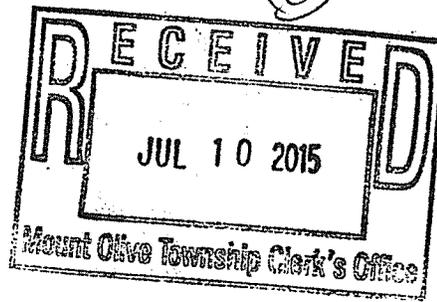


June 2015



TRANSCO PIPELINE
2800 Post Oak Blvd
Houston, TX 77056
(800) 945-5426

7/13/15
JG

C. Amin
D. Pw

Re: Transco pipeline overview

As you may be aware, Williams operates a high-pressure natural gas transmission pipeline in your community known as the Transco pipeline. You may be more familiar with your local distribution company, or public utility, which receives its natural gas supply from pipeline operators like Williams. I am writing to you to make sure that you are aware that the pipeline is in your community, that you know where it is located, and that you know how to obtain additional information if you have questions about our pipeline operations.

Large diameter transmission pipelines transport far greater volume and operate at higher pressure than smaller local distribution lines. The Transco pipeline is constructed of high-strength steel ranging in diameter from 6 to 48 inches. Compressor stations, meter stations, mainline valves and smaller facilities support the transmission system.

Pipeline Location

You may have seen our yellow aboveground pipeline markers, which indicate the presence of one or more pipelines within an easement. These markers, which contain the name of the pipeline operator and emergency contact information, are usually located near road, rail, fence, water crossings and curbs.

The enclosed map identifies the location of our pipeline in your county. You can find information about ours and other pipelines operating in your community by accessing the National Pipeline Mapping System (NPMS) on the Internet at www.npms.phmsa.dot.gov. NPMS provides pipeline maps, product and pipeline operator contact information.

Land Use Planning

Pipeline safety can be enhanced by making risk-informed decisions for land use planning and development near transmission pipelines. One way to reduce transmission pipeline risk is for communities to be aware of transmission pipeline locations and informed of pipeline risks when making decisions regarding land use planning and development. This is something that may be instituted during local zoning and permitting processes. The Pipelines and Informed Planning Alliance (PIPA) was developed to help communities make good decisions for land use planning and development adjacent to transmission pipelines. You can access the PIPA's recommended practices at <http://PIPA-info.com>.

Emergency Response

Finally, we'd like you to be aware that Williams meets with emergency responders in your area to educate them about pipelines and prepare them for potential hazards that may be present. Detailed information has been provided to emergency response agencies in your jurisdiction, including the enclosed fact sheet and link to our online emergency training program: www.williams.com/emergencytraining. We also regularly provide emergency response procedures like those found on the back of this letter to residents and businesses located in the vicinity of the pipeline. Please encourage your local emergency responders to take advantage of this training.

In addition, you should be aware that some pipe segments in your area may have been designated as high consequence areas due to population density or other factors. As a result, in accordance with federal regulations, we have developed a supplemental threat assessment and prevention plan, known as an Integrity Management Plan. A summary of the basic requirements and components of Williams' Integrity Management Plan, as well as potential hazards, can be found on the Internet at www.williams.com/safety.

If you have any questions about our operations, you can reach me at the phone number listed below. In the event of a pipeline emergency, you can reach Williams' 24-hour Gas Control Center at (800) 440-8475.

Thank you for your time.

Sincerely,

Russ Markowski
Operations Manager
Williams
Princeton, NJ
609-497-7549

Commitment to Safety

Caution: Working Near Pipelines

If you plan to dig or perform any type of excavation near the pipeline right of way, be sure to dial **811** at least three business days before you begin. Dialing 811 will connect you with your state's One Call service, which will help protect you from unintentionally hitting underground utility lines. After you call, a company representative will identify and clearly mark the location of our pipeline at no cost to you if it is in the vicinity of your planned excavation work.

