ENBRIDGE

g) Abnormal Operating Condition Reporting Requirements

After responding to an Abnormal Operating Condition (AOC):

Pipeline/Terminal Operator:

1. Notify the Shift Lead

2. Record the abnormal condition in FACMAN with the AOC or MBS indicator activated

Shift Lead and Pipeline/Terminal Operator:

1. Perform an initial procedure review to determine effectiveness of the procedure within 24 hours
    - If the procedure requires modification, initiate the Procedure Creation/Modification and Review procedure

In the event that a field-related AOC cannot be recorded due to a FACMAN outage, or if FACMAN AOC reporting capability is unavailable:

Pipeline/Terminal Operator:

1. Notify regional field personnel via email the details of the AOC, and request field entry of the condition in Maximo
    - include start time and end time (if applicable), description of the condition and identification of any applicable field equipment in the email
    - include CCO Shift Lead and CCO Technical Records Administrator as email recipients

2. Initiate a problem report in the SCADA Services Support Database with "FACMAN" indication as the application

In the event that an MBS-related AOC cannot be recorded due a FACMAN outage, or if MBS AOC reporting capability is unavailable in FACMAN:

Pipeline/Terminal Operator:

1. Notify MBS support personnel via email the details of the AOC, and request entry of the condition in the MBS alarm tracking system:
    - include start time and end time (if applicable), description of the MBS alarm

@DBTitle -

A. Emergency Procedures-5. Incident Notification
and identification of any applicable field equipment in the email
- include CCO Shift Lead and CCO Technical Records Administrator as email recipients

2. Initiate a problem report in the SCADA Services Support Database with "FACMAN" indication as the application

Related Topics:
CCO Operations Awareness Program