to respond offensively (e.g., to stop a hazardous materials release or perform as an incident commander), a minimum 24-hour Hazwoper incident command and technician level training course must also be completed.

If an employee has not completed emergency response training, including those listed above, he/she shall not initiate defensive measures but shall complete notifications.

Person in Charge

The person in charge is any employee with operational responsibility (a supervisor, crew leader operations coordinator, foreman, manager, engineer, etc.) who has received training in the ICS, emergency response or local training per the site-specific EOP. The person in charge must:

- Have access to this procedure and the site-specific EOP
- Verify the site-specific EOP has been initiated. If not, immediately initiate the site-specific EOP. If site-specific EOP has been initiated, assume control. Notify the Manager or Operator.
- Gather information on the emergency
- Implement actions to stabilize the situation, coordinate and document all telephone calls, conversations, pressures, etc. pertinent to the emergency until relieved of the responsibility by a higher level of management.

Emergency Response Coordinator

In the event of a major emergency, the Crisis Management Team (CMT) may send an Emergency Response Coordinator to the site to provide on-site field CMT representation. The Emergency Response Coordinator will work in conjunction with the Accident Investigation Team, which will handle the investigation and with the on-site Incident Commander, who will resolve operating problems and return the facility to service.

Facility Manager

The Facility Manager can be the Incident Commander in the action plans for the three levels of incident classifications (see Attachment A) or can delegate the responsibility to another trained individual.

Incident Command System (ICS):

Sempra LNG operates under the Incident Command System (ICS). The system establishes one person as the Incident Commander, who is responsible for overall control and coordination of emergency and crisis response efforts.

All employees are responsible for initiating emergency response procedures. The initiating employee is considered the Incident Commander until relieved.

The ICS organization is flexible. It may require a single individual to fill multiple positions in small, less complex events. Likewise, multiple individuals may be required to satisfy the duties of a single position in a larger, more complex event.

Incident Command will typically begin at the local level. Once it is determined that the incident cannot be effectively managed at the local level, Incident Command will be transitioned to the Corporate level and duties will be reassigned. Any change to Incident Commander will be by mutual agreement of all parties. Changes are to be communicated immediately to all affected personnel. See Attachment A for additional information about the ICS.

The ICS is an organized, coordinated management system established to respond to an emergency and is typically comprised of personnel assigned to perform the functions listed below (titles may vary). These functions depend on available personnel, facility size and emergency event level:

- The Incident Commander will designate a qualified individual to ensure site, public and employee safety; establish the site safety plan; coordinate environmental response; maintain contact with the Operations Compliance Department as required; maintain contact with local, state and federal emergency response organizations or other agencies as necessary
- The On-Site Coordinator handles on-site activities
- The Logistics/Planning Coordinator obtains necessary response equipment, materials, contractors, other company personnel, etc.
- Financial/Administration arranges for humanitarian assistance, lodging, meals, etc. and manages purchase orders, contacts, etc.

Incident Commander

The Incident Commander is responsible for managing the emergency response and will coordinate these activities:

- Establishing a command post, assembling the ICS team and assigning team member responsibilities
- Assessing priorities: safety first, stabilization second
- Accounting for locations of all personnel who were in the area/facility at the beginning of the emergency
- Implementing the site-specific EOP
- Providing on-site supervision of response activities
- Assessing and deploying needed resources and coordinating activities
- Serving as or providing for an emergency event safety officer to be responsible for preventing injuries and/or death
- Maintaining communications with regional management, Gas Control, and Crisis Management Team (CMT) throughout the response
- Coordinating activities of and responding to outside agencies, the CMT (represented by the Emergency Response Coordinator) and the Accident Investigation Team
- Coordinating response to initial contacts with local press and governmental agencies
- Returning the facility to normal service
- Completing all reports associated with the emergency
- Ensuring an investigation is conducted to determine the event's root cause and to develop corrective actions to prevent recurrence
- Coordinating the emergency response critique with the post-investigation team.
- The Incident Commander is authorized to provide immediate short-term services to respond to the needs of persons affected by the emergency (i.e., housing, meals, clothing and local transportation, etc.).

1.4 Incoming Emergency Calls

Emergencies are usually reported to operations by a private citizen, a public emergency response officer or a field employee.

When informed of an emergency by a private citizen, operations personnel will obtain as much detail as possible and call a designated field employee to investigate the status. Employees on the scene will respond to the emergency immediately.

Field personnel shall immediately communicate information about the emergency to a manager, who will promptly initiate the appropriate notification system. In the event the manager cannot be reached immediately, field personnel will initiate notification to the Operations Compliance personnel. Designated personnel shall communicate reportable incidents by telephone to regulatory agencies as soon as possible and within the regulatory reporting requirements.

When taking an emergency call the following form should be completed (see Attachment B for forms to be used in case of arson or bomb threat call or extortion/terrorist call):

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Emergency Operations Plan

INITIAL INCOMING EMERGENCY CALL INFORMATION

Date of Incident:		Call Received (Time):	A.M or P.M (circle one)
Name of Caller:		Call Received By:	
Location of Caller:		Phone Number of Caller:	
Location of Emergency:			
Description from Caller:			
INCIDENT DETAILS	**INCIDENT NAME**		
Type o f Incident: ☐ Leak ☐ Rupture ☐ Outside Force ☐ Spill/Release ☐ Storage Blowout ☐ Other:			
Time of Incident:		Date/Time Confirmed Reportable to DOT	
Incident Details – Site Secured? ☐ Yes ☐ No			
LEPC/Local Agencies/Units Responding (On-Site):			
Determine if caller is safe. If not, tell caller to set the phone down without hanging up, move to safe location, and call back from there. An emergency remains your responsibility until you are relieved and it is turned over to the proper representatives.			
Site Wind/Weather Conditions:			
Operating Area:		Nearest Street/Road:	
Station Number/Name:		City/County or Parish:	
Line Number/Name:		Latitude/Longitude:	
Mile Post No./Station No.:		Drug & Alcohol Testing?	☐ Yes ☐ No
Affected Valve Section(s):		Fire? ☐ Yes ☐ No	Time extinguished:
Injuries or Fatalities?	☐ Yes ☐ No	Customer(s) Affected?	☐ Yes ☐ No
Details:			
Evacuations?	☐ Yes ☐ No	Details:	
Company Property Damage:			
Public Property Damage:			
Environmental Impact?	☐ Yes ☐ No		
Details:			
Any officials on scene, such as police, fire, ambulance:	☐ Yes ☐ No	Name/Description:	
Are there any special conditions such as:	Houses or Buildings	Roads or highways	
	Railroad	Other	
OPERATING CONDITIONS AT TIME OF INCIDENT			
Est. pressure @ time of incident		Other Details:	
Normal Pipe Size (inches):			
Any other important information:			
Instructions to caller:			
Company Response:			
Person Receiving Call:			

1.5 Notification and Escalation Procedures

Notification of an emergency follows the procedures outlined in the Sempra Energy Corporate Communications Policy. An event will normally be reported to the most senior company manager on-site who, if required, will report it to Corporate Emergency Services, who will notify Sempra Energy Senior Management.

Use the contact information below as a guideline for making notifications. Circumstances and common sense may dictate a change in the order of these calls. Be prepared to communicate as much information as possible about the incident as well as the incident severity according to the criteria in the Incident Classification table (Attachment A).

Notification Process

1. Notify the Emergency Response Coordinator (who will act as Incident Commander until relieved, as well as make notifications to Headquarters):

Name	Office	Home	Mobile
Cameron Pipeline Manager-Stoney Sportsman	(337) 527-2260		(337) 317-0134
LA Storage Facility Manager-Stoney Sportsman	(337) 527-2260		(337) 317-0134
Sempra LNG Director Operations – Chip Berglund	(281) 423-2725		(337) 263-7558
Sempra LNG Chf Asset Mgt & Optm Ofcr – Amy Chui	(619) 696-2468		(619) 548-6154 (619) 517-5539

2. Call out appropriate key Facility response personnel.
3. Call Corporate Security at 619-725-8614 (619-725-8611 for emergencies) during normal work hours or toll free 888-553-2287 (Mission Control – SDG&E) after hours.
    a. Tell the person answering the call that "**you need to speak to the on-call agent immediately**".
    b. The agent will notify other personnel in Sempra LNG and Corporate as necessary.
4. For situations requiring immediate media-related assistance, contact the 24-Hour Media Relations at 877-866-2066.
5. Call local and state agencies and miscellaneous groups, as necessary.

Facility Personnel

Local Area

Name	Title	Office	Home	Cell
Stoney Sportsman	Facility Manager	337-527-2260		337-317-0134
Bridget Harper	Business Coord	337-527-2261		337-540-2422
Darrell Langley	Pipeline Tech	337-527-2268	337-725-3315	337-241-5598
Scott Whitfield	Compressor Tech	337-527-2262	337-905-0465	337-317-3736
Ronald Dupuis	Compressor Tech	337-527-2267	337-598-4525	337-485-1253
Frank Hargrave	Compressor Tech	337-527-2256	337-526-4285	337-317-3284
Schuyler Gore	Compressor Tech	337-527-2257		337-287-6387
Garrett LeBlanc	Operator	337-527-2263	337-558-7162	337-532-2243
David Melancon	Operator	337-527-2263		337-476-9283
Kelly Howard	Operator	337-527-2263		337-842-7222
Brandon Fontenot	Operator	337-527-2263		337-476-9150

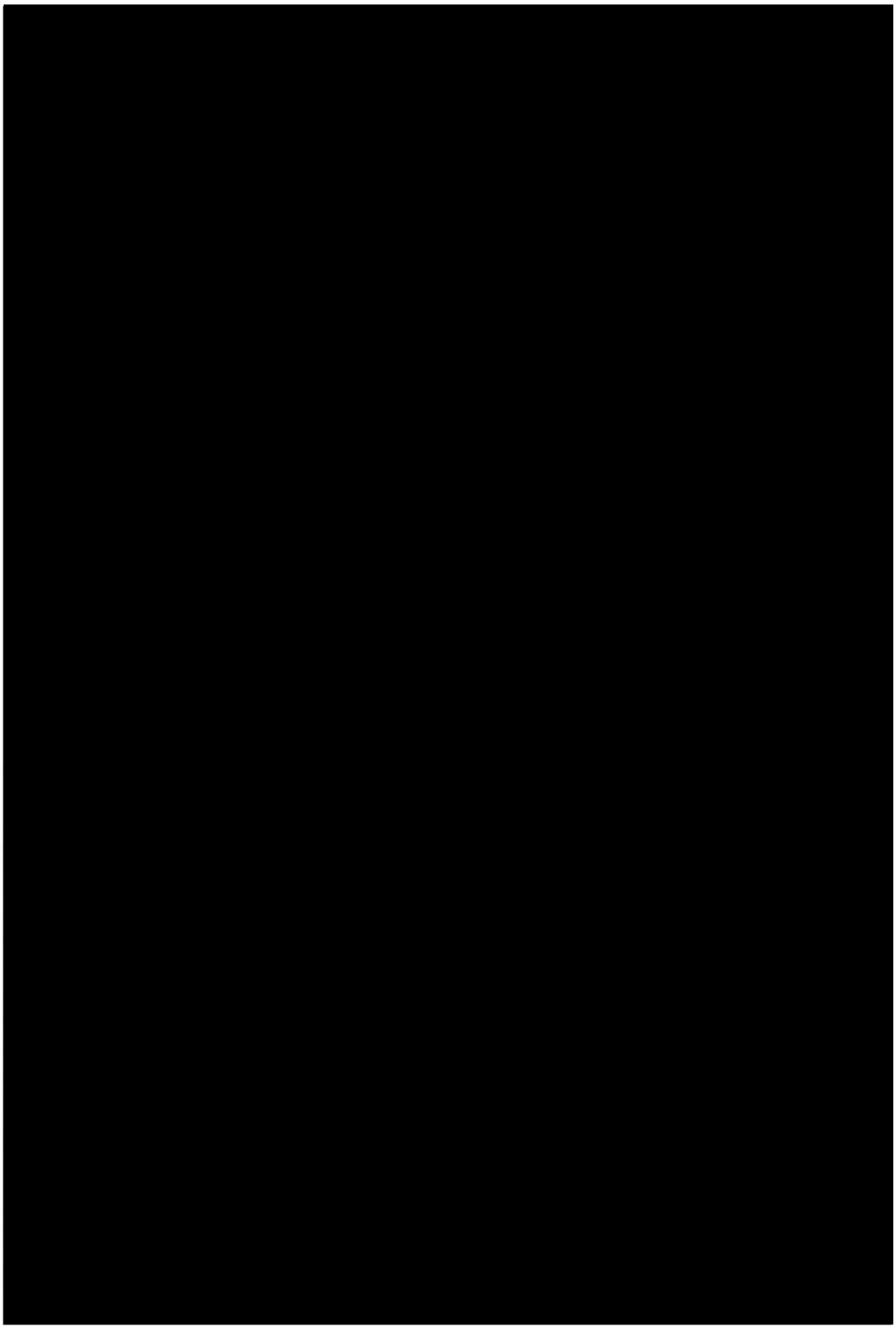
Other Numbers
Mainline – 337-527-2263
Fax – 337-527-2258
Control Room (Manned) – 337-527-2263
Security System Access (Kristin Goff) 619-696-2013 or 619-838-8016
- Badge, Pin Code, and Camera Device Failure Reporting
Cameron Interstate Pipeline Emergency – 866-279-6094
LA Storage Pipeline Emergency – 866 279 6094

Support Services

Name	Title	Office	Cell
O'Neal, Ryan	Chief Asset and Optimization Officer	619-696-2468	619-548-6154 619-517-5539
Berglund, Hugh	Dir - Operations	281-423-2725	337-263-7558
Cochran, Jerry	Sr. Construction Manager	619-535-4976	601-447-3860
Gilbert, Maurice	Chief Engineer	281-423-2736	713-206-6713
Huffman, Tommy	IT	281-423-2790	713-202-4152
Hutchinson, Michael	Business Mgr	281-423-2730	619-322-8532
Ross, Guy	Natural Gas Scheduler	281-423-2715	832-415-6407
Tomaski, Richard	Gas Asset Opt. Manager	281-423-2714	

EMPLOYEE RESIDENCE DRIVING DIRECTIONS FROM HOLBROOK

EMPLOYEE RESIDENCE DRIVING DIRECTIONS Page 2 of 3



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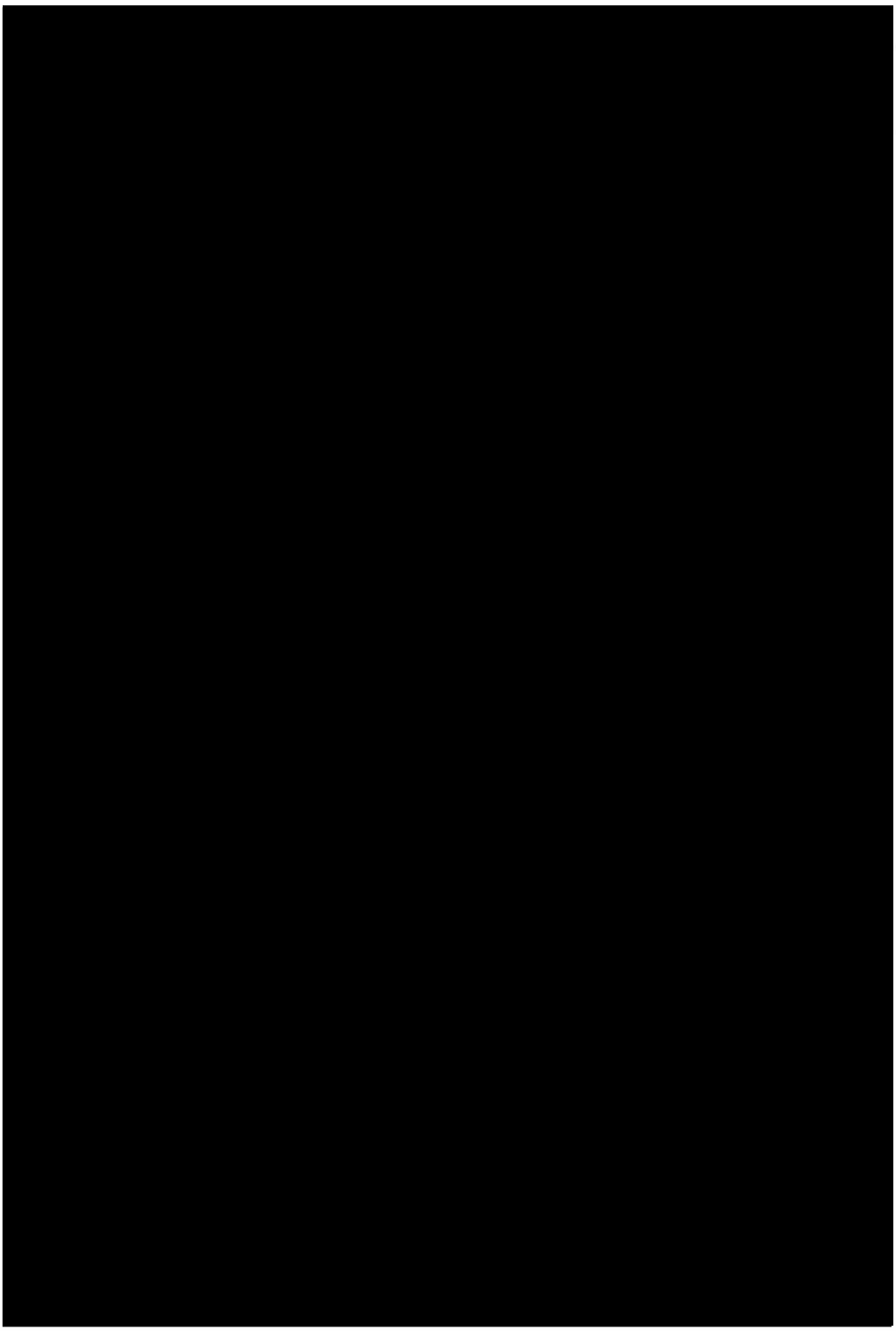


Agencies and External Contacts

Agency	Primary Number	Alternate Number
American Red Cross of Louisiana	(504) 620-3105	1-800-733-2767
Beauregard Electric (Holbrook and Ragley)	1-888-367-0275	1-888-367-0275
Beauregard Parish – Fire Department	911	
Beauregard Parish - LEPC	(337) 463-3281	911 – After Hours
Beauregard Parish - Sheriff	(337) 463-3281	911
Beauregard Parish – Out of Local Area 911	(337) 463-9542	Ask for 911 Operator
Beauregard Parish Health and Human Services	(337) 463-4486	
Beauregard Parish Office of Emergency Preparedness	(337) 460-5442	
Calcasieu Parish – Fire Department	911	
Calcasieu Parish - LEPC	(337) 439-9911	911 – After Hours
Calcasieu Parish - Sheriff	(337) 491-6655	911
Calcasieu Parish – Out of Local Area 911	(337) 439-9911	Ask for 911 Operator
Calcasieu Parish Health & Human Services	(337) 721-4030	
Calcasieu Parish Office of Emergency Preparedness	(337) 721-3800	
Cameron Parish - Fire Department	(337) 762-4777	911
Cameron Parish - LEPC	(337)-775-7048	911
Cameron Parish - Sheriff	(337) 775-5111	911
Cameron Parish Health & Human Services	(337) 775-5368	
Cameron Parish Office of Emergency Preparedness	(337) 775-7048	
LA Dept Environmental Quality (Lake Charles)	(337) 491-2667	(888) 763-5424
LA Dept Natural Resources	(225) 342-4500	(225) 342-5540
LA Emergency Preparedness Office	(225) 925-7500	(225) 358-5599
LA Hazard Mitigation Division	(225) 267-2523	
LA Health and Hospitals (Drinking Water)	(337) 475-3200	(225) 342-9500
LA State Police – Hazardous Material Hotline	(225) 925-6595	877-925-6595
LA National Guard	(318) 641-5600	
LA State Police	(337) 491-2511	(888) 225-5577
Salvation Army	1-800-728-7825	
US Corp of Engineers	(337) 477-5829	202-761-0011
US Federal Aviation Administration	(866) 835-5322	1-800-WX-BRIEF
US Federal Bureau of Investigations	(337) 433-6353	(504) 816-3000
US Fish and Wildlife Service	(337) 491-2587	
US National Response Center	(800) 424-8802	(202) 267-2675
	http://www.nrc.uscg.mil/nrchp.html	

Gas Control Contacts

Name	Title	Office	Cell
Philip Murphy	Sr. Gas Controller	281-423-2722	832-579-7193
Eva Benavides	Gas Controller	281-423-2722	832-428-8132
Brenda Anthony	Sr. Gas Controller	281-423-2722	281-483-4454
Open	Gas Controller	281-423-2722	
Joey Johnson	Lead Gas Controller	281-423-2712	832-530-0795
Max Maksimov	SCADA Technician	281-423-2737	832-418-3720

Houston Gas Controllers

- **281-423-2722 (Office)**
- **713-542-1903 (Primary Cell)**
- **713-483-4454 (Backup Cell)**

Cameron Interstate Pipeline Emergency – 866-279-6094

LA Storage Pipeline Emergency – 866-279-6094

1.6 Media Response

An emergency or crisis involving media and Sempra LNG Gas Operations assets could take many forms, including:

- A major hurricane, fire or other natural disaster
- Violence in the workplace, resulting in serious injury or death
- Kidnapping or extortion of a company employee
- Untimely death of a senior executive
- Terrorism
- Serious ethics or legal violations by an employee or several employees
- Unwanted environmental release
- Pipeline disruption

Responding swiftly in any crisis is critical to managing the situation effectively. Often the first few hours determine success or failure in crisis media management.

It is critical in any crisis that key management personnel and the Sempra Infrastructure Crisis Response Team be notified immediately:

NAME/TITLE	OFFICE	MOBILE
Paty Ortega Mitchell Advisor – Public Relations	(619) 696-2285	(619) 203-7362
J.C. Thomas Director – External Affairs	(619) 696-4610	(619) 871-2141

Sempra LNG Spokespeople

In the immediate aftermath of a crisis, no employee should speak directly to the media without first getting clearance from External Affairs. External Affairs will consult with members of the Sempra Infrastructure crisis management team to determine the appropriate spokesperson, the strategy and timing for responding to the media, and the content of any company response.

Media should be referred directly to the Sempra Energy media hot line, 877-855-7887. Sempra Infrastructure's primary contact for the media is Paty Ortega Mitchell and back-up spokesperson is JC Thomas.

Key management personnel may be called upon by Sempra Infrastructure and the crisis management team to act as spokespeople with the media. Anyone serving as a media spokesperson should have received professional media training in advance. External Affairs is responsible for coordinating professional media training for key personnel.

Further, Sempra Infrastructure has contracted with public relations firms in certain regions where the company owns major assets. In the event of a major incident at a Sempra LNG natural gas facility, firm representatives – at the request and direction of External Affairs – will provide immediate on-site media support.

Company personnel should tell any press at the scene that someone with responsibility for communicating with them will arrive soon.

Key Tactics

In any serious emergency, following are the key tactics in developing a crisis communications strategy to respond:

- ❑ Complete a thorough damage/situation/injuries assessment.
- ❑ Appoint a lead point person for both crisis management and crisis communications.
- ❑ Determine executive availability and identify media spokespeople at both the executive and management levels. Determine the appropriate spokespeople for different events (e.g., press briefings, media updates, one-on-one interviews).
- ❑ Develop a communications response strategy.
- ❑ Create an action plan for external and internal communications, including a strategy for communicating with key stakeholders throughout the crisis.
- ❑ Develop key talking points, including core message themes that potentially can be carried forward throughout the crisis. Include facts that reflect the status of the crisis and the company's response, as well as proactive steps taken by the company. Consult with Legal and Claims, as well other relevant internal departments, to approve messaging.
- ❑ Develop press releases/media statements and employee updates (via e-mail and/or voicemail) as necessary. Use social media (especially Twitter and YouTube), as appropriate, to help broaden communications reach.
- ❑ If press briefings are necessary, identify a suitable briefing room or area clear of the incident area and procure necessary A/V equipment. Arrange escorts for media within the building, to and from the press briefings.
- ❑ Monitor ongoing media coverage and respond/adjust messaging as appropriate. Schedule regular updates for the Crisis Management Team to share feedback from the media and other key stakeholders; discuss next steps in communications.
- ❑ Schedule regular updates for the Crisis Management Team to share feedback from the media and other key stakeholders; discuss next steps in communications.
- ❑ Identify spokesperson to notify regulatory officials or Balance Authority Area operators, if required.

Media Spokesperson Guidelines

For anyone who is called upon to be a media spokesperson, as pre-approved by External Affairs, the following guidelines apply. Refer to the list of do's and don'ts.

Do:	Don't:
Stick closely to your message points.	Speculate or stray into other issues outside your expertise. Don't respond to hypothetical questions.
Always try to frame your answers in positive terms.	Say "No Comment." Doing so makes you seem guilty or evasive.
It's always OK to say: "I don't have that information, but I will try to get back with you as soon as possible."	Guess at an answer.
Be truthful.	Think that you have to relay everything you know, but it does mean that the information you provide should be, to the best of your knowledge, truthful and accurate
Get a brief list of facts	Estimate damages, speculate about who is at fault or on the cause of the crisis/accident, and don't comment on others' speculation relayed to you by reporters.
Be aware that anything you say can and should be on the record, regardless of what reporters promise you.	Speak on background, unless authorized to do so.
Stay professional and keep you cool.	Get combative or argumentative.
Focus on demonstrating concern and compassion for the situation.	Attempt to engage in humorous interchanges with the media
Identify yourself as the company spokesperson.	Discuss identities or medical conditions of injured or missing.
End interviews promptly after giving a brief summary of the facts.	Allow reporters to sightsee or wander around the crisis site.
Advise other employees to refer all inquiries to you.	Discuss confidential information within earshot of persons you do not know.
Set up a safe, secure area where reporters can be briefed.	

SAMPLE SCENARIO: VIOLENCE IN THE WORKPLACE

ACTION STEPS:

- Any employee who anticipates or witnesses a violent act in the workplace should call 9-1-1 immediately, as well as Corporate Security.
- External Affairs should report to the incident scene immediately and, working with Corporate Security, HR and public safety officials begin formulating a public response strategy.
- If media are on the scene before a member of the Crisis Response Team arrives, employees should not provide any information to the media or grant media interviews. Any requests for interviews or information should be referred to External Affairs and or the Sempra media hot line, 877-855-7887. The company's first responsibility is to deal with employees affected by the incident.
- Once a member of the Sempra LNG Crisis Response Team is at the incident site, he/she should immediately introduce himself/herself to the assembled media and make it clear that he/she will be the point of contact with the media.
- No identification of those involved in a workplace incident should be provided to the media without the authorization of External Affairs, HR, Corporate Security and the Legal Department. All talking points and media statements should be cleared with the above departments, Claims and other relevant internal departments.
- Incident command should be convened to assess the situation, monitor developments and take appropriate actions to respond.

