



Railroad Commission of Texas

Pipeline, Inspection, Permitting and Evaluation System Webinar

October 20, 2021

The meeting will begin shortly.





<https://www.rrc.texas.gov/pipeline-safety/training/workshops-and-conferences/rrc-pipes-webinar/>

- Presentation
- Webcast Archive Video
- Evaluation



- RRC Access Management Process (RAMP)
- PIPES Online Portal
 - Inspections
 - Payments
 - PS-48, New Construction Report
 - Pipeline Integrity filing (PLI)
 - Plan of Correction (POC)



RAMP Administration

RAMP Administration – cont.



An RRC Access Management Process (RAMP) authenticated user account allows you to have a single set of sign-in credentials for multiple RRC applications. These applications include both PIPES and CASES applications currently available from the RRC website.

There are two types of Authenticated User accounts in RAMP:

- **Delegated Administrator** - Creates and maintains Standard User accounts for those with their company who need to file forms and perform other work via applications available through RAMP.
- **Standard User** - Creates and submits filings and makes payments through applications available in the RAMP.



What is a Delegated Administrator?

Delegated Administrators manage Standard User accounts for their company. All companies must have at least one Delegated Administrator. To become a Delegated Administrator, you will need to complete and submit the online Security Administrator Form – External (*SAFE form*) from the RRC website.

Becoming a Delegated Administrator (1 of 3)



- You must submit the online *Security Administrator Form – External (SAFE) form* to request to become a Delegated Administrator for your company.
 - You will receive an email confirmation from the RRC once your request has been approved.
- Navigate to the online SAFE form.
 - From the RRC website (<https://rrc.texas.gov/>) select “RRC APPLICATIONS”

A screenshot of the Railroad Commission of Texas (RRC) website homepage. The top navigation bar includes a search box, a "GO" button, and a red button labeled "RRC APPLICATIONS" which is circled in blue. The main content area features a large blue banner for "Texas Drilling Permits & Completions Statistics" with a "View Stats for August 2021" link. To the right, there is a red sidebar with portraits and names of Wayne Christian (Chairman), Christi Craddick (Commissioner), and Jim Wright (Commissioner). The bottom of the page has a row of seven circular icons representing different energy sectors: Oil & Gas, Pipeline Safety, Alternative Fuels, Surface Mining, Gas Services, Hearings, and Legal.

Content Search

ABOUT US ▾ RESOURCES ▾ FORMS EVENTS ▾ COMPLAINTS ACCIDENTS ▾ CONTACT US

Texas Drilling Permits & Completions Statistics

View Stats for August 2021

Wayne Christian
Chairman

Christi Craddick
Commissioner

Jim Wright
Commissioner

OIL & GAS PIPELINE SAFETY ALTERNATIVE FUELS SURFACE MINING GAS SERVICES HEARINGS LEGAL

Becoming a Delegated Administrator (2 of 3)



- Select the RAMP application

A screenshot of the Railroad Commission of Texas website. The page features a navigation bar with links for "ABOUT US", "RESOURCES", "FORMS", "EVENTS", "COMPLAINTS", "ACCIDENTS", and "CONTACT US". A search bar is located in the top right. Below the navigation bar, the "RRC Applications" section is displayed. It contains five application cards: "CASES" (Case Administration Service Electronic System), "GIS Viewer" (Geographical Information System Viewer), "OIL" (Online Inspection Lookup), "ONLINE" (RRC Online), and "PIPES" (Pipeline Inspection, Permitting, & Evaluation System). A red arrow points to the "RAMP" application card, which is titled "RAMP RRC ACCESS MANAGEMENT PROCESS" and describes it as a system to "Manage accounts and access to new RRC applications".

LEADING TEXAS ENERGY
OIL • GAS • COAL • PIPELINES

Content Search

RRC APPLICATIONS

ABOUT US ▾ RESOURCES ▾ FORMS EVENTS ▾ COMPLAINTS ACCIDENTS ▾ CONTACT US

Home

RRC Applications

CASES
CASE ADMINISTRATION SERVICE ELECTRONIC SYSTEM

CASES
Case Administration Service Electronic System.

[More information on CASES](#)

GISviewer
GEOGRAPHICAL INFORMATION SYSTEM VIEWER

GIS Viewer (Map)
View oil, gas and pipeline data in a map view! See what's near you.

