



OPERATOR QUALIFICATIONS PLAN CONTRACTOR PROVISIONS

Atmos Energy Corporation

Effective Date: May 31, 2022

Operator Qualifications Plan Contractor Provisions

1.2 General

The Atmos Energy Corporation OQ Plan, including the following Contractor Provisions, establish the requirements for Contractor compliance with the Atmos Energy's OQ Plan and applicable Federal Regulations. Contractors are responsible for reading, understanding and complying with the contents of the applicable Atmos Energy OQ Plan, Federal Regulations and the following Contractor Provisions. Contractor shall ensure that all Contractor personnel performing Covered Tasks are qualified to do so or are directed and observed by a qualified individual under identified Span of Control as defined in the Atmos Energy OQ Plan. Contractor and its employees shall reference any manuals provided by Atmos Energy for further information that may be required before performing a Covered Task.

In addition, the Contractor is required to utilize the services of an Authorized OQ Provider(s) to administer and manage their training, qualification, certification and record keeping requirements in accordance with these Contractor Provisions. Atmos Energy may conduct or process the certification assessment requirements of a contractor's employee.

All records from Authorized OQ Provider, Authorized Certification Center and Atmos Energy will be submitted to ISN by processes established by ISN and approved by Atmos Energy. Detailed training records will be maintained by the Authorized OQ Provider or Authorized Certification Center, but must be made available upon request.

1.3 Identification of Covered Tasks

Atmos Energy has developed a list of Covered Tasks for the Contractor as set up and approved in ISN. Using the Contractor Work Type OQ Matrix (Appendix A) as a guide, the Atmos Energy or Contractor Supervision will identify any additional Covered Tasks required for the work activity assigned. Each Contractor working on that job must perform the job with employees qualified to perform the specified Covered Tasks.

All Contractor personnel performing Covered Tasks must at a minimum be qualified under Covered Task M16 (Recognize and React to Abnormal Operating Conditions AOC) and Covered Task M8 (Preventing Accidental Ignition) in addition to other tasks as required by the specific job requirements.

Contractor shall be promptly notified through ISN when any changes of the accepted qualification requirements of any Covered Task are made by Atmos Energy.

1.4 Qualification Methods

Qualifications of Contractor personnel performing Covered Tasks must be determined by the evaluation of three required elements; knowledge relative to the Covered Task; the skill necessary to perform the Covered Task; and the physical ability to perform the Covered Task; and ensuring that all Contractor personnel performing Covered Tasks are able to recognize and react to Abnormal Operating Conditions that may be encountered during the performance of the Covered Task(s).

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1.5 Authorized OQ Providers:

Energy Worldnet - EWN
Industrial Training Services, Inc - ITS
Midwest Energy Association - MEA
National Center for Construction Education & Research - NCCER

Specialty Providers:

American Welding Society

- E06 - Visual Inspection of Steel Welds

MMT

- L08 – Perform Non-Destructive Tests on Steel Pipeline (Properties and Attributes)

Clock Spring

- M09 - Making Permanent Repairs on Transmission Lines

T.D. Williamson

- L01 - Tapping Steel Pipelines Under Pressure
- L07 - Tapping PE Pipelines Under Pressure
- TDW Pipeline Pigging Technology Line Master Certification

1.6 Abnormal Operating Conditions

Atmos Energy requires its Contractors to recognize and react to AOC's specific to Covered Tasks identified by Atmos Energy. Each Contractor is required to review Appendix B Abnormal Operating Conditions with all personnel and have an up-to-date Appendix B available on every job site where a Covered Task may be performed. When Abnormal Operating Condition(s) are encountered by the Contractor they will need to communicate as defined by Appendix B.

1.7 Records

Contractor is responsible to provide current ISN OQ Records for immediate identification of Covered Tasks for all Qualified Individuals. These OQ records must be available during the performance of a Covered Task at the location at which that Covered Task is being performed. This ensures that a non-Qualified Individual is not performing a Covered Task without direction and observation by a Qualified Individual for that Covered Task as defined by Span of Control in the Atmos Energy OQ Plan.

ISN will make available to Contractor, by the process established by ISN, information for each Qualified Individual.

The ISNworld OQ Records shall include:

- A. Identification of each Qualified Individual by name and photo
- B. Identification of each Atmos Energy Covered Task the individual is qualified to perform

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- C. Date of current qualifications
- D. Qualification methods (reference Section 1.3 of these provisions)

1.8 Portability of Operator Qualifications (OQ)

Portability of individual's qualification and records from Contractor to Contractor is required if the qualified individual is qualified by an Atmos Energy Authorized OQ Provider. Portability of OQ is prohibited under any other circumstances.

1.9 Recordkeeping

Contractors through their Authorized OQ Provider shall maintain appropriate documentation indicating that each of its personnel performing a Covered Task is qualified to perform that Covered Task and ensure the information is provided to ISN as required.

Upon completion of a Covered Task, Contractor shall record the identification number (assigned by ISN) of each Qualified Individual performing, or directing and observing an non-Qualified Individual performing a Covered Task on the appropriate work order or form provided by Atmos Energy. If no such work order or form is provided by Atmos Energy, Contractor shall maintain such Covered Task performance information so that upon request by Atmos Energy the individual performing each Covered Task or directing and observing a non-Qualified Individual performing a Covered Task can be identified

1.10 Appendices to the Contractor Provisions

There are three appendices to the Contractor Provisions that provide useful information for Contractor compliance. Below is a general description of each Appendix as well as important information regarding the Appendices. Changes made by Atmos Energy to the Contractor Provisions, or its Appendices, will be communicated to Contractors by ISN. Visit www.isnetworld.com for the latest version of the Contractor Provisions and Appendices.

Appendix A - "Contractor Work Type OQ Matrix"

The Contractor Covered Task Qualification Matrix is a guide for the minimum OQ Tasks required by the type of work activity or job role assigned to the contractor.

Appendix B - "AOCs" (Abnormal Operating Conditions)

Abnormal Operating Conditions identify the abnormal operating conditions that may be encountered while performing a specific Covered Task for Atmos Energy. There is a certain Reaction Level for each abnormal operating condition which may occur. Each Reaction Level establishes the order and steps that must be immediately initiated in reaction to an Abnormal Operation Condition.

Appendix C - "Authorized Certification Centers"

Listing of Atmos Energy Authorized Certification Centers and contact information for each Atmos Energy operating Division.