

# **GUIDELINES**

## **for CROSSINGS and ACTIVITY**

### **around GAS PIPELINES**

The guidelines for notification and approval processes are aimed at conducting activities in accordance with the relevant legislation. Failure to comply with these guidelines may result in substantial penalties imposed under the Petroleum & Gas Act and Regulations. Westside requires early notification of any activities undertaken near the Company's high pressure gas pipelines and requires approval in writing prior to any activity commencing. Consequently, Westside has established an easy-to-follow set of guidelines to assist in conducting activities in accordance with the relevant legislation, which allows all associated parties to undertake activities around the high pressure gas pipelines in a safe manner.

WestSide is committed to working cooperatively with all stakeholders to enable appropriate and safe development around its high pressure gas pipelines while protecting the security of gas supply to the community and the safety of the public and all personnel carrying out activities around the gas pipelines.

**These guidelines DO NOT represent any form of approval whatsoever. Third parties and contractors must contact Westside and obtain specific written approval prior to the commencement of any work.**

Prior to commencement of any activities near the gas pipeline, please contact Westside head office or the Moura office to obtain guidance and the necessary approval to proceed:

**Westside Head Office**

**Tel: 07 3020 0900**

**[brisbaneoffice@westsidecorporation.com](mailto:brisbaneoffice@westsidecorporation.com)**

**Moura Site Office**

**Tel: 07 4997 5572**

**[mouraoffice@westsidecorporation.com](mailto:mouraoffice@westsidecorporation.com)**

**Westside Corporation Limited (ABN 74 117 145 516)**

**Level 8, HSBC Building, 300 Queen St. Brisbane, QLD 4000**

**IN CASE OF EMERGENCY PLEASE CONTACT: 1300 059 116**

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## 1. Summary

### 1.1 Types of activities

External parties who are intending to perform activities in the vicinity of a WestSide licensed pipeline are required to provide notification and seek approval from the pipeline licensee as per the guidelines outlined in this document. The types of activities for which approval must be sought include:

- Construction
- Excavation
- The use of any mechanical plant and equipment
- The use of heavy vehicles
- The use of any explosives or vibrational equipment

This applies to any of these activities within 25 m of the pipeline.

### 1.2 How much notice

A minimum of 48 hours notice shall be provided. Where notification is provided by the Dial-Before-You-Dig telephone number (1100) a minimum of five working days' notice shall be given. Conditional to the level of proposed activities additional time may be required for review and approval.

### 1.3 Key Contacts

#### Moura Site Office

Office: +61 7 4997 5572

Fax: +61 7 4997 5598

Email:

[mouraoffice@westsidecorporation.com](mailto:mouraoffice@westsidecorporation.com)

Web: [www.westsidecorporation.com](http://www.westsidecorporation.com)

Address: 28-30 Okano Street, Moura QLD 4718

Postal: PO Box 36, Moura QLD 4718

#### Westside Corporation Head Office

Office: +61 7 3020 0900

Fax: +61 7 3020 0999

Email:

[brisbaneoffice@westsidecorporation.com](mailto:brisbaneoffice@westsidecorporation.com)

Web: [www.westsidecorporation.com](http://www.westsidecorporation.com)

Address: Level 8, 300 Queen Street, Brisbane QLD 4000

Postal: GPO Box 1121, Brisbane QLD 4001

## 1.4 Penalties apply

The Queensland Petroleum Act (1923) states in Part 9 Clause 144:

**“144 Interference with pipeline or petroleum activities under this Act**

A person who ..., damages, interferes with ... any pipeline, or part of a pipeline, constructed or operated under this Act ... commits an offence against this Act, unless the person does so under the authority of the owner of the pipeline ....Maximum penalty—200 penalty units.” A penalty unit is currently \$100.

## 2. Introduction

WestSide Corporation Limited (WestSide) operates the Meridian SeamGas CSG field around Moura in Queensland’s coal-rich Bowen Basin. The high pressure pipelines which export the gas to the Queensland Gas Pipeline (QGP) are operated and licensed under the terms of, and in accordance with, the provisions of the *Petroleum & Gas (Production and Safety) Act 2004*, the *Petroleum Act 1923* and the *Petroleum and Other Legislation Amendment Act 2004*.

Construction activity and developments need to be evaluated, controlled and monitored within pipeline easements and activity within the area through which the pipeline runs (the Pipeline area) as specified in the relevant Pipeline License. WestSide will monitor all activity to ensure the integrity of the pipeline is maintained.

## 3. Purpose

This document outlines the notification and approval process which is to be followed by external parties who are intending to conduct works in the vicinity of WestSide’s licensed pipelines. The notification and approval processes ensure safety of personnel and assets under the petroleum and gas legislation in undertaking activities around a pipeline. See notification requirements in section 4.

## 4. Notification Requirements

Prior to the commencement of works, notification must be provided to WestSide and the Moura Area Manager. The notice shall provide details of the nature of any intended activities in the vicinity of a pipeline and shall include a program of works and a list of the size and type of machinery to be used.

A minimum of 48 hours’ notice shall be provided by the contractor. Where notification is provided by the Dial-Before-You-Dig telephone number (1100) a minimum of five working days’ notice shall be given.