TALKING POINTS:

- We're assessing the situation and gathering all the relevant facts about what happened today. Our first concern is for our employees and their families.
- Our company is committed to providing a safe and secure work environment for employees. We have a "zero tolerance" policy for workplace violence and threats in the workplace.
- Workplace security measures include uniformed guards at most facilities and electronic card access. The security presence is intended to deter violent behavior, while the electronic access cards are designed to keep unauthorized personnel from entering the workplace.
- We have approximately 17,500 employees worldwide. Workplace threats or violence are rare for our company, but they can happen to any company, anywhere.
- As we continue our investigation of today's incident, we will keep you updated.

Frequently Asked Questions About Pipeline Safety Program

What does the Storage Field or Pipeline do in an emergency?

We first determine necessary steps to protect life and then property. We call 911 and/or involve local officials. Our immediate next step is to dispatch responders to the site to isolate the affected section of the system. Concurrently, we assemble a team of experts from various areas of our company to address the emergency. Our main concern is the safety of the community and the response team. Once all safety issues are addressed, we begin assessing any property damage resulting from the incident. Further, we preserve the integrity of the site and work closely with local, state, and federal agencies to determine the cause of the incident and appropriate remedial measures.

What do the Storage Fields and Pipelines emergency response plans cover?

The plans outline the steps to be taken in the event of a fire, rupture, major leak, or serious incident occurring at or near one of our facilities. The plans are developed to prepare our employees and local emergency response personnel to handle emergency situations involving our facilities and to protect the public. The plans outline the roles and responsibilities of company personnel, contractor personnel, and local response personnel. Communication and cooperation with local organizations is a key component of the emergency response plans, and the feedback from these interactions is used in development and revision of the plans.

What do the Storage Fields and Pipelines do to prepare for an emergency?

Sempra LNG employees train for the roles they will fulfill in the event of an emergency. Emergency response training includes annual review of the emergency plan with employees at the local level, as well as annual local and corporate mock emergency drills. The company also holds ongoing public awareness and community education meetings to inform the public of the proper response to an emergency. In addition, Sempra LNG meets with emergency responders on a regular basis so that company employees and emergency personnel may work as a team when responding to an emergency situation.

How often are the Storage Fields and Pipeline systems monitored?

The pipeline is monitored 24 hours a day, seven days a week, using computer and telecommunications equipment that is located across the system. The system continuously monitors flow, pressure, and other data about the pipeline system. Readings are taken periodically at receipt locations, compressor stations, and delivery locations all over the system to control the flow of gas. Where the gas entering the system is known to be capable of exceeding tariff limits, gas quality data is recorded and transmitted to the facility. The pipeline can refuse to accept gas from operators if it does not meet the pipeline's tariff requirements. If there is a significant potential for receipt of poor quality gas, local gas control monitoring equipment is installed, which will automatically block flow from the receipt point in the event poor quality gas is tendered. Locations where the potential for quality violations is small or where the nature of the potential quality violation is less severe are monitored on a less frequent basis.

Section 2 – Emergency Operating Procedures

This section contains guidelines that you should use when dealing with emergencies. These actions are those required by, but not limited to, the pipeline safety regulations 49 CFR192.615 and .617 and are directed at protecting people first, then property.

All incident sites should be secured and preserved for post-incident investigations. Reference the Incident Classification tables on Attachment A as a guideline for classifying and communicating incidents or events requiring emergency response actions.

In addition to the actions warranted by the emergency, should the incident cause media interest, consult section **1.6 Media Response**.

The types of emergencies covered in this section include:

- Reported leak or fire inside or near a residence or third-party property
- Explosion or fire occurring near or directly involving a company facility
- Gas detected inside or near a building or a pipeline leak
- Operations with loss of communications
- Spills
- Uncontrolled flow from a storage well
- Threats of violence: Arson or bomb/Extortion/Terrorism
- Natural disasters

2.1 Reported Leak or Fire Inside or Near a Residence or Third-party Property

2.1.1 Station, Pipeline, and Storage

While receiving a call reporting a leak or fire, complete the Incoming Emergency Calls form in section **1.4**.

1. Determine if the caller and others in the vicinity are safe. If not, tell the caller to set the phone down without hanging up and move to a safe location, then call from the new location.
2. Gather all critical information using the *Incoming Emergency Calls* form (go to ***Incoming Emergency Calls*** tab— section 1.4).
3. If a fire has occurred and local responders have not been notified, call 911 or the applicable local emergency response group and relay information related to the incident.
4. Dispatch personnel to the scene to determine the location of the gas leak or fire.
5. If it is determined that the leak affects Sempra facilities, refer to section **2.2** of this *Emergency Operating Procedures* to determine the appropriate response based on the observations at the scene.
6. If it is determined that the leak or fire does not involve Sempra facilities, ensure that either the gas distribution company, the responsible party, or the fire department is responding to the incident. Document organization name, contact name, title, phone number, and time of discussion in the section marked *Company Response* at the bottom of the *Incoming Emergency Calls* form (section **1.4**).
7. Make notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to effectively classify and communicate the incident severity.

2.2 Explosion or Fire Occurring Near or Directly Involving a Company Facility

2.2.1 Station and Station Yard Piping

A. For stations without fire or smoke detection and automatic shutdown systems:

1. Sound the alarm and evacuate the building.
2. Activate the Emergency Shutdown System (ESD) for building, as appropriate—DO NOT reenter facilities until they have been secured and a safe environment is verified.
3. Assemble at a predetermined location for a head count and to determine course of action.
4. Call local fire department and Emergency Medical Services (EMS), if necessary.
5. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.
6. Ensure that the ESD system functioned properly.

7. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to effectively classify and communicate the incident severity.
8. If applicable, contact the closest FAA office to advise of any restrictions that need to be placed on airspace.

B. For stations with fire or smoke detection and automatic shutdown systems:

1. The alarm system automatically sounds.
2. Evacuate the area—DO NOT reenter facilities until they have been secured and a safe environment is verified.
3. Assemble at a predetermined location for a head count and to determine course of action.
4. Call local fire department and EMS, if necessary.
5. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.
6. Ensure that the ESD system functioned properly.
7. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to classify and communicate the incident severity effectively.
8. If applicable, contact the closest FAA office to advise of any restrictions that need to be placed on airspace.

2.2.2 Pipeline

If notified by phone (otherwise proceed to Step 2 below):

1. Gather all critical information using the Incoming Emergency Calls form (go to **Incoming Emergency Calls in section 1.4**).
2. Investigate pressure on system to determine whether any major changes indicate a rupture.

If pressure indicates a rupture:

a. Determine whether the pressure drop is on the suction or discharge side of the station and be prepared to describe the current pipeline flow conditions.

b. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.

c. Dispatch personnel to locate the scene of the incident and act as the On-Scene Coordinator (secure the site, determine injuries, render EMS help, survey and report damage at scene, preserve the scene, etc).

d. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (Attachment A) to effectively classify and communicate the incident severity.

e. Dispatch personnel to appropriate valve locations to isolate and bypass the rupture, if necessary (go to ***Isolation of Facilities*** in section 4).

f. If the situation does not pose an immediate threat to human life, health, property, or the environment and pressure reduction is an element of the response to the incident, consult with Engineering or other appropriate technical support for guidance.

g. Ensure notification of the applicable purchase and sales stations. The Scheduler and the appropriate field personnel will be available to help in this notification, as well as the shut in of the affected facilities.

h. Collect incident status update from the On-Scene Coordinator (repeat as needed to stay current with changing events).

i. Report all injuries, property damage, and relevant information to the Director - Development.

j. If applicable, contact Aviation and have them contact the closest FAA office to advise them of any restrictions that need to be placed on airspace.

k. If emergency repairs are required, notify Headquarters – San Diego of the materials and equipment needed.

l. The facility office will notify Headquarters – San Diego with an estimate of the time required to repair and put the line back into service.

m. Request any additional resources and support necessary for response from Headquarters – San Diego

If the pressure does not indicate a rupture:

a. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.

b. Dispatch personnel to investigate reported incident.

c. If the incident is determined to involve Sempra facilities, go to Step 2b above.

d. If it is determined that Sempra facilities are not involved, make notifications to the responsible parties. If the owners of the facilities cannot be notified, contact the local authorities regarding nature of problem. Ensure that either the responsible party or the fire department is dealing with the incident. Document organization name, contact name, title, phone number, and time of discussion in the section marked *Company Response* at the bottom of the *Incoming Emergency Calls* form (section **1.4**).

e. Through consultation with the Scheduler and utilization of the emergency procedures, be prepared to isolate facilities if the incident escalates to the point that it affects company facilities.

2.2.3 Storage

If notified by phone (otherwise proceed to Step 2 below):

1. Gather all critical information using the *Incoming Emergency Calls* form (go to ***Incoming Emergency Calls*** in section **1.4**).
2. Investigate pressure and flow on system to determine whether any major changes indicate a well blowout or uncontrolled flow from a well.

If the pressures and flows indicate a well blowout or uncontrolled flow from a well:

a. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.

b. Dispatch personnel to investigate reported incident.

c. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to effectively classify and communicate the incident severity.

d. If the incident is determined to involve Sempra, Storage facilities, go to the ***Special Needs – section 7*** and implement the ***Storage Well Blowout Contingency Plan.***

e. If the incident is determined to involve station or pipeline facilities, go to the appropriate procedures.

If the pressures and flows do not indicate a well blowout or uncontrolled flow from a well:

a. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.

b. Dispatch personnel to investigate reported incident.

c. If the incident is determined to involve Sempra, go to Step 2b above.

d. If it is determined that Sempra facilities are not involved, make notifications to the responsible parties. If the owners of the facilities cannot be notified, contact the local authorities regarding nature of problem. Ensure that either the responsible party or the fire department is dealing with the incident. Document organization name, contact name, title, phone number, and time of discussion in the section marked *Company Response* at the bottom of the *Incoming Emergency Calls* form (section **1.4**).

e. Through consultation with the Scheduler and utilization of the *Emergency Operating Procedure*, be prepared to isolate facilities if the incident escalates to the point that it affects company facilities.

2.3 Gas Detected Inside or Near a Building or a Pipeline Leak

2.3.1 Station and Station Yard Piping

A. For stations without gas detectors and automatic shutdown systems:

1. Determine source of gas leak.
2. Shut down affected engines.
3. Perform emergency shutdown (ESD) of building, if appropriate.
4. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to effectively classify and communicate the incident severity.
5. If facilities are affected—DO NOT reenter facilities until they have been secured and a safe environment is verified.

B. For stations with gas detectors and automatic shutdown systems:

1. Gas detectors automatically cause building to shut down. Refer to station-specific ESD information to verify levels of building and station isolation.
2. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to effectively classify and communicate the incident severity.
3. If facilities are affected—DO NOT reenter facilities until they have been secured and a safe environment is verified.

2.3.2 Pipeline

If notified by phone (otherwise, proceed to Step 2 below):

1. Determine whether person making the call is safe.

   If caller is safe: Gather all critical information using the *Incoming Emergency Calls* form (section **1.4**).

   If caller is not safe: Tell person to leave phone without hanging up, and move to a safe location. Tell person to call back from the safe location.

2. Determine location of the gas leak.

   If the location of the gas leak is near the pipeline:

   Send a crew to evaluate the situation. Refer to the *Emergency Operating Procedures* to determine the appropriate response based on the observations at the scene.

   If the gas leak does not involve Sempra facilities:

   Ensure that either the gas distribution company responsible for the pipeline or the fire department is dealing with the leak. Document organization name, contact name, title, phone number, and time of discussion in the section marked *Company Response* at the bottom of the *Incoming Emergency Calls* form (section 1.4).

3. If company facilities are involved, make primary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (Attachment A) to effectively classify and communicate the incident severity.

2.3.3 Storage

If notified by phone (otherwise, proceed to Step 2 below):

1. Determine whether person making the call is safe.

If caller is safe:

Gather all critical information using the *Incoming Emergency Calls* form (section 1.4).

If caller is not safe:

Tell person to leave phone without hanging up, and move to a safe location. Tell person to call back from the safe location.

2. Determine location of the gas leak.

If the location of the gas leak is near the storage facilities:

Send a crew to evaluate the situation. Refer to the *Emergency Operating Procedures* to determine the appropriate response based on the observations at the scene.

If the gas leak does not involve Sempra facilities:

Ensure that either the gas distribution company responsible for the pipeline or the fire department is dealing with the leak. Document organization name, contact name, title, phone number, and time of discussion in the section marked *Company Response* at the bottom of the *Incoming Emergency Calls* form (section **1.4**).

3. If storage facilities are involved, make primary notifications (section **1.5**). Reference the Incident Classification tables (Attachment A) to effectively classify and communicate the incident severity. Ensure that Engineering is notified.

2.4 Operations with Loss of Communications

2.4.1 Station, Pipeline, and Storage

In the event that an operating facility loses communication with Gas Control or other necessary authority, that operating facility will:

1. Determine if any methods of alternate communications are functional (go to ***Alternate Communications* – Section 8**). If no other means of communications are functional, proceed to Step 2.
2. Attempt to hold the last given operation order until such time as temporary or normal communication can be established.
3. Under no circumstances should this operating facility exceed or allow to be exceeded the maximum operating limits (i.e., MAOP) of the facility or adjoining pipelines.
4. Ensure that local management and Sempra Management are notified. If the situation escalates beyond a loss of communications, make additional notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to effectively classify and communicate the incident severity.

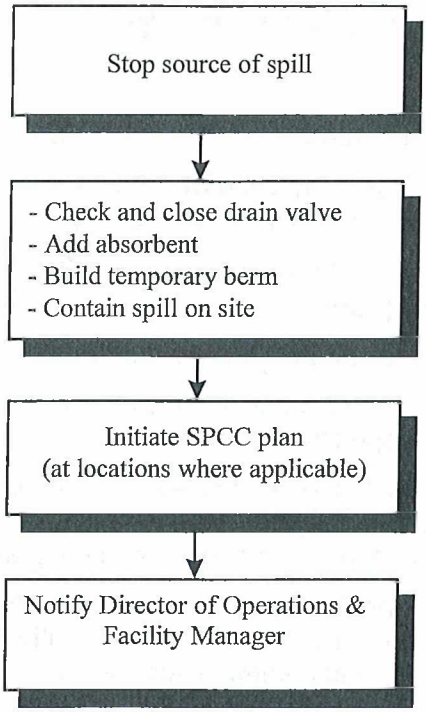
2.5 Spills

This section references the Spill Prevention, Control, and Countermeasures (SPCC) Plan for the facility. The facility SPCC Plan is stored with the environmental documents and plans, and contains information concerning the procedures to contain spills.

2.5.1 Station, Pipeline, and Storage

1. Contain spill on company property using locally available equipment such as backhoe, bulldozer, absorbents, and shovels.
2. Notify the Environmental Compliance Manager and the Facility Manager.
3. Use the local Spill Prevention, Control, and Countermeasures (SPCC) plan or applicable offshore spill response plan.
4. Make other necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to classify and communicate the incident severity effectively.
    - If the spill was generated due to problems with storage facilities, ensure that Engineering is notified.
    - If the spill cannot be contained due to uncontrolled flow from a well, go to section **2.6 Uncontrolled Flow from a Storage Well** and to the ***Special Needs – Section 7*** and implement the ***Storage Well Blowout Contingency Plan***.
5. If spill enters a body of water (ditch or larger), immediately take samples upstream and downstream from the spill's point of entry.
    - Refrigerate samples.
6. Use the emergency spill response contractor(s), if necessary.

The chart below shows the procedures to follow when containing a spill:



In case of spill be prepared to report the following:

- ❑ Date and time of occurrence
- ❑ Material and quantity spilled
- ❑ Cause of spill
- ❑ Bodies of water potentially affected
- ❑ Size of affected area
- ❑ Presence or lack of sheen
- ❑ Whether the spill is off company property
- ❑ Whether the spill is under control
- ❑ Whether clean-up has begun and the clean-up methods
- ❑ Whether the spill control contractor needs to be called

2.6 Uncontrolled Flow from a Storage Well

2.6.1 Storage

If notified by phone (otherwise proceed to Step 2 below):

1. Gather all critical information using the *Incoming Emergency Calls* form (go to ***Incoming Emergency Calls*** tab—section **1.4**).
2. Investigate pressures and flows on system to determine whether any major changes indicate storage well problems.

If pressures and flows indicate storage well problems:

a. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.

b. Dispatch personnel to locate the scene of the incident and act as the On-Scene Coordinator (secure the site, determine injuries, render EMS help, survey and report damage at scene, preserve the scene, etc).

c. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (**Attachment A**) to effectively classify and communicate the incident severity.

d. If the problem is determined to be uncontrolled flow from a storage well, go to the ***Special Needs – Section 7*** and implement the ***Storage Well Blowout Contingency Plan***.

e. Report all injuries, property damage, and relevant information to the Operations Director.

f. If applicable, contact the closest FAA office to advise of any restrictions that need to be placed on airspace.

If the pressures and flows do not indicate storage well problems:

a. If the cause of the incident is unknown, proceed with caution until the threat of terrorism can be specifically discounted.

b. Dispatch personnel to investigate reported incident.

c. If the incident is determined to involve Sempra facilities, go to Step 2b above.

d. If it is determined that Sempra facilities are not involved, make notifications to the responsible parties. If the owners of the facilities cannot be notified, contact the local authorities regarding nature of problem. Ensure that either the responsible party or the fire department is dealing with the incident. Document organization name, contact name, title, phone number, and time of discussion in the section marked *Company Response* at the bottom of the *Incoming Emergency Calls* form (section **1.4**).

e. Through consultation with the Scheduler and utilization of the *Emergency Operating Procedures*, be prepared to isolate facilities if the incident escalates to the point that it affects company facilities.

3. In the case of the following emergency scenarios, follow the appropriate decision tree.

Scenario	Figure
Body Bleed Leak on Well Head Valve	1
Braden Head Leak	2
Cavern Encroachment	3
Cavern Subsidence	4
Flange Leak on Inlet to Wing Valve	5
Grease Fitting Leak on Well Head Valve	6
Leak between Wing & GOV-ESD Valve	7
Leak in Cement	8
Leaking Plug after Well Head Removal but before BOP Installation	9
Leaking P-Seal on Well Head	10
Packing Leak on Well Head Valve	11
Salt Fracture	12
Seismic Event: Sheared or Collapsed Casing	13

