

RAILROAD COMMISSION OF TEXAS  
Oversight and Safety Division  
Pipeline Safety Department



## NOTICE TO PIPELINE OPERATORS

### PLAN OF CORRECTION LETTERS ELECTRONIC OR ONLINE FILING MANDATORY SEPTEMBER 1

Effective September 1, 2023, the Railroad Commission of Texas (RRC) will no longer accept hard copy filings of Plan of Correction (POC) letters by mail.

Pipeline operators must submit POC letters, including completion documentation, by email to [Safety@rrc.texas.gov](mailto:Safety@rrc.texas.gov) or online using the RRC's Pipeline, Inspection, Permitting and Evaluation System (RRC PIPES) available on the RRC website at <https://rrc.texas.gov/pipeline-safety/rrc-pipes/>. Submission using email or RRC PIPES ensures efficient and timely filing.

Likewise, correspondence from the RRC to pipeline operators on POC status will no longer be sent by mail. All POC correspondence will be sent by email. To ensure you receive the correspondence, we suggest you mark [Safety@rrc.texas.gov](mailto:Safety@rrc.texas.gov) as safe so emails from the RRC will appear in your inbox.

Pipeline operators, who are authenticated users, can log into RRC PIPES to submit POC letters, and upload other documents for review and approval by the RRC. To become an authenticated user, you must request access to the RRC Access Management Process (RAMP) through your organization's Delegated Administrator. *Each company must designate at least one Delegated Administrator to manage their PIPES authenticated users.* The Delegated Administrator can create new users, reset passwords, inactivate accounts, and perform other administrative tasks for their organization's users. To become a Delegated Administrator, visit the RRC website at <https://www.rrc.texas.gov/apps/rrc-ramp/>.

If you have any questions regarding this notice, please contact RRC Pipeline Safety Department at [safety@rrc.texas.gov](mailto:safety@rrc.texas.gov) or 512-463-7058.

*Please Forward to the Appropriate Section of Your Company*