

Colonial Pipeline Company

Pipeline Smart. Pipeline Safe.

A Guide to Pipeline Safety
Preparedness for Your School



Is your school “pipeline smart”?



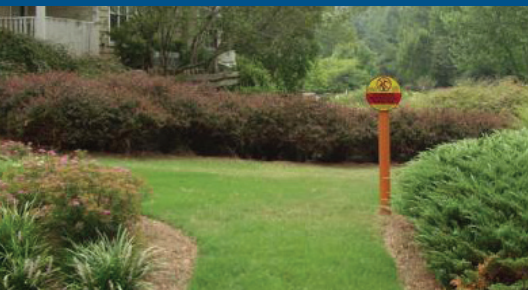
There are more than 2.3 million miles of pipelines in the United States today. With that much pipe underground, it's no surprise that some pipelines pass through areas where many of us work and live. You are receiving this brochure because your school is located near a Colonial pipeline. We've created this guide to help you keep your school, your students and your staff “pipeline smart—and safe.

5 Steps to a “Pipeline Smart” School

Step 1: Locate the pipelines near your school

Pipelines are the safest method of fuel transportation, but because most are buried underground, they are virtually invisible. You can view the approximate location of transmission pipelines and obtain contact information for pipeline operators in your area by visiting the National Pipeline Mapping System (NPMS) at www.npms.phmsa.dot.gov.

As required by law, Colonial posts easy-to-spot yellow, black and red markers (pictured below) to indicate the approximate (not exact!) location of the pipelines—including all locations where pipelines pass beneath roads, rivers, streams, railroad tracks, etc. Look for pipeline markers on or near school property. These markers identify Colonial Pipeline as the operator, list the product being transported, and display Colonial's emergency phone number. It is a federal offense to move, remove or deface any pipeline marker.



Step 2: Recognize the signs and hazards of a leak

Colonial's pipelines transport refined liquid petroleum products, such as gasoline, kerosene, home heating oil, and aviation and diesel fuels. Although pipeline incidents are rare, they can occur. Use your senses to spot potential leaks (see graphic below) and always be mindful of the risks and hazards associated with refined petroleum products:

- Products are flammable and under certain conditions may be explosive
- Vapors may be irritating to skin and eyes
- Inhalation may cause dizziness, irritate nose and throat; Prolonged exposure may be harmful
- Potential carcinogen
- Hazardous to wildlife and plant life

Colonial's pipelines also operate under high pressure. To prevent injuries or escalation of an emergency, no one except pipeline personnel should attempt to operate pipeline equipment.

Could You Recognize a Pipeline Leak? Any of the following could signal a leak:



Smell

Petroleum products, like gasoline, kerosene, home heating oil or jet fuels have a distinctive odor.



See

- A pool of liquid on the ground
- A colorful sheen on water
- A dark, oily patch
- A patch of dead vegetation in a green area
- An exposed pipeline in a creek, river, or stream
- A vapor cloud



Hear

A hissing or roaring noise coming from the pipeline.



Step 3: Take action to respond to a leak

If you suspect a Colonial pipeline emergency, take the following actions to stay safe:

- If it is possible to do so without risk of injury, turn off any running equipment. If not possible, abandon equipment and immediately leave the area on foot. Warn others.
- Move upwind of the suspected leak. Refined petroleum product vapors are heavier than air. Seek a higher location.
- DO NOT use a telephone or cell phone, start a vehicle engine, turn an electrical appliance on or off or create an ignition source near the suspected leak.

**When you are a safe distance away,
call 911 first to report the emergency; then
call Colonial's 24-hour emergency number
at 1-800-926-2728.**

Step 4: Include pipelines in your school emergency plans

Because of your school's proximity to a pipeline, your emergency plans should include the following information:

- Map showing the pipeline's location on or near school property, including relative distance and direction from school buildings and places of congregation (such as playgrounds, ball fields, etc.)
- Name of the pipeline operator(s), products transported and emergency contact number. All of this information is available on pipeline markers posted in your area.
- Specific instructions for identifying and responding to a pipeline emergency. Plans should identify whether it is safer to shelter in place or evacuate, as well as any evacuation routes, if applicable.
- Detailed bus routes that can be used in the event of an emergency to avoid pipeline locations on and off the property.

Contact your local fire department for assistance in developing and evaluating pipeline emergency plans and in coordinating a response in the event of a pipeline emergency.



Educate And Drill

It is important to share your school's pipeline information and emergency plans with key school and community stakeholders. The type of information may vary depending on the audience, but the following groups should be considered:

- Administrators and office staff
- Teachers
- Custodians
- Bus drivers
- Crossing guards
- Students
- Parents

Conduct drills or tabletop exercises to test your plans. Involve your local emergency responders in the drills as much as possible.



Step 5: Help protect pipelines from damage

Always Call 811 Before You Dig

A primary source of pipeline damage in the U.S. is from digging without knowing where pipelines are located. If your staff or any contractor you employ is planning to dig on school property, you must call 811 – the free, nationwide safe-digging number – to have underground utilities, including pipelines, accurately located and marked before any digging project begins. By calling 811, waiting the required timeframe for lines to be marked, respecting the marks and digging with care, you can prevent service disruptions, project delays, accidents and injuries.

**Know what's below.
Call before you dig.**

Report Unsafe Or Suspicious Activity

If you witness unauthorized excavation or suspicious activity near pipeline areas, immediately call Colonial's 24-hour emergency number at **1-800-926-2728**. We will send an inspector to investigate—and you could receive a reward if your report helps Colonial avoid a pipeline emergency.



About Colonial Pipeline Company



Pipelines move nearly two-thirds of this country's annual supply of refined fuels. These nearly invisible transportation systems operate continuously and are the most efficient and cost effective method for moving the vast quantities of fuels required to supply this nation's energy needs.

Colonial Pipeline operates a 5,500-mile network of underground pipe stretching from Texas to the New York harbor. Each day, these pipelines, ranging in size from 6 to 40 inches, transport over 100 million gallons of refined petroleum products, including gasoline, kerosene, home heating oil, diesel fuel and jet fuel.

The Colonial Pipeline Network



How Colonial Keeps Your Community Safe

Colonial Pipeline dedicates a significant portion of its annual budget to maintain the integrity of our pipelines. Our safety measures include:

- Sophisticated electronic inspection tools and corrosion prevention systems
- 24/7 monitoring from our centralized control center
- Foot patrols and aerial inspections of the pipelines
- Immediate pipeline shut-downs if a problem is identified
- Routine maintenance of pipeline “rights of way” (the strips of land over and around pipelines) to keep them clear of potentially damaging tree roots, plants and other encroachments
- Integrity Management Plans (IMPs) for high consequence areas such as highly populated, environmentally sensitive, or drinking water areas, as well as commercially navigable waterways. For information on Colonial’s IMP, please call 678-762-2250.



Need More Information?

To obtain additional information about pipeline safety, contact Colonial Pipeline's Public Awareness Manager, at 678-762-2250.

**For more information about Colonial Pipeline,
visit our website at www.colpipe.com.**

Important Phone Numbers

To report suspicious or unauthorized activities, **call Colonial at 1-800-926-2728**

In an emergency, **first call 911,
then call Colonial at 1-800-926-2728**

Before digging, call 811



www.colpipe.com



Know what's below.
Call before you dig.

Follow us on our social media channels



Please share this information with all members of your school.