[More information on GIS Viewer](#)

OIL
ONLINE INSPECTION LOOKUP

OIL
Online Inspection Lookup

[More information on RRC OIL](#)

ONLINE

RRC Online
The RRC Online System allows authorized entities to electronically file certain forms with the Railroad Commission online or through EDI

[More information on RRC Online](#)

PIPES
PIPELINE INSPECTION, PERMITTING, & EVALUATION SYSTEM

PIPES
Pipeline Inspection, Permitting, & Evaluation System

[More information on PIPES](#)

RAMP
RRC ACCESS MANAGEMENT PROCESS

RAMP
RRC Access Management Process
Manage accounts and access to new RRC applications

[More information on RAMP](#)



Becoming a Delegated Administrator (3 of 3)

- Select SAFE to open the form.
Note: Select the RAMP Dashboard if you need to login to RAMP when your account is setup.

Home / apps

RRC Access Management Process

The RRC Access Management Process (RAMP) is the method for managing online filing accounts with recently implemented RRC applications. A RAMP account allows you to have a single set of sign-in credentials for multiple RRC applications. For more information about RAMP, see the [RAMP information page](#).

RRC applications using RAMP accounts are: *CASES and PIPES*

NOTE: At this time, **RRC Online does not use RAMP accounts**. If you need to be an Security Administrator in both RAMP and RRC Online, this [short guide](#) can help. For a list of companies available in the RAMP Identity Manager, see the [RAMP information page](#).

For further assistance, or if you have any questions, contact the RRC at RRCOnline-Security@rrc.texas.gov.

SAFE

Security Administrator Form - External

Request an **administrator** account to manage your organization's users/filers

(will replace the SAD form)

RAMP Dashboard

Users - Manage your own account

Administrators - Manage your organization's user accounts for new applications (not RRC Online)

Completing a SAFE Form (1 of 6)



- Indicate whether or not your company exists in the Texas Digital Identify Solution (RAMP).

Company exists in Texas Digital Identity Solution?

Yes No

- Select **“Yes”** if your company had a P5 Number on February 23, 2021, **or** already has at least one Delegated Administrator for RAMP.
- Select **“No”** if your company did not have a P5 Number on February 23, 2021, or does not have at least one Delegated Administrator for RAMP.
- **NOTE:** If your company is an Oil & Gas, Pipeline, or Gas Utility company, your company will need to obtain a P5 number before you can become a Delegated Administrator.

Completing a SAFE Form (2 of 6)



- Select the *Company Type*. You can choose from the following:

- Oil & Gas/Pipeline/Gas Utility
- Alternative Fuels
- Surface Mining
- Consultant/Lawyer

Select Company Type

Oil & Gas/Pipelines/Gas Utility

Alternative Fuels

Surface Mining

Consultant/Lawyer

- Enter the *Company Name*.

NOTE: If your company has a P5 Number (or Operator number), the name you enter should match the name on your *Organization Report* (Form P-5).

Completing SAFE Form (3 of 6)



- Enter your company's *Organization Identifier*.
 - The *Organization Identifier* must be six digits. Therefore, leading zeros should be included if needed. If operator, enter your P5 number.
 - The RAMP Information page (<https://www.rrc.texas.gov/forms/ramp-information/>) contains lists of companies already in RAMP.

NOTE: If you are setting up your law or consultant firm for the first time in RAMP, you will not be prompted to enter an Organization Identifier. The Organization Identifier will be assigned when the Delegated Administrator request is approved. You will receive an email notification with the Organization Identifier.

Completing a SAFE Form (4 of 6)



- Enter your *Email Address*. Email notifications related to signing in via RAMP, such as password reset emails, will be sent to this address.
- Enter your *First Name*.
- Enter your *Last Name*.
- If applicable, enter your *Suffix*.
- Enter your *Cell Phone Number*.

NOTE: The first time the you sign in from a device, you will be required to complete multi-factor authentication for that device. If you select text message or phone call authentication, an authentication code will be sent to this number. You will be prompted to enter the authentication code during the sign in process.

Completing a SAFE Form (5 of 6)



Accepting Certificate

- Read the *Certification* and select the “**I agree with these restrictions**” check box.

CERTIFICATION

I declare, under penalties prescribed in Sec. 91.143, Texas Natural Resources Code, that I am authorized to make this Security Administrator Designation, that it was prepared by me or under my supervision and direction, and that the information stated herein is true, correct, and complete, to the best of my knowledge and belief.

I further declare that all electronic filings made pursuant to this designation will be in the manner prescribed by the Railroad Commission of Texas and will be compatible with the software, equipment, and facilities required by the Railroad Commission of Texas. All electronic filings will comply with any required procedures for participation in electronic filing.