Locating Pipelines

You may have noticed the Williams pipeline markers located near roads, fence crossings and curbs. Although these markers are used to alert the public of the presence of one or more pipelines, they do not represent the exact location of the pipeline. If you wish to learn more about the location of our pipeline and other pipelines in your community, visit the National Pipeline Mapping System on the Internet at www.npms.phmsa.dot.gov.



Leak Recognition & Response

Although rare, a pipeline leak or failure is a serious situation that can be dangerous. It is important that you know how to quickly respond to a potential pipeline emergency. Use your sense of smell, sight or sound to help identify a potential natural gas pipeline hazard.

- **Smell** - Strong petroleum scent or other pungent odor, a smell similar to rotten eggs
- **Sight** - Dead or dying vegetation near the pipeline, dirt blowing into the air, fire coming from the ground
- **Sound** - Hissing, blowing or loud roaring sound

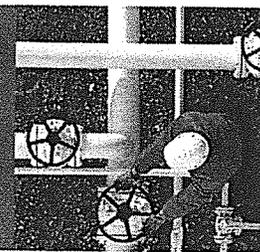
If you suspect a pipeline leak or failure, your personal safety should be your first concern. Follow these steps:

- **Evacuate** the area and try to prevent anyone from entering
- **Abandon** any equipment being used in or near the area
- **Avoid** introducing any sources of ignition to the area
- **Call 911** or contact local fire or law enforcement
- **Notify** the pipeline company (**Transco emergency gas control: 800-440-8475**)
- **Do not** attempt to extinguish a natural gas fire, and do not attempt to operate pipeline valves

Your personal safety is important to us, so please take the time to share the enclosed information with others in your household. We appreciate your interest in our operations. If you ever have any non-emergency related questions, call us anytime at 800-945-5426. You can also learn more about our operations on our web site at www.williams.com/safety.



Responding to Natural Gas Transmission Pipeline Emergencies



EMERGENCY GAS CONTROL: TRANSCO PIPELINE 800-440-8475 NORTHWEST PIPELINE 800-972-7733

Williams has prepared this fact sheet as a guide for emergency response officials who may be asked to respond to an incident involving a Williams natural gas pipeline facility. Since emergency response officials may arrive at the scene of a pipeline incident before pipeline personnel, you should know in advance what to expect and how to respond to potential hazards that may be present.

For more information about Williams' emergency drills, training, or pipeline location information in your area, contact your local Williams field supervisor.

Natural Gas Pipelines

Williams' transmission pipelines are part of a vast pipeline transportation system sometimes referred to as the "interstate highway" for natural gas. This national network consists of about 300,000 miles of high-strength, large-diameter steel pipe moving huge amounts of natural gas thousands of miles from producing regions to market. You may be more familiar with your local distribution company, or local public utility, which receives its natural gas supply from pipeline operators like Williams.

The transmission pipelines operated by Williams transport far greater volume and operate at much higher pressure than local service lines that feed most homes. The typical pressures found on pipeline systems are:

Williams

- Transmission Line: High pressure..... 300-1200 psig

Local Utility

- Distribution Main: High pressure..... 60-300 psig
- Distribution Main: Intermediate pressure..... 5-60 psig
- Service Line: Low pressure..... ¼ - 5 psig

The transmission pipelines operated by Williams are constructed of high-strength steel ranging in diameter from 6 to 48 inches. Compressor stations, meter stations, mainline valves and smaller facilities support the transmission system.

Compressor Stations

Natural gas is transported through pipelines at high pressure using compression. Compressor stations, located approximately every 60 miles, use large turbines, motors or engines to pressurize the gas and move it through the pipeline.

Meter Stations

Often referred to as the city gate, a meter station is the point where distribution companies receive custody of the gas from transmission companies. At these locations the operating pressure is reduced and odor is added to the gas. The local gas utility then uses distribution pipes, or mains, to bring natural gas service to homes and businesses.