Additional time may be required for review and approval in some circumstances where the level of proposed activities is detailed or complex.

## 5. Controlled Area

Where the pipeline traverses private property, WestSide holds an easement which extends to either side of the pipeline. Easement details will be advised for each specific area of activity. No permanent structures may be erected on the easement (including the planting of trees) without WestSide's written permission.

Where the pipeline is laid in other areas such as within a gazetted road reserve, Westside holds a Permit to Occupy which governs activities around the pipeline. Westside must be notified in all cases for activities within 25 meters of the pipeline.

## 6. Approval Requirements

WestSide will review the content of the intended activities and the program of works. No work is to commence within 25 m of the pipeline without written approval from WestSide. Approval may be conditional and any work carried out shall comply with the conditions imposed by WestSide.

## 7. Operational Requirements

### 7.1 Supervision

A WestSide representative shall be present prior to and during any machine excavation which may expose the pipeline. The contractor shall maintain close communication with WestSide operations at all times.

### 7.2 Pipeline Location

All underground high pressure gas pipelines shall be physically identified prior to excavations. The pipelines are to be exposed using vacuum excavation to identify the exact line location. The Contractor should be aware that surface markers do not necessarily accurately represent underground line locations.

### 7.3 Compliance with AS2885

Any activity performed near the pipeline shall comply with the requirements of AS2885. This includes, but is not limited to, the following points:

- a) No mechanical equipment shall be used within one (1) metre of the pipeline in any radial direction, even after the pipeline location has been proven, except when approved by, and under explicit site supervision and direction from the Westside Inspector. Under no circumstances is mechanical equipment to be used closer than 0.3 m to the pipeline. Exposure of the pipeline shall be performed by hand digging or vacuum excavation, to minimise the risk of pipeline or coating damage.

- b) The clearance from a pipeline to any buried structure shall normally be a minimum 0.6 meters but in some circumstances may be reduced to no less than 0.3 meters. At times specific conditions will be required for buried structures to mitigate cathodic protection interference. Any structure laid parallel to the gas pipeline will normally have an offset of at least 1 meter. All such activities requires prior written approval from WestSide.
- c) Any contact and damage to the pipeline, including coating and associated facilities, may affect the integrity of the pipeline and in accordance with AS2885 shall be advised to WestSide and, where legally required, to the regulatory authority.
- d) All backfill within 150 mm around the pipeline shall be of a type approved by WestSide Operations and shall be free of stone, hard clay, wood and other deleterious matter.
- e) Where boring is to take place under or over a pipeline, approved measures shall be employed to ensure that the pipeline or its coating will not be damaged and the separation between the pipe and bore is maintained. Written consent from WestSide is required prior to all boring operations.

## 7.4 Explosives

Explosives shall not be used within 100m of the pipeline without the approval of WestSide. Where explosives are to be used the contractor / party conducting activities shall provide WestSide with calculations showing the anticipated peak particle velocity which will be achieved at the pipeline location.

## 7.5 Road Crossings

Any new roads crossing the pipeline shall comply with AS2885.1 clause 5.7.3. Designs shall be submitted to WestSide for review and approval prior to the commencement of works.

## 7.6 Heavy Vehicles

Light vehicles such as passenger cars are generally able to cross the pipeline under dry and stable soil conditions with out harm.

Heavy registered vehicles over 2 tonne (Gross weight) shall only cross the pipeline in allocated pipe crossing roadways or tracks. These areas have increased protection such as greater pipeline depth, protective slabs or increased pipe wall thickness to ensure safety.

Heavy Non road-legal vehicles may not cross the pipeline at any location without prior approval of WestSide, which will normally require increased safety measures prior to crossing.

In areas where the cover over the pipeline may have been reduced through erosion, or in conditions of soft wet soils or unstable soil conditions, WestSide may specify further limitations on vehicle loading, subject to a vehicle loading assessment. The approval for equipment

crossings may require the provision of pipeline protection through the construction of earthen ramps or the use of load bearing steel plates or concrete pads.

The information to be submitted for an approval is to include the vehicle type, tare and gross weights, wheel base dimensions, axle loadings, tyre pressures and tyre or track contact area.

Where soil conditions exhibit poor compaction and load-bearing characteristics, equipment shall not be allowed to cross the pipeline without the construction of a WestSide-approved pipeline protection structure, irrespective of the vehicle mass.

Earthmoving equipment and plant shall not run parallel to the pipeline within a distance equal to the pipeline depth, in all cases being a minimum of one (1) metre measured from the nearest extremity of the pipeline to the nearest extremity of the equipment. Heavy vehicles should only cross the pipeline at right angles.

Recently excavated backfill constitutes unsuitable conditions for vehicular loading. Where vehicle loadings will be imposed, the backfill shall be compacted in such a manner to obtain the original soil compaction characteristics so that the area is able to adequately support the required vehicle loads.

## **7.7 Cranes**

No cranes, excavators or backhoes shall be permitted to carry or suspend materials over or across the pipeline where it is exposed, unless authorised by the WestSide inspector.

## **7.8 Seismic Activities**

The contractor shall advise the company not less than 48 hours prior to the commencement of any seismic activities near the pipeline. Thumper trucks shall not operate closer than 10m from the pipeline.