STATE OF CALIFORNIA
DEPARTMENT OF FORESTRY AND FIRE PROTECTION

POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT

PO-199 (06/16)

INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "…material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.

Working Title of Position
Pipeline Safety Engineer

Division and/or Subdivision
Office of the State Fire Marshal/Pipeline Safety Division

Location of Headquarters
Statewide

Class Title of Position
Pipeline Safety Engineer

Position Number
543-541-2278-016

Effective Date
November 1st, 2026

Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.
	Under the supervision of the Supervising Pipeline Safety Engineer, the incumbent is responsible for routine inspections of pipeline operators as mandated, and the investigation of Pipeline safety accidents, and other duties as needed.
40%	*Conduct multiple types of pipeline operator inspections (e.g., Standard Main, Operator Qualification, Drug and Alcohol, Integrity Management, Construction, Annual Inspection, Hydrostatic Pressure Test, and other specialized inspections as necessary, etc.). *Review and analyze records, operational procedures and data. *Identify pipeline hazards, regulatory deficiencies, code violations, and draft corrective actions related to potential violations for approval. *Participate in regulatory compliance and enforcement proceedings including, but not limited to, administrative hearings and follow up inspections and verification of corrective actions. *Prepare clear, concise, and well-documented inspection reports and investigative findings and recommendations. *Evaluate inspection findings and recommend effective courses of action to address safety concerns, regulatory deficiencies and potential violations.
30%	*Respond to, evaluate, and investigate liquid pipeline spills, pipeline accidents, fires, train derailments that may affect pipelines, and explosions. *Prepare detailed reports and recommendations. *Establish and maintain effective working relationships with pipeline operators, coworkers, supervisors, other governmental agencies, industry representatives, and members of the public. *Participate in committees, professional associations and meetings as requested. *Respond to public inquiries and provide technical information and clarification regarding pipeline safety regulations and emergency response matters when appropriate.
	*These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.

Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.

Job qualifications and/or conditions of employment: See Page 2

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature	Date	Supervisor Signature	Date

Personnel use only ☐ Posted to Directory

Initials and date

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Working Title of Position
Pipeline Safety Engineer

Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.
10%	*Train and provide guidance to less experienced staff, pipeline operators, hydrostatic testing operators, and local emergency responders. *Participate in damage prevention training and activities.
10%	*Accurately read and interpret laws, codes, and regulations as they pertain to and affect hazardous liquid pipelines. *Participate in the development, analysis, and implementation of pipeline safety statutes and regulations.
5%	*Develop hydrostatic testing procedures and evaluate integrity test results for compliance. Review and evaluate state waiver requests, hydrostatic testing firm applications, pipeline risk analyses. *Assist in developing procedures and guidelines for conducting inspections and investigations. *Evaluate new technological advances within the pipeline industry and attend mandatory training to obtain required qualifications.
5%	Other job-related duties as assigned. Emergency Duty Assignments as required.

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Job qualifications and/or conditions of employment: The incumbent is required to wear respiratory protection equipment, including self-contained breathing apparatus (SCBA) The use of such equipment may place a physiological burden on the incumbent that varies with the type of equipment used, the job and workplace conditions in which the equipment is used, and the medical status of the incumbent. As such, California Occupational Safety and Health Administration (CalOSHA) requires that the incumbent be annually medically cleared to be fit-tested for respiratory protection equipment. This clearance process consists of a comprehensive medical evaluation including a review of the incumbent's medical history, a complete physical examination, and vision, hearing, spirometry, and exercise treadmill tests. Duties involve field work requiring physical performance calling for above-average ability, endurance, and superior condition, including occasional demand for extraordinarily strenuous activities in emergencies, under adverse environmental conditions, and over extended periods of time; requires running, walking, difficult climbing, jumping, twisting, bending and lifting over 25 pounds; and the pace of work is typically set by the emergency. This clearance process consists of a comprehensive medical evaluation including a review of the incumbent's medical history, a complete physical examination, vision, hearing, spirometry, and exercise treadmill tests. Duties involve field work requiring physical performance calling for above-average ability, endurance, and superior condition, including occasional demand for extraordinarily strenuous activities in emergencies, under adverse environmental conditions, and over extended periods of time; requires running, walking, difficult climbing, jumping, twisting, bending and lifting over 25 pounds; and the pace of work is typically set by the emergency. 5% Emergency Duty Assignments as required. Maintains the Arduous Fitness Standard in accordance with the Department policy. Must be willing to work throughout the state and work at unusual hours, evenings, weekends, and holidays; Travel may be required up to 40% and may include overnight stays; Must be willing to respond to pipeline emergencies on a 24 hour "on-call" basis; Wear job-required attire and personal protection equipment; Must possess a valid driver's license issued by the Department of Motor Vehicles and have a good driving record.

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature	Date	Supervisor Signature	Date

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Initials and Date