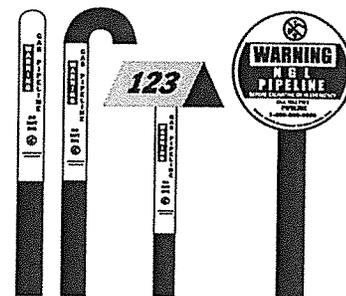
Mainline Valves

Mainline valves are shut-off devices that are designed to stop the flow of gas through the pipeline. Some are manually operated, while others are either automatic or operated by remote control. Valves can be placed every 5 to 20 miles along the pipeline, and are subject to regulation by federal safety codes. It is important to remember that valves should only be operated by qualified company personnel.

Locating Pipelines

Transmission pipelines follow well-defined easements, many times sharing the same corridor with other utility or power lines. These easements vary in width, generally anywhere from 50 to 175 feet depending on the number of pipelines and terrain.

In accordance with federal law, aboveground pipeline markers are used to alert excavators of the presence of one or more pipelines within an easement. These markers, which contain the name of the pipeline operator and emergency contact information, are usually located near road, rail, fence, water crossings and curbs. However, these markers do not necessarily represent the exact location of the pipeline facilities within the easement.



To find information about the locations of pipelines operating in your community, visit the National Pipeline Mapping System (NPMS) on the Internet at www.npms.phmsa.dot.gov. NPMS provides a list of pipelines, their operator and operator contact information.

One-Call

State law requires advanced notice be given to local one-call centers before digging or excavating. Local one-call centers provide a free service to assist in marking the location of underground pipelines, as well as buried cable, telephone, electric and other utilities. Anyone planning excavation, construction or blasting activities should notify one-call before they begin. Representatives from each company will then visit the proposed work site and mark the location of their facilities to reduce the risk of damage.

To contact the one-call center nearest you, dial 8 -1-1.

Properties of Natural Gas

Before you respond to a pipeline related emergency you should know how natural gas behaves and some of its unique qualities.

Composition – Natural gas is a naturally occurring hydrocarbon mixture. After being processed, it is composed mostly of methane (about 94 percent) and also contains ethane (about 4 percent).

Non-toxic – Natural gas is non-toxic. The fuel is sometimes listed as a "hazardous material" due to its flammability, not due to toxicity.

Lighter than Air – Natural gas is 40 percent lighter than air. When natural gas escapes into an open area, it rises into the air and dissipates, although gas odorant is heavier than air and may still sink to the ground. In an enclosed area, it collects first near the ceiling. Suffocation can occur if natural gas displaces the oxygen in an enclosed area.

Flammable Within Narrow Limits – Natural gas will ignite only within a narrow range: approximately 3-15 percent gas-to-air mix. Above or below the range combustion will not occur.

Odorless – Natural gas is normally a colorless, odorless substance in its natural state. The smell often associated with natural gas is normally added by the local distribution company.

Heating Value – Natural gas has a heat content of about 1,000 BTU per cubic foot.

Combustion Products – There are no significant releases of harmful compounds as a result of natural gas combustion. However, incomplete combustion may produce carbon monoxide and warrant the use of self-contained breathing apparatuses by emergency response teams.

Ignition Temperature – Natural gas has a very high ignition point, twice as high as that of gasoline. A flame or spark must reach nearly 1200 degrees Fahrenheit to ignite natural gas. However, static electricity, pilot lights, matches and sparks from telephones, electric motors and internal combustion engines can reach this temperature.

Potential Hazardous Conditions

Due to the large volumes and high pressures, accidents involving natural gas transmission pipelines can be dangerous. There are three primary hazardous conditions you should be aware of:

1) Encroachment. If you notice excavation near a pipeline right of way, check to see if the contractors have notified the company or one-call about their work. Nearly 2/3 of fatalities involving pipelines are due to damage from outside forces.

2) Leaks. Natural gas is normally a colorless, odorless substance. Because natural gas cannot be detected on its own, local utilities add an odorant to help consumers smell gas should a leak occur. However, odorant is added at only certain places along the pipeline, so you may not always be able to detect a leak by smell. Unlike natural gas, odorant is not lighter than air. Therefore, the strong smell of natural gas odorant does not always mean that methane is present. Always use a methane detection instrument to determine if natural gas is present. The following signs can be an indication of a natural gas pipeline leak:

- A hissing sound
- Dust, water, bubbles or vegetation blowing around a pipeline
- Discolored or dead vegetation near a pipeline
- Bubbling in a wet area, marshland, river or creek
- A dry spot in a moist field

If you become aware of a leak, notify the pipeline company immediately. Emergency phone numbers are listed on all pipeline markers.

