## TECHNICAL SPECIFICATION SPÉCIFICATION TECHNIQUE TECHNISCHE SPEZIFIKATION

## **CEN/TS 15399**

June 2007

ICS 91.140.40

**English Version** 

### Gas Supply Systems - Guidelines for Management systems for Gas Distribution Network

Systèmes d'alimentation en gaz - Lignes directrices pour les systèmes de management des réseaux de distribution de gaz

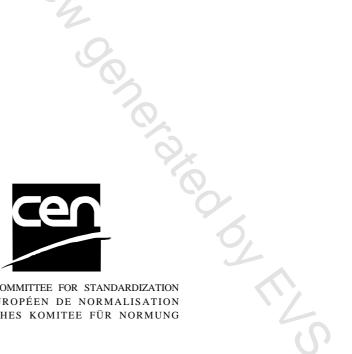
Gasversorgungssysteme - Leitlinien für Managementsysteme für Gasverteilungsnetze

This Technical Specification (CEN/TS) was approved by CEN on 4 December 2006 for provisional application.

The period of validity of this CEN/TS is limited initially to three years. After two years the members of CEN will be requested to submit their comments, particularly on the question whether the CEN/TS can be converted into a European Standard.

CEN members are required to announce the existence of this CEN/TS in the same way as for an EN and to make the CEN/TS available promptly at national level in an appropriate form. It is permissible to keep conflicting national standards in force (in parallel to the CEN/TS) until the final decision about the possible conversion of the CEN/TS into an EN is reached.

CEN members are the national standards bodies of Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and United Kingdom.



EUROPEAN COMMITTEE FOR STANDARDIZATION COMITÉ EUROPÉEN DE NORMALISATION EUROPÄISCHES KOMITEE FÜR NORMUNG

Management Centre: rue de Stassart, 36 B-1050 Brussels

# Contents

Foreword4				
Introduction				
1	Scope	.6		
2	Normative references	.6		
3	Management system	.6		
4	Management policy, objectives and targets	.7		
5	Management planning	.7		
6	Legal and other requirements	.7		
7	Implementation of a Management System	.7		
8	Training, awareness and competence	.8		
9	Communication	0		
10	Document control	0		
11	Hazard identification			
11.1 11.2	Environmental and safety aspects			
11.2	Environmental impact analysis	11		
11.4	Top Management Reviews			
12	Planning and design			
12.1 12.2	Design/planning principles			
12.3	Design review	13		
13	Purchasing	13		
13.1 13.2	Purchasing policy Purchasing implementation and operation			
13.3	Purchasing control and corrective action – process review			
14	Construction			
14.1 14.2	General Construction principles			
14.2	Construction principles			
14.4	Construction supervision			
14.5	Technical aspects			
15 15.1	Commissioning, decommissioning, recommissioning and abandonment	16		
15.2	Commissioning, decommissioning, recommissioning	16		
15.3	Abandonment			
16 16.1	Operation and maintenance			
16.1	Preventive and corrective maintenance – planning and scheduling	17		
16.3	Preventive and corrective maintenance – Implementation and functioning			
16.4	Third party work			
17 17.1	Emergency management Emergency preparedness and response			
17.2	Element of process review			

17.3	Implementation and functioning	19
18	Performance measurement	19
19 19.1	Non-conformance, corrective and preventive actions General	19
19.2	Inspection and corrective actions	
20	Records	
21	Audits	
22	Management system review	
	graphy	

## Foreword

This document (CEN/TS 15399:2007) has been prepared by Technical Committee CEN/TC 234 "Gas Supply Systems", the secretariat of which is held by DIN.

There is a complete suite of functional standards prepared by CEN/TC 234 "Gas supply" to cover all parts of the gas infrastructure system from the input of gas to the distribution network starting at the boundary of the delivery station on the premises of the Gas Distribution System Operator (GDSO), up to the point of delivery of the customers, whether domestic, commercial or industrial.

In preparing this Technical Specification, a basic understanding of Management Systems and gas distribution networks by the user has been assumed.