I further declare that any filings which I make on behalf of another party will be made only if I have been authorized by that party to file on its behalf and I acknowledge that any filings made on behalf of an operator by me as an independent third party which are subsequently determined by the Commission to be made without the operator's authorization may result in the suspension or revocation of this Security Administrator Designation and/or the right to make any filings at the Commission on behalf of other parties.

I agree with these restrictions.



Completing a SAFE Form (6 of 6)



Signing and Submitting SAFE Form

- Type your name in the text box to sign.

- Click **Sign Up**.

Sign Up

If your request is approved, you will receive a confirmation email from RRC that allows you to set your password. You can then use your email address and new password to sign into CASES, PIPES, or the RAMP Dashboard.

Creating a Standard User



After receiving the confirmation email from RRC and setting your password, you can create Standard Users for your company.

- In the RAMP Dashboard, click the ☰ button in the top left corner and select User from the left pane. A list of your company's users displays.
- To create a Standard User, click the "New User" button. The *New user* dialog box displays.

Creating a Standard User (2 of 4)



- Complete the following fields in the *New user* dialog box
 - **Email:** Enter the user's email. The user will use this email to sign in. Plus, email notifications related to signing in through RAMP, such as password reset emails, will be sent to this address

Email*

- **First Name:** Enter the user's first name.

First Name*

- **Last Name:** Enter the user's last name.

Last Name*

Creating a Standard User (3 of 4)



- **Suffix:** If applicable, enter the user's suffix.

Suffix

- **Cell Phone Number:** Enter the user's cell phone number.

Cell Phone Number*

- **Secondary Organizations Identifiers:** If the user will file on behalf of other companies, enter the RRC organizational identifiers, including the prefix, for those companies (e.g., P-5 Number or Operator number).

Secondary Organizations Identifiers (6-digits, include leading 0's and org prefix, comma separated, no spaces)

Creating a Standard User (4 of 4)



- **Application Access:** Select the toggle for each RRC application to which the user should be given access.

Application Access - CASES



Application Access - LoneSTAR



Application Access - PIPES



- Click **Save**. The new Standard User will receive a confirmation email that allows them to set a password.



Guides and Support Information



For additional information on RAMP accounts, the Administrator and Standard User guides are available on the RRC website.

Administrator Guide

<https://www.rrc.texas.gov/media/pcmaer3c/ramp-administrator-guide.pdf>

User Guide

<https://www.rrc.texas.gov/media/xjjpcere/ramp-user-guide.pdf>

For support on RAMP account issues, please send email to rrconline-security@rrc.texas.gov or call 512-463-7229.



Pipeline, Inspection, Permitting and Evaluation (PIPES) Online Portal



- Authenticated User Account
 - Get one from RAMP
 - Log in at <https://rrctx.force.com/s/>
 - Multifactor Authentication is required for each account
- There are a lot of functions in the PIPES Portal
 - Information gathering
 - Report filing
 - Making payments



- PIPES portal home page
 - Guides for self-learning
 - Various request forms
- Enter CASES or PIPES through the available buttons for each.
 - Find an Inspection
 - Make a Payment
 - Upload Form PS-48



- Find an Inspection
 - Find results on your own inspections
 - Using the global search bar in the top right of the page gives results from every possible facet of PIPES for the searched term.
 - Ex: Search for “Energy Transfer” finds information in 7 areas including Inspections, Cases, Accounts, etc.



- Make a Payment
 - When you log in, any applicable payments records for your organization should be readily accessible.
 - Click on the REGFEE link to access that record.
 - Some REGFEE records will require you to update information like service line count for distribution.

Payments (2 of 2)



- Update the record as needed and the amount, and PIPES will do the math.
 - Hit the “Pay Pipeline Fee” button in the top right when you are done updating.
 - A final confirmation window will open for you to confirm your payment.
 - Payment method will be requested after confirmation. Options include electronic check or credit card.

Form PS-48 Upload



- Form PS-48 is required for pipeline construction
- Select “upload PS-48 Form” on homepage
- An Authenticated User will have the option to upload form or fill out form online



Upload PS-48 – Demonstration



The screenshot displays a web application interface with a navigation menu at the top: Home, Cases, Complaints, Incidents, Inspections, Payments, Visit RRC, and Pipeline Integrity Filing. A search bar and the user name "Jane Smith" are also visible. A modal dialog box titled "Upload a PS-48" is open in the center. The dialog contains a file upload icon, the text "Drag and drop files" and "Browse your device", and three buttons: "Close", "Cancel", and "Upload". Below the buttons is an "Attachment Note" text area. In the background, a button labeled "Upload a PS-48" is circled in red, and another button labeled "Fill Out PS-48 Online" is visible next to it. A message "disabled or the user doesn't have Chatter access." is partially visible on the right side of the background.

