

## School Pipeline Safety Program

### **Purpose and Scope**

The School Pipeline Safety Program is a collaborative effort involving the Pipeline Association for Public Awareness and the Danielle Dawn Smalley Foundation. The outreach efforts are intended to increase pipeline safety awareness and knowledge among school officials, focusing on the following objectives:

- Provide pipeline specific safety information to school administrators and safety officers.
- Provide general pipeline safety information to faculty members and students.
- Provide support and guidance to industry personnel communicating with schools

### **Program Elements and Tier Levels**

Schools may be registered at the Tier I, II or III Level. The program elements for each Tier Level are described below:

- **Tier I** program elements include: a school specific web page for ongoing communications and an annual communication in the fall with each registered school and the district office.
- **Tier II** program elements include: a school specific web page for ongoing communications, an annual communication in the fall, a web meeting with school officials once every four years and completion of a web-based school pipeline safety assessment.
- **Tier III** program elements include: a school specific web page for ongoing communications, an annual communication in the fall, a personal visit with school officials once every four years and completion of a web-based school pipeline safety assessment.

Additional web pages for schools with multiple pipelines carrying products with different product characteristics can be created under each Tier level. The different product groups are listed in the Sign up section. Additional web pages are also appropriate for subsidiary companies with a different company name.

### **Activities**

School enrollment includes: verifying school contact information, identifying pipeline company representatives, preparing school aerial maps and creating custom school web pages.

The annual communications include: a cover letter, the school pipeline safety brochure, and a school specific poster containing pipeline location map and other relevant information. Follow up communications will be provided via email or phone.

School visits and web meetings involve: scheduling visits with school officials, coordinating the schedule with company field representatives, preparing materials, conducting the meeting, providing follow-up communications for any questions from the meeting, collecting the school pipeline safety assessment results and documenting the activities.

## School Pipeline Safety Program

### Dues

The annual dues are: \$160 per school for Tier I, \$260 per school for Tier II, and \$460 per school for Tier III. A four year commitment is required for each school.

The annual dues for each additional school web page associated with a subsidiary company or other pipelines carrying different types of products (see product types below) are the same as Tier I, \$160 per year.

The annual dues for Tier III schools located within approximately 150 miles of Dallas, TX are reduced from \$460 to \$360 because the travel expenses for these schools is less. These schools will be identified as Tier III-LT in the member accounting reports.

### Sign up

The deadline for registering schools in the program is July 1. Members must provide all the information contained on the School Information Form and the pipeline location information for each school. The enrollment process will not begin until all the information for a school has been received. Please send the information to [SPSP@pipelineawareness.info](mailto:SPSP@pipelineawareness.info).

Pipeline location information should be provided in a standard GIS format suitable for creating the school aerial site map images. Member pipeline information will not be shared with outside parties and will be handled in accordance with the Confidential Member Information Policy posted on the Association web site. In lieu of providing centerline information, Members may provide individual site map images appropriate for use on the school web pages. The map image specifications are:

- Size - 960 x 520 pixels minimum (larger images will be cropped to this size)
- 96 dpi minimum
- File format – JPEG
- Pipelines are to be shown with bright red lines heavy enough to be clearly visible
- Background - hybrid is the preferred background (including street names)
- File names should include the school name and the two letter state abbreviation.

The different product types with different general product characteristics requiring additional web pages are:

- Natural Gas
- Petroleum Gas (includes liquefied propane, ethane, butane, etc.)
- Petroleum Liquids (includes sweet crude oil and refined products)
- Anhydrous Ammonia
- Carbon Dioxide
- Ethanol
- Hydrogen Gas
- Sour Gas (H<sub>2</sub>S)
- Sour Crude Oil (H<sub>2</sub>S)
- Liquids and Natural Gas

## **School Pipeline Safety Program**

### **Invoicing and Tier Level Changes**

Members will receive an invoice in February of each year for the schools enrolled in the program. If a Member adds schools or changes the Tier levels of existing schools during the year (between February 1 and July 1), they will receive a second invoice in September. Program dues previously paid to the organization cannot be refunded. If the September balance results in a credit, it will be applied toward future program dues.

Tier Level Changes - members may increase a school's Tier level at any time during the year before July 1. Increasing a Tier level for a school will automatically initiate a new four year cycle. If a required web meeting or personal visit has not been conducted for the current four year cycle, Members may reduce the Tier level for a school. This will automatically initiate a new four year cycle. If the web meeting or personal visit has been conducted in the current cycle, the school must remain at the current Tier level until the end of the four year period.

Late Enrollment - schools enrolled after July 1 may be included in the current year if workload permits and the school information can be fully developed by September 1. This determination is at the sole discretion of the Danielle Dawn Smalley Foundation.

## School Pipeline Safety Program

### School Information Form

School Name:

City and State:

Level of Enrollment (Tier I, II, or III):

#### **Pipeline Information**

(For display on the school web page)

Pipeline Company Name:

Emergency Phone Number:

Local Information Contact Name:

Local Information Email:

Local Information Phone:

Pipeline Contents or Product Transported:

(Where multiple pipelines exist, please provide information for the most severe exposure. Also identify if products are odorized or un-odorized and if products contain high levels of H<sub>2</sub>S)

Pipeline Size (nominal OD in inches):

Pipeline Pressure:

(Provide only if product is natural gas. This information is not displayed on the web page)

Direction from Main School Building:

Approximate Distance from Main School Building (feet):

Recommended Minimum Evacuation Distance:

(Members must provide this for products containing high levels of H<sub>2</sub>S)

#### **Member Company Information**

(For invoicing)

Member Company Name:

Contact Person Name:

Contact Email:

Contact Phone: