



File 3600-A000-31  
15 December 2003

To: Group 1 Companies  
Group 2 Companies

cc: Canadian Association of Petroleum Producers (CAPP)  
Canadian Energy Pipeline Association (CEPA)

### **Safety Performance Indicators Initiative**

In the spring of 2001, the National Energy Board launched the Safety Performance Indicators (SPI) initiative. The primary objective of this initiative is to obtain data for the purpose of trend analysis and to compare how NEB-regulated pipeline companies are doing in comparison to companies regulated by other agencies. This information should provide reliable evidence that NEB-regulated facilities are safe for workers and the public. The Board intends to continue collecting SPI data and make the results available to the public. The Board published the first report in April 2003 and intends to publish the second report in January 2004.

The Board now requests Safety Performance data for the calendar year 2003. Definitions for the required SPIs, along with reporting forms, are included in the attached document and can be found on the Board's web site at [www.neb-one.gc.ca](http://www.neb-one.gc.ca).

Please forward the safety information requested in the attached forms to the Board by 30 April 2004. You may alter the forms into any format that is convenient for reporting purposes. Appendix A includes a list of information currently collected pursuant to the *Onshore Pipeline Regulations, 1999* and additional information required for the SPI initiative.

The NEB wishes to thank companies contributing to the Safety Performance Indicator initiative. If you require information or have any questions or concerns, please contact Karen Duckworth at (403) 299-3669 or [kduckworth@neb-one.gc.ca](mailto:kduckworth@neb-one.gc.ca).

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Please forward your reports, along with any additional comments you may have, to the undersigned by mail or facsimile.

Yours truly,

A handwritten signature in black ink, appearing to read "Mantha", with a long horizontal flourish extending to the right.

Michel L. Mantha  
Secretary

Att: Appendix A  
SPI Forms

**List of Current and Additional Information**

Information Currently Reported to the Board under the *Onshore Pipeline Regulations, 1999* (OPR):

Number of serious injuries from company staff as defined in the OPR

Number of liquid spills  $>1.5\text{m}^3$

Number of gaseous releases

Number of fatalities

Number of ruptures

Number of reported occurrences on the right-of-way which pose a risk to the pipeline.

Additional Safety Performance Indicator Information Requested:

1. Number of work injuries to company employees (not already submitted as per the OPR) working on federally regulated facilities.
2. Number of work injuries to contractor employees (not already submitted as per the OPR) working on federally regulated facilities.
3. Total worker hours from company employees working on federally regulated pipelines.
4. Total worker hours from contractor employees working on federally regulated pipelines.
5. Safety training hours from company employees working on federally regulated pipelines.
6. Number of liquid spills  $\leq 1.5\text{m}^3$  on federally regulated facilities.
  - Please segregate the spills as follows:
    - 1) hydrocarbon spills resulting from construction / maintenance activities (such as spills of hydraulic fluid, equipment fuels, lubrication fluids, valve operator fluid, engine oil, etc).
    - 2) pipe content spills resulting from breaks or leaks from the pipe body, flanges, mechanical fittings, tanks, etc.

**SAFETY PERFORMANCE INDICATOR INFORMATION**

**Company:**

**Address:**

**First Name:**

**Last Name:**

**Title:**

**Phone:**

**Fax:**

**E-mail:**

**Comments:**

**Length of  
Pipeline**

## **SAFETY PERFORMANCE INDICATOR INFORMATION**

<b>Information</b>	<b>Definition</b>	<b>Criteria</b>	<b>Examples</b>	<b>Safety Performance Data</b>
Work Injury (WI)	Any occupational injury (including fatal injury) that: prevents an employee from reporting for work or from effectively performing all the duties connected with the employee's regular work on any day subsequent to the day on which the occupational injury occurred, whether or not that subsequent day is a working day for that employee.	Any injury on federally regulated facilities which satisfies the definition. This is applicable to all workers working on federally regulated facilities. Current NEB reporting requirements include only serious injuries and do not include all Work Injuries.	<p>Medical aid where the employee cannot return to work or regular work activities the following day regardless of the day of week.</p> <p>Injury sustained in a motor vehicle accident where the employee was being paid for the time spent driving.</p>	<p>company: injuries</p> <p>contractor: injuries</p>
Total Worker Hours	Hours worked on facilities.	Any hours worked on federally regulated facilities which satisfies the definition. This is applicable to all company employees and contractor employees working on federally regulated facilities.	Regular and overtime hours. Work by anyone on federally regulated pipeline facilities.	<p>company: hours</p> <p>contractor: hours</p>
Safety Training Hours	Formalized safety training hours committed to maintaining or improving safety.	Any formalized safety training hours which satisfies the definition. This is applicable to all company employees working on federally regulated facilities.	First Aid, H <sub>2</sub> S Alive!, WHMIS, TDG. Also safety drills, in house site specific training.	<i>See attached Safety Training Form.</i>
Liquid Spills <1.5m <sup>3</sup>	An unintended or uncontrolled release of LVP hydrocarbons	Any un-contained liquid spill that is not currently being reported through the OPR 99 requirements. (This is currently reportable under TSB requirements.)		<i>See attached Spill Reporting Form.</i>

**COMPANY PERSONNEL SAFETY TRAINING HOURS INFORMATION**

<b>Description of Safety Training</b>	<b>Number of Personnel Involved</b>	<b>Total Training Hours</b>
<b>First Aid</b>		
<b>TDG</b>		
<b>WHMIS</b>		
<b>H<sub>2</sub>S Alive</b>		
<b>(Name of Safety Training)</b>		
<b>(Name of Safety Training)</b>		

The safety training hours information will be collected by the regulated company for company personnel

### SPILL REPORTING INFORMATION

Date of Spill	Operational ✓	Construction or Maintenance ✓	Volume of Spill	Description and Location of Spill

Low vapour pressure (LVP)

- (a) hydrocarbons or hydrocarbon mixtures in the liquid or quasi-liquid state with a vapour pressure of 110 kPa absolute or less at 38°C;
- (b) multiphase fluids; or
- (c) oilfield water.

High vapour pressure (HVP) pipeline system — a pipeline system conveying hydrocarbons or hydrocarbon mixtures in the liquid or quasi-liquid state with a vapour pressure greater than 110 kPa absolute at 38°C.

**Operational:** spills which are pipe content spills resulting from breaks or leaks from the pipe body, flanges, mechanical fittings, tanks, etc.

**Construction or Maintenance:** hydrocarbon spills resulting from construction / maintenance activities such as hydraulic spills, equipment fuels, lubrication fluids, valve operator fluid, engine oil, etc.