

# NATURAL GAS DISTRIBUTION SYSTEM INSPECTION CHECKLIST

## GENERAL INFORMATION

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Location: \_\_\_\_\_

## SYSTEM INFRASTRUCTURE CONDITION

- Yes  No — Distribution mains are free of visible corrosion or deterioration.
- Yes  No — Service lines show no signs of leaks or physical damage.
- Yes  No — Pipe supports and anchors are secure and structurally sound.
- Yes  No — Casings and protective barriers are intact and correctly installed.
- Yes  No — Valve boxes are present, accessible, and properly marked.
- Yes  No — System maps and schematics match field conditions.

## LEAK DETECTION & MONITORING

- Yes  No — Leak detection surveys are current and documented.
- Yes  No — Leak detection equipment is calibrated and functional.
- Yes  No — Leak response protocols are posted and communicated.
- Yes  No — No unexplained gas odor or leak indicators detected during inspection.
- Yes  No — Remote or automated monitoring systems are operational.

## **REGULATOR & METER STATIONS**

- Yes  No — Pressure regulators are functioning within acceptable limits.
- Yes  No — Overpressure protection devices are tested and documented.
- Yes  No — Meters are sealed, secure, and free from tampering.
- Yes  No — Station enclosures and fencing are intact.
- Yes  No — Adequate ventilation exists for enclosed stations.

## **VALVE INSPECTION & ACCESSIBILITY**

- Yes  No — Isolation valves are clearly marked and operational.
- Yes  No — Valves are free of rust, corrosion, or obstructions.
- Yes  No — Emergency shutoff valves are easily accessible.
- Yes  No — Valve exercising program is in place and documented.

## **PRESSURE MANAGEMENT & CONTROL**

- Yes  No — Operating pressures are within regulatory and design limits.
- Yes  No — Pressure records are retained and reviewed regularly.
- Yes  No — Relief devices are tested and operational.
- Yes  No — SCADA or supervisory systems are working as intended.

## **EMERGENCY RESPONSE & SAFETY**

- Yes  No — Emergency procedures comply with regulatory requirements.
- Yes  No — Emergency contact information is current and posted.
- Yes  No — Fire prevention measures are in place.
- Yes  No — Employees are trained in gas emergency response.
- Yes  No — Public awareness programs are active and documented.

## **REGULATORY COMPLIANCE**

- Yes  No — Records meet federal, provincial/state, and local regulations.
- Yes  No — Safety audits have been completed and documented.
- Yes  No — Non-conformance items have been corrected or actioned.
- Yes  No — Reporting obligations are current and verified.

## **DOCUMENTATION & RECORDKEEPING**

- Yes  No — Inspection records are complete and properly stored.
- Yes  No — Maintenance logs reflect accurate service history.
- Yes  No — Change management processes are documented.
- Yes  No — Asset lifecycle data is up to date.
- Yes  No — Incident and leak history records are complete.

## FINAL NOTES

Inspector Comments:

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Inspector Name: \_\_\_\_\_

Inspector Email: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

I confirm this inspection was completed accurately

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