Pipeline Integrity Filing (PLI)



- Select “Pipeline Integrity Filing” button on the home page to be navigated to the main PLI page.
- On the main PLI page, user can navigate between:
 - Form PS-95
 - Safety Related Conditions (SRC)
 - Integrity Management Input (IMP)

A screenshot of the Railroad Commission of Texas website. The navigation bar includes links for Home, Cases, Complaints, Incidents, Inspections, Payments, Visit RRC, and Pipeline Integrity Filing (highlighted with a red box). A search bar and a user profile for Jane Smith are also visible. The main content area features a banner with an oil pumpjack, a construction site with the RRC logo, and a pipeline. Below the banner, there are sections for CASES (Case Administration Service Electronic System) and PIPES (Pipeline Inspection, Permitting, & Evaluation System). The CASES section includes a search bar and a "Find a Case" button. The PIPES section includes a search bar and a "Find an Inspection" button. There are also buttons for "Hearings Calendar", "Make a Payment", and "Upload Form PS-48". A list of forms available for download is provided, including Authenticated User Request Form, Hearing Request Form, Prehearing Request Form, Appearance Slip Form, and Electronic Consent Form.

PS-95, *Semi-Annual Leak Report*



- PS-95 is for leak reporting
- To file a new or view existing PS-95 Reports, search by Organization Name or P5 Number and Reporting Period

If you wish to submit your PS-95 by EDI please note:
Validating the EDI file may take several minutes, so please continue to wait until the process is complete.
Please make sure your EDI files have less than 3,000 lines.

PS-95 SRC IMP

Organization by Filing Period Search

To file new or view existing PS-95 reports please search by Organization Name or P5 Number and Reporting Period

Fill in Organization Name or P5 Number:

Organization Name

-or-

P5 Number

Pick from the following reporting period dropdown:

Select Report Period

Search

PS-95 (Unrepaired Leaks)



- On the “Summary of PS-95” page, enter any Unrepaired Leaks based on grade and click the “Save” button.

The screenshot shows the "Summary of PS-95" page in a web application. At the top, there are tabs for "PS-95", "SRC", and "IMP". The main content area is divided into several sections:

- Organization by Filing Period Search:** This section allows users to search for existing PS-95 reports. It includes a search bar for "PS in Organization Name or PS Number" (with a value of "XXXXXXXXXX"), a dropdown for "PS from the following reporting period" (set to "2021 Jul-Dec"), and a "PS Number" search field. A "Search" button is located at the bottom right of this section.
- Summary of PS-95:** This section displays the following information:
 - Organization Name: SM GAS, LLC
 - Filing Period: 2021 Jul-Dec
 - PS Number: 983809On the right side of this section, there are four input fields for "Total Grade 1 Unrepaired", "Total Grade 2 Unrepaired", "Total Grade 3 Unrepaired", and "Total Repaired". The "Total Repaired" field currently contains the value "0". A "No Leaks to Report" button and a "Save" button are located at the bottom right of this section.
- PS-95 EDI Submission:** This section contains the text "Click begin to submit your PS-95 in bulk by EDI." and a "Begin" button.
- PS-95 Status:** This section displays the status "Not Yet Submitted" in red text. Below it, there is a message: "When you have completed filling out your PS-95 report on the left side of the page, click the submit button to finalize the report and submit to SRC." and a "Submit" button.

PS-95 (Repaired Leaks)



- In the “Repaired Leaks Reported” section, an Authenticated User can file a new or view existing PS-95 Reports during a specific Reporting Period

Summary of PS-95

Organization Name: ATMOS ENERGY CORP, MID-TEX DIV.

Filing Period: 2021 Jul-Dec

PS Number: 036589

Total Grade 1 Unrepaired:

Total Grade 2 Unrepaired:

Total Grade 3 Unrepaired:

Total Repaired:

[No Leaks to Report](#) [Save](#)

Repaired Leaks Reported

PS-95 Reports with large numbers of Repaired Leaks may take a moment to populate below.