Figure 1 – Body Bleed on Well Head Valve

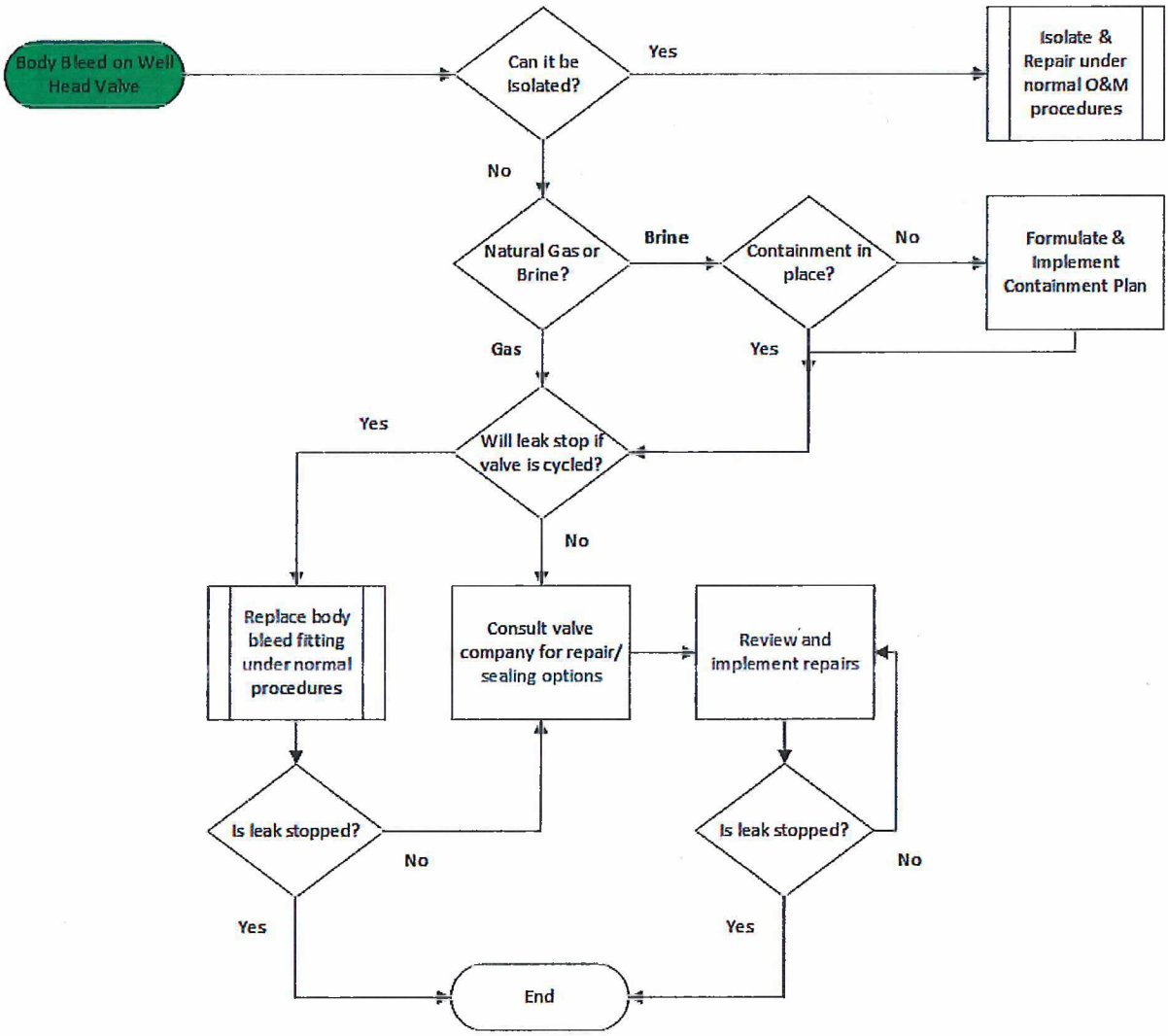


Figure 2 – Braden Head Leak

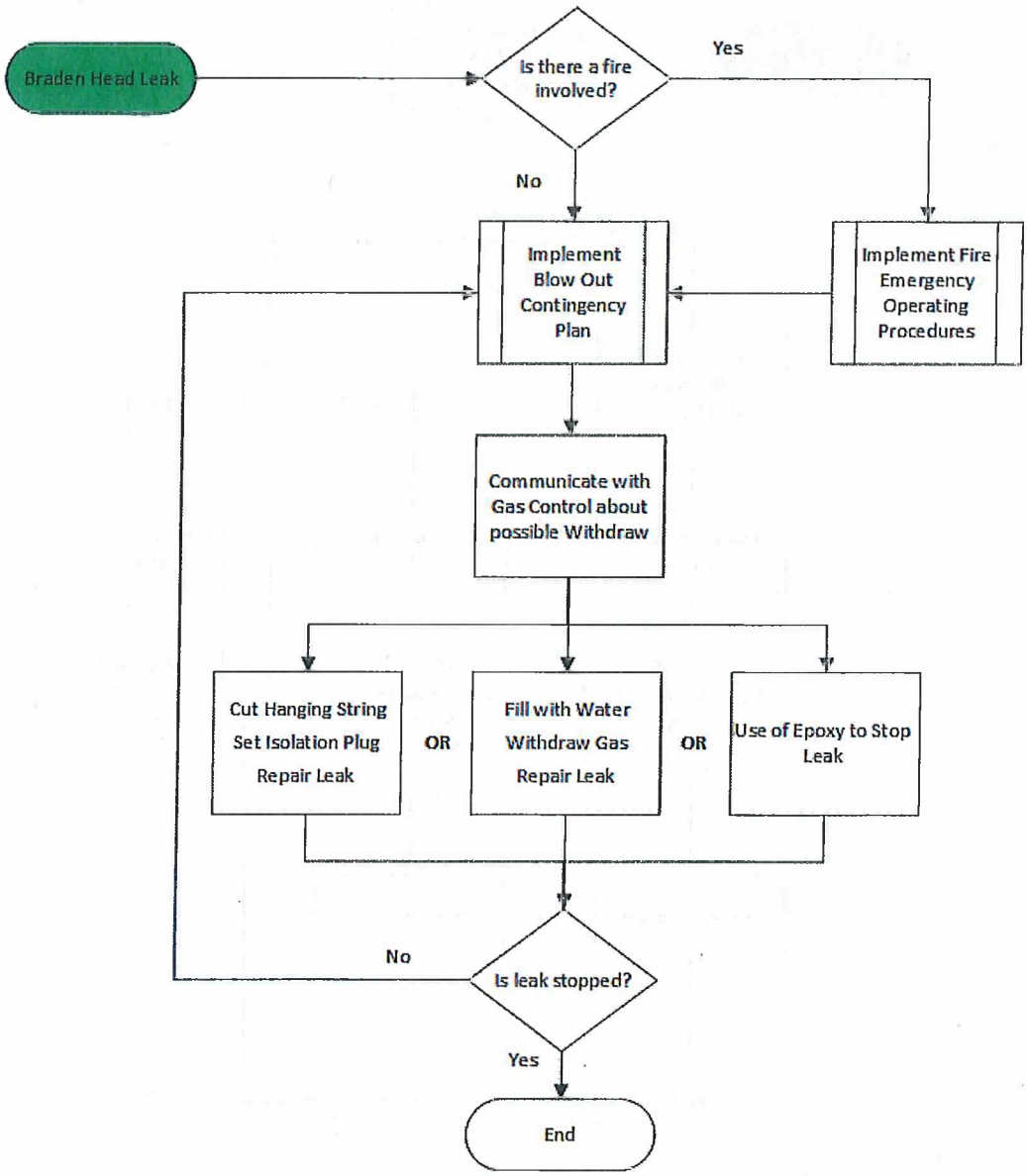


Figure 3 – Cavern Encroachment

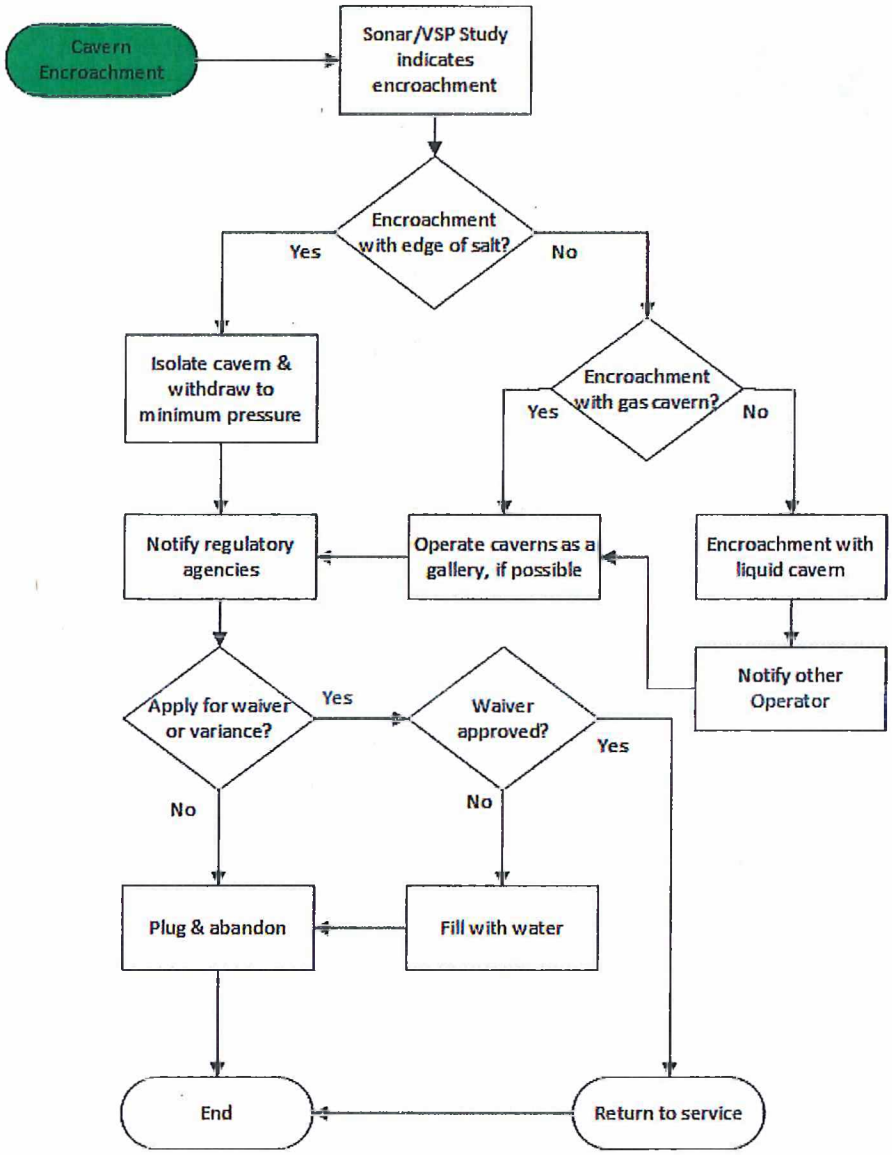


Figure 4 – Cavern Subsidence

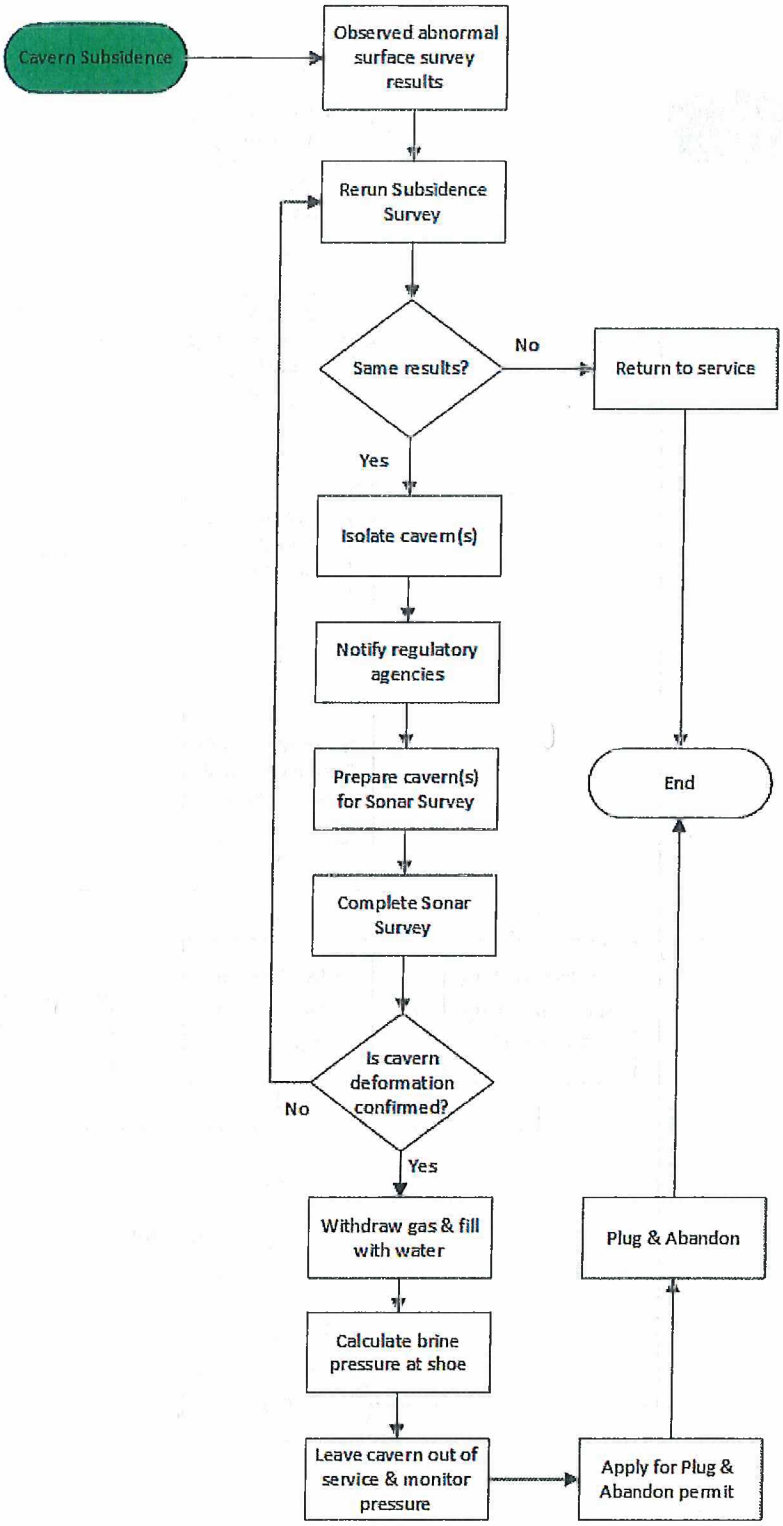


Figure 5 – Flange Leak on Inlet to Wing Valve

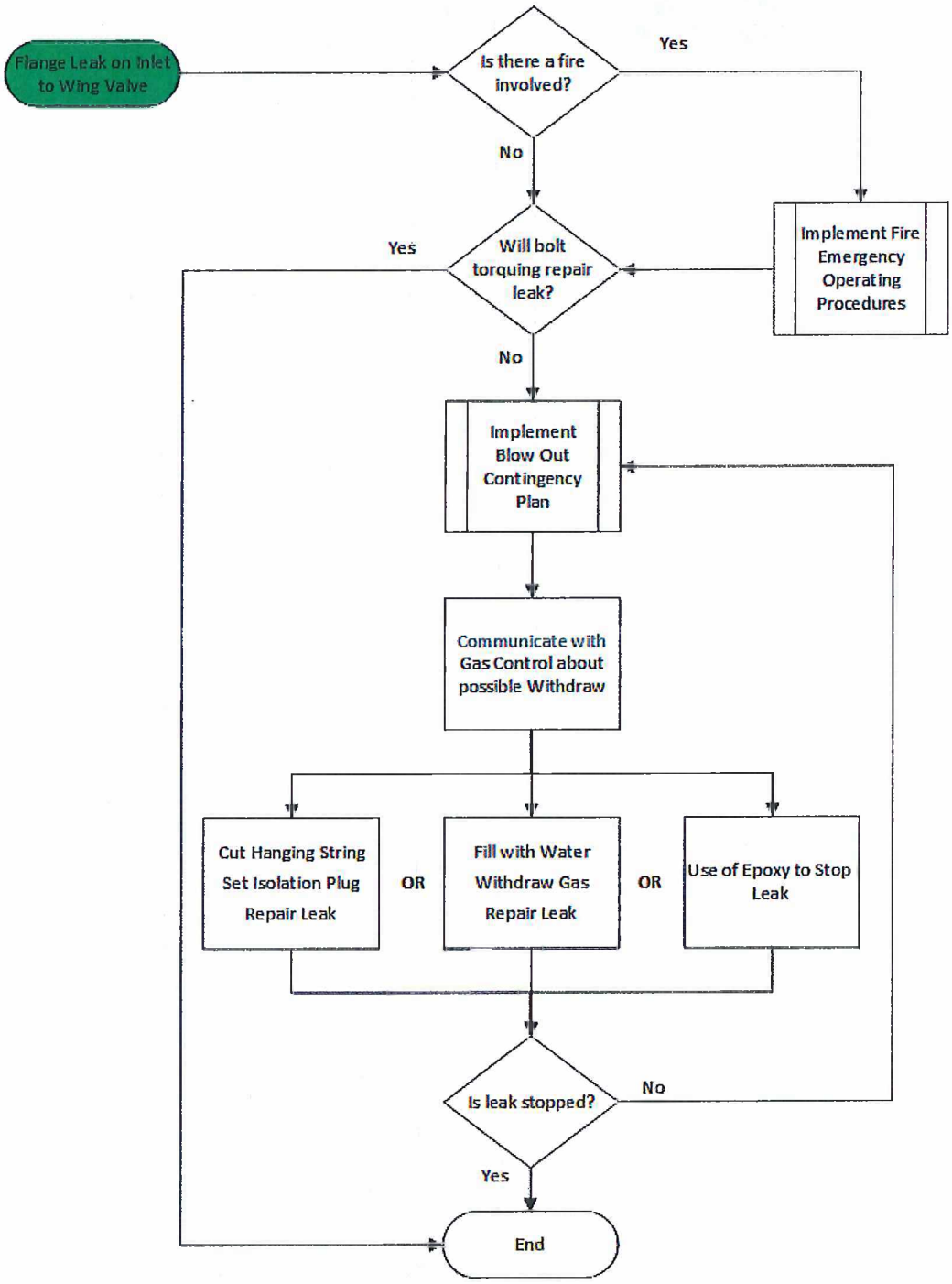


Figure 6 – Grease Fitting Leak on Well Head Valve

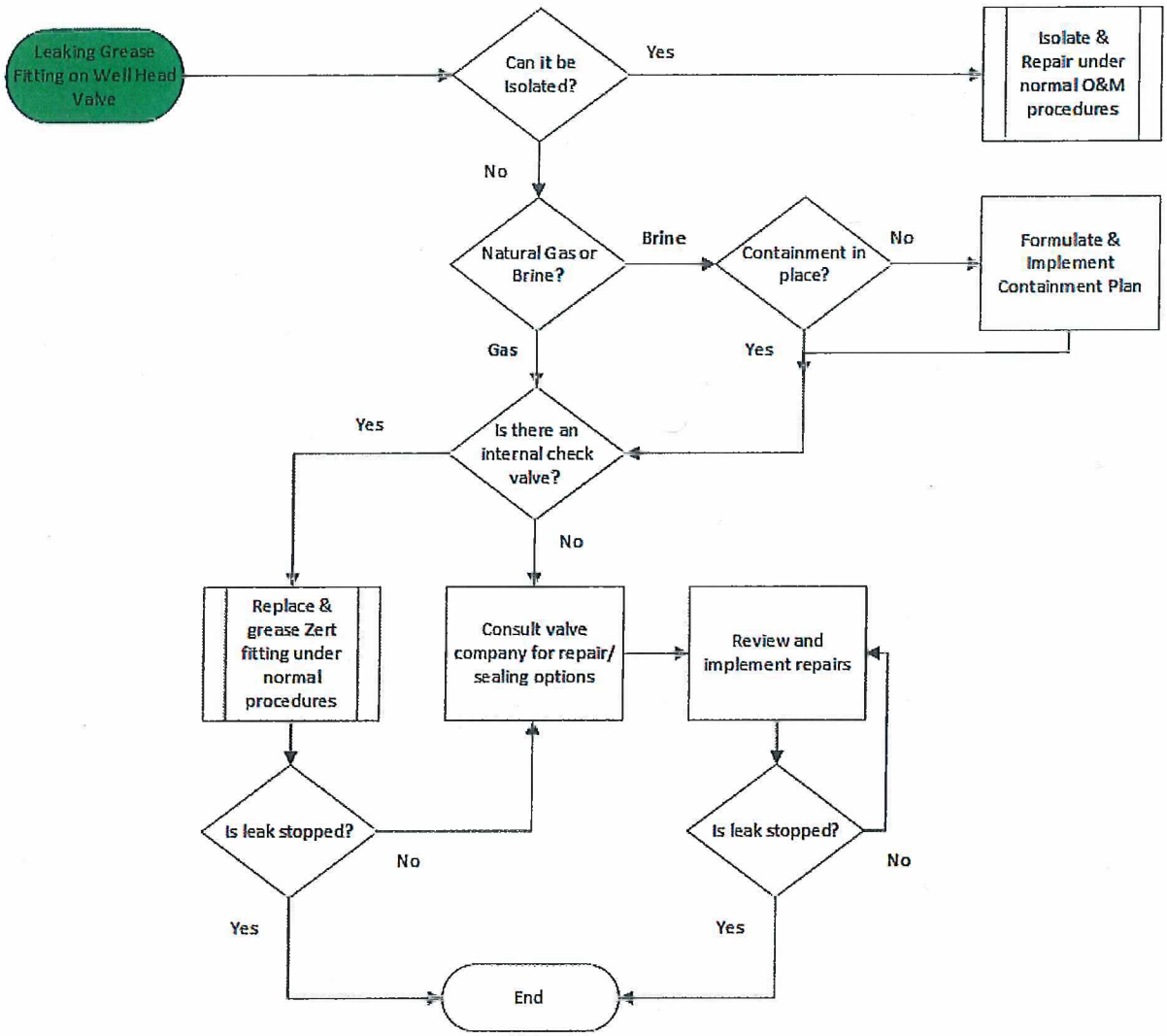


Figure 7 – Leak between Wing and GOV-ESD Valve

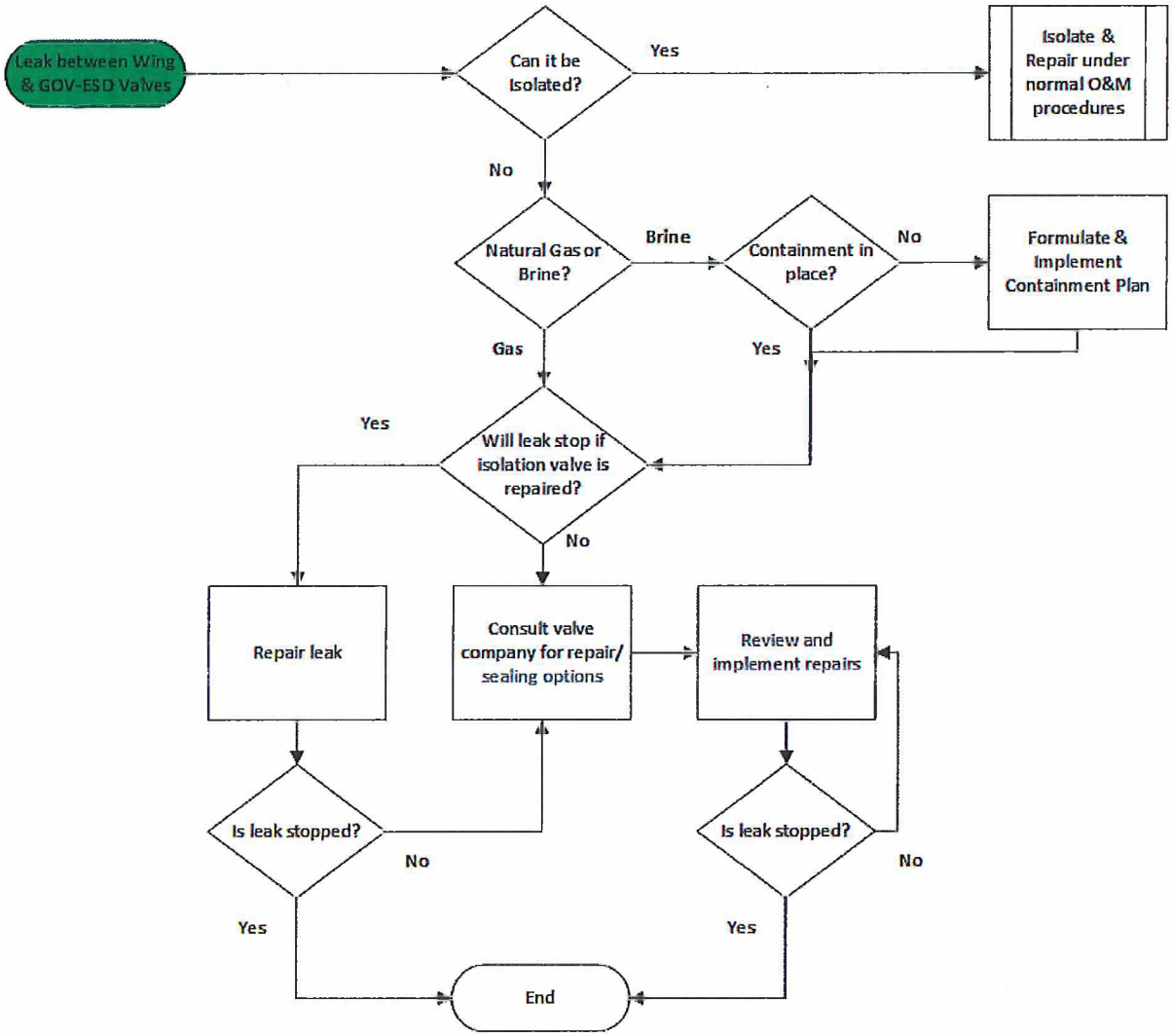


Figure 8 – Leak in Cement

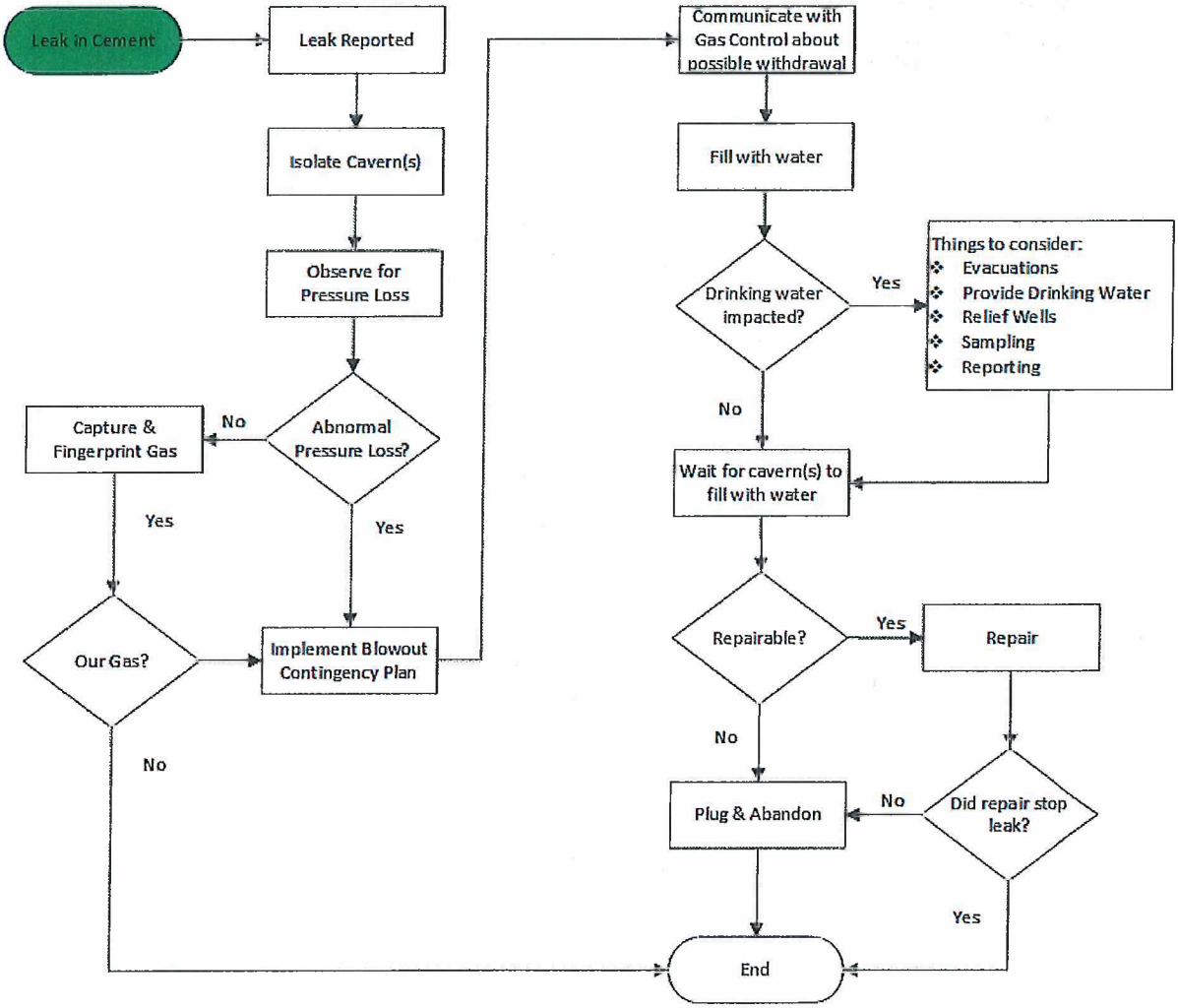


Figure 9 – Leaking Plug after Well Head Removal but before BOP Installation

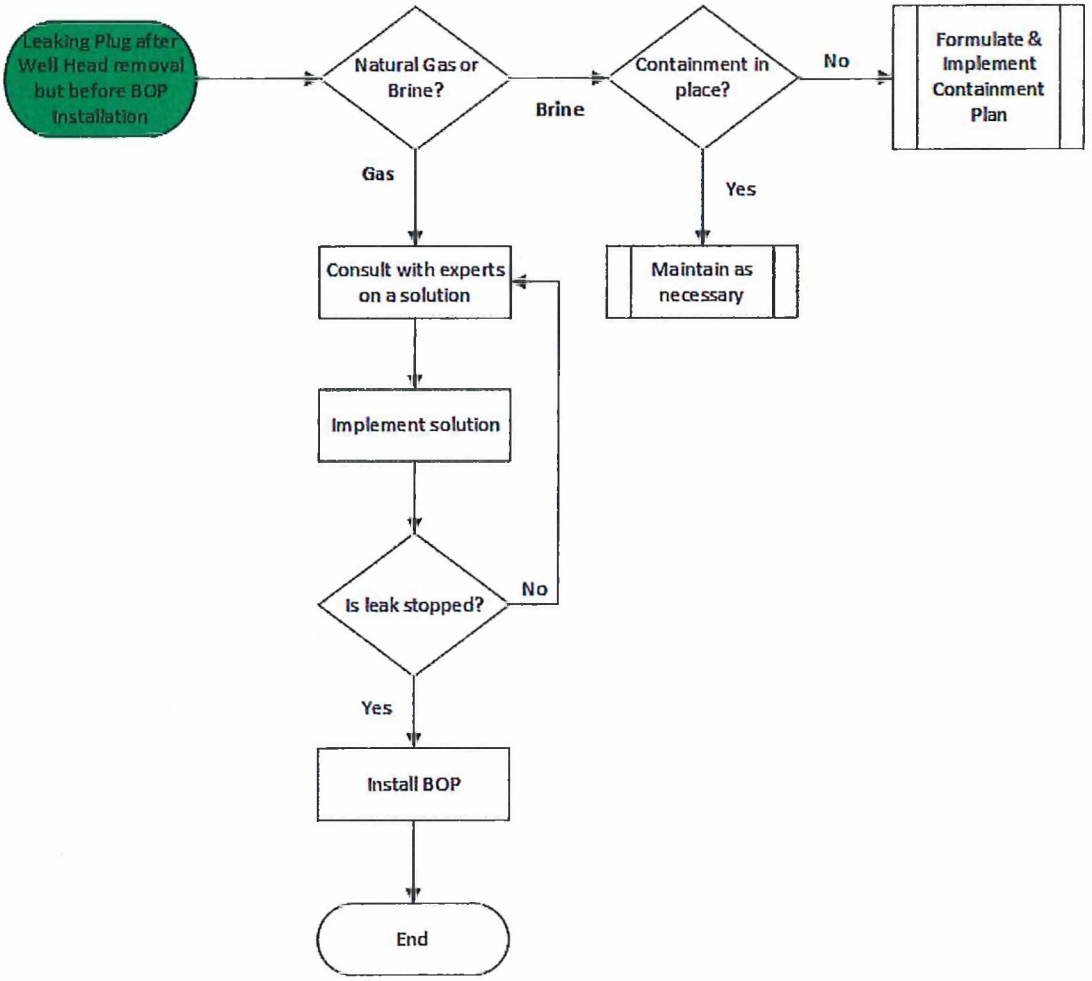


Figure 10 – Leaking P-Seal on Well Head

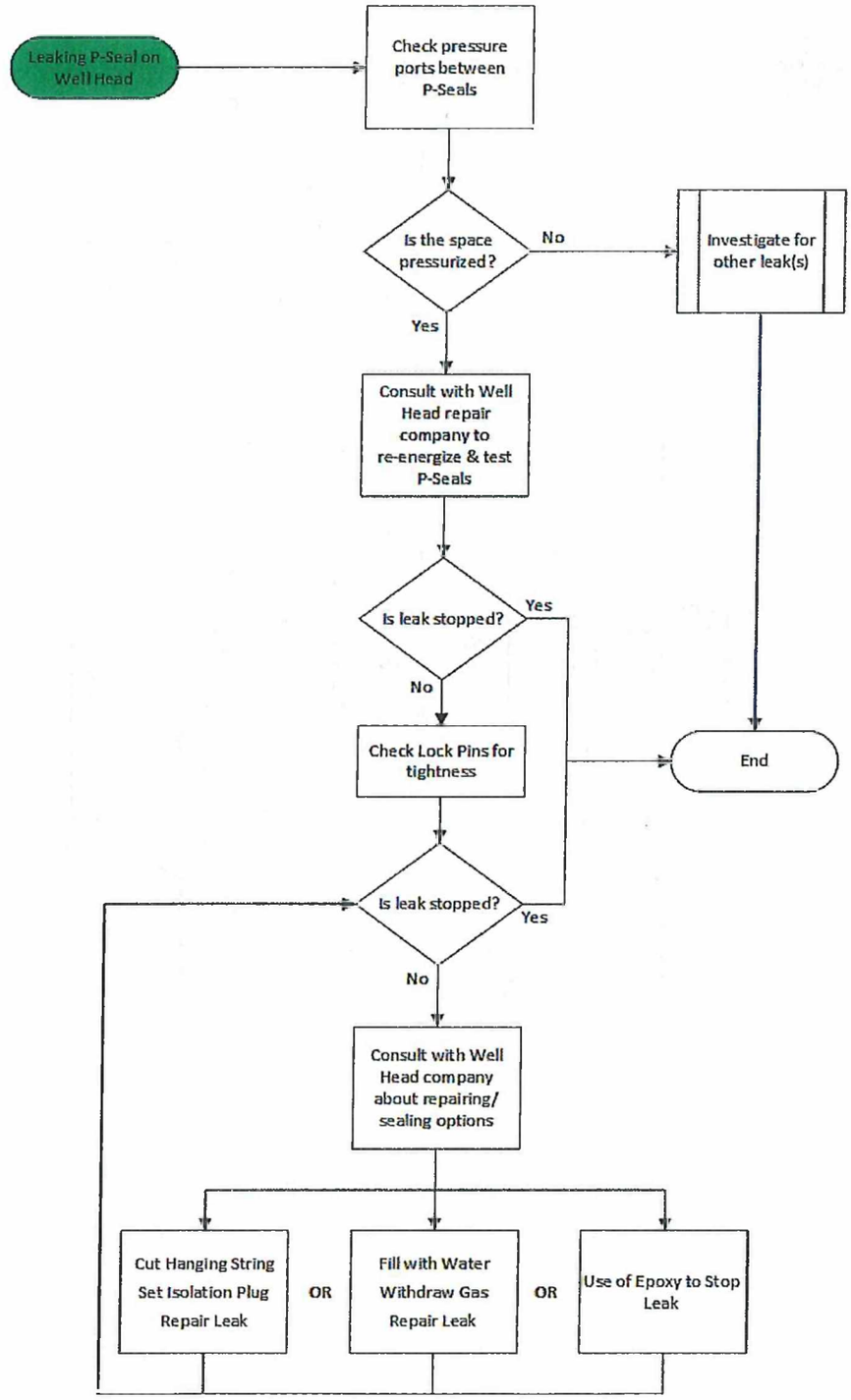


Figure 11 – Packing Leak on Well Head Valve

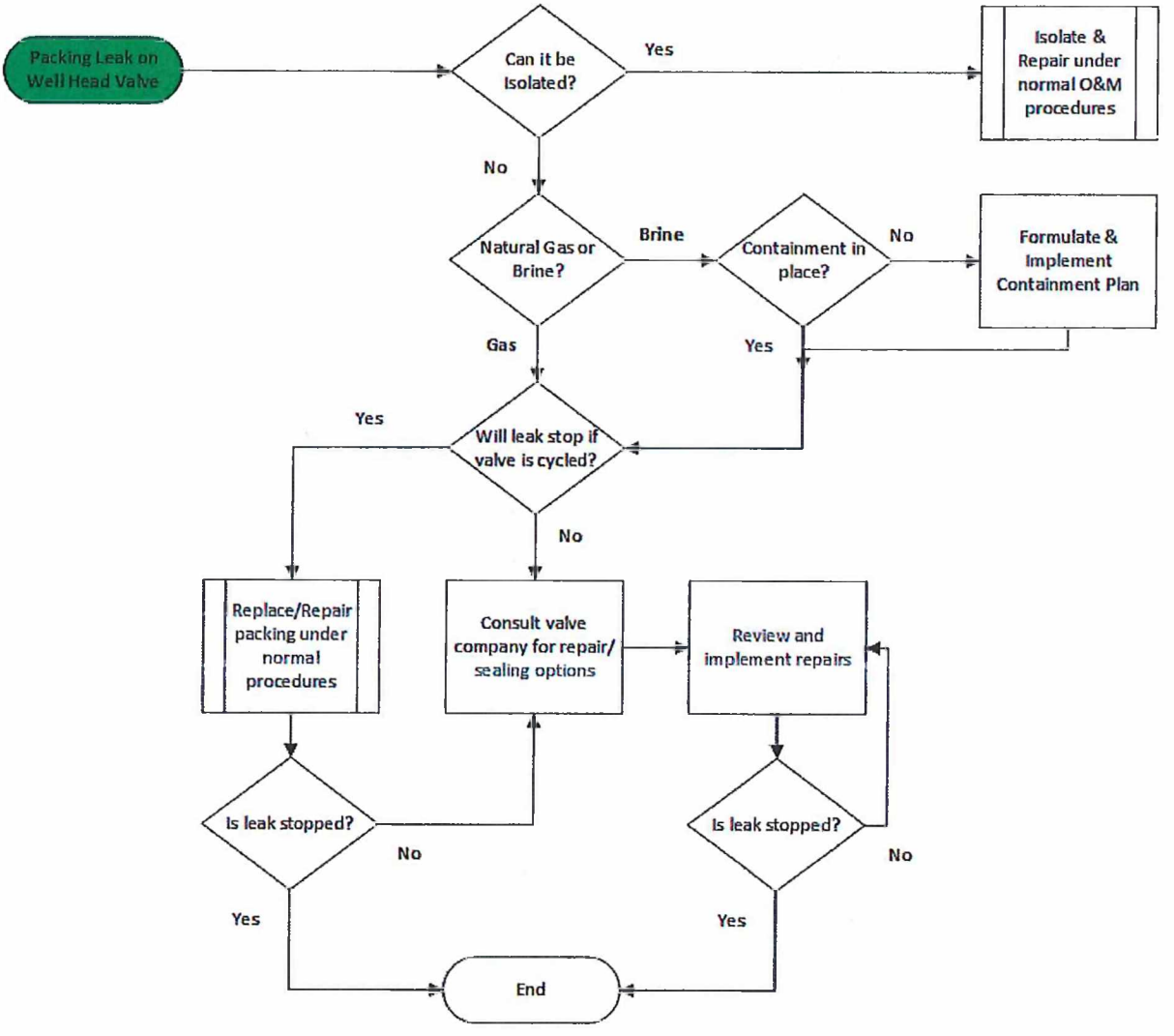


Figure 12 – Salt Fracture

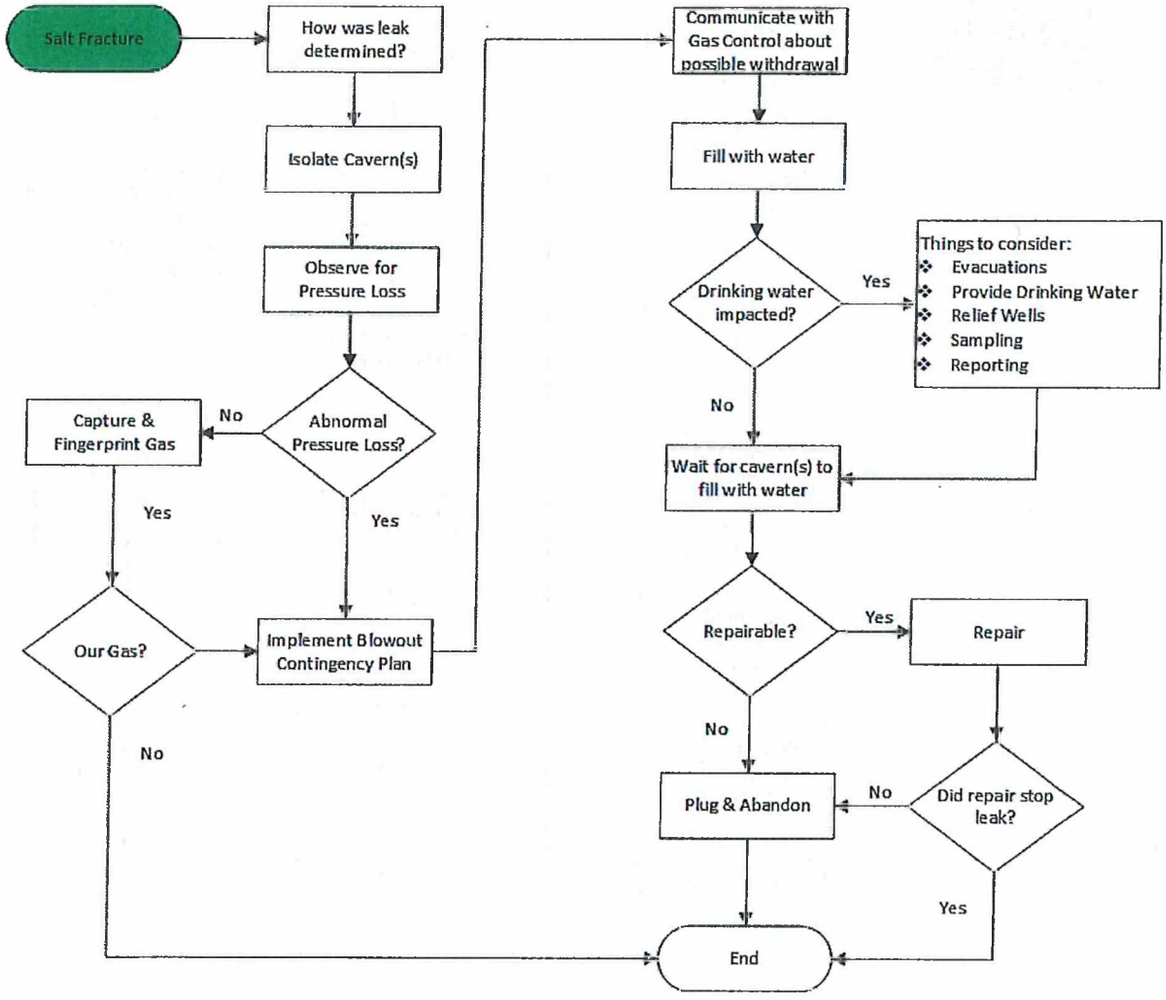
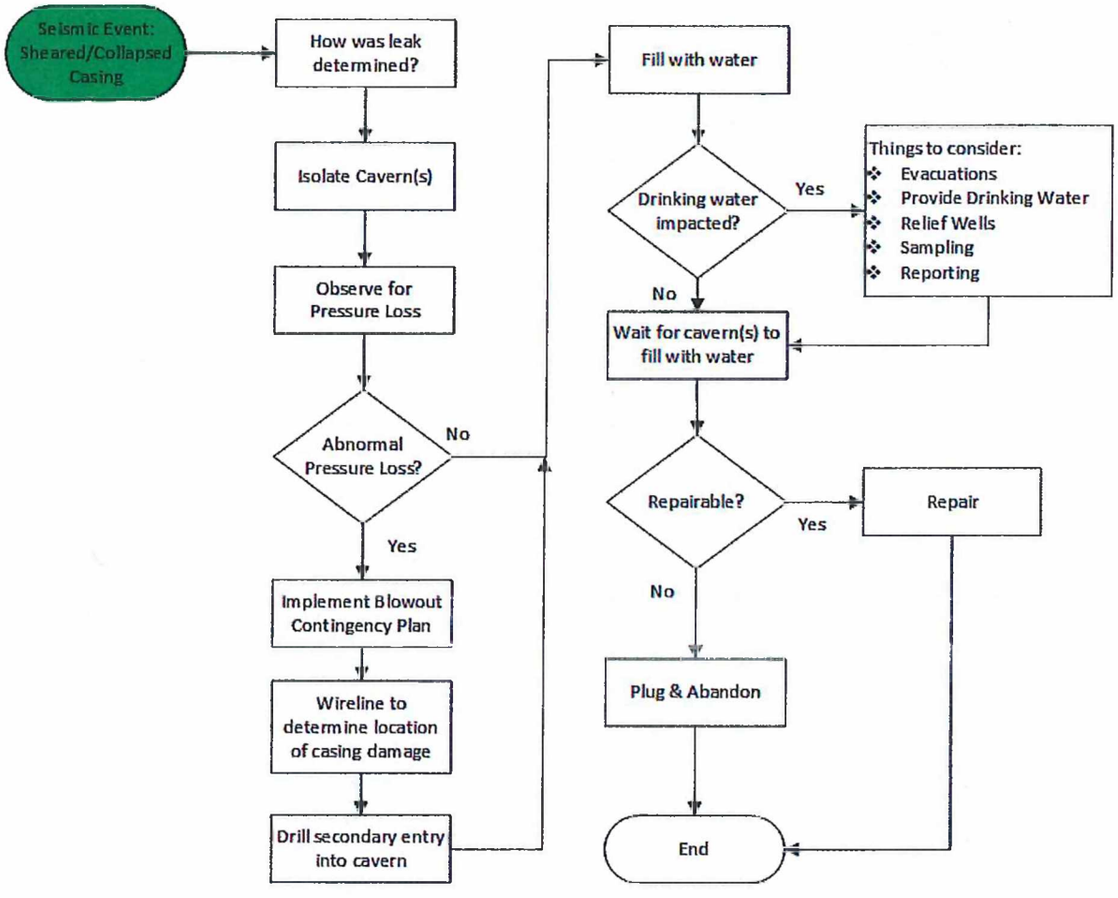


Figure 13 – Seismic Event: Sheared or Collapsed Casing



2.7 Threats of Violence

2.7.1 Arson or Bomb Threats

Station, Pipeline, and Storage

While receiving an arson or bomb threat, complete the Arson or Bomb Threat Call Checklist (go to Attachment B).

1. Using the Arson or Bomb Threat Call Checklist as a guide, try to keep the caller on the phone as long as possible.
2. Make notifications (go to section **1.5 Notification and Escalation Procedures**). Ensure that Corporate Security has been notified. For threats involving storage facilities, ensure that the appropriate staff is notified.
3. Inform on-duty employees of the situation and give them instructions.

Does the information received over the phone (such as a detonation time) warrant immediate attention? If yes, follow Steps 4 through 10; if no, proceed to Step 8.

4. Shut down facilities, if appropriate.
5. Evacuate company facilities, as necessary. Employees are to meet at a predetermined location.
6. Notify personnel at the facility's front entrance to stop all voice radio transmissions. Do not use company or citizen band radio units or cellular phones within 500 feet from any plant structure or facility.
7. Notify all appropriate authorities including fire department or police.
8. Install temporary lighting at entrance and in areas containing combustible materials, as appropriate.
9. Organize and conduct a thorough search of the facility, using whatever assistance is available from outside agencies.

> Army bomb disposal units normally will not participate in searching for the bomb and will agree only to remove the bomb after the local law enforcement agency verifies that a bomb has been found.

- Use company personnel most familiar with the area and trained bomb search and disposal personnel. Divide and subdivide area for searching.
- Suspicious or unfamiliar objects should not be touched or removed by any untrained person.

> No radio frequency transmitter (i.e. handheld radios, cellular phones, two-way pagers, etc.) can be used in the search area.

- If a bomb is found, all non-professional searchers should immediately move to a safe area and stand by for additional instructions.
- Open windows and doors if in a building.
- Remove nearby materials that could cause fragmentation.

10. Contact an ambulance service.

Do not remove or disarm a bomb. This should be left to bomb disposal professionals.

2.7.2 Extortion/Terrorism

Station, Pipeline, and Storage

While receiving an extortion or terrorist threat, complete the Extortion/Terrorist Call Checklist (go to Attachment B).

1. Using the Extortion/Terrorist Call Checklist as a guide, try to keep the caller on the phone as long as possible. Complete as much of the checklist as possible.
2. Make notifications (go to section 1.5 Notification and Escalation Procedures). Ensure that Corporate Security has been notified. For threats involving storage facilities, ensure that the appropriate Engineer is notified.
3. Inform on-duty employees of the situation and give them instructions.
4. Take steps to ensure the safety of personnel at the site.
5. Evacuate company facilities as necessary. Employees are to meet at a predetermined location.
6. Contact local law authorities for assistance.
7. Work in conjunction with Corporate Security and local law authorities to resolve the extortion threat.

2.8 Natural Disasters

2.8.1 Station, Pipeline, and Storage

If a disaster occurs without warning (such as an earthquake, flash flood, severe thunderstorm, tornado, etc.), proceed to Step 4.

If disaster is one for which warning can be given (such as hurricanes, blizzards, electrical storm, or flooding), begin with Step 1 below; otherwise, proceed from Step 4 below:

1. Receive warning of impending disaster.
2. Secure facilities and evacuate personnel, as appropriate (go to section **3. Emergency Preparedness for Natural Disasters** for additional information).
3. Notify Gas Control of impending disaster and of the actions you have taken.

If, and when, disaster strikes:

4. Assess damage.

If disaster results in …	Go to section …
Explosion or fire	2.1 or 2.2
Gas detected inside or near a building/pipeline leak	2.3
Uncontrolled flow from a storage well	2.6

5. Secure unsafe situations immediately.
6. Make necessary notifications (go to section **1.5 Notification and Escalation Procedures**). Reference the Incident Classification tables (Attachment A) to effectively classify and communicate the incident severity.
7. If facilities are affected – DO NOT reenter facilities until they have been secured and a safe environment is verified.
8. Return undamaged facilities back to service.
9. Repair damages.

Section 3 – Emergency Preparedness: Natural Disasters

3.1 General Information

- In the event of a natural disaster, the Facility Manager or his/her assignee will be responsible for the preparedness (when possible), evacuation and shelter procedure for all personnel in his or her facility. The facility manager will determine when the evacuation or sheltering should occur.

- Personnel are to seek shelter and protect themselves until the hazard passes:
  - Personnel should not attempt to drive over any flooded roads or into flooded low water crossings.
  - Personnel should seek protection from tornadoes in a reinforced structure or an underground shelter when possible.
  - Personnel should seek shelter from lightning in vehicles or buildings.

- When time permits, personnel will secure all pipeline facilities. This will minimize safety and environmental consequences.

- After the hazard has passed, the facility personnel will survey the area affected and execute the facility business recovery plan to determine if there is any damage to the company's facilities and ready the facility to return to service. If a large area is affected, a company or charter aircraft will be used for immediate surveillance of the area. The aerial surveillance of the facilities will continue until damage to company facilities is appraised.

If the natural disaster causes an operational emergency along the pipeline, go to section ***2. Emergency Operating Procedures***.

3.2 Hurricane Procedures

The hurricane storm season typically begins in June and lasts through November of each year. The greatest potential for loss of life from a hurricane remains the storm surge. As a result, early and prudent evacuation of our manned facilities located within potentially impacted coastal areas is essential for protection of our workers.

Pre-Storm Preparations

Pre-storm planning should include establishing potential inland accommodations, identifying potential evacuation routes and maps, obtaining authorization from LEPC for reentry. Emergency equipment such as backup generators, portable generators, radios, etc. should be checked on a monthly basis throughout the hurricane season. Emergency supplies such as food, water, batteries, portable radios, etc. should be stored where personnel will be required to work.

Weather Information

Advance forecasts of severe weather conditions enable our employees to prepare Company facilities to best withstand the forces of nature and to provide an orderly procedure for the conduct of Company activities prior to, during, and after hurricanes and storms which affect areas traversed by Company facilities.

The official advisories of the U.S. Weather Bureau give the position of hurricanes and storms approximately every six hours and indicate the extent of the area of dangerous winds. These weather advisories are broadcast over television and radio and are available via the Internet at http://www.nws.noaa.gov/. The various warnings are issued as follows:

Gale Warnings

Gale warnings for coastal areas are issued for storms other than hurricanes. In some instances, "Gale Warnings" are issued in connection with a hurricane whenever the gale force is close enough to cause winds of more than 38 mph but of less than hurricane force or, alternatively, a combination of wind, waves and tides which will be dangerous.

Hurricane Watch

When a hurricane reaches a position, which constitutes an appreciable threat to an area, this area is placed on "Hurricane Watch". Gale warnings may precede or accompany a hurricane watches and may be used as a warning for coastal sections adjacent to an area which is under a hurricane warning. A Hurricane Watch is issued when hurricane conditions are *possible* within the area in 36 hours or less. While there is no immediate danger during a hurricane watch, the hurricane is close enough that everyone in the "watch" area should listen for further weather advisories and be ready to take precautionary action in case severe weather warnings are issued.

