



## New Submission Process for Completion/Workover Reports

**EFFECTIVE DATE