

**LETTER OF CONCERN**

**CERTIFIED MAIL - RETURN RECEIPT REQUESTED**

February 29, 2000

Miles Williams, Vice President  
Anschutz Ranch East Pipeline, Inc  
2400 Quest Tower 555 17<sup>th</sup> Street  
Denver, CO 80202

CPF 5-2000-5005C

Dear Mr. Miles:

On November 15-18, 1999, a representative of the Western Region, Office of Pipeline Safety, inspected your Anschutz Ranch East pipeline facilities south of Evanston, WY.

It was noted that two code requirements from 49 CFR, Part 195 (Transportation of Hazardous Liquids by Pipeline) were missing from your company's Operations & Maintenance (O & M) Manual. The missing procedures, are §195.54(b) Supplemental Reports and §195.300 Pressure Testing.

After pointing out the missing procedures to Stan Dolinar, our representative was advised that the manual was in the process of incorporating changes and updates by a company hired temporary administration specialist. The administration specialist had finished the manual on the Thursday prior to the audit, which started on the following Monday, and these two items were inadvertently omitted. The missing procedures were in the previous version of the O & M Manual.

We realize that the missing procedures were an oversight caused by a temporary employee, however, we are concerned that such omissions do not occur with future rewrites. The operator is responsible for ensuring the O & M remains current and complete, particularly after major revisions. No response is required to this letter. If you have any questions, please contact our office at (303) 904-0052.

Sincerely,

Chris Hoidal  
Director

cc: Compliance Registry