Hurricane Warning

If weather reports indicate that an area will feel the full effects of a hurricane (winds of 74 mph or higher or a combination of dangerously high water, very rough seas and other critical conditions that justify an emergency action), a "Hurricane Warning" is issued for that area. A Hurricane Warning is issued when hurricane conditions are expected within that area in 24 hours or less. All precautions should be taken immediately against the full force of the hurricane.

Hurricane Preparation/Evacuation Measures

The company has adopted a "phased" approach to hurricane preparedness. Essentially with increasing levels of the likelihood that a hurricane might affect company facilities, precautionary measures ranging from minor securing of facilities to complete evacuation will be taken. The following definitions of the phases will be used for preparations and are intended to be general guidelines. The final determination of each phase will remain with the Facility Manager.

Phase I

When a hurricane is located within the Atlantic and is heading on a path that will enter the Gulf of Mexico within 24 hours, the potentially affected facilities will begin minor hurricane preparations. These preparations will include general securing of facilities by moving material/supplies to indoor storage, emptying waste dumpsters, storing of equipment not in use, tying down material, which cannot be moved, and other preliminary measures. Consideration should be given to delaying of construction projects, which could potentially be impacted.

A. Supplies

1. Tarps, Rain Gear
2. Plastic
3. Flashlights
4. Maps
5. First Aid Kits
6. Lanterns and matches
7. Sand bags
8. Batteries

B. Equipment

1. Vehicles and tractors (full tank of gas)
2. Tools
3. Chainsaws
4. Rope- tie downs, Anchors and Cable
5. Tape- windows
6. Boards (Plywood, 2X4's)
7. Weather band Radio
8. Pumps and Hoses
9. Flood Lights
10. Gas and Diesel containers

Phase II

When a hurricane enters the Gulf of Mexico and is tracking toward Company facilities, the potentially affected locations should take immediate steps to prepare for the unmanning of operations and eventual evacuation. The facility shall complete a specific checklist of preparations (Attachment 1) during this period to complete the securing of the facility. Actions should include removal of unnecessary equipment, filling of storage tanks, moving of company vehicles and equipment to safe locations, shuttering of windows and other openings, securing of doors, etc. Plans shall be developed to discontinue all non-routine activities such as construction, inspections, annual testing, audits, painting, or any other activity not crucial to ongoing operations.

A. Supplies

1. Same as Level 1
2. Food (canned) and bottle water

B. Equipment: same as Level 1

Phase III

1. When a hurricane watch or warning is issued for a specified area, begin evacuation of normally unmanned automated facilities. For stations, which require manning, only employees necessary to maintain current operations shall be allowed to stay if Management determines that operations can be safely maintained with minimal risk to employees. Any non-routine activities, which were not discontinued in Phase II, should be immediately discontinued. If complete evacuation is necessary, Management shall establish a remote office in a safe location to monitor the storm and shall determine when safe operations can be resumed. Upon return the Business Recovery Plan as described in Section B will be executed.

A. **Supplies:** same as Levels 1 and 2
B. **Equipment:** same as Levels 1 and 2

Safety Concerns

1. Employees should never be dispatched alone or without proper communication devices.
2. All employees will be instructed to check-in on a routine schedule.
3. Care should be taken on or around any structures which may have become unstable as the result of the disaster.
4. Wildlife and reptiles become displaced during storms and can be a hazard. Be careful and watchful of such creatures and avoid them as much as possible.
5. Downed power lines can be numerous and should always be assumed to be live.
6. Ground is saturated so driving off pavement should be avoided.
7. Standing water can be deep or be hiding obstacles. Avoid it or maneuver around it.
8. Tap water may become contaminated as well as ice made from same. Try to procure bottled water or water that can be verified to be potable.
9. Vehicle engine fuels may be water contaminated. Be sure to have plenty of extra fuel filters to avoid being stranded.
10. Debris such as sheet metal, glass, splintered wood, etc will be prevalent. Gloves should be worn at all times.

Family Evacuation

Phase III of the Hurricane Preparations Measures may require partial or complete evacuation of employees. The company will follow all mandatory evacuation orders issued by the Local Emergency Planning Committee (LEPC) or Sheriff's office. If evacuation is deemed necessary, Company personnel will be allowed to evacuate their families from the affected area as quickly as possible, especially before heavy traffic jams develop along exit highways. Employees electing to evacuate during a voluntary evacuation order will still be expected to meet their work obligations unless vacation is approved by their supervisor.

The Company will attempt to secure accommodations for employees and their immediate families (those family members living in the same household as the employee) who elect to evacuate in an inland area not subject to the full extent of the storm (i.e. hurricane winds and storm surge). The means of travel selected for family evacuees is the responsibility of each employee. Directions to the assigned accommodations will be provided. The Facility Hurricane Preparedness Plan will list likely evacuation routes based on prior evacuation experience. Hotels will be designated on evacuation routes and the and/or Operations Compliance personnel will establish a "designated evacuation site" for each evacuation. The company will only reimburse expenses for employees who chose to go to the "designated evacuation site." The company's provision of accommodations is intended as a benefit for employees and their immediate family. The company will make all reasonable attempts to obtain accommodation in a secure location, however the company cannot guarantee the safety of employees or their families who chose to go to the company designated location due to the uncertainty of hurricane strength, path, flash flooding or associated weather such as tornados. As such, each employee is responsible for the safety of their family and should choose evacuation sites and routes they feel provide the best protection for their family.

If an employee is unable to go to where Company accommodations have been secured, it is the employees' responsibility to so advise their Manager. They must also provide the Manager with a telephone number where they can be reached and be available at the phone or where they can receive a message throughout the evacuation period. Employees will be required to call the San Diego Office (Employee Emergency Hotline – 800-220-3918) twice each day (at designated times determined by management) during the evacuation to receive updated information as well as provide San Diego with current information regarding the employee's location and status.

The families and personal property of Company personnel are the responsibility of the individual employee.

Company Reimbursement of Storm Evacuation

If it is deemed necessary to evacuate areas in which Company facilities are located, the employees of that facility may receive financial assistance from the Company, if they reside in the affected area. Financial assistance will be provided from the time the evacuation notification is issued by management until the area receives an all clear from governing agencies and/or LEPC. Employees who chose to go to sites other than the "designated evacuation site" will not be reimbursed for expenses unless approved by Management.

Normal expenses such as accommodations (actual cost), meals (standard company adult and child daily per diem rates), and personal automobile mileage to and from the designate evacuation site (standard company per mile rate for a maximum of two vehicles) will be paid. All expenses shall be paid and cleared through the normal employee expense process. All expenses will be subject to normal expense account procedures. Any variation from the above will require approval of the Manager.

Employees of the affected location will be paid normal salary for scheduled work hours during the evacuation event.

Special/Hazardous Duty Pay

In the event company management decides company employees must remain at the company facility to continue to operate and/or to ensure the safety of the facility despite mandatory evacuation orders for the area, the non-exempt employees selected will be paid at time and one half for the entire "Ride Out" period. This would be from the time the Ride Out is declared through the time it is lifted. Exempt employees would be provided alternate consideration after the expiration of the Ride Out period.

Communication

Phone service is frequently lost and unavailable for several days in locations that are directly impacted by a hurricane. In the event that normal phone communications are lost, operational control can be reestablished via cellular phones, radio, e-mail, or the satellite phone. Informational updates for status (i.e. return to work) can be obtained from San Diego. The Facility Manager will notify San Diego once normal phone service is returned.