According to the CEN/CENELEC Internal Regulations, the national standards organizations of the following countries are bound to announce this Technical Specification: Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, n way, Borowiew Orowiew Orowie Orowiew Orowie Or Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and United Kingdom.

4

## Introduction

This Technical Specification deals with the design, construction, commissioning, operation, maintenance and abandonment of a distribution network, all in order to provide an efficient gas distribution network for the safe and secure distribution of gas.

It is written in accordance with European Directive 2003/55/EC of 26 June 2003, concerning common rules for the internal market in natural gas.

The provisions refer to a general organisational scheme in which:

- safety,
- security,
- reliability, and
- efficiency,

of gas distribution activity are highlighted.

This Technical Specification could be an appropriate tool supporting a GDSO in the implementation of a management system, for example in conjunction with the ISO certification procedure, which needs to be translated into specialized processes; it could also be used in case of assessment or certification by a third party.

The use of this Technical Specification is first targeted at all technical operations and processes performed by a GDSO including those activities carried out by outsourced contractors.

This Technical Specification also deals with the matter of the required competences for technical people involved in gas distribution activities. In this context, competences should not be confused with "qualification".

The structure of this Technical Specification is based on the documents EN ISO 9001, *Quality management system – Requirements (ISO 9001:2000)* and EN ISO 14001, *Environmental management systems – Requirements with guidance for use (ISO 14001:2004)* and the technical contents are mainly taken from EN 12007 (all parts), Gas supply systems-Pipelines for maximum operating pressure up to and including 16 bar.

In addition and regarding environmental requirements, the Sector Forum Gas Infrastructure guide should be taken into account.

Further important reference has been the document written by Study Group SG4.2 of IGU/WOC4 entitled "Frame of reference regarding Pipeline Integrity Management System", and parts of the internal Procedures written by distribution Companies.

202

### 1 Scope

The field of application of this Technical Specification is the new and existing gas grid starting at the boundary of the delivery station on the premises of the GDSO up to the point of delivery of the customers that can be at a means of isolation (e.g. at the outlet of a LPG storage vessel or at the meter outlet connection) typically nominated by the GDSO and may be defined in national regulations or standards.

For existing installations this Technical Specification does not apply to design, construction, testing and commissioning.

The main objectives of this Technical Specification can be summarized by the following:

- Provide guidance about the minimum necessary requirements to be included in a management system related to safety, security, reliability and efficiency of technical activities (design, construction, testing and commissioning/decommissioning, operation and maintenance).
- Demonstrate that the competencies required in the activities mentioned above concretely find their expression in practice on the plants/installations of the gas distribution networks (e.g. for operations in distribution: odourisation, emergency service, cathodic protection, leak survey, maintenance activities on pressure reduction plants, mains and service lines).

#### 2 Normative references

The following referenced documents are indispensable for the application of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

EN 12007-1:2000, Gas supply systems - Pipelines for maximum operating pressure up to and including 16 bar - Part 1: General functional recommendations

EN 12007-4, Gas supply systems - Pipelines for maximum operating pressure up to and including 16 bar - Part 4: Specific functional recommendations for renovation

EN 12186, Gas supply systems - Gas pressure regulating stations for transmission and distribution. - Functional requirements

EN 12327, Gas supply systems - Pressure testing, commissioning and decommissioning procedures - Functional requirements

EN ISO 9001, Quality management systems – Requirements (ISO 9001:2000)

EN ISO 14001, Environmental management systems - Requirements with guidance for use (ISO 14001:2004)

#### 3 Management system

This Technical Specification is intended for use by a GDSO who has a basic appreciation of quality, environmental, health and safety (H + S) management and distribution network maintenance and integrity.

The Management System introduced in this Technical Specification refers to gas distribution networks as defined in the scope and introduction.

It is at the GDSO discretion to include other objects and structures in their own management system.

This Technical Specification is a general framework that applies to all activities of a GDSO including safety aspects of distribution networks management (i.e. public safety, pipeline monitoring, etc.).