

LB3-2022 Recirculation

TR 20-20 – GPTC Procedures

TR Number	20-20
Primary Reference	GPTC Procedures, Section 2.4
Purpose	Clarify issues regarding Main Body membership for the different Divisions, and interest groups.
Assigned to	Executive Section
LB1-2021	28 approved, 3 approved with comment, 2 disapproved.

Note: Revisions are shown in **yellow highlight** and **red font**.

2. ORGANIZATION

2.1 Basic Structure

The GPTC is made up of the following:

- Main Body
- Operational Sections:
 - Executive Section
 - Editorial Section
 - Liaison Section
 - Regulations Section
- Divisions:
 - Distribution Division
 - Manufacturers Division
 - Transmission, Gathering and Underground Storage Division
- Task Groups:
 - Damage Prevention / Emergency Response Task Group
 - Design and Construction Task Group
 - Integrity Management Program / Corrosion Task Group
 - Operations & Maintenance / Operator Qualification Task Group
 - Plastic Pipe Task Group
- Ad Hoc Task Groups
 - As-e Created as needed by the Main Body, Operational Sections, Divisions, or Task Groups
 - Public Appeals

Election of members to each of the groups listed above is subject to the requirements addressed in the following sections-in this Section 2.

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2.4 Main Body

2.4.1 Purpose and Responsibilities

The Main Body shall act as the final decision making body within the GPTC structure. It is responsible for the following:

- Approving the intent and technical content of all actions performed by the Divisions, Sections, and Task Groups.

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- Creating, abolishing, or changing the scope of Divisions, Sections, and Task Groups within the GPTC organization.
- Reviewing the assignment (by Executive Section) of TRs to the Divisions, Sections or Task Groups within the GPTC organization. The Main Body may also create and assign a TR as appropriate.
- Approving, by letter ballot of the Main Body members, all proposals for additions, deletions, or revisions to the Guide, Technical Reports registered with ANSI, or any other actions proposed to be taken by the GPTC.
- Providing a forum for its members and guests to exchange technical information relating to ~~natural gas~~ gathering, underground storage, transmission, and distribution piping systems.

2.4.2 The Main Body Members

The Main Body, exclusive of the GPTC Secretary, shall consist of a maximum of forty members. All nominated Main Body members are subject to approval of the Main Body.

The Main Body shall include:

- GPTC Chairperson
- First Vice Chairperson
- Second Vice Chairperson
- Distribution Division, Manufacturers Division, and Transmission, Gathering and Underground Storage Division Chairpersons
- Editorial Section, Liaison Section, and Regulations Section Chairpersons
- Seven (7) members in addition to the Chairperson from each of the Divisions (elected by each Division, subject to the approval of the Main Body). The Division main body members should belong to the Division interest group. No more than one member from each Division can be of the General and of Regulatory Interest Group.
- Not more than ten (10) members selected by the GPTC Chairperson constituting from the General or Regulatory Interest Groups. ~~(selected by the GPTC Chairperson, subject to the approval of the Main Body).~~

These additional requirements must be considered:

- Not more than 13 Main Body members (1/3 of the total Main Body) shall be in any one Interest Group (see Section 2.4.4).
- No more than two (2) representatives from any one organization unless organizational or other circumstance (e.g., geographic diversity, unique expertise) justify additional representative(s). An explanation to justify the additional representative(s) shall be provided by the Division or Chair seeking approval. The representative and explanation shall be approved by the Executive Section prior to Main Body ballot.

2.4.3 Terms of Service

The members of the Main Body shall serve for three (3) years, except as otherwise prescribed in these procedures. Division and Section memberships for Main Body members shall be coterminous with their Division and Section membership as

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appropriate. Division and Section members may serve succeeding terms in the Main Body subject to re-election by the respective Division or Section they represent.

2.4.4 Interest Groups

Main Body members shall have recognized background experience in natural gas gathering, storage, transmission, or distribution piping systems and shall be chosen from the following interest categories:

- **Distribution** – technical experience in the design, construction, operation, or maintenance of natural gas distribution systems (i.e., local distribution companies or gas utilities). Knowledge and skills related to steel, cast iron, plastic, copper, or other materials.
- **Manufacturers** – technical experience in the design, manufacture, or application of materials, equipment, and tools utilized on natural gas gathering, storage, transmission, or distribution systems.
- **Transmission, Gathering, and Underground Storage** – technical experience in the design, construction, operation, or maintenance of natural gas transmission systems, (e.g., interstate pipeline companies with transmission facilities or gathering facilities), and gathering systems, or underground natural gas storage facilities, and gathering systems. Knowledge and skills related primarily to steel pipelines operating at high pressures, compressor stations, and storage facilities, and gathering system operations.
- **Regulatory** – technical experience in varying areas of the natural gas regulations (e.g., Federal and State pipeline safety regulators).
- **General** – technical experience in the natural gas industry (e.g., consultants and retirees) and includes the interests of the public.

While it is recognized that individuals might have the expertise to belong to multiple Interest Groups, each member must declare a single Interest Group.

2.4.5 Change in Interest Group Classification

If the member's Interest Group changes because of a change in employment, retirement or other reason, action shall be taken by the Main Body to:

- Reaffirm the membership to complete the present term in the existing Interest Group, or
- Appoint the member to a new Interest Group with a new term, or
- Terminate the Main Body membership.

Pending Main Body action, the member may continue to serve in their previously elected Main Body capacity.

The effects of a new Interest Group appointment or termination on the balance of interest shall be considered.

The GPTC Secretary shall monitor each member's Interest Group, and should verify the Interest Group during GPTC membership renewal.

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2.5 Organization - General

2.5.1 Balance of Membership within GPTC

Balancing of membership in Interest Groups within the GPTC is preferred but not required, subject to the 1/3 limitation for the Main Body in Section 2.4.2.

2.5.2 Default of Membership

Main Body: The membership of Main Body shall be annually reviewed by the GPTC Chairperson or his or her designee. Those members who habitually fail to execute and return letter ballots, are lax in replying to important correspondence, fail to attend a significant number of meetings or fail to effectively participate in activities of the GPTC may be found in default and are to be reported to the GPTC Secretary. The GPTC Chairperson or GPTC Secretary shall direct such matters regarding the Main Body members to the Executive Section for recommended action by the Main Body that may include termination of Main Body membership as appropriate.

Section, Division, Task Group: The performance of a member proposed for reappointment to a Section, Division or Task Group shall be reviewed by the respective Chairperson. Those members who habitually fail to effectively participate in activities of the GPTC may be found in default and are to be reported to the GPTC Secretary. The GPTC Secretary shall direct such matters regarding Section, Division or Task Group members to the Executive Section.