3.3 Lightning Safety Procedure

Lightning strikes the United States about 25 million times a year. Although most lightning occurs in the summer, people can be struck at any time of the year. Lightning kills an average of 49 people in the United States each year, and hundreds more are severely injured. Education and prevention are the keys to lightning safety. This policy will provide several prevention strategies and education resources to help co-workers prepare to respond to a lightning hazard. Prevention should begin long before any outside activity by having an institutional lightning safety plan in place. The purpose of this policy is to establish safe working conditions and procedures to assist in the elimination of lightning fatalities and injuries.

Requirements:

1. Designate a person (e.g. safety &/or management personnel) to monitor threatening weather and to notify the chain of command who can make the decision to remove co-workers, visitors, etc. from the project site or direct them to pre-designated safe lightning shelter locations.

2. Monitor local weather reports daily. Be diligently aware of potential thunderstorms that may form during scheduled outdoor activities and monitor warning signs of developing thunderstorms in the area, such as high winds or darkening skies. Weather information can be found through various means; local television news coverage, online, cable and satellite weather programming, a lightning detection and notification app or the National Weather Service (NWS) website at www.weather.gov.

3. Be informed of National Weather Service (NWS) issued thunderstorm watches or warnings and know the difference between a severe thunderstorm watch and a severe thunderstorm warning. A watch indicates that severe thunderstorms are possible in and near the watch area. A warning is issued when severe weather has been reported by spotters or indicated by radar. Warnings indicate imminent danger to life and property. It should be noted that neither watches nor warnings are issued for lightning. A NOAA weather radio is particularly helpful in providing this information.

4. Know where the closest "safer structure or location" is to every outdoor worksite location and know how long it will take to evacuate everyone to that safer location. A safer structure or locations is defined as:

    - Any building normally occupied or frequently used by people. Avoid the shower, plumbing facilities, contact with electrical appliances and open windows and doorways during a thunderstorm.

    - In the absence of a sturdy, frequently inhabited building, any vehicle with a hard metal roof (neither a convertible, nor a golf cart) with the windows shut and rubber tires provides a measure of safety. *The hard metal frame and roof, not the rubber tires, are what protects occupants by dissipating lightning current around the vehicle and not through the occupants.* As an example, some athletic events rent school buses to provide safer locations around open courses or fields.

5. Lightning awareness should be heightened at the first flash of lightning, clap of thunder, &/or other signs of an impending storm, such as increasing winds or darkening skies, no matter how far away. These types of activities should be treated as a warning or wake-up call to personnel. Lightning safety experts suggest that if you hear thunder, begin preparations for shutdown and possible evacuation. If you see lightning, consider suspending activities and evacuate to designated safer locations. For large-scale operations, continuous monitoring of the weather should occur from the time pre-job activities occur and throughout the job.

Guidelines:

- As a minimum, lightning safety experts strongly recommend that by the time the weather monitor or an employee observes 30 seconds between seeing the lightning flash and hearing its associated thunder or by the time the leading edge of the storm is within six miles of the worksite, all individuals should have ceased outside work activities and be within a safer structure or location. Use the Flash to Bang method to estimate the distance between your location and the lightning flash (See Table 1).

- Thunder may be hard to hear if there is construction &/or equipment near your area, particularly in construction areas with equipment and large congregations of workers. Implement this lightning safety plan accordingly.

- Lightning can strike from blue sky and in the absence of rain. At least ten percent of lightning occurs when there is no rainfall and when blue sky is visible; this is especially prevalent with summer thunderstorms. Lightning can, and does, strike as far as ten (or more) miles away from the rain shaft. Be aware of local weather patterns and review local weather forecasts before an outdoor activity.

- Avoid using landline telephones, except in emergency situations. People have been killed while using a landline telephone during a thunderstorm. Cellular or cordless phones are safe alternatives to a landline phone, particularly if the person and the antenna are located within a safer structure or location, and if all other precautions are followed.

Table 1. Flash to Bang Method

To estimate the distance between your location and a lightning flash, use the "Flash to Bang" method: If you observe lightning, count the number of seconds until you hear thunder. Divide the number of seconds by five to obtain the distance in miles. Example: If you see lightning and it takes 10 seconds before you hear the thunder, then the lightning is 2 miles away.

If Thunder is heard	The Lightning is...
5 seconds after a Flash	1 mile away
10 seconds after a Flash	2 miles away
15 seconds after a Flash	3 miles away
20 seconds after a Flash	4 miles away
25 seconds after a Flash	5 miles away
30 seconds after a Flash	**6 miles away**
35 seconds after a Flash	7 miles away
40 seconds after a Flash	8 miles away

Because lightning can strike up to 10 miles from a storm, you should seek safe shelter as soon as you hear thunder or see lightning. Personnel shall get to a safe location if the time between the lightning flash and the rumble of thunder is 30 seconds or less.

- Many manual and mechanical related activities occur outdoors and these activities may rely on safety, superintendents, supervisors, and managers to make safety decisions. Therefore, it is essential for everyone involved in work activities to understand the dangers of lightning, have a lightning safety plan in place, and follow the plan once thunder is heard or lightning is seen. Weather watchers, real-time weather forecasts and commercial weather-warning devices or services are all tools that can be used to aid in the monitoring and notification of threatening weather situations, decision-making regarding stoppage of work, evacuation and return to work.

- To resume outdoor activities, personnel shall wait 30 minutes after both the last sound of thunder and after the last flash of lightning is at least six miles away, and moving away from the worksite. For pipeline work activities, to include but not limited to; installation, repair, tie-in, etc., if any portion of said pipeline should fall within the six mile radius of a lightning strike, all work activities are to be stopped until the entire pipeline is no longer within the stated radius. If lightning is seen without hearing thunder, lightning may be out of range and therefore less likely to be a significant threat. At night, be aware that lightning can be visible at a much greater distance than during the day as clouds are being lit from the inside by lightning. This greater distance may mean that the lightning is no longer a significant threat. At night, use both the sound of thunder and seeing the lightning channel itself to decide on when to reset the 30-minute return-to-work clock before resuming outdoor activities.

- Personnel who have been struck by lightning do not carry an electrical charge. Therefore, cardiopulmonary resuscitation (CPR) is safe for the first responder. If possible, an injured person should be moved to a safer location before starting CPR. Lightning strike victims who show signs of cardiac or respiratory arrest need prompt emergency care. Call 911 and activate your emergency action plan immediately. Prompt, aggressive CPR has been highly effective for the survival of victims of lightning strikes.

- Automatic external defibrillators (AEDs) are a safe and effective means of reviving people in cardiac arrest. Planned access to early defibrillation should be part of your institution's emergency action plan. However, do not delay CPR while searching for an AED.

3.4 Tornado Procedures

The greatest potential for loss of life from a tornado is being struck by debris propelled through the air at a tremendous velocity. As a result, early notice of weather conditions conducive to producing tornados and quick action when determined to be in the path of an approaching tornado is essential for protection of our employees.

In the event of a tornado sighting without warning:

1. Immediately seek shelter in a low-lying area or the center of a building, away from doors and windows. Suggested location is in the compressor station basement or under any other large stationary object which will block the wind and debris.

In the event of a tornado sighting with warning:

1. The operator on duty should warn personnel on site by means of the any effective communication system and/or the emergency siren.
2. If time permits, clean up and/or secure any loose items that might be picked up by the wind.
3. Seek shelter in the compressor station basement or under any other large stationary object which will block the wind and debris.

After the event has passed:

1. Personnel should be polled to assure that everyone is all right. If there are injuries, call 911 and/or Life Air (1-800-762-9562) as needed.
2. Execute the Business Recovery Plan as described in Section B.

3.5 Ice Storm Procedures

The greatest potential for loss of life or injury during an ice storm is while driving or falling on a slick surface. Ice will form first on raised surfaces such as bridges, catwalks, ladder rungs, and above ground piping.

In the event an ice storm is forecast and the potential exists for employees to become stranded at work, the following items should be coordinated:

1. Ensure enough water is available separate from the commercial or well system.
2. Ensure all fuel containers and vehicles are topped off.
3. Stockpile some food.
4. Obtain a cot and blankets.
5. Test all cellular phones.
6. Charge all hand held radios.

To ensure continued customer service, the following items should be coordinated:

1. Man unmanned stations, if anticipated to be needed for operation.
2. Check Versa Valves, drain water if necessary.

3. Ensure generators, chain saws, and water pumps all work and topped off with fuel.
4. Check Valve Operators, drain water if necessary.
5. Keep dry air filters clear of ice build-up.
6. Test standby station generators in preparation for loss of power.
7. Check availability and serviceability of tire chains, mount if necessary.
8. Ensure employees understand the need to stay close to the phone and keep the station updated on where they are.
9. Maintain communications with Sempra Operations Center.
10. Prepare to handle leaks and breaks in the system.

Given the climate in which the facilities are located an ice storm and its lingering effects should not last long and operations should return to normal within days.

3.6 Flooding Procedures

The greatest potential for loss of life or injury during a flood while driving through flood waters washing over roadways. Seasonal flooding usually subsides within a short period of time without posing any threat to the safe operation of the pipeline. The facilities could be at risk due to water rising above the equipment, above ground piping being struck by debris carried by the flood waters, or pipe stress caused by earth movement.

Preparation for Flooding:
Before areas become flooded, some precautions should be taken.

1. Maintain liaison with the Corps of Engineers to monitor river levels.
2. Go over our checklist of contingencies for abnormal operation that is attached to this document.

Monitoring of Flooded Areas:

Aerial Patrol – Facility employees should accompany the patrol pilot on routine patrols to assist in viewing the flooded areas as necessary. As the flood continues, increased patrols may become necessary.

Boat Patrol – Patrol all flooded areas by boat weekly. Particular attention should be given to high-risk areas.

Note: Shallow flooded areas can become choppy with only a slight increase in wind velocity. Special attention should be given to weather reports. During all patrols special attention should be given to:

1. Locating and removing debris around gate valve towers and other above water facilities.
2. Locating and removing other obstacles found near facilities.
3. Locating and marking possible leaks on pipeline.

Safety Concerns Associated with Patrolling:

1. Personal protective equipment for each individual on patrol.
2. Paddles and communication equipment in patrol boat.
3. Patrol pilot has life vests in aircraft.
4. Boat patrol be aware of:

    a. Rough water
    b. Snakes and other wildlife at towers, levees, and in trees.
    c. Floating debris.
    d. Power lines low to the water.
    e. Structures that could be just under water level.

Pipeline Pressure Monitoring:

In addition to patrols, Operations should pay special attention to pressure changes or abnormal changes in flow.

Potential Leaks – If suspected leaks are located during patrols, etc., these leaks should be documented, marked, and monitored. Location of suspected leaks may require action to protect the public. Suspected leaks will be investigated and a final determination made after water recedes.
Note: In flooded areas, there are bubbles from many sources that may not be pipeline facilities.

Significant Leak/Rupture – In the event of a significant leak or rupture in the flooded area, the following steps should be taken:

1. Take immediate steps to protect the public.
2. Notify Corporate.
3. Identify the line that is leaking.
4. Isolate leaking section of line.
5. Make reports to government officials as appropriate.
6. Contact other employees for assistance.
7. Notify customers impacted.

Note: Since blow-offs are under water, valves will have to be closed and lines allowed to bleed down. Leaking section will be isolated until conditions are favorable to make permanent repairs.

Environmental Concerns:

The main environmental concern is any liquid that may be in the bottom of pipelines. In the event of a significant leak or rupture, we will be prepared to contain any release of such liquids.

Protection of the Public:

The vast majority of the affected area is rural farmland and wetlands. A large portion is in a flood plain and uninhabited. The main concern is there will be individuals in boats who might be in the area when a problem occurs. Contact local law enforcement agencies for assistance in dealing with the public should the need arise.

Post Flood Operations:

Execute the Business Resumption Plan as described in Section B.

Sempra®

Emergency Operations Plan

Section 4 – Isolation of Facilities

Introduction

This section contains procedures for isolating facilities at the local Area.

Ragley Facility Isolation Procedures
Station
DWG 001-LAR-M-0001

ISOLATION

A. Close/Verify closed the following valves at the Ragley Facility
   a. GOV 1100, HV XXXX (loading valve GOV 1100)
   b. MP 19.60 HV 1 (8" Kicker Line Valve on Launcher)
   c. GOV 1103, HV XXXX (loading valve GOV 1103)
   d. GOV 1177, GOV 1178, & GOV 1182 (Transco)
   e. GOV 1175, GOV 1176, & GOV 1181 (Texas Eastern)

DEPRESSURIZATION

A. Open / Verify open the following valves at the Ragley Facility
   a. GOV 1101, GOV 1107, GOV 1117
   b. GOV 1170, GOV 1171
B. Open the following BDV's
   a. BDV 1126 (If fuel gas will be included)
   b. BDV 1119
   c. BDV 1109
   d. BDV 1510A & BDV 1510B

CUSTOMER IMPACT

A. No operations available for Trunkline, Texas Eastern, or Transco

RETURN TO SERVICE

A. Close the following BDV's
   a. BDV 0126 (If fuel gas was included)
   b. BDV 1119
   c. BDV 1109
   d. BDV 1510A & BDV 1510B
B. Open GOV1118
C. Slowly allow the station to pressurize (50psi per minute)
D. Open GOV 1100 (when pressurized)
E. Open GOV 1103
F. If applicable open one of the following valves for service GOV 1177, GOV 1178, or GOV 1182 (Transco)
G. If applicable open one of the following valves for service GOV 1175, GOV 1176, or GOV 1181 (Texas Eastern)

H. Open the following "normally" open valves
   a. GOV 1117
   b. GOV 1170
   c. GOV 1171

I. Close the following "normally" closed valves
   a. GOV 1101
   b. GOV 1107

Holbrook Facility Isolation Procedures
Station
DWG 5651-1100-100 thru DWG 5651-1100-302

ISOLATION

B. Close/Verify closed the following valves at the Holbrook Facility
   a. GOV 0310, HV XXXX (loading valve GOV 1100)
   b. MP 27.58 HV 0325 (16" Kicker Line Valve on Launcher)
   c. GOV 1100 & HV 1100 (Low Pressure Suction)
   d. GOV 1300 & HV 1300 (High Pressure Suction)

DEPRESSURIZATION

C. Open the following BDV's
   a. BDV 3363A (If fuel gas will be included)
   b. BDV 3362A (If fuel gas will be included)
   c. BDV 3361A (If fuel gas will be included)
   d. BDV 3164A (If fuel gas will be included)
   e. BDV 3163A (If fuel gas will be included)
   f. BDV 3162A (If fuel gas will be included)
   g. BDV 3161A (If fuel gas will be included)
   h. BDV 3100
   i. BDV 3300
   j. BDV 3000
   k. BDV 3101A, 3301A, 3102A, 3302A, 3103A, 3303A, & 3104A

CUSTOMER IMPACT

B. No Horsepower/Compression available for operations of CIP between Ragley Station and CLNG. No operation of 36" TGP/Holbrook Low Pressure Suction.

RETURN TO SERVICE

J. Close the following BDV's
   a. BDV 3363A, BDV 3362A, BDV 3361A, BDV 3164A, BDV 3163A, BDV 3162A, BDV 3161A (If fuel gas was included)
   b. BDV 3100
   c. BDV 3300
   d. BDV 3000
   e. BDV 3101A, 3301A, 3102A, 3302A, 3103A, 3303A, & 3104A

K. Open HV 1300, HV1100, & HV1000
L. Slowly allow the station to pressurize (50psi per minute)
M. When station pressure is equalized with corresponding line pressure, select the desired mode of operation on the HBK Plant Mode Scada page which will open the appropriate suction and discharge valves.

Ragley Facility Isolation Procedures
Compressor Building
DWG 001-LAR-M-0001

ISOLATION

A. Verify that the following unit valves and bypasses are closed
    a. GOV 1501A, GOV 1502A, GOV 1511A
    b. GOV 1501B, GOV 1502B, GOV 1511B
B. Isolate the engine fuel gas systems by closing the following valves
    a. HV 1521A
    b. HV 1521B

DEPRESSURIZATION

A. Verify that the following engine blowdown valves have opened
    a. GOV 1510A
    b. GOV 1510B
B. If needed the fuel gas system can be depressurized by operating the following valves
    a. Close GOV 1121
    b. Open BDV 1126

CUSTOMER IMPACT

A. The station compressors are unavailable. No operations that would require compression are available. All other operations are unaffected.

RETURN TO SERVICE

A. Return fuel gas system to service by operating the following valves
    a. Close BDV 1126
    b. Open GOV 1121
B. Return to service the engine fuel gas systems by opening the following valves
    a. HV 1521A
    b. HV 1521B
C. The engine unit valves are in their correct position and require no further service

Holbrook Facility Isolation Procedures
Compressor Buildings
DWG 5651-1100-200 thru 5651-1100-232

ISOLATION

C. Verify that the following unit valves and bypasses are closed
   a. GOV 1101A, GOV 1101E, GOV 1101C
   b. GOV 1301A, GOV 1301E, GOV 1301C
   c. GOV 1102A, GOV 1102E, GOV 1102C
   d. GOV 1302A, GOV 1302E, GOV 1302C
   e. GOV 1103A, GOV 1103E, GOV 1103C
   f. GOV 1303A, GOV 1303E, GOV 1303C
   g. GOV 1104A, GOV 1104E, GOV 1104C
D. Isolate the engine fuel gas systems by closing the following valves
   a. GOV 8200
   b. GOV 8100

DEPRESSURIZATION

C. Verify that the following engine blowdown valves have opened
   a. BDV 3101A
   b. BDV 3301A
   c. BDV 3102A
   d. BDV 3302A
   e. BDV 3103A
   f. BDV 3303A
   g. BDV 3104A
D. If needed the fuel gas system can be depressurized by operating the following valves
   a. BDV 3363A
   b. BDV 3362A
   c. BDV 3361A
   d. BDV 3164A
   e. BDV 3163A
   f. BDV 3162A
   g. BDV 3161A

CUSTOMER IMPACT

B. The station compressors are unavailable. No operations that would require compression are available. All other operations are unaffected.

RETURN TO SERVICE

D. Return fuel gas system to service by operating the following valves
    a. Close BDV 3363A, BDV 3362A, BDV 3361A, BDV 3164A, BDV 3163A, BDV 3162A, & BDV 3161A
    b. Open GOV 8100
    c. Open GOV 8200
E. The engine unit valves are in their correct position and require no further service

LGS 30" Pipeline Isolation Procedures
DWG 001-LAD-M-001A
DWG 001-LAR-M-0001

ISOLATION

A. Close / verify closed the following valves at the Ragley C/S
    1. GOV 1100 and GOV XXXX (the Ragley loading valve)
    2. MP 19.60 HV 1 (8" Kicker Line Valve on Launcher)
B. Open / verify open the following valve at the Ragley C/S
    1. HV 1110
C. Close / verify closed the following valve at the Florida Gas M/S
    1. MP 2.06 TV 1 (Florida Gas M/S Tap Valve 16")
D. Close / verify closed the following valve at the Tennessee Gas M/S
    1. MP 7.06 TV 1 (Tennessee Tap Valve 20")

DEPRESSURIZATION

If Depressurization via pipeline vent

A. Follow Pipeline Isolation procedure for isolation.
B. Remove Yale Cap from 10" Blowoff.
C. Open BD 1 to begin pipeline de-pressure.

CUSTOMER IMPACT

A. Tennessee Gas Pipeline M/S is shut in
B. Florida Gas Pipeline M/S is shut in
C. Ragley C/S will have limited opportunities to wheel gas among Transco, Texas Eastern and Trunkline.

RETURN TO SERVICE

A. IF Pressurization will take place from Ragley C/S
    a. Open the Yale Cap at Ragley C/S 10" vent valve
    b. Open MP 19.58 BD 1 the 10" vent valve
    c. Station personnel at TGP Meter Station to use HV 0272 to pressurize the 30" pipe.
    d. Open HV 0272 to commence the purge
    e. Close MP 19.58 BD 1 once the purge is complete
    f. Replace the Yale Cap on MP 19.58 at Ragley C/S
    g. Slowly pressurize the pipeline to operating pressure
    h. Return the pipeline to service by opening the following valves
        i. GOV 1100 Ragley C/S outlet
        ii. MP 2.06 TV 1 (Florida Gas M/S Tap Valve 16")
        iii. MP 7.06 TV 1 (Tennessee Tap Valve 20")

LGS 20" Pipeline Isolation Procedures
DWG 001-LAR-M-0001

ISOLATION

A. **If time permits** decrease pipeline pressure by one of the following methods
   a. Compressor drawdown. Ensure rod load limits are observed
   b. Delivery to one of the customers
B. Close / verify closed the following valve at the Trunkline M/S
   a. MP 23.39 TV 1 (Trunkline tap valve 20").
C. Ragley C/S vent stack blowdown requires the following valves to be closed / verified closed
   a. GOV 1101, GOV 1102
   b. GOV 1111, GOV 1112
   c. GOV 1114
   d. GOV 1174, GOV 1173, GOV 1175, GOV 1176, GOV 1177, GOV 1178
   e. GOV 1181 GOV 1182
D. Ragley C/S vent stack blowdown requires the following valves to be opened / verified opened
   a. GOV 1103
   b. GOV 1180

DEPRESSURIZATION

A. Depressurization via station vent stack at Ragley
   a. Commence blowdown by opening BDV 1103
B. Once depressurization is completed the 20" pipeline needs to be isolated from the station blowdown system
   a. Open MP 23.39 BD 1 (pipeline vent valve 6").
   b. Open MP 19.65 BD 1 (pipeline vent valve 6").
   c. Close GOV 1103 the Ragley C/S isolation valve and GOV XXXX the loading valve
   d. Close BDV 1103

CUSTOMER IMPACT

A. Transco Gas Pipeline M/S is isolated from Ragley C/S suction
B. Texas Eastern Gas Pipeline M/S is isolated from Ragley C/S suction
C. Trunkline M/S is shut in
D. Ragley C/S will have limited opportunities to wheel gas among Transco and Texas Eastern.

RETURN TO SERVICE

A. IF the purge will be completed using the pipeline vent stacks
   a. To pressurize the pipeline from Trunkline M/S
      i. Close MP 19.65 BD 1 (pipeline vent valve 6")
      ii. Close MP 23.39 BD 1 (pipeline vent valve 6").
      iii. Purge using the Ragley C/S vent stack requires the following valves to be closed / verified closed
         1. GOV 1101, GOV 1102
         2. GOV 1111, GOV 1112
         3. GOV 1114
         4. GOV 1174, GOV 1173, GOV 1175, GOV 1176, GOV 1177, GOV 1178
         5. GOV 1181 GOV 1182
      iv. Purge using the Ragley C/S vent stack requires the following valves to be opened / verified opened
         1. GOV 1103
         2. GOV 1180
      v. Station personnel at the BDV 1103 vent stack to monitor the purge
      vi. Open MP 23.39 TV 1 (Trunkline tap valve 20") to commence the purge using the FCV on the Trunkline M/S
      vii. Once the purge is complete slowly pressurize the pipeline to operating pressure
      viii. Return the pipeline to service by properly positioning the following valves based on operational needs
         1. GOV 1101, GOV 1102
         2. GOV 1111, GOV 1112
         3. GOV 1114
         4. GOV 1174, GOV 1173, GOV 1175, GOV 1176, GOV 1177, GOV 1178
         5. GOV 1180 GOV 1181 GOV 1182
         6. GOV 1103
   b. To pressurize the pipeline from Ragley C/S
      i. Close MP 19.65 BD 1 (pipeline vent valve 6")
      ii. Station personnel at MP 23.39 BD 1 (pipeline vent valve 6") to monitor the purge
      iii. Open the loading valve GOV XXX to commence the purge
      iv. Once the purge is complete close MP 23.39 BD 1 (pipeline vent valve 6").
      v. Slowly pressurize the pipeline to operating pressure

vi. Return the pipeline to service by properly positioning the following valves based on operational needs
    1. GOV 1101, GOV 1102
    2. GOV 1111, GOV 1112
    3. GOV 1114
    4. GOV 1174, GOV 1173, GOV 1175, GOV 1176, GOV 1177, GOV 1178
    5. GOV 1180 GOV 1181 GOV 1182
    6. GOV 1103
    7. MP 23.39 TV 1 (Trunkline tap valve 20").

Cameron 42" Pipeline Isolation Procedures
DWG 002-LAO-M-S-P-801-100
LAUNCHER TO MLV-1

ISOLATION

E. Close / verify closed and lockout tagout the following valves at the Launcher @ MP 0.00
   a. 42" LIV
   b. 2" Bypass Valve V11
   c. 2" Bypass Valve V12
   d. 2" Bypass Valve V13
   e. 42" LSV
   f. 12" BDV V2
   g. 12" BDV V3
   h. 4" Crossover Valve V7
   i. 12" Kicker Valve V1
F. Close / verify closed and lockout tagout the following valves at Walker Road Gate (MLV-1) @ MP 12.2
   a. 42" MLV-1
   b. MP 12.2 12" BDV V2 (North)
   c. MP 12.2 12" BDV V1 (South)

DEPRESSURIZATION

C. If Blowing down from Launcher Location MP 0.00
   a. Remove yale cap on 12" BDV V3
   b. Commence blow down by opening 12" BDV V3
D. If Blowing down from the Walker Road Gate Location MP 12.2
   a. Remove yale cap on MP 12.2 12" BDV V1 (South)
   b. Commence blow down by opening MP 12.2 12" BDV V1 (South)

CUSTOMER IMPACT

E. Cameron LNG M/S is isolated
F. Liberty South M/S (future) is isolated

RETURN TO SERVICE

B. To pressurize the pipeline from the Walker Road Gate Location @ MP 12.2
   a. Perform the following operations at the Launcher @ MP 0.00
      i. Remove yale cap on 12" BDV V3
      ii. Open 12" BDV V3
   b. Perform the following operations at Walker Road Gate (MLV-1) @ MP 12.2

i. Install yale cap on MP 12.2 12" BDV V1 (South)
ii. Open MP 12.2 12" BDV V1 (South)

c. Purge the pipeline by opening MP 12.2 BDV V2 (North)
d. When the purge is complete:
   i. Close MP 0.00 12" BDV V3
   ii. Install MP 0.00 yale cap on 12" BDV V3
e. Continue loading the pipeline and when complete:
   i. Close MP 12.2 12" BDV V2 (North)
   ii. Close MP 12.2 12" BDV V1 (South)
f. Equalize pressure around each 42" valve
   i. Open 42" LSV
   ii. Open 42" MLV-1

Cameron 42" Pipeline Isolation Procedures
DWG 002-LAO-M-S-P-801-100
MLV-1 TO MLV-2

ISOLATION

A. Close / verify closed and lockout tagout the following valves at Walker Road Gate (MLV-1) @ MP 12.2
   a. 42" MLV-1
   b. MP 12.2 12" BDV V2 (North)
   c. MP 12.2 12" BDV V1 (South)
B. Close / verify closed and lockout tagout the following valves at Holbrook Road Gate (MLV-2) @ MP 24.2
   a. 42" MLV-2
   b. MP 24.2 12" BDV V2 (North)
   c. MP 24.2 12" BDV V1 (South)
C. Close / verify closed and lockout tagout the following valve
   a. MP 19.33 FGT interconnect isolation valve
D. Close / verify closed and lockout tagout the following valve
   a. MP 24.2 TGP interconnect isolation valve

DEPRESSURIZATION

A. If Blowing down from Walker Road Gate (MLV-1) @ MP 12.2
   a. Remove yale cap on MP 12.2 12" BDV V2 (North)
   b. Commence blow down by opening MP 12.2 12" BDV V2 (North)
B. If Blowing down from the Holbrook Road Gate (MLV-2) @ MP 24.2
   a. Remove yale cap on MP 24.2 12" BDV V1 (South)
   b. Commence blow down by opening MP 24.2 12" BDV V1 (South)

CUSTOMER IMPACT

A. Cameron LNG M/S is isolated
B. Liberty South M/S (future) is isolated
C. FGT M/S is isolated
D. TGP M/S is isolated

RETURN TO SERVICE

A. To pressurize the pipeline from the Holbrook Road Gate Location @ MP 24.2
   a. Remove yale cap on MP 12.2 12" BDV V2 (North)
   b. Open MP 12.2 12" BDV V2 (North)
   c. Install yale cap on MP 24.2 12" BDV V1 (South)
   d. Open MP 24.2 12" BDV V1 (South)
   e. Purge the pipeline by opening MP 24.2 12" BDV V2 (North)

f. When the purge is complete:
    i. Close MP 12.2 12" BDV V2 (North)
    ii. Install yale cap on MP 12.2 12" BDV V2 (North)
g. Continue loading the pipeline and when complete:
    i. Close MP 24.2 12" BDV V2 (North)
    ii. Close MP 24.2 12" BDV V1 (South)
h. Equalize pressure around each 42" valve
    i. Open 42" MLV-1
    ii. Open 42" MLV-2

B. To pressurize the pipeline from the Walker Road Gate Location @ MP 12.2
a. Remove yale cap on MP 24.2 12" BDV V1 (South)
b. Open MP 24.2 12" BDV V1 (South)
c. Install yale cap on MP 12.2 12" BDV V2 (North)
d. Open 12.2 12" BDV V2 (North)
e. Purge the pipeline by opening MP 12.2 12" BDV V1 (South)
f. When the purge is complete:
    i. Close MP 24.2 12" BDV V1 (South)
    ii. Install yale cap on MP 24.2 12" BDV V1 (South)
g. Continue loading the pipeline and when complete:
    i. Close MP 12.2 12" BDV V2 (North)
    ii. Close MP 12.2 12" BDV V1 (South)
h. Equalize pressure around each 42" valve
    i. Open 42" MLV-1
    ii. Open 42" MLV-2
i. Open MP 19.33 FGT interconnect isolation valve
j. Open MP 24.2 TGP interconnect isolation valve

Cameron 42" Pipeline Isolation Procedures
DWG 002-LAO-M-A-P-801-100
DWG 002-LAO-M-A-P-801-101
MLV-2 TO RAGLEY RECEIVER

ISOLATION

A. Close / verify closed and lockout tagout the following valves at the Receiver @ MP 36.59
   a. 42" RIV
   b. 2" Bypass Valve V11
   c. 2" Bypass Valve V12
   d. 2" Bypass Valve V13
   e. 42" RSV
   f. 12" BDV V2
   g. 12" BDV V3
   h. 4" Crossover Valve V7
   i. 12" Kicker Valve V1
B. Close / verify closed and lockout tagout the following valves at Holbrook Gate (MLV-2) @ MP 24.2
   a. 42" MLV-2
   b. MP 24.2 12" BDV V2 (North)
   c. MP 24.2 12" BDV V1 (South)

DEPRESSURIZATION

A. If Blowing down from Receiver Location MP 36.59
   a. Remove yale cap on 12" BDV V2
   b. Commence blow down by opening 12" BDV V2
B. If Blowing down from the Holbrook Road Gate Location MP 24.2
   a. Remove yale cap on MP 24.2 12" BDV V2 (North)
   b. Commence blow down by opening MP 24.2 12" BDV V2 (North)

CUSTOMER IMPACT

A. Transco Gas Pipeline M/S is isolated
B. Texas Eastern Gas Pipeline M/S is isolated
C. LA Storage M/S is isolated

RETURN TO SERVICE

A. To pressurize the pipeline from the Holbrook Gate Location @ MP 24.2
    a. Perform the following operations at the Receiver @ MP 36.59
        i. Remove Yale cap on 12" BDV V2
        ii. Open 12" BDV V2
    b. Perform the following operations at Holbrook Gate Location @ MP 24.2
        i. Install Yale cap on MP 24.2 12" BDV V2 (North)
        ii. Open MP 24.2 12" BDV V2 (North)
    c. Purge the pipeline by opening MP 24.2 12" BDV V1 (South)
    d. When the purge is complete:
        i. Close 12" BDV V2
        ii. Install Yale cap on 12" BDV V2
    e. Continue loading the pipeline and when complete:
        i. Close MP 24.2 12" BDV V1 (South)
        ii. Close MP 24.2 12" BDV V2 (North)
    f. Equalize pressure around each 42" valve
        i. Open 42" RSV
        ii. Open 42" MLV-2

Holbrook Suction 36" Pipeline Isolation Procedures
DWG 22100PL-530-PFD-40101
LAUNCHER TO RECEIVER

ISOLATION

A. Close / verify closed and lockout tagout the following valves at the Receiver @ MP 0.0
   a. GOV 0310
   b. HV 1101
   c. HV 1102
   d. HV 1103
   e. GOV 1100
   f. HV 0325
   g. HV 0320
   h. HV 0314
   i. HV 0316
B. Close / verify closed and lockout tagout the following valves at TGP Meter Station Launcher @ MP 3.57
   a. GOV 0285
   b. GOV 0270
   c. HV 0273
   d. HV 0272
   e. HV 0271
   f. HV 0275
   g. HV0276

DEPRESSURIZATION

A. If Blowing down from TGP Launcher Location MP 0.0
   a. Remove yale cap on 10" and open HV 0290
   b. Commence blow down by opening 10" HV 0291
B. If Blowing down from the Holbrook Station Location MP 3.57
   c. Remove yale cap on MP 3.57 10" and open HV 0300
   d. Commence blow down by opening MP 3.57 10" HV 0301

CUSTOMER IMPACT

A. Holbrook Station Low Pressure Suction is not available.

RETURN TO SERVICE

A. To pressurize the pipeline from the TGP Location @ MP 0.0
   a. Perform the following operations at the Receiver @ MP 3.57
      i. Remove yale cap on 10" and open HV 0300

ii. Open 10" HV 0301

b. Perform the following operations at TGP Meter Station @ MP 0.0
   i. Install yale cap on MP 0.0 HV 0290
   ii. Close MP 0.0 10" HV 0291
c. Purge the pipeline by first opening MP 3.57 HV 0273, HV0271 and then begin purge by opening HV-0272.
d. When the purge is complete:
   i. Close MP 0.00 10" HV 0300
   ii. Install MP 0.00 yale cap on 10" and close HV 0301
e. Continue loading the pipeline and when complete:
   i. Close MP 3.57 HV 0272
   ii. Close MP 3.57 HV 0273 and HV 0271

Section 5 – Directions to Facilities

This section contains directions to local Area and station facilities.

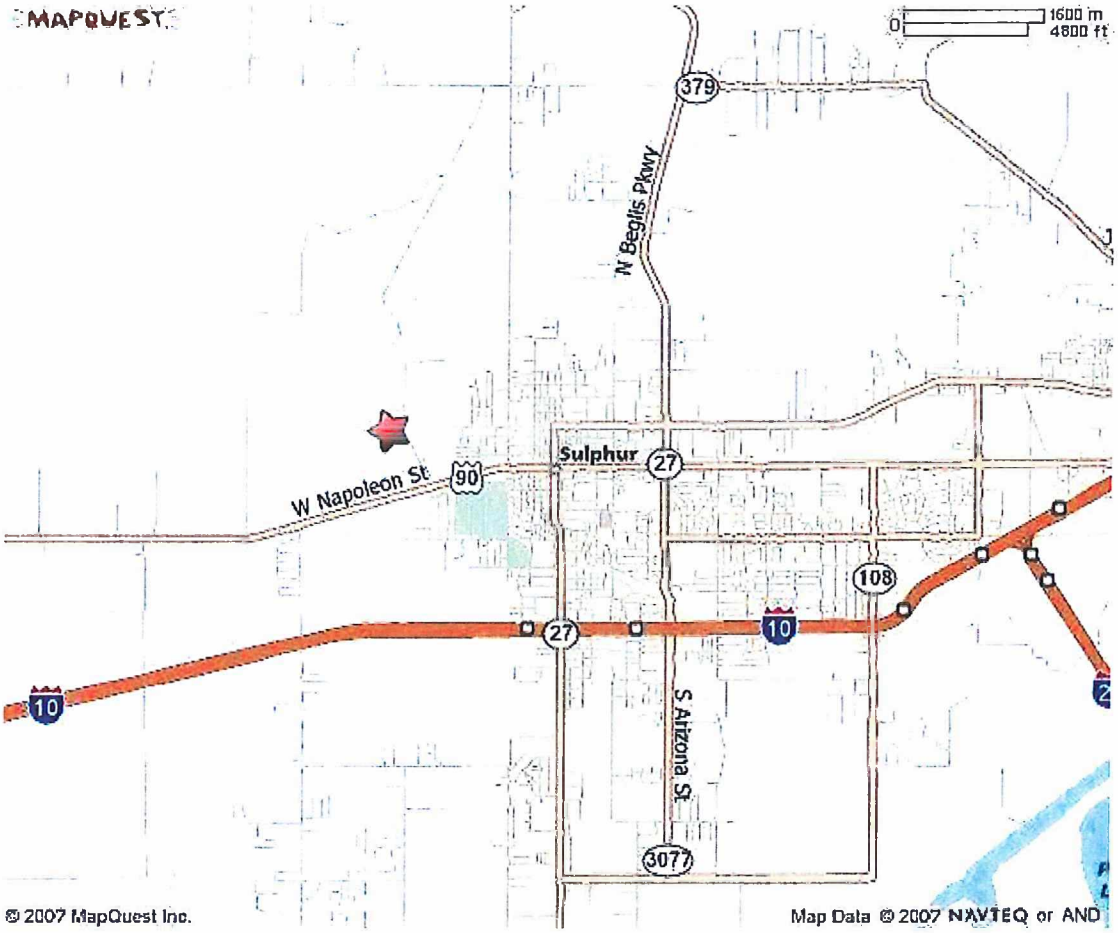
Directions for local Area and station facilities should include all pertinent information, as applicable.

For example:

- ❑ MLV locations by number and/or the property they are on
- ❑ Roads by number and name
- ❑ Distance directions to the tenth of a mile
- ❑ Sales/purchase meters by name, number and M.P.

LA Storage – 30" Pig Launcher MP 0.00

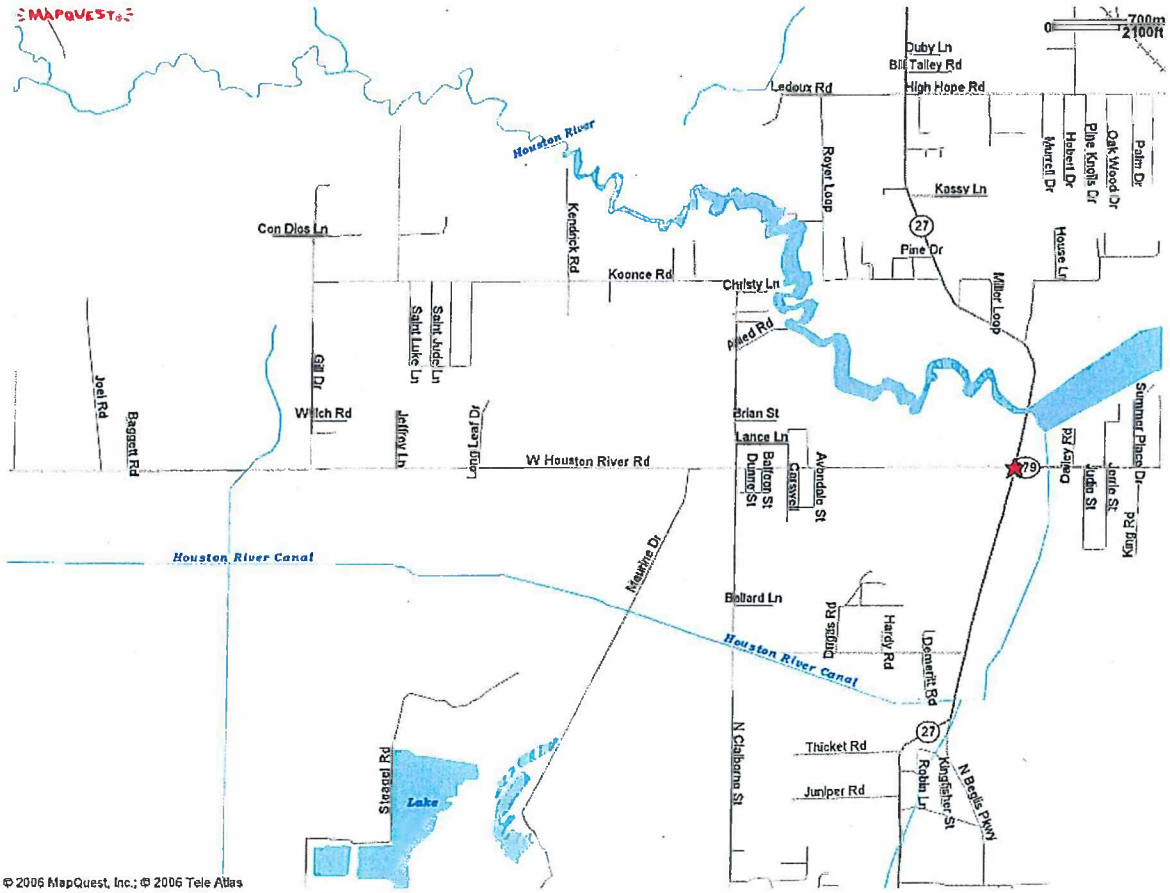
1. From I10 in Louisiana take Exit 20 North
2. Turn left on Hwy 90/Napoleon Street
3. Just outside of town turn right on Kim Street
4. At the stop sign, cross W Burton Street to North Kim Street
5. Go across the drainage canal to our right-of-way



LA Storage & Cameron Pipeline - Florida Gas Meter Station:

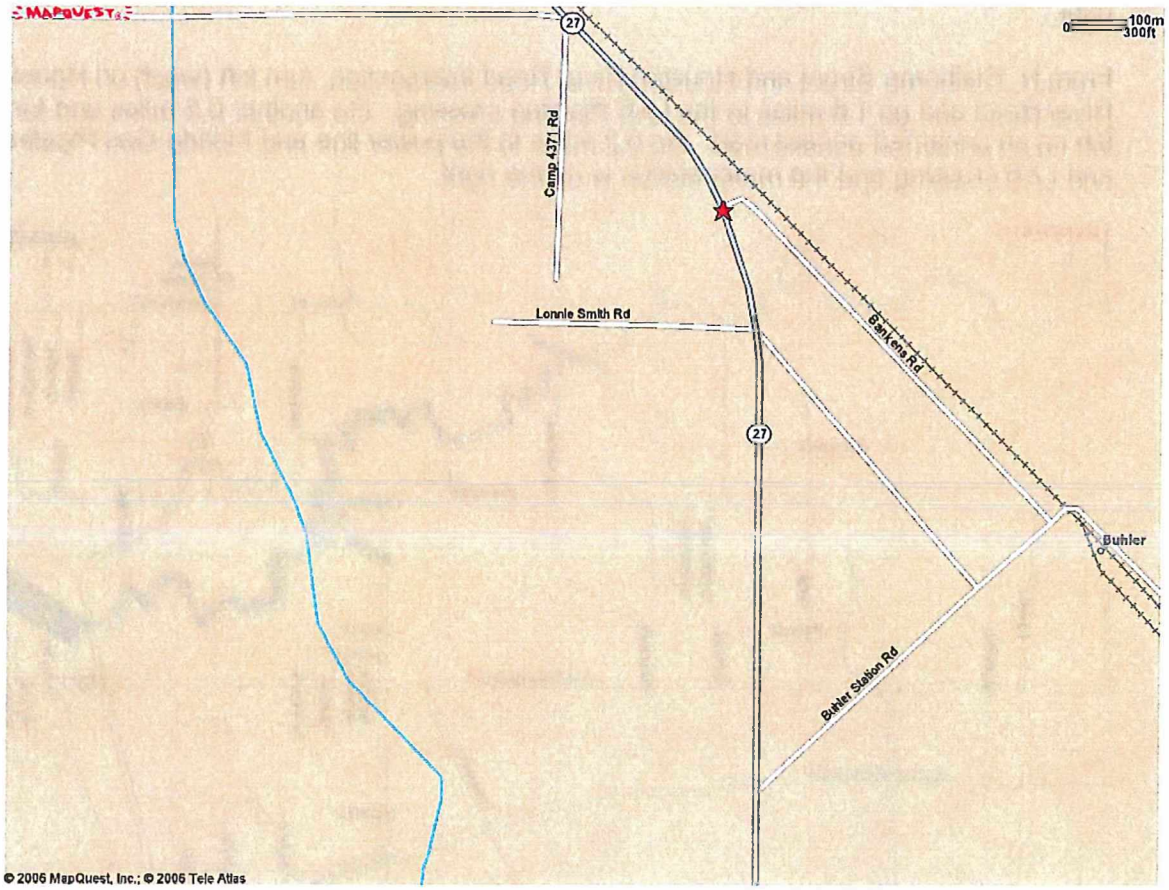
From Hwy 90 and Hwy 27 Intersection, travel north on Hwy 27 3.0 miles to Houston River Road. Turn left (west) on Houston River Road and go 2.3 miles to the LAS Pipeline crossing. Go another 0.3 miles and turn left on an unnamed access road. Go 0.2 miles to the power line and Florida Gas Pipeline and LAS crossing and the meter station is on the right.

From N. Claiborne Street and Houston River Road Intersection, turn left (west) on Houston River Road and go 1.6 miles to the LAS Pipeline crossing. Go another 0.3 miles and turn left on an unnamed access road. Go 0.2 miles to the power line and Florida Gas Pipeline and LAS crossing and the meter station is on the right.



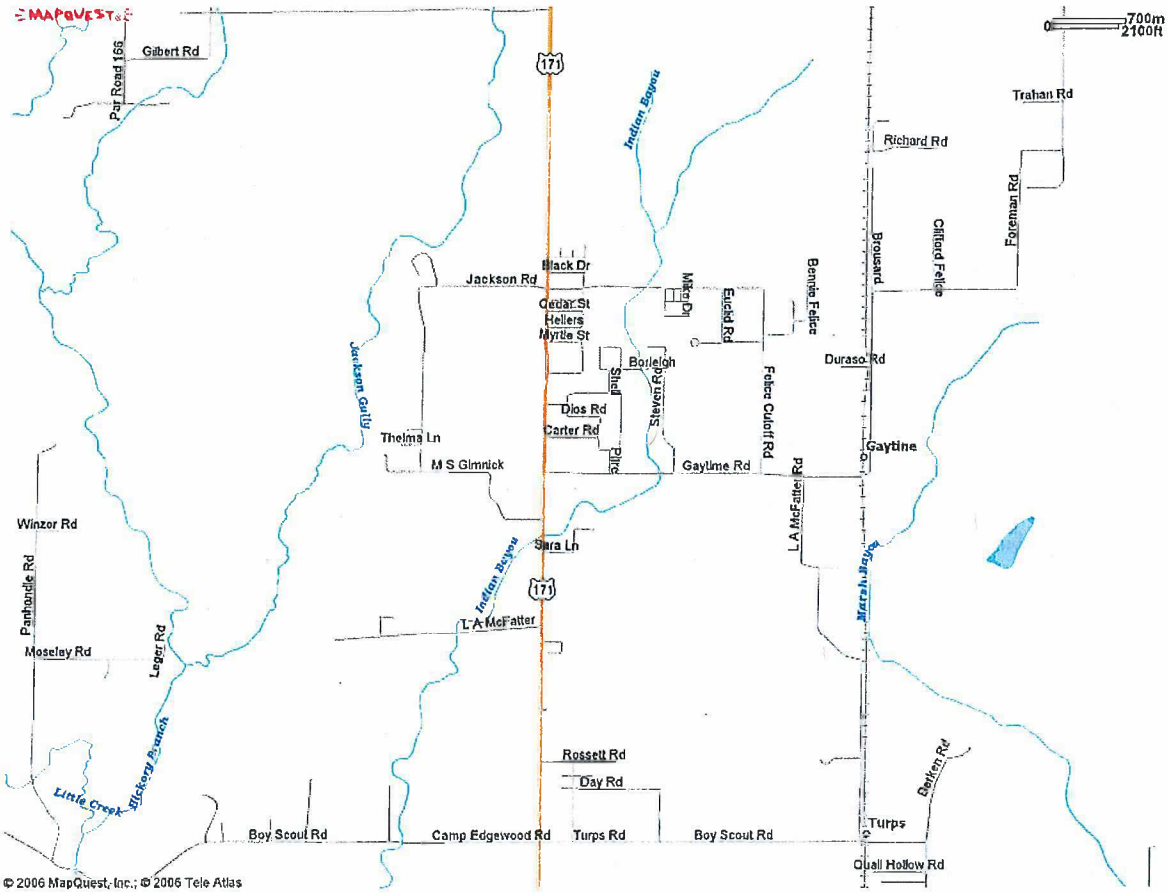
LA Storage & Cameron Pipeline - Tennesse Gas Meter Station:

From Hwy 90 and Hwy 27 Intersection, travel north on Hwy 27 6.8 miles to Bankens Road (you will cross the LAS Pipeline crossing at 6.7 miles). Turn right on Bankens Road. Go 0.3 miles and the meter station is on the left side of the road.



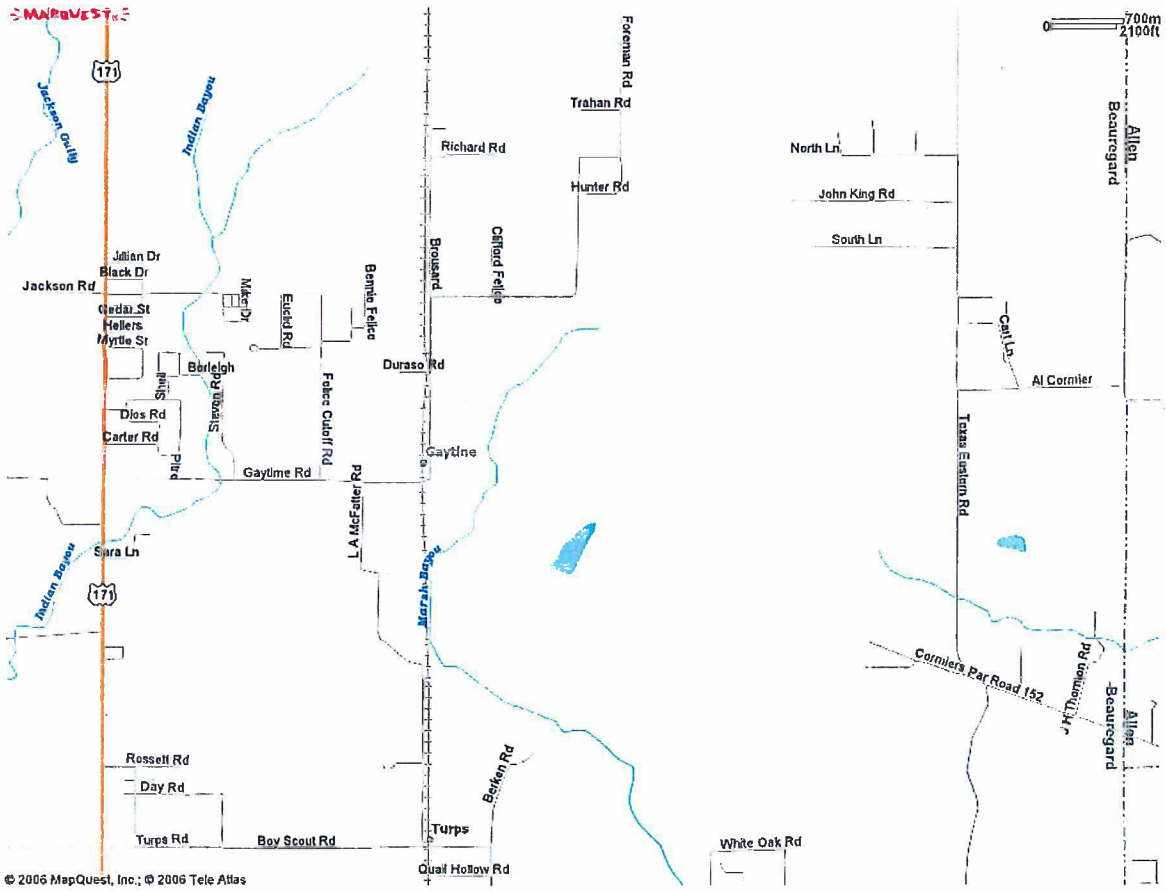
LA Storage - Ragley Compressor Station and Transco and Texas Eastern Meter Stations:

From the LAS Pipeline crossing on Hwy 171 go 1.3 miles north to Gaytine Road. Turn right on Gaytine road and go 1.4 miles to Coonie Jackson Road. Turn right on Coonie Jackson Road and go 1.0 miles and the stations are in the pasture on the right.