[New](#) [Delete Selected](#)

Regulated Entity Name Regulated Entity Id County

Regulat... Leak Ca... Repair ... Repair ... Leak Lo... Pipe Size Pipe Ty... Leak CL...

[< Previous](#) Page 1 of 1 [Next >](#)

PS-95: No Leak



- Enter an organization name or P5 Number and select a reporting period from the dropdown menu
- Select the “No Leaks to Report” button
- The PS-95 Status will automatically change to “Successfully Submitted”

Summary of PS-95

Organization Name: RRC Training Only

Filing Period: 2021 Jan-Jun

P5 Number:

Total Grade 1 Unrepaired: 0

Total Grade 2 Unrepaired: 0

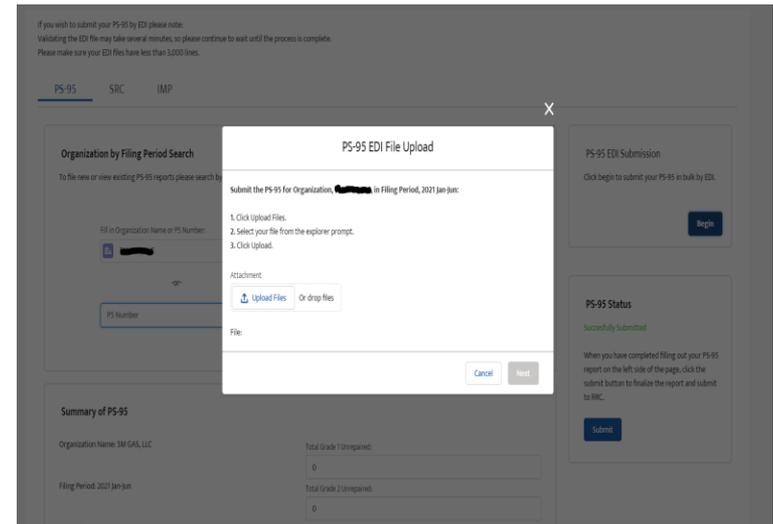
Total Grade 3 Unrepaired: 0

Total Repaired: 0

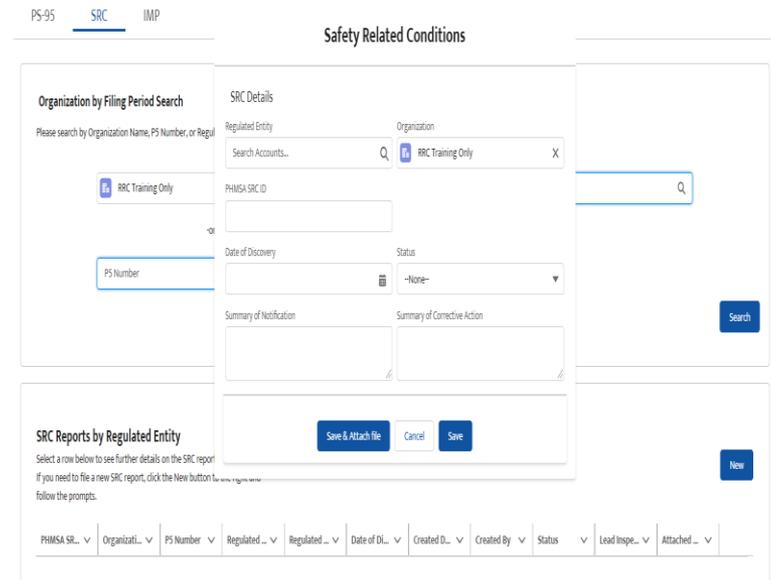
PS-95: EDI Submission



- For EDI submission, select the “Begin” button in the PS-95 EDI Submission section
- Click the “Upload Files” button on pop-up screen and validate the EDI file
- Select “Submit” button



- Select the SRC tab on the PLI main page
- In the SRC Reports by regulated entity section, an Authenticated User can file a new or view existing SRC Reports in the table



The screenshot displays the 'SRC Reports by Regulated Entity' interface. At the top, there are tabs for 'PS-95', 'SRC', and 'IMP', with 'SRC' selected. The main heading is 'Safety Related Conditions'. The interface is divided into several sections:

- Organization by Filing Period Search:** A search area with a prompt 'Please search by Organization Name, PS Number, or Regulated Entity'. It includes a 'BRC Training Only' filter and a 'PS Number' input field.
- SRC Details:** A form with fields for 'Regulated Entity' (with a search dropdown), 'Organization' (with a dropdown), 'PHMSA SRC ID', 'Date of Discovery', and 'Status' (with a dropdown menu). There are also text areas for 'Summary of Notification' and 'Summary of Corrective Action'.
- Buttons:** A 'Search' button is located on the right side of the details section. Below the details, there are 'Save & Attach file', 'Cancel', and 'Save' buttons.
- Table:** At the bottom, there is a table with columns: 'PHMSA SR...', 'Organizati...', 'PS Number', 'Regulated ...', 'Regulated ...', 'Date of DI...', 'Created D...', 'Created By', 'Status', 'Lead Inspe...', and 'Attached ...'. A 'New' button is located to the right of the table.