3) Rupture. A pipeline rupture has much more dramatic indicators. There will be a loud roaring sound of escaping gas. A pipeline rupture does not always lead to a fire, but if it does ignite, it can result in a large flame burning at high temperatures. Fire and emergency officials should be aware of the potential for secondary fires and disturbed earth in the vicinity of a rupture.

What to Do

Upon the first indication that a natural gas pipeline may be leaking or ruptured, **notify the pipeline company immediately.** The phone number on the pipeline marker will connect you with the company's 24-hour emergency gas control center. Tell them the location, your name and any other details about the incident. The gas control center will dispatch company representatives to the area where the incident has occurred. While that representative is en route, stay in close contact with the pipeline company. You should also take the following steps:

- Park vehicles a safe distance from the incident and turn off engines as soon as possible.
- Clear area around the site and evacuate people from the area of danger to an upwind location. Protecting people and then property should be your top priority.
- Provide first aid and call for additional emergency medical assistance if needed.
- Barricade area and keep onlookers safe distance away.
- Roads leading to and from the site should be kept clear for emergency and pipeline personnel.

If you have trouble identifying the pipeline operator or other underground facility operators in the area, your state's One-Call center may be able to provide assistance. You can reach your state's One-Call center by dialing 8-1-1.

Also, be aware that when responding to an incident involving transmission pipeline facilities, the movement of heavy equipment on the right-of-way may pose an additional hazard to people working in, and around, the accident location. Check with the pipeline operator before positioning or moving any heavy equipment on or across the pipeline right of way.

In the case of a fire fed by a leak or rupture, do not try to extinguish the gas fire with water or other chemicals. Even if you were successful, there is a high probability of re-ignition and explosion. The best method to control a gas-fed fire is to stop the flow of gas. However, do not try to operate pipeline valves. Pipeline personnel are trained in the proper procedures for their operation. Instead, extinguish perimeter fires and wet down exposed flammable areas in the vicinity. Radiant heat from the gas fire is intense and can cover a large area.

Do Not:

- Forget to notify the pipeline company immediately.
- Allow smoking or spark-producing devices if unignited combustible gas is suspected.
- Open a closed pipeline valve at any time.
- Make any effort to extinguish flames of escaping burning gas. Use spray only to protect surrounding exposure.

Pipeline Personnel

The pipeline personnel you will be working with are trained for pipeline emergencies. They can supply you with information regarding the facilities involved in the incident, including the number and size of the pipelines in the area, location of valves and operating pressures. Pipeline personnel will also coordinate to set up a command post to act as a central clearinghouse for all emergency information.

The primary job of the pipeline response team is to stop the flow of gas to the accident site. The damaged section is isolated by closing valves on either side of the leak or rupture. Any fire will burn itself out once the fuel is consumed and the remaining gas will be vented to the atmosphere.

Compressor Station Emergencies

There is one other type of pipeline emergency that you may be asked to respond to. This involves an accident inside a compressor station. Compressor stations are designed with extensive emergency systems. If there is a leak or rupture, the station will automatically shut down appropriate equipment and vent gas through relief valves in the station yard.

Compressor station employees are also trained to fight minor fires with station extinguishers or fire hoses. Normally in a compressor station incident, emergency response teams would be summoned to offer the following services:

- Traffic or crowd control
- Medical treatment or evacuation
- Fighting any perimeter fires outside the station fence.

Because compressor stations sometimes store materials that may release toxic or hazardous substances when burned, pipeline emergency response teams can supply a list of and firefighting procedures for all combustible materials on the station property.

Other Emergency Situations

When responding to other emergency situations, such as wild fires or natural disasters, you should be aware of the pipeline's location and the potential that the pipeline may be inadvertently impacted.