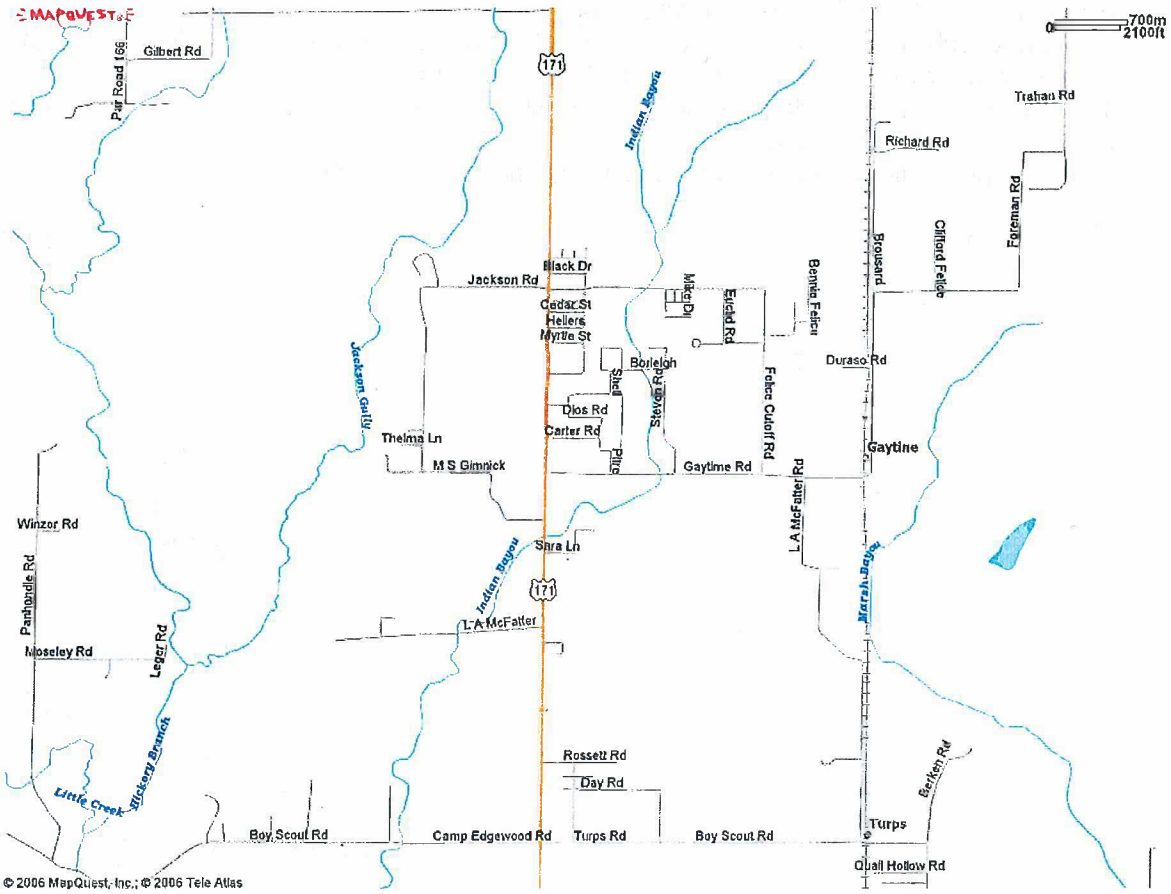
LA Storage - Trunkline Meter Station:

From the LAS Pipeline crossing on Hwy 171 go 1.3 miles north to Gaytine Road. Turn right on Gaytine road and go 2.7 miles to Foreman Road. Turn right on Foreman Road and go 1.1 miles to Andrew Mouhot Road. Turn right on Andrew Mouhot Road and go 2.2 miles to Texas Eastern Road. Turn right on Texas Eastern Road and go 1.0 miles to the meter station on the right hand side of the road.



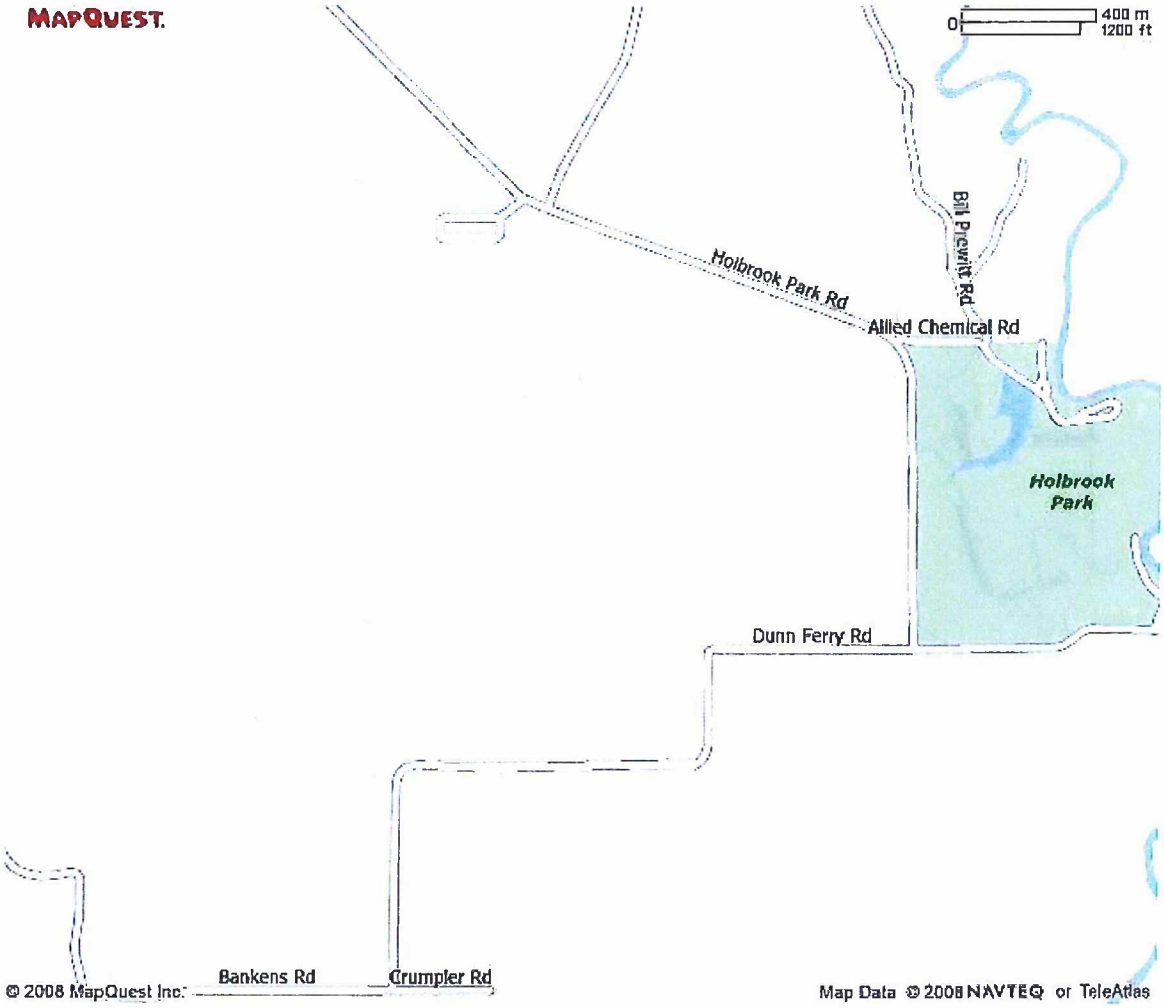
Cameron Pipeline – Liberty Meter Station, TETCO Meter Station, TRANSCO Meter Station, and Pig Receiver @ LA Storage Ragley Compressor Station:

From the LAS Pipeline crossing on Hwy 171 go 1.3 miles north to Gaytine Road. Turn right on Gaytine road and go 1.4 miles to Coonie Jackson Road. Turn right on Coonie Jackson Road and go 1.0 miles and the stations are in the pasture on the right.



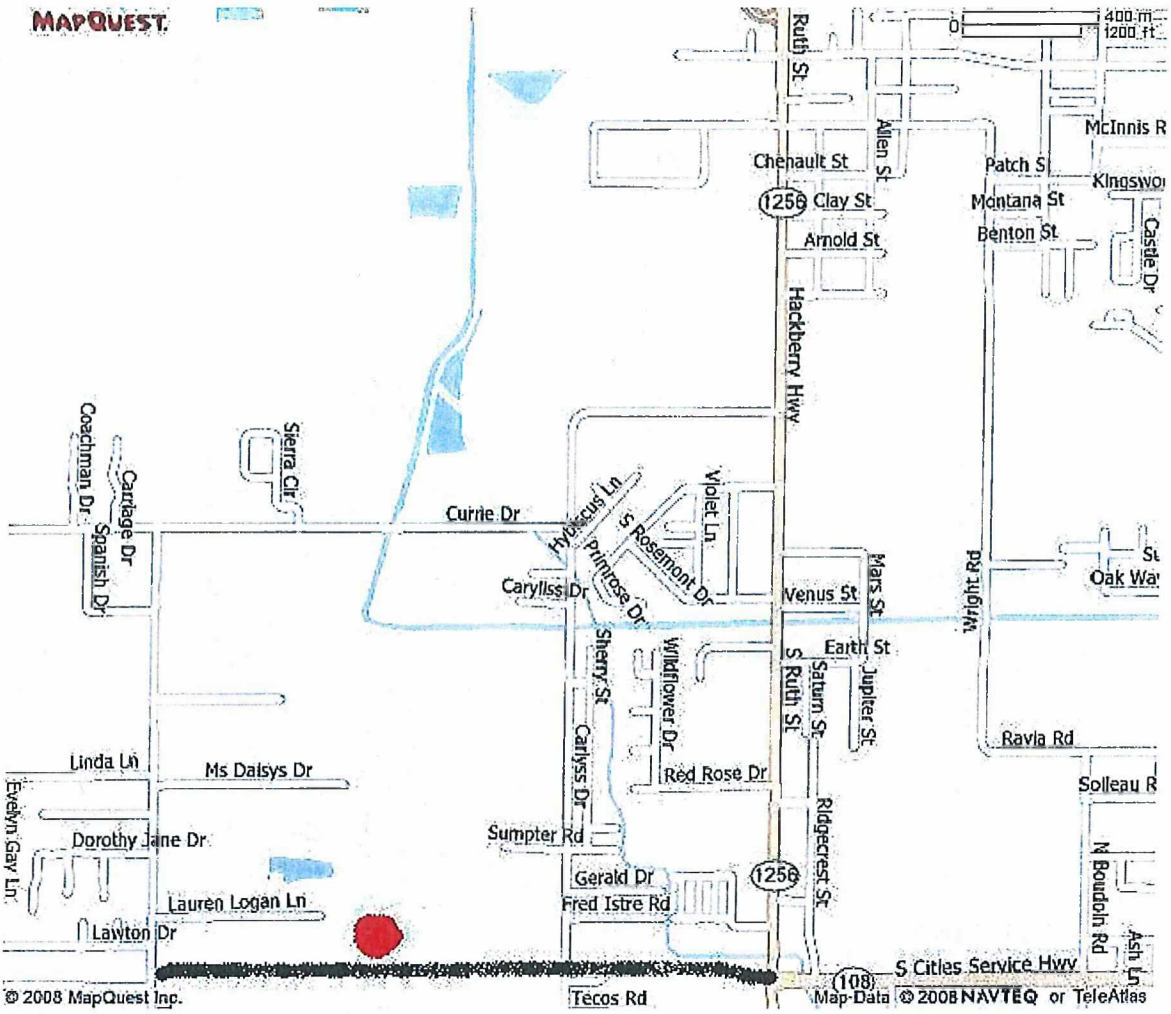
Cameron Pipeline – MLV-2 @ Holbrook Park Road:

From the Hwy 171 / N. Perkins Ferry Road Intersection:
Turn on N. Perkins Ferry Road and go 0.7 miles
Turn right on Hickory Branch Road and go 4.5 miles
Turn right on Dunn Ferry Road and go 2.5 miles
Turn right on Holbrook Park Road and go 3.0 miles to a pipe gate on the left (0.7 miles past the Cameron/LAS right-of-way)
Go in the pipe gate 0.8 miles and the valve setting is on the right
From the Hwy 27 / Buhler Road Intersection:
Turn on to Buhler Road and go 2.4 miles (road becomes Bankens at the railroad tracks)
At stop sign turn left staying on Bankens Road for 2.7 miles
Turn left on Holbrook Park Road and go 3.0 miles to a pipe gate on the left (0.7 miles past the Cameron/LAS right-of-way)
Go in the pipe gate 0.8 miles and the valve setting is on the right



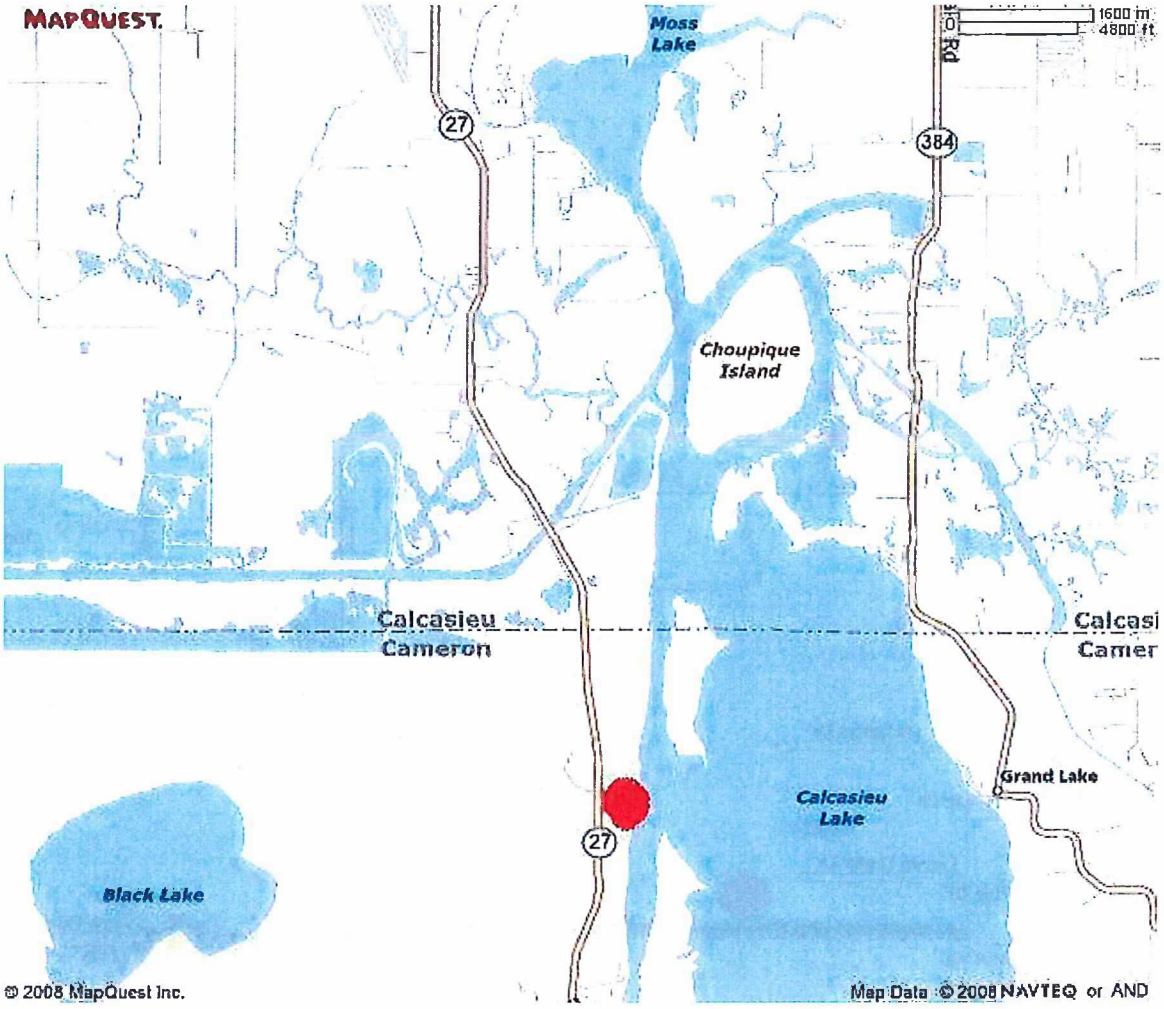
Cameron Pipeline – MLV-1 and Rectifer @ Walker Road:

From the I10 exit 20 go south on Hackberry Hwy also know as Hwy 1256, 2.2 miles to Hwy 108. At this intersection there is a Circle K and two banks. Turn right on Walker Road (new road not on GPSs and there is no street sign). Go 1.0 miles and the mainline valve setting and rectifier are in the field on the right.



Cameron Pipeline – Cameron LNG Meter Station and Pig Launcher @ Cameron LNG Terminal:

From the I10 exit 20 go south on Hackberry Hwy also know as Hwy 1256, 12.8 miles (turns into Hwy 27 after 2.2 miles). When you cross the IntraCoastal Waterway Bridge you can see the Cameron LNG Terminal and you are 2.0 miles from destination.



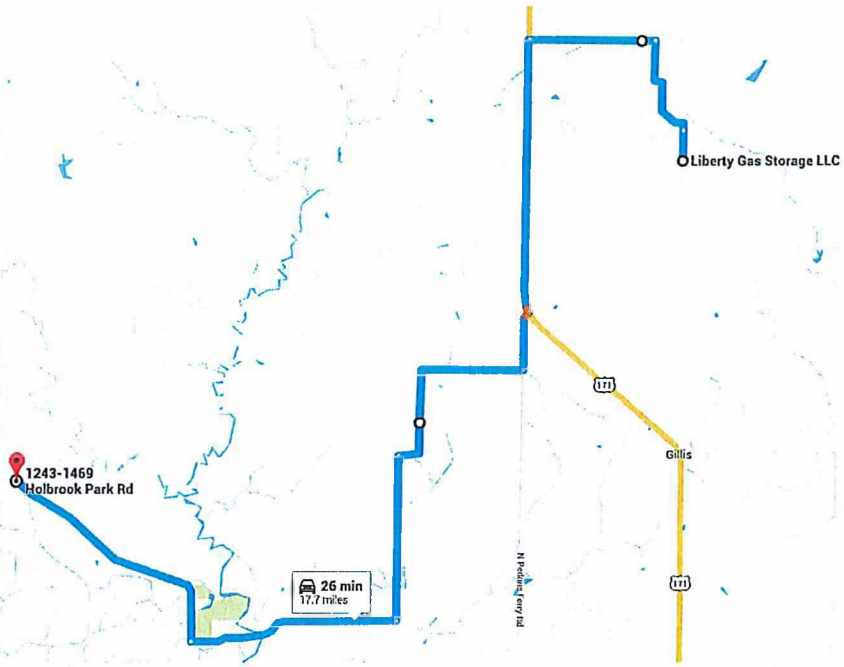
Holbrook Compressor Station

Directions From I-10 in the Lake Charles Area

From I-10 in the Lake Charles area take exit 21 (Beglis Parkway/ Hwy 27) and travel north towards Deridder. Travel 15.8 miles to Holbrook Park Road. Turn right on Holbrook Park road and go 6.0 miles to the station access road on the left. You will see a Cameron Interstate Pipeline CO. sign on left. Travel on access road into the facility

From Lake Charles Area

From Ragley Station



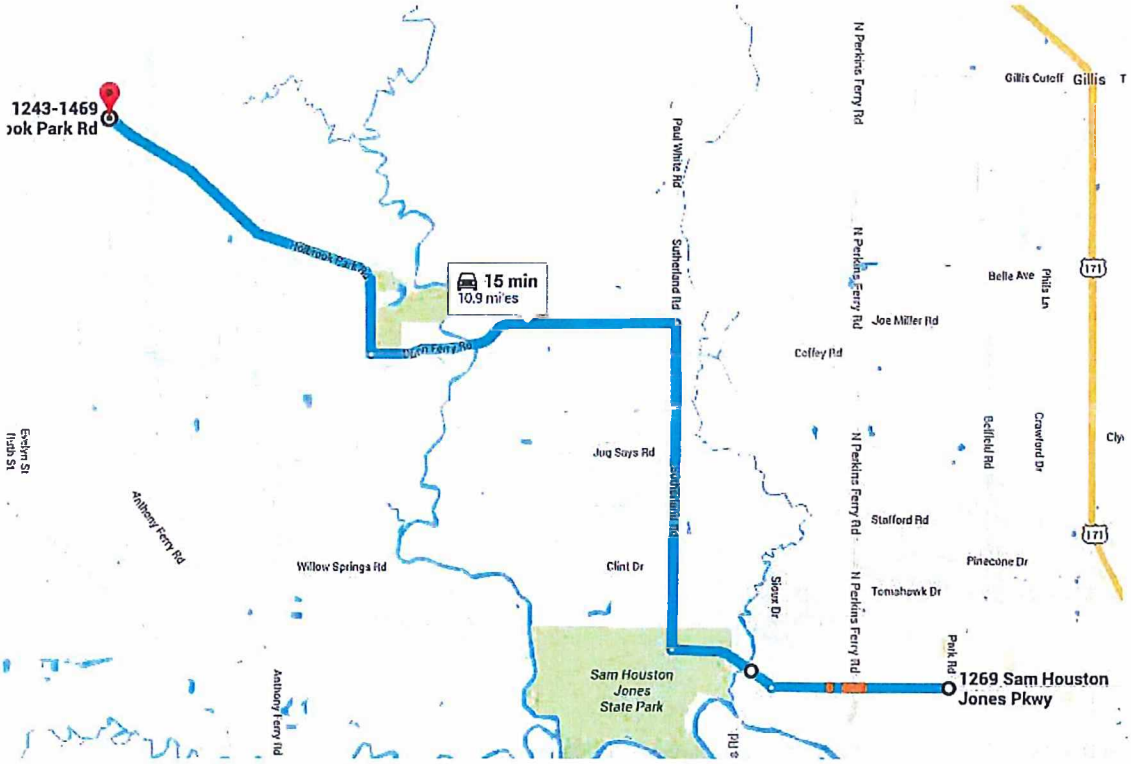
Directions From the Ragley Compressor Station

From the LAS Ragley Station travel through the pasture to Coonie Jackson Rd and turn left. Travel to Gaytine Rd and turn left. Travel to US 171 and turn left. Travel 3.3 miles to
From Ragley gate turn left onto Coonie Jackson Rd until you get to Gaytine Rd.
Turn left on Gaytine Rd and travel to HWY 171
Turn Left onto HWY 171 and go approximately 3.3 miles, turn right onto N Perkins Ferry Rd and travel .7 miles.
Turn right onto Hickory Branch Rd and travel 4.5 miles. (Hickory Branch turns into Paul White Rd after 2 miles)
Turn right onto Dunn Ferry Rd and travel 2.6 miles
Turn right onto Holbrook Park Rd and travel 3.2 miles to our facility access road. Turn Right at the Cameron Interstate Pipeline Sign and travel into the Holbrook Facility

Holbrook Compressor Station

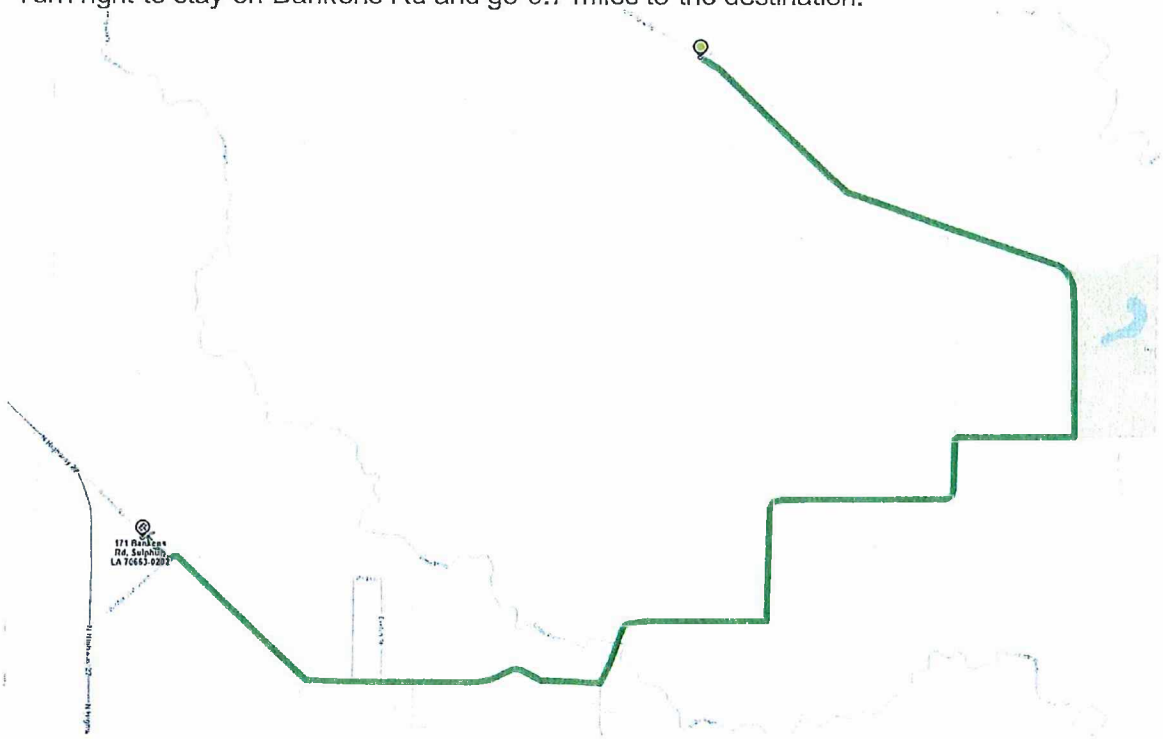
Directions from Moss Bluff

Travel West on Sam Houston Jones Parkway.
Turn right onto LA 378 and travel .9 miles
Turn Right onto Sutherland Rd and travel 2.7 miles
Turn left onto Dunn Ferry Rd and travel 2.6 miles
Turn Right onto Holbrook Park Rd and travel 3.2 miles to our facility access road. Turn Right at the Cameron Interstate Pipeline Sign and travel into the Holbrook Facility



Holbrook Station and 36" Pipeline End-TGP Meter Station and 36" Pipeline Start

From Holbrook Station and 36" pipeline end to TGP Meter Station and 36" pipeline start:
Turn left on Holbrook Park Road and go 2.47 miles
Turn right on Dunn Ferry Road and go 0.49 miles
Turn the 1st left onto Bankens Rd and go 1.47 miles
Turn right to stay on Bankens Rd and go 0.84 miles
Take the second right to stay on Bankens Rd. and go 2.02 miles
Turn right to stay on Bankens Rd and go 0.7 miles to the destination.

