



NGN/PR/SER/10

UIP's REQUIREMENTS FOR

THE LABELLING OF GAS SERVICES

JUNE 2008

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FOREWORD

This document was approved by GNSEC for use by managers, engineers and supervisors throughout Northern Gas Networks Limited (NGN).

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BRIEF HISTORY

Reviewed & Approved	June 2008	NGN/PR/SER/10
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DISCLAIMER

This safety and engineering document is provided for use by NGN and such of its contractors as are obliged by the terms and conditions of their contracts to comply with this document. Where this document is used by any other party it is the responsibility of that party to ensure that this document is correctly applied.

MANDATORY AND NON-MANDATORY REQUIREMENTS

In this document:

must: indicates a mandatory requirement.

should: indicates best practice and is the preferred option. If an alternative method is used then a suitable and sufficient risk assessment must be completed to show that the alternative method delivers the same, or better, level of protection.

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MANAGEMENT PROCEDURE FOR

UIP's REQUIREMENTS FOR THE LABELLING OF GAS SERVICES

INTRODUCTION

The provision of a gas supply, infrastructure and meter installation by independent service providers has increased the importance of gas services being labelled correctly and appropriately. Compliance with this section will ensure that the obligations for the labelling of gas services as set out in the Gas Safety (Installation and Use) Regulations 1998 and the requirements of the Servicelaying work procedures are met. It will also mean that where labelled, NGN provides information for any OFGEM Approved Meter Installer (OAMI) or other persons who may work on the system downstream of the emergency control valve.

1. SCOPE

This procedure sets out the requirements for the labelling of new gas services by Utility Infrastructure Providers where it is intended that NGN adopt the service.

2. REFERENCES

The advice given in HSE Approved Code of Practice and Guidance publication No.L56 "Safety in the installation and use of gas systems and appliances – The Gas Safety (Installation & Use) Regulations 1998" and the requirements of IGE/TD/4 must be followed.

3. LABELLING

On completion of installation of the service the emergency control valve must be fitted, capped and sealed with the label completed and be secured to the emergency control valve or as near as practical upstream of it using a proprietary cable tie of sufficient length to allow a person to be able to read the information on the label. An example of the service information label is shown in Figure 1.

Note:

Where a meter is installed or relocated in any premises in either case at a distance of more than 2 metres from, or out of sight of, the nearest upstream ECV in the premises, a permanent notice should be displayed giving sufficient information to enable any person who goes to the meter to find the location of the emergency control.

Where an ECV is fitted which does not form part of the primary meter installation, the label must be displayed in prominent position adjacent to the ECV.

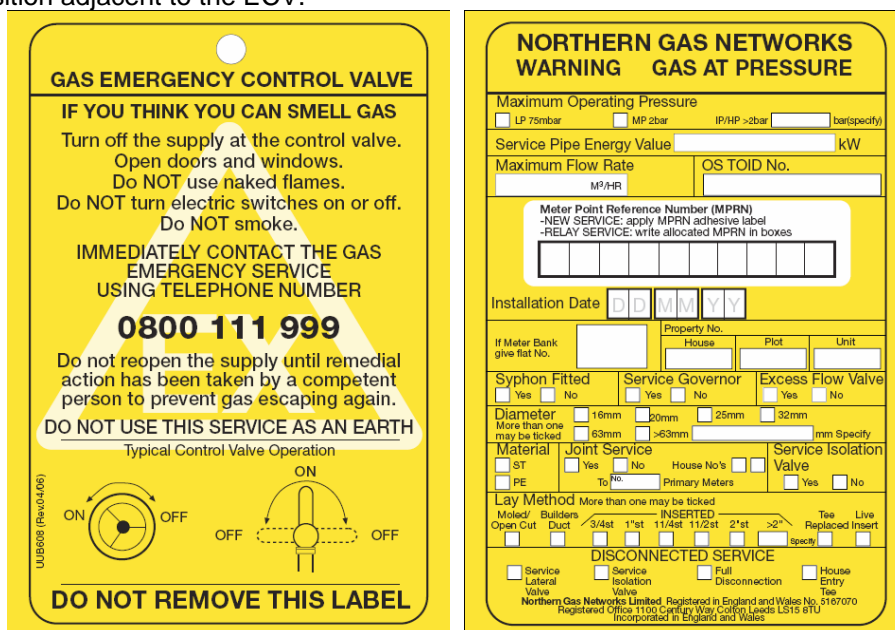


Figure 1 – Example of Service Information Label

Note: Figure 1 is only shown as an example

The printed label will include job specific service pipe and MPRN information and will be encapsulated in a transparent laminate to avoid degradation due to dirt, dust or moisture. The laminated label will incorporate a slot for fixing to the emergency control valve with a cable tie.

