

Gas Pipeline Safety Guide

Be informed before
you dig, and
stay safe



At OnGas we want
to keep all contractors,
customers and the
public safe.

Whenever you are digging
on private or public property near
gas pipelines, there is a serious risk to
life and property if these pipes are damaged.

External interference is the leading cause of gas pipeline incidents, most commonly
the use of excavation and directional drilling equipment.

If you hit a gas pipeline there is a risk of:

- Gas igniting and causing serious harm to life and property
- Gas accumulating in adjacent buildings and structures, which could cause an explosion

This booklet is a guide to safe working practices when working near our gas pipelines
and provides information about the services we have to help you.



www.ongas.co.nz

Working safely around distribution pipelines

Before you begin any excavation or directional drilling work:

Step 1.

Obtain reference maps

Call us at least two working days before you begin work and we'll provide reference maps by email showing underground pipeline locations. We may be able to provide plans in less than two days to meet an urgent request.

REFERENCE MAPS

Are provided via email and are valid for 14 days from date of issue. After 14 days you must request new maps.

The accuracy of our maps cannot always be guaranteed. Road realignment, construction, alterations to ground cover and property boundaries can all affect accuracy. You must hand dig to confirm the location of our pipes within your worksite before you start work.

Step 2.

Mark out the pipeline locations

Use the maps to mark out the location of all pipelines on the worksite before you excavate. Maps are a guide only. Use an electronic cable/pipe locator whenever possible. Alternatively, if you have difficulty interpreting the maps, we can provide an on-site pipeline location service for you.



Step 3.

Hand dig to expose pipes

Why hand dig? Hand digging is less likely to cause serious damage to pipes. You must dig with caution for your own safety. Any damage to a pipe should be reported to OnGas immediately.



Remember to watch out for customer service pipes coming off a main.

Distribution pipeline depths

Distribution pipes are laid at different depths in the ground, varying from 400mm to over 1200mm. Customer service pipes are generally between 450mm and 1000mm deep.

Alterations to the ground cover may reduce or increase the depths. We cannot guarantee the depth of any pipe. Don't rely on finding buried marker tape when you dig as this may have shifted over time.



Never assume you know exactly where the pipeline is located – always contact us.

Distribution pipelines, Dial before you dig
0800 248 344

Distribution pipelines safe digging checklist

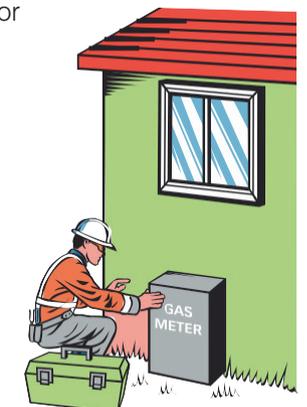
- ✓ Get reference maps before you start work
- ✓ If our maps show gas pipelines you must locate them before you start work
- ✓ The actual location and depth of pipes can differ from what's on our maps
- ✓ On-site pipeline location services are a guide only
- ✓ Always hand dig to expose pipes
- ✓ Watch out for customer service pipes coming off the mains
- ✓ Follow WorkSafe New Zealand's 'Guide for Safety with Underground Services'

Disconnect before you remove or demolish a building

For your own safety, you must have your gas service disconnected from the reticulated gas network in the street and have your meter removed before you demolish or remove a building.

Contact OnGas on 0800 84 12 12 for gas disconnections.

You should allow 10 working days notice. Charges may apply.



What to do in an emergency

If you hit a gas pipe, or smell or hear gas escaping:

- Switch off all machinery and remove all sources of ignition, including mobile phones
- Move yourself and others to a safe area (at least 100 metres upwind)
- Call the fire service on 111 if you have any safety concerns
- Report the emergency by calling us on 0800 84 12 12
- Leave the damaged pipe to vent
- DO NOT try to cover the damaged pipe with any material, including digger buckets
- DO NOT start any vehicles for removal
- DO NOT attempt to extinguish ignited gas
- Report any damage to gas pipelines, even if the pipe is not leaking

One of our emergency response teams will be sent to the site immediately. Our trained personnel will make the area safe isolate the gas supply if required and repair the damaged section of pipe.

EMERGENCY CONTACT:

In an event of an emergency call 111 (NZ Fire Service). Please also advise your Specialist Contractor Emergency Contact on 0800 84 12 12.

Report all damage to pipelines

In the event of any damage, no matter how minor it may appear, it is essential that you notify OnGas immediately. Any damage to the coating or denting of the pipe could seriously impact the integrity, or shorten the life of the pipeline. **Never** try to repair the pipeline yourself. Repairs must only be made by an OnGas approved contractor or by a Vector representative.

You can help us keep the pipelines safe by reporting any pipeline exposure, damage or signs of defects that could put the pipelines at risk.

Your legal requirements

There are laws and regulations that specify safe working practices which must be followed including:

- Electricity Act 1992 and amendments.
- Gas Act 1992 and amendments.
- Health and Safety at Work Act 2015.
- NZECP 34:2001 Electrical Safe Distances.
- Health and Safety in Employment (Pipelines) Regulations 1999.

WorkSafe New Zealand has minimum safe work practices for carrying out any work near gas pipelines, which you should comply with. For example its 'Guide

for Safety with Underground Services' states; "All underground services shall be physically identified, by way of pot holing using hand tools only, before any excavation can be carried out with machinery."

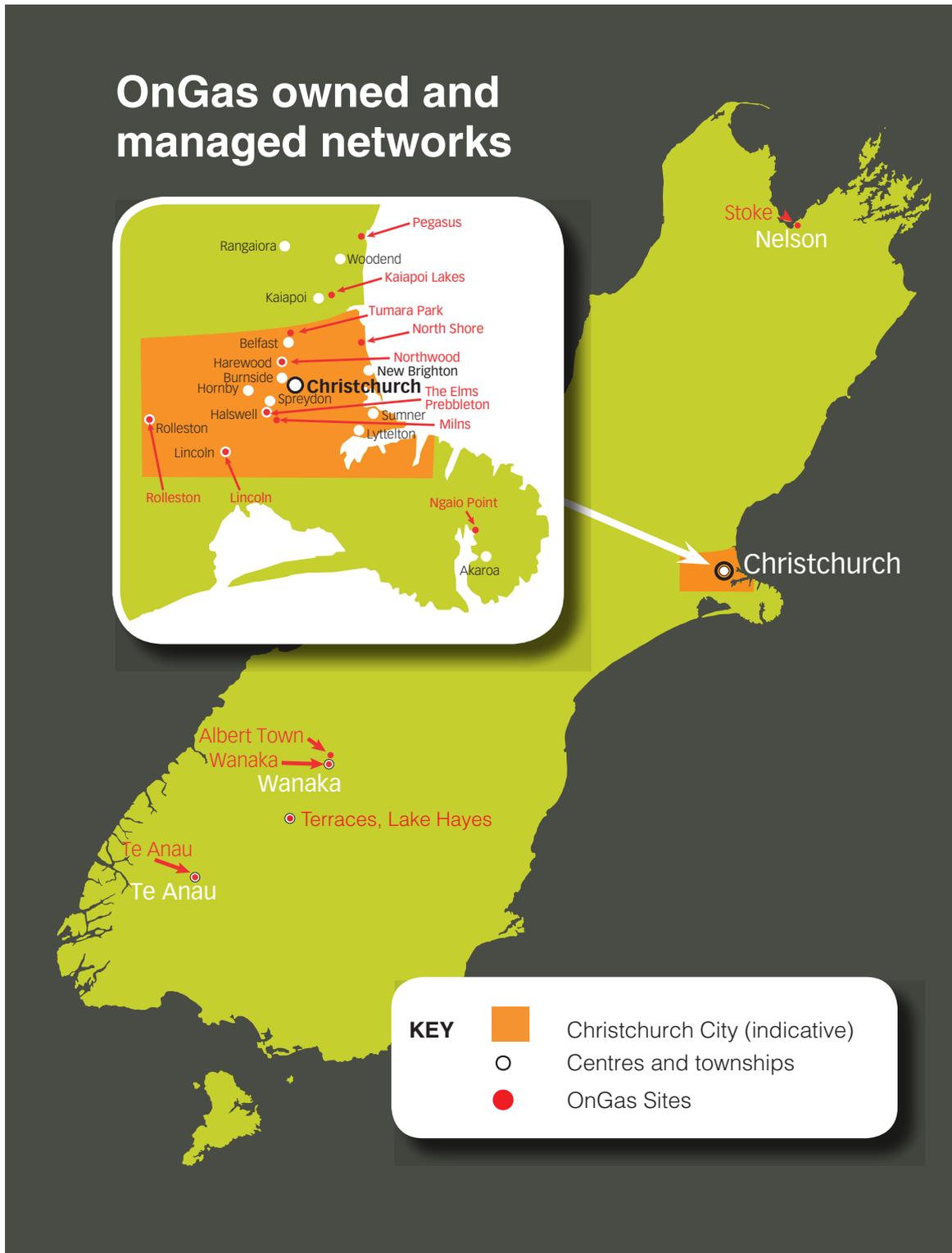
If anyone breaches any laws and regulations we may refer the matter to WorkSafe for investigation. The third party person conducting a business or undertaking (PCBU) has a duty to report notifiable events to WorkSafe.

OnGas may take legal action to recover both the cost of repairs and the cost of lost business from any party or person responsible for damaging our pipelines.

About us

OnGas is one of New Zealand's largest LPG suppliers, providing bulk, bottled and piped LPG to residential, forklift, industrial and commercial markets throughout New Zealand. As part of the Vector group of companies, our group also owns and manages a range of energy, technology and service businesses and assets.

OnGas owned and managed networks



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