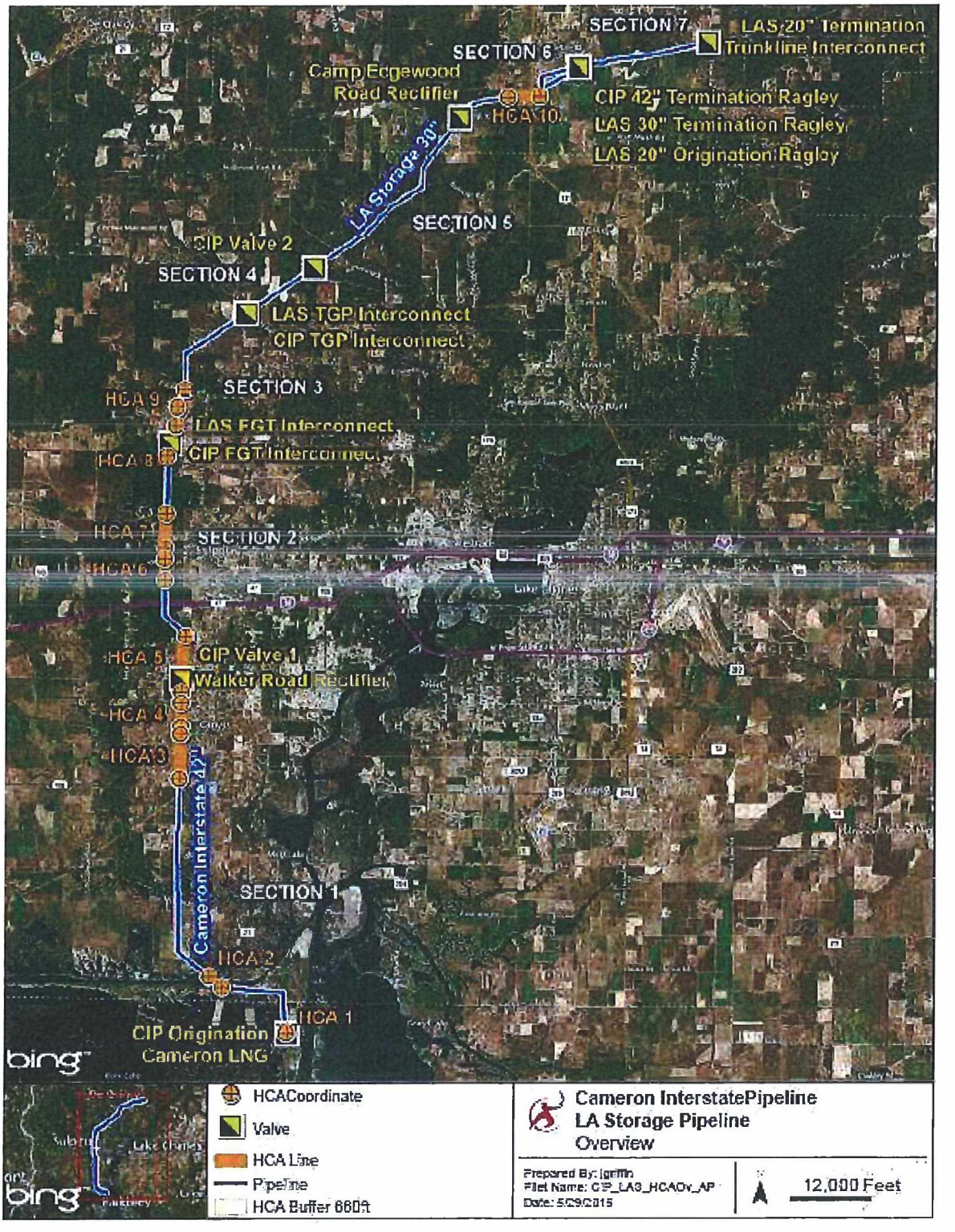


Section 6 – Maps and Schematics

Introduction

This section contains maps and schematics for the following:

- Local Area facilities


SECTION 7
LAS 20" Termination
Trunkline Interconnect
SECTION 6
Camp Edgewood
Road Rectifier
HCA 10
CIP 42" Termination Ragley
LAS 30" Termination Ragley
LAS 20" Origination Ragley
LA Storage 30"
SECTION 5
CIP Valve 2
SECTION 4
LAS TGP Interconnect
CIP TGP Interconnect
SECTION 3
HCA 9
LAS FGT Interconnect
CIP FGT Interconnect
HCA 8
HCA 7
SECTION 2
HCA 6
HCA 5
CIP Valve 1
Walker Road Rectifier
HCA 4
HCA 3
Cameron Interstate 42"
SECTION 1
HCA 2
HCA 1
CIP Origination
Cameron LNG
bing
HCACoordinate
Valve
HCA Line
Pipeline
HCA Buffer 660ft
Cameron InterstatePipeline
LA Storage Pipeline
Overview
Prepared By: lgriffin
File Name: CIP_LA3_HCAOv_AP
Date: 5/29/2015
12,000 Feet

233 – MAOP: PIPELINE & STORAGE SYSTEMS

PURPOSE

This procedure lists maximum allowable operating pressure (MAOP) and maximum operating pressures (MOP) for Sempra LNG & Midstream operated facilities.

Table 1 – MAOPS – LA Storage System

Line	Description	MAOP (psig)	MOP (psig)	Schematic Valve Map (MCT-GM-C#)
20"	20" Pipeline	1480	1284*	LPG-9423D-4806
FGT M/S	FGT Meter Station Piping	1440**	1284*	
30"	30" Pipeline	1480	1284*	LPG-9423D-4801
Ragley C/S	Compressor Station Yard Piping	1480	1284*	LGS-0512-10049

* MOP limited by CIP due to no dedicated OPP between LAS & CIP pipelines
** MAOP limited due to MAWP of filter separator at FGT meter station

Table 2 – MAOPS – Cameron Interstate Pipeline System

Line	Description	MAOP (psig)	MOP (psig)	Schematic Valve Map (MCT-GM-C#)
36"	36" Pipeline*	1440	1284*	
42"	42" Pipeline**	1284**	1284	002-LAO-M-S-P-807-000

* MOP limited due to no dedicated OPP between 36" & 42" CIP pipelines
** MAOP limited due to Class 3 location (MP 0.00 to 1.42) – CLNG Office

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Emergency Operations Plan

Section 7 – Special Needs

Introduction

This section contains or references information concerning special needs that should be considered in an emergency situation. These may include but are not limited to LNG, storage, OPA 90 compliance plans, offshore spill contingency plans, and other site-specific needs.

Section 8 – Alternate Communications

Introduction

This section details additional forms of communication that may be used in an emergency situation. Alternate forms of communication may include land lines, cellular phone, radio, satellite phone, etc. If the loss of the primary communication method occurs, Operations may rely on a combination of alternate methods of communication when responding to an emergency.

Each operating Facility shall establish an Alternate Communication Plan (ACP).

The purpose of the ACP is to maintain voice communications during an emergency through alternate forms of communication. Depending on the type and extent of the communication outage, the Scheduler, in conjunction with the Facility will determine the level in which to implement the plan. If communications with the Scheduler cannot be established, the Facility will determine the need for the ACP.

In addition, each Facility shall establish an Alternate Operating Plan (AOP). The purpose of the AOP is to manage the pipeline system in the event of a loss of SCADA (data) communication and/or primary voice communications. In order to collect the data in an orderly basis, each Facility will be responsible for reporting the operating data to the Scheduler through a primary or alternate form of communication as described in the ACP.

Certain incidents may require the implementation of both the ACP and AOP.

Alternate Communication Plan

This section shall contain the details and protocol for the ACP in order to keep the lines of communication open during an emergency.

The ACP could include the following:

- Cellular Phone List (See section **1.5 Notification and Escalation Procedures),**
- Satellite Phone List, and/or
- VHF Communications
    - Radio Base Stations
    - Mobile Radios

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Emergency Operations Plan

Alternate Operating Plan

This section shall contain the details and protocol for the AOP in order to keep the lines of communication open during an emergency.

Field Communications

1. Dispatch employees to the most critical meter stations and pressure regulation control points on the system. For all sites that are not able to be manned, Gas Control will have to contact the interconnect party or end user for pressures and flow rates as needed.
2. Each dispatched employee will have a cell phone and/or a company-issued radio.
3. The station will be evaluated for proper operation once the employee reaches meter station or pressure regulation point.
4. If all station operating parameters are in compliance, the employee will communicate with the station operator and provide the critical data identified in the data table by using radio or cell phone.
5. The employee will maintain the last set point unless an adjustment is needed based on operational changes within the system.
6. Employees will remain on their assigned location relaying information to station operator until the communications have been restored, the meter station or pressure regulation station is shut in, or relieved by another employee.

Gas Control Communications

1. Station operator will call gas control at times assigned to each facility, as listed below, and relay this critical information to gas control using the Company data table by landline, cell phone, or satellite phone.
    a. BGS – At the top of each hour
    b. MSH – Fifteen (15) minutes after each hour
    c. CIP/LAS – Thirty (30) minutes after each hour
2. Station operator will provide a summary of any operational issues for their company that may or has impacted the ability of the Company to maintain the last set points.

Section 9 – Emergency Equipment, Supplies & Contractor List

Introduction

This section contains or references information concerning equipment, supplies and contractor lists that should be considered in an emergency.

Equipment:

Equipment:	Supplied By:
Applicable Materials	Company
Applicable Tools	Company
Emergency Pipe	Company
Fire Fighting Equipment	Company
Forklift	Company
Pipe Locator	Company
Portable Gas Detector(s)	Company
Portable Generator	Company
Protective Barrier Materials	Company
Radio(s)/Cellular Phone(s)/Satellite	Company
Response Vehicle(s)	Company
Spill Kit(s)	Company
Backhoes	*Contractor*
Beveling Machines	*Contractor*
Dozers	*Contractor*
Dump Trucks	*Contractor*
Hauling Trailers	*Contractor*
Heavy Truck Tractors	*Contractor*
Loaders	*Contractor*
Portable Air Compressor	*Contractor*
Portable Light Plant	*Contractor*
Side Booms	*Contractor*
Stopple Equipment	*Contractor*
Tapping Machines	*Contractor*
Trackhoes	*Contractor*
Truck Mounted Hydraulic Cranes	*Contractor*
Vacuum Truck	*Contractor*
Welding Clamps	*Contractor*
Welding Rigs	*Contractor*

Contractor List:

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Emergency Preparedness and Response

Contractor	CIP	National
American Environmental		251-679-6900
Bluewater Inc.	337-625-0349	
Calcasieu Rental	337-433-5929	
Cameron Valve	251-660-6895	281-499-8511
Cudd Well Control	713-849-2771	800-990-2833
Industrial Valve	251-675-5282	
Mike Walters Specialty	601-498-1372	
Oil Mop	337-708-1882	
Sunbelt Rental	337-433-9497	800-667-9328
United Rental	337-625-4446	844-325-3277
Waste Management		800-284-2451

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8 — Customers

Customers

The following list of customers on the LA Storage / Cameron Interstate Pipeline System.

Customer	Address	Confirmation System Service Representative	Gas Control Contact Numbers
Florida Gas	5444 Westheimer Road Houston, TX 77056	Cynthia Rivers 713-989-2085 Lanny Cramer 713-989-2090	Mike Bryant 713-989-2214 713-989-2222 713-989-2223
Tennessee Gas	P.O BOX 2511 Houston, TX 77001-2511	Steve Ballard 713-420-5291 After hours 713-420-4999	800-231-2800
TETCO	5400 Westheimer Court Houston, TX 77056-5310	Blanca Rivera 713-627-4324	713-627-4590
TRANSCO	2800 Post Oak Blvd Houston, TX 77056	Mary Esther Ramos 713-215-4045	713-215-2550
Trunkline	5444 Westheimer Road Houston, TX 77056	John Harvey 713-989-7656	Jay Reyes 713-989-7200 713-989-7490

Attachments

Attachment A

Incident Classification & Organization Staffing/Structure

Introduction

Actions to control emergency conditions must begin immediately with reasonable caution exercised. The immediate responsibility for taking action rests with the highest-ranking Sempra employee on the scene. An employee who discovers the incident or receives the initial incoming emergency call shall act as the Incident Commander and has the immediate responsibility for protecting life then property by taking the necessary actions to control, isolate, render first aid or assistance, contain, and initiate clean-up (for releases of hazardous substances). The first Sempra employee on the scene shall act as the On-Scene Coordinator. Employees will continue to fulfill these positions until relieved.

Responsibility for further action moves to higher levels of management depending upon the magnitude of the incident, the damage potential, and the ability of local personnel to respond to and control the situation. For major incidents (Levels 2 or 3), the Director - Development may assume the responsibility of the On-Scene Coordinator. Transfer of Incident Command will occur when the next level of management assumes control of the situation.

As the response requirements of the incident become more complex, the response Level (1, 2 or 3) will increase and the ICS structure will grow. The Incident Commander will designate additional ICS positions and assign responsibilities to individuals. Positions in the ICS organizational structure will be assumed by Facility, Department, and Corporate personnel, as dictated by the situation.

Incident Command will typically begin at the Facility level. Once it is determined that the incident cannot be effectively managed at the Facility level, Incident Command will be transitioned to the Corporate level and duties will be reassigned. Any change to Incident Commander will be by mutual agreement of all parties. Changes are to be communicated immediately to all affected personnel.

Incident Classification

In responding to system-operating emergencies, the organizational structure of the response team will be a function of circumstances associated with the incident itself. Sempra has three response levels based on the nature and impact of the incident. Table 1 provides guidelines for incident classification. Please note that these are guidelines for classifying an incident only. If in doubt, over respond.

Impact	Company Assets/Environmental Resources – Minor or No Damage or Losses	Inadvertent ESD (LA Required)	Potential Hazards to Public – Low	No Disruption of Business	Regulatory Involvement or Notifications Required	Company Assets/Natural Resources – Moderate to Major Damage or Losses	Minor Injuries	Third Party/Public Property Damaged	Minor or Short Term Disruption of Business	Possible Media Attention	Potential Hazards to Public – Moderate to High	Storage Well Blowout	Company Assets/Natural Resources/Public Property – Significant Damage or Losses	Fire/Explosion/Evacuations	Serious Injuries or Fatality	Major or Long Term Disruption of Business
Level																
1	X	X	X	X	X											
2	X	X	X	X	X	X	X	X	X	X	X	X				
3	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Table 1–Incident Classification

Incident Command System Organization Staffing

The emergency response team is comprised of personnel trained to respond to system-operating emergencies. There are three response levels depending on the nature and impact of the incident.

Level 1 incidents generally will be handled by the facility personnel and perhaps some outside resources. **Level 2** incidents may require the involvement of Division and select Operations support or Corporate personnel. **Level 3** incidents are significant events requiring the full resources and support of the corporation. Refer to Table 2 Incident Command System Organization Staffing for additional clarification and guidelines.

Resources Required or Dispatched	Local	Contractors, Third-Party Services	Oil Spill Removal Organization (OSRO)	Operations Support (Corporate)	Crisis Response Task Force	Executive
Level						
1	X	X				
2	X	X	X	X	X	
3	X	X	X	X	X	X

Table 2 – Incident Command System Organization Staffing

Incident Command System Organization Structure – Level 1

As previously defined, the scope of a Level 1 incident likely can be handled by facility personnel with minimal support from the Division or response contractors. The Level 1 incident likely will require minimal interaction with regulatory agency or local emergency personnel.

Given the scope of the Level 1 incident, the ICS structure can be relatively simple and compact. Figure 1 provides an example of a Level 1 Incident Command System structure. The Facilities Manager, Operators, Technicians, and/or administrative personnel generally will staff the positions within this ICS organization. In a Level 1 incident, one individual actually may fill multiple roles within this organizational model. Appendix A contains a brief description of the duties and responsibilities of each of these positions. Appendix B contains blank organizational charts that can be used to communicate ICS assignments in the event of an actual incident.

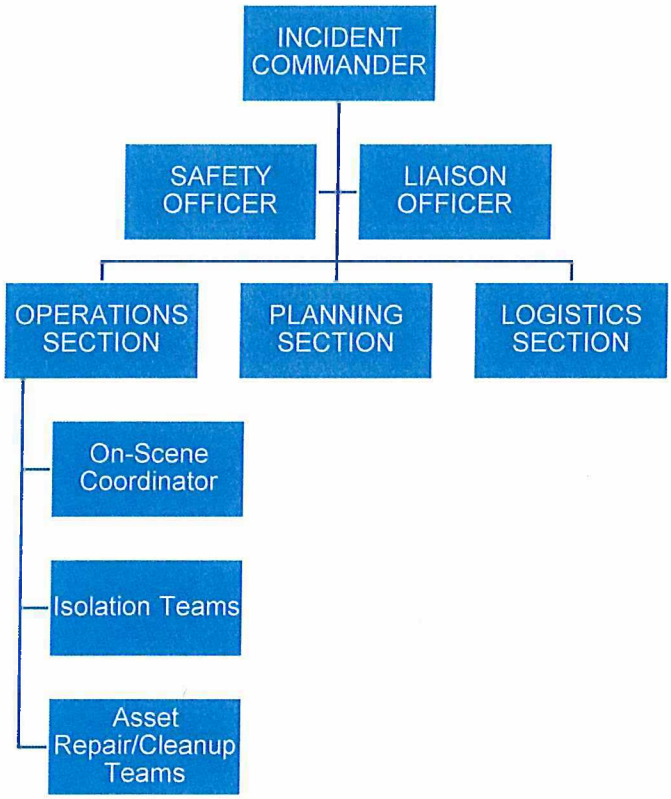

Figure 1 Level 1 Incident Command Structure

Incident Command System Organization Structure – Level 2

Incidents involving moderate to major property damage, potential injuries, third-party property damage, a higher level of regulatory interaction, or media attention generally will be classified as Level 2 incidents. Level 2 system-operating emergencies are more complex events requiring additional ICS positions to be activated to manage response activities effectively. This larger ICS organization will generally require resources beyond what can be supplied by the facility. Therefore, select Corporate personnel will be notified to support the response activities.

Incident Command System Organization Structure – Level 3

Major incidents involving serious injury or fatality, significant company or third-party property damage, fire, explosion, or major disruption of business will be treated as a Level 3 system-operating emergency. Incidents of this type most likely will involve a high degree of interaction with regulatory agencies and local emergency personnel as well as the media. Therefore, a more sophisticated and complex ICS organization may be required to manage response activities and coordinate with local emergency response personnel. The Corporate Crisis Response Centers will be opened, and the Corporate Crisis Response Task Force will be mobilized to the scene of the incident.

The following forms and charts may be used in the event of an actual response:

INITIAL INCIDENT INFORMATION

INITIAL INCOMING EMERGENCY CALL INFORMATION	
Date of Incident:	Call Received (Time):
Name of Caller:	Call Received By:
Location of Caller:	Phone Number of Caller:
Description from Caller:	

INCIDENT DETAILS	INCIDENT NAME
Type of Incident: ☐ Leak ☐ Rupture ☐ Outside Force ☐ Spill/Release ☐ Storage Well Blowout ☐ Other:	
Time of Incident:	Date/Time Confirmed Reportable to DOT
Incident Details – Site Secured? Yes ☐ No ☐	
LEPC/Local Agencies/Units Responding (On-Site):	
Site Wind/Weather Conditions:	

Operating Area:		Nearest Street/Road:	
Station Number/Name:		City/County or Parish:	
Line Number/Name:		Latitude/Longitude:	
Mile Post No./Station No.:		Drug & Alcohol Testing?	Yes ☐ No ☐
Affected Valve Section(s):		Fire? Yes ☐ No ☐	Time Extinguished:
Injuries?	Yes ☐ No ☐	Customer(s) Affected?	Yes ☐ No ☐
If injuries, give details:			
Evacuations?	Yes ☐ No ☐ Details:		
Company Property Damage:			
Public Property Damage:			
Environmental Impact?	Yes ☐ No ☐	Quantity of Spill/Release:	
Details:			

OPERATING CONDITIONS AT TIME OF INCIDENT			
Est. pressure @ time of incident		MAOP:	
Nominal Pipe Size (inches):		Wall Thickness:	
Specification (SMYS):		Seam / Valve Type:	
Estimated Time for Repairs:		Manufactured by / Year:	
Other Details:			

ISOLATION DETAILS & AFFECTED CUSTOMERS

ISOLATION DETAILS

Valve Description (Number/Name)	Location (Nearest City/Town)	Date/Time Isolated	Details

AFFECTED CUSTOMERS

Affected Customer			Meter # or Name	Location	Date/Time Notified	Alternative Supplies Available? (Y/N)	LNG Required? (Y/N)	Customer Representative	
Entity	Contact Name	Phone						Name	Phone

ON-SCENE RESOURCES

SEMPRA PERSONNEL

Name	Role	Date & Time Mobilized/From	ETA @ Location	Contact Number(s)
Area/Division Personnel				
Corporate/Crisis Response Team		**CRTF Activated?** ☐ Yes ☐ No		**Incident Investigation Team Required?** ☐ Yes

CONTRACTORS, MATERIALS & EQUIPMENT

Description	Date/Time Dispatched	ETA @ Site	Assignment	Description of Resources		Contact Number
				Number of Personnel	Type/Number of Equipment	

CRISIS RESPONSE TEAM CHECKLIST

POSITION	RESPONSIBILITIES	COMMENTS
Incident *Commander*	❑ **Assess situation** ❑ Activate Crisis Response Center ❑ Establish link with Area ERC ❑ Determine need to activate CRTF ❑ Establish link with Corporate CRC (if applicable) ❑ Ensure Community/Landowner Liaison has been deployed to the site ❑ **Assemble Division Crisis Response Team** ❑ Brief team ❑ Assign duties (org. chart) ❑ Remind team to keep event logs ❑ Ensure all internal/external notifications have been made ❑ As appropriate, establish Unified Command ❑ Determine scope & staffing of Incident Investigation Team ❑ Approve Incident Action Plan ❑ Establish meeting/status update schedule ❑ Approve Stand-Down for Area, Division & Corporate	All Positions – Refer to EOP or Crisis Manual Checklists
Customer Liaison	❑ Notify affected customers	
Community/Landowner Liaison	❑ Arrange for housing of affected public; ensure plans in place to assist affected communities and landowners	
Liaison Officer	❑ Determine reporting requirements ❑ Notify agencies (complete notification board) ❑ Local Fire/LEPC ❑ NRC (800/424-8802) ❑ DOT OPS ❑ State Agencies ❑ If offshore, MMS District/Pipeline Section	
Information **Officer**	❑ Notify company personnel; Notify partners ❑ Prepare for media interest	

CRISIS RESPONSE TEAM CHECKLIST		
POSITION	***RESPONSIBILITIES***	***COMMENTS***
	❑ As soon as possible, relieve On-Scene Coordinator as on-scene media contact and act as on-scene Company spokesperson ❑ Ensure local/national print/radio/TV media coverage is monitored	
Human *Resources*	❑ Notify family of injured (if company employee) ❑ Follow up on injured ❑ Coordinate Drug & Alcohol testing with Management ❑ Inform contractor/3rd party companies of employee injuries ❑ Coordinate Critical Incident De-briefing	
Safety Officer	❑ Conduct Hazard Assessment & obtain MSDS ❑ Ensure safe zones are established and monitoring is conducted; communicate to Unified Command	
Safety Officer (continued)	❑ Prepare Site Safety Plan ❑ Ensure all response personnel are briefed on the Safety Plan ❑ Establish on-site first aid posts	

Operations	❑ Account for all on-site personnel/contractors/public
	❑ Activate Isolation Teams
	  ❑ Isolate facilities
	  ❑ Lock-out/Tag-Out Complete
	  ❑ Blow-down complete for all affected valve sections
	  ❑ Re-route gas supplies
	  ❑ Pressure reduction complete (Technical Support guidance required)
	❑ Assign On-Scene Coordinator
	❑ Activate Area Emergency Response Center
	❑ Determine affected customers
	❑ Identify need for alternate supply
	❑ Conduct damage assessment
	❑ Determine resource requirements
	  ❑ Personnel/contractors/consultants
	  ❑ Equipment/materials
	❑ Ensure site & facilities are secure	

CRISIS RESPONSE TEAM CHECKLIST		
POSITION	***RESPONSIBILITIES***	***COMMENTS***
	❑ Develop (with Planning) & obtain approval for Repair Plan ❑ Mobilize Repair Team ❑ Activate Site Cleanup Team(s) ❑ Implement Restoration of Services Plan	
Logistics	❑ Alert major service/alliance contractors; activate as necessary ❑ Identify/set up staging areas ❑ Procure all materials required ❑ Coordinate, locate & dispatch alternate supply ❑ Prepare communications plan ❑ **Obtain security @ Site, CRC & staging areas** ❑ Establish services for Response Team & CRTF ❑ Aviation services ❑ Housing ❑ Catering ❑ Coordinate services for contractors	
Planning	❑ Post/Update status charts in CRC ❑ Assemble Technical Specialists ❑ Provide maps, directions and technical information for CRC ❑ Document response activities ❑ Prepare Incident Action Plan (if applicable) ❑ Develop/obtain approval for repair plan ❑ Develop Restoration of Services Plan	
Finance	❑ Issue Project ID number ❑ Prepare for claims	

Attachment B

ARSON AND BOMB THREAT CALL CHECKLIST

Details about the call:

Station no/Area name: | Date of call:
Time of call: ***A.M.*** or ***P.M.*** | How reported (e.g., telephone):
Number where call was received:

Questions to ask the caller:

1. When is the bomb going to explode? _____
2. Which building is the bomb in? _____
3. Where is the bomb right now? _____
4. What does the bomb look like? _____
5. What kind of bomb is it? _____
6. What will cause the bomb to explode? _____
7. Did you place the bomb alone? _____
8. Why did you do this? _____
9. What is your name? _____
10. What is your phone number? (check Caller ID if available) _____
11. What is your address? _____

Tell the caller that innocent people may be injured or killed.

Write down the exact wording the caller used (use reverse side if necessary):

_____

_____

Describe the caller (check (✓) the appropriate descriptions):

Angry	Breathy	Calm	Cracking	Crying	Deep
Disguised	Distinct	Drawl	Excited	Familiar	Laughing
Lisp	Loud	Nasal	Normal	Ragged	Rapid
Raspy	Slow	Slurred	Soft	Stutter	Whispered

Sex of caller: M or F Accent: _____ Age: _____ Length of call: _____

Describe any background noises you could hear (check (✓) the appropriate descriptions):

Animal noises	Booth	Clear	House noises	Laughter
Local call	Long distance	Motor	Music	Office machinery
PA system	Static	Street noises	Voices	Other

Describe the language used in the threat:

Well-spoken (educated):	Incoherent:
Foul:	Taped:
Irrational:	Message read:

Remarks: _____

Name, address, phone no. of employee receiving call: _____

EXTORTION/TERRORIST CALL CHECKLIST

Date: _____ Time: _____ AM or PM (circle one)
Caller's Name: _____

Phone number: _____ (Check Caller I.D. if available)

Location Calling From: _____

Caller's Demands (copy verbatim): (use reverse side if necessary):

_____

_____

How and when can the caller be contacted?

_____

_____

Determine from the conversation whether employees or facilities are affected.

Employee(s) affected? Yes or No (circle)
Employee name(s): _____

Facilities affected? Yes or No (circle)
Facility name: _____

Other relevant information: _____

_____

Describe the caller (check (✓) the appropriate descriptions):

Angry	Breathy	Calm	Cracking	Crying	Deep
Disguised	Distinct	Drawl	Excited	Familiar	Laughing
Lisp	Loud	Nasal	Normal	Ragged	Rapid
Raspy	Slow	Slurred	Soft	Stutter	Whispered

Sex of caller: M or F **Accent:** _____ **Age:** _____ **Length of call:** _____

Describe any background noises you could hear (check (✓) the appropriate descriptions):

Animal noises	Booth	Clear	House noises	Laughter
Local call	Long distance	Motor	Music	Office machinery
PA system	Static	Street noises	Voices	Other

Describe the language used in the threat:

Well-spoken (educated):	Incoherent:
Foul:	Taped:
Irrational:	Message read:

Remarks: _____

_____

Name, address, phone no. of employee receiving call: _____