- Select the IMP form on the PLI main page
- In the IMP by Regulated Entity, an authenticated user can file a new or view existing IMP Reports in the table

PS-95 SRC **IMP**

Organization by Filing Period Search

Please search by Organization Name, P5 Number or Regulated Entity Name for IMP.

ARC Training Only X Regulated Entity Name Q

P5 Number Q

Search

IMP Reports by Regulated Entity

Select a row below to see further details on the IMP report.
If you need to file a new IMP report, click the New button to the right and follow the prompts.

New

PHMSA ID...	Organizati...	P5 Number	Regulated ...	Regulated ...	Date of DL...	Created D...	Created By	Status	Lead Inspe...	Attached ...
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PLI Filing - Demonstration



PS-95

SRC

IMP

Organization by Filing Period Search

Please search by Organization Name, P5 Number or Regulated Entity Name for IMP.

X

Q

-or-

Q

Search

IMP Reports by Regulated Entity

Select a row below to see further details on the IMP report.

If you need to file a new IMP report, click the New button to the right and follow the prompts.

New

PHMSA IM... ▾	Organizati... ▾	P5 Number ▾	Regulated ... ▾	Regulated ... ▾	Date of Di... ▾	Created D... ▾	Created By ▾	Status ▾	Lead Inspe... ▾	Attached ... ▾
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Plan of Correction (POC) Upload



- Click on the “Find an Inspection” button on the homepage to view and select inspection packages from the list of available records
- Authenticated User can upload file to inspection package by clicking the “Upload a File” button in the top-right

This application allows you to electronically search RRC dockets and cases, review and submit filings for CASES, find inspections with PIPES, and pay administrative penalties.

For instructions on how to use RRC CASES, click here.

For instructions on how to use RRC PIPES, click here.

Forms Available for Download:

- Authenticated User Request Form
- Hearing Request Form
- Prehearing Request Form
- Appearance Slip Form
- Electronic Consent Form



Find a Case

Find an Inspection

Hearings Calendar

Make a Payment

Make a Payment

Upload Form PS-48

POC Upload - Demonstration



Home Cases Complaints Incidents Inspections Payments Visit RRC Pipeline Integrity Filing

77089

Jane Smith

Inspection Package
INSPPKG-0000077089

Upload a File

Details

Inspection Package ID
INSPPKG-0000077089

Business Area
Pipeline Safety

Inspection Type
Standard

Inspection Sub-Type
Comprehensive

Begin Date
10/5/2021

End Date
10/22/2021

Organization
RRC Training Only

Unit

Status
Work in Progress

Uncorrected Status

Completed Review Date

Inspection Documents (0)

Inspections (1)

Inspection ...	Regulated E...	Inspection S...	Entity ID at ...
----------------	----------------	-----------------	------------------

INSP-00001...	Training Unit-1	Incomplete	00199316
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[View All](#)

Violations (3)

Violation	Regulatory Code Description
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VIC-0000172093	The operator did not determin...
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Conclusion



- Refer to link on home page for instructions
- For assistance contact Publicassist@rrc.texas.gov

This application allows you to electronically search RRC dockets and cases, review and submit filings for CASES, find inspections with PIPES, and pay administrative penalties.

For instructions on how to use RRC CASES, click here.

For instructions on how to use RRC PIPES, click here.

Forms Available for Download:

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- Hearing Request Form
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- Electronic Consent Form

CASES
CASE ADMINISTRATION SERVICE ELECTRONIC SYSTEM

PIPES
PREHEARING, FILING, & EVALUATION SYSTEM

Find a Case

Find an Inspection

Hearings Calendar

Make a Payment

Make a Payment

Upload Form PS-48

For assistance with RRC CASES, please see the RRC CASES instructions. For assistance with RRC PIPES, please see the RRC PIPES instructions. If you have a specific question that the instructions do not address, contact publicassist@rrc.texas.gov.