

**Department of Transportation  
Office of the Chief Information Officer**

**Supporting Statement  
“Annual Report for Gas Distribution Operators”  
OMB Control No. 2137-0629  
Docket No. PHMSA-2018-0046  
RIN 2137-AF36**

**INTRODUCTION**

The Pipeline and Hazardous Materials Safety Administration (PHMSA) requests approval from the Office of Management and Budget (OMB) for an extension and amendment of a currently approved collection entitled “Annual Report for Gas Distribution Operators” (OMB Control No. 2137-0629). The current expiration date for this information collection is October 31, 2021.

The amendment of this information collection is necessary due to the following PHMSA action that will affect the current collection of information:

**Docket No. PHMSA-2018-0046 - Pipeline Safety: Gas Pipeline Regulatory Reform**

- Revises form PHMSA F 7100.1-1 Annual Report—Gas Distribution System to collect annual number of mechanical joint failures.
- Adds 607 burden hours to this information collection for reporting activities.

**Part A. Justification**

**1. Circumstances that make the collection of information necessary.**

Annual reports inform PHMSA and the public about the extent of gas distribution pipeline systems and leaks from these systems. The National Transportation Safety Board (NTSB), the U.S. Department of Transportation’s Office of the Inspector General, and the General Accounting Office all urged PHMSA to collect this information. The information is an essential part of PHMSA’s overall effort to characterize the extent and safety record of natural gas distribution pipeline systems.

The requirements for annual reporting are in 49 CFR Part 191. The PHMSA delegation of authority is found in 49 CFR 1.97 which allows for PHMSA to exercise the authority vested in the Secretary in under Chapter 601 of title 49, U.S.C. The specific legislative authority cites for the requirements in 49 CFR Part 191 include 49 U.S.C. 60102, 60103, 60104, 60108, 60117, 60118, 60124 and 60139.

This collection supports the DOT strategic safety mission by providing metrics that enable PHMSA to be aware of and mitigate inherent risks in the operation of gas distribution pipelines.

**2. How, by whom, and for what purpose the information is to be used.**

PHMSA uses this information collection to gather annual report data from gas distribution pipeline operators. The annual report form collects data about the pipe material, size, and age.

The form also collects data on leaks from these systems as well as excavation damages. PHMSA uses the information to track the extent of gas distribution systems and normalize incident and leak rates.

**3. Extent of automated information collection.**

PHMSA requires operators to submit all required reports electronically with an exception for those operators to whom electronic submissions would pose an undue burden and hardship. Pipeline operators are encouraged to file the annual reports on-line at [www.opsweb.phmsa.dot.gov](http://www.opsweb.phmsa.dot.gov).

**4. Describe efforts to identify duplication.**

PHMSA is the only federal agency that collects information related to miles of mains, number of services, leaks, and excavation damages for gas distribution pipeline systems. No similar information is requested by the government or industry.

**5. Efforts to minimize the burden on small businesses**

For PHMSA to be able to effectively carry out its legislative mandate and monitor natural gas pipeline safety, it is essential that both large and small operators of pipelines provide annual reports.

**6. Impact of less frequent collection of information.**

The biennial report to Congress mandated by 49 U.S.C. 60124(b) would not have current information without the annual reports. Less frequent information collection could compromise the safety and economic viability of the U.S. pipeline system.

**7. Special Circumstances.**

There are no special circumstances within this request.

**8. Compliance with 5 CFR 1320.8(d).**

PHMSA published a Notice of Proposed Rulemaking [85 FR 35240] on June 9, 2020.

**9. Payment or gifts to respondents.**

There is no payment or gift provided to respondents associated with this collection of information.

**10. Assurance of confidentiality.**

PHMSA does not have the authority to assure confidentiality.

**11. Justification for collection of sensitive information.**

This information collection does not involve questions of a sensitive nature.

**12. Estimate of burden hours for information requested.**

Current Number of Responses: 1,446	Proposed Number of Responses: 1,446
Current Burden Estimate: 24,582 hours	Proposed Burden Estimate: 12,189 hours

There are approximately 1,446 gas distribution operators. These operators are required to submit annual reports for their pipeline systems to PHMSA on a yearly basis. PHMSA previously estimated that it would take each operator 17 hours to compile information pertaining to this report and to submit the requested data to PHMSA. PHMSA proposes to revise form F7100.1-1, the Gas Distribution Annual Report, to collect the total number of mechanical joint failure that occur within each calendar year. PHMSA estimates that it will take operators approximately 25 minutes (.42 hours) to add this information to the annual report. As a result, the burden for this information collection will increase by approximately 607 hours for an estimated total burden of 25,189 hours {17.42 hours \* 1,446 operators}.

A table detailing this burden estimate is listed below:

Number of Operators	Hours to Complete	Total Burden
1,446	17.42	25,189

**13. Estimate of the total annual costs burden.**

PHMSA assumes that the reporting would be made by an engineering manager. Based on the industry-specific occupational and wage estimates provided by the U.S. Department of Labor's Bureau of Labor Statistics, median hourly wage of an engineering manager (for NAICS 486000 – pipeline transportation)<sup>a</sup> is estimated as \$77.50. Using an estimated fringe benefit of approximately 35 percent, the recordkeeping requirements for the gas operators are prepared at the average rate of \$104.63 per hour.

<sup>a</sup> [https://www.bls.gov/oes/current/naics3\\_486000.htm](https://www.bls.gov/oes/current/naics3_486000.htm)

The total annual estimated costs for this information collection with all of the incorporated proposals would be \$2,635,525.07 (= \$104.63 \* 25,189 hours)

**14. Estimates of costs to the Federal Government.**

The estimated cost to the Federal Government for the development, maintenance, and operation of the the Gas Distribution Annual Report data collection is approximately **\$76, 700.00**. This estimate includes the costs of acquiring contractor time (3 man months total using a blended rate for developers, database admin, and analysts for requirements and testing. This also includes the annual Operations & Maintenance costs which are estimated to be \$15,000 for contractor support to address any issues, correct operator reports, if needed, and to patch/upgrade software and hardware as required. There is an additional \$1, 700 for Federal FTE to manage the operations and maintenance of the application, which includes user support.

**15. Explanation of the program change or adjustments.**

Due to the provisions in the Pipeline Safety: Gas Pipeline Regulatory Reform Notice of Proposed Rulemaking, PHMSA is revising the Gas Distribution Annual Report to collect the total number of mechanical joint failures that occur within a calendar year.

**16. Publication of results of data collection.**

PHMSA summarizes the annual report data on its public website and makes the entire data set available for download.

**17. Approval for not displaying the expiration date of OMB approval.**

PHMSA will display the expiration date.

**18. Exceptions to the certification statement.**

There are no exceptions to the certification statement.