- **Wild Fires:** Before cutting or digging a fire line, call 811 as soon as possible to put pipeline operators in the vicinity on standby. Buried pipelines as well as aboveground facilities and equipment, could be in the path of a fire.
- **Natural Disaster Response:** Before removing debris caused by a natural disaster such as a flood, tornado or ice storm, contact 811 to identify the location of pipelines or other underground utilities that may have been impacted.

Your feedback is important!

Please complete the short survey below based on the information in the enclosed brochure. You can also complete the survey on the web at www.pipelinesafetyinfo.com/wlms_survey and enter the **WebCode** below. Thank you for your help.



1. Were you aware that there is a Williams natural gas pipeline operating in your community?
2. Are you aware of the National Pipeline Mapping System (NPMS)?
3. Do you know how to recognize a pipeline right-of-way?
4. Are you aware of the prevention measures pipeline companies take to maintain safe operations?
5. Do you know how to recognize a pipeline leak?
6. Are you aware of the approximate location of the Williams pipeline?
7. How would you know if there is a pipeline near you? *(check all that apply)*
8. Would you know whom to call within Williams if you needed to contact the company for any reason?
9. Are you aware state law requires advance notice be given to One-Call Centers before digging or excavating?
10. Have you ever passed damage prevention or 811 information to others in your department or organization?
11. How well informed would you say you are regarding pipelines in your community?

- | | |
|---------------------------|--------------------------|
| <input type="radio"/> Yes | <input type="radio"/> No |
| <input type="radio"/> Yes | <input type="radio"/> No |
| <input type="radio"/> Yes | <input type="radio"/> No |

WebCode

TB7U-M28M



- | | |
|---------------------------|--------------------------|
| <input type="radio"/> Yes | <input type="radio"/> No |
| <input type="radio"/> Yes | <input type="radio"/> No |
| <input type="radio"/> Yes | <input type="radio"/> No |

- Pipeline Marker/Sign Received Mailing Line Runs Through Property

Other:

- Yes No

- Yes No

- Yes No

- | | | |
|---|---|--|
| <input type="radio"/> Very Well Informed | <input type="radio"/> Somewhat Informed | <input type="radio"/> Not Too Informed |
| <input type="radio"/> Not At All Informed | <input type="radio"/> N/A | |

*****AUTO**MIXED AADC 500
MOUNT OLIVE TOWNSHIP
CURRENT TOWNSHIP COUNCIL
PO BOX 450
BUDD LAKE NJ 07828-0450

TB7U-M28M

WLMS WILLIAMS PO 2015

COMPANY NAME

NAME TITLE

- - Ext.

PHONE: (XXX) XXX XXXX

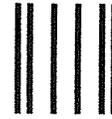
E-MAIL

COMMENTS:

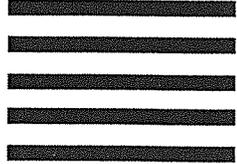
24-Hour Gas Control
(800) 440-8475



In the event of an emergency involving Williams' Transco natural gas pipeline, notify the pipeline company's 24-hour Gas Control center immediately. The Gas Control center will dispatch company representatives to the area where the incident has occurred.



NO POSTAGE
NECESSARY
IF MAILED
IN THE
UNITED STATES



BUSINESS REPLY MAIL
FIRST-CLASS MAIL PERMIT NO. 5411 WICHITA, KS

POSTAGE WILL BE PAID BY ADDRESSEE

WILLIAMS GAS PIPELINE
PO BOX 9123
WICHITA KS 67277-9908



In the event of a pipeline emergency, take the following steps:

- Notify the pipeline company immediately.
- Do not attempt to operate pipeline valves.
- Do not attempt to extinguish flames of escaping burning gas. Use spray only to protect surrounding exposure.
- Park vehicles a safe distance from the incident and turn off engines.
- Clear the area around the site and evacuate people from the area to an upwind location.
- Do not allow smoking or spark-producing devices if unignited combustible gas is suspected.
- Provide first aid and call for additional emergency medical assistance if needed.
- Barricade the area and keep onlookers a safe distance away.
- Roads leading to and from the site should be kept clear for emergency and pipeline personnel.

1004/500/00162