

Kinder Morgan Core Transition Contractor FAQs (May 2020)

Introduction: This document is intended to outline contractor frequently asked questions for Kinder Morgan, or ISN related to the implementation of the Kinder Morgan Core requirement. If you have questions regarding how to complete requirements, or view compliance in ISNworld, please contact ISN at (800) 976-1303, or click by clicking [here](#) to chat.

1. **Why is Kinder Morgan making these changes?**
 - To simplify and streamline corporate-wide requirements into one, all-encompassing onboarding prerequisite for Kinder Morgan.
2. **Who is required to complete the Kinder Morgan Core training?**
 - All contracted workers, subcontractor workers and supply vendors that perform work on ANY Kinder Morgan facility, location, project or right-of-way will be required to complete KM Core on a triennial (every 3 years) basis.
3. **Do my employees need to complete the Kinder Morgan Core training if my company does not have an active contract with Kinder Morgan?**
 - If your company does not have an active contract with Kinder Morgan, your employees are not yet required to complete this training. It is recommended to proactively complete this training so future work is not delayed.
 - If a contract is awarded, please ensure that the appropriate individuals are assigned to, and complete the KM Core requirement. All contracted workers, subcontractor workers and supply vendors that perform work on ANY Kinder Morgan facility, location, project or right-of-way will be required to complete KM Core prior to performing work.
4. **Do my employees still need to complete the KM Safety Orientation & Manual Review (JS-26734) and / or US MSTQ CORE (JS-26725) requirements?**
 - No. These two requirements have been replaced by the new Kinder Morgan Core Online Training (JS-45763).
5. **Do my employees still need to complete training requirements specific to the Kinder Morgan sites we work for (EX: site-specific orientation)?**
 - Yes. Kinder Morgan Business Units, specific facilities, locations, and/or projects may have additional orientation and/or training requirements beyond KM Core. You must contact your Kinder Morgan Hiring/Project Manager for any additional onboarding requirements that may be in place.
6. **Will Kinder Morgan allow the new Kinder Morgan Core training to be completed in a group setting?**
 - Yes. After completion of the Kinder Morgan Core training, please ensure that you “Apply Credit” for all appropriate individuals in ISNworld.
 - For assistance with completing the “Apply Credit” function, please contact ISN at (800) 976-1303, or click by clicking [here](#) to chat.
7. **Which employees were assigned to the Kinder Morgan Core project by ISN on Kinder Morgan’s behalf?**
 - Contractor employees meeting all of the following criteria were assigned to the Kinder Morgan Core project:
 - Contractor company with an active ISNworld subscription and active connection to a Kinder Morgan US site in ISNworld
 - Individual assigned to both legacy projects (KM Safety Orientation & Manual Review (JS-26734) and US MSTQ CORE (JS-26725))
 - Individual qualified for both legacy projects (KM Safety Orientation & Manual Review (JS-26734) and US MSTQ CORE (JS-26725))

8. Which employees had credit applied for the Kinder Morgan Core project by ISN on Kinder Morgan's behalf?

- Contractor employees meeting all of the following criteria have had credit applied for the Kinder Morgan Core Online Training:
 - Contractor company with an active ISNetwork subscription and active connection to a Kinder Morgan US site in ISNetwork
 - Individual assigned to both legacy projects (KM Safety Orientation & Manual Review (JS-26734) and US MSTQ CORE (JS-26725))
 - Individual qualified for both legacy projects (KM Safety Orientation & Manual Review (JS-26734) and US MSTQ CORE (JS-26725))

9. How can I view a list of my employees who have had credit applied for the Kinder Morgan Core project?

- Please use the Online Training Report to view employee compliance toward the new Kinder Morgan Core training.
- For assistance with running this report, please contact ISN at (800) 976-1303, or click by clicking [here](#) to chat.

10. How does a contractor access the KM Core Training?

- The primary, automated method of accessing KM Core is via ISNetwork's Online Training module. Information on accessing is available at https://www.kindermorgan.com/content/docs/KM_Core_ISN_Online_Training_Tool_Quick_Reference_Guide.pdf.
- A secondary, manual method of completing this training is available for Contractors not required to be in ISNetwork per their KM agreement or emergency or unique situations.
- The training is available at https://www.kindermorgan.com/pages/work/contractor_co . However, to complete this manual method of completing KM Core, there is additional requirements for Kinder Morgan personnel at <https://kmonline.kindermorgan.com/procurement/Documents/KM%20Core%20Training%20Procedure.pdf>).