Operatives must complete the Service Information Label, shown in Figure 1, indicating the design and construction details at the time the service is installed. The majority of information that requires input to the label can be done so using tick boxes.

The service information label fields a) b) c) d) e) indicated below should be as specified in the work instruction, where this is not provided the relevant Network Support Manager must be contacted to provide the value that should be input onto the label. The information to be included is as follows:

a. Maximum Operating Pressure. (Tick box)

This is the pressure tier at the outlet of the ECV.

LP Services operating up to 75mbar

MP Services operating at 75mbar and upto 2 bar

Modified labels may request the pressure at the ECV for a Medium Pressure (MP) Meter installation. Medium Pressure networks can operate up to 5 different pressure tiers, therefore the MP tier must be identified and the box ticked accordingly. For example, these may include the following pressure tiers indicating the lowest operating pressures:

MP 35 (mbar)

MP 65 (mbar)

MP 105 (mbar)

MP 180 (mbar)

MP 270 (mbar)

Note:

The service information label may request the Design Pressure. Design pressure is the pressure on which the design calculations are based. The values stated above should be used.

b. Service Pipe Energy Value: (Enter information)

This is the maximum energy capacity in kW of the gas service. The service pipe energy value must be calculated, using the service diameter and service length dimensions, by the use of an appropriately approved gas service pipe design tool.

The design criteria to be used when calculating the energy value will be:

- i. A pressure of 19 mbar for low pressure networks, or
- ii. At the specific pressure stated for other networks.
- iii. the flow rate specifically requested by the gas shipper or developer
- iv. The maximum pressure loss permitted for the service pipe
- v. A Calorific Value of 39MJ/m³.

c. Maximum Flow Rate: (Enter information)

Is the maximum capacity in m³/h of the service. The maximum flow rate must be calculated, using the as laid service diameter and service length dimensions, by the use of the appropriately approved gas service pipe design tool.

The design criteria to be used when calculating the maximum flow rate will be:

- i. A pressure of 19 mbar for low pressure networks, or
- ii. At the specific pressure stated for other networks.
- iii. the flow rate specifically requested by the gas shipper or developer
- iv. The maximum pressure loss permitted for the service pipe

d. OS TOID Number:

TOID stands for TOpographical IDentifier, which is an Ordnance Survey system for referencing geographical data. (Note: This is for future use).

e. Meter Point Reference Number (MPRN). (Enter information)

Xoserve, on behalf of NGN, hold a register of supply points and the MPRN is used to identify the point at which gas is taken from our network. The MPRN has previously been generated when a request for a meter was received but because of the increasing competitive provision of meter installations the MPRN is now allocated to NEW services. For NEW services a printed label with the MPRN Number and barcode must be placed in the appropriate field on the Service Information Label or the MPRN Number must be printed onto the label. A sample of the MPRN label is shown Figure 2.



Figure 2 – Meter Point Reference Number (MPRN) Label

f. The date of installation, of the service.

Completed on site at the time of installation in the format DD/MM/YY

g. Property details.

The flat number when there is a meter bank, house, flat number, the plot number or unit number.

h. Construction details.

There are tick boxes to indicate:

- i. Whether a service siphon or service governor or service excess flow valve service isolation valve has been installed.
- ii. The diameter(s) and material.
- iii. If the service is a joint service, and if so the number of primary meters fitted and the number of the houses at which the meters are fitted.
- iv. Whether a service isolation valve has been installed.
- v. The method(s) of lay.

i. Disconnection Details.

Tick box to indicate the means of service disconnection :

- i. Service Lateral
- ii. Service Isolation Valve
- iii. Full Disconnection
- iv. House Entry Tee

4. ADDITIONAL LABELLING REQUIREMENTS

- The ECV must be clearly marked to indicated the 'on' and 'off' positions.
- When an ECV is capped and sealed, an adhesive tape marked "GAS" must be attached to the standpipe as close to the bottom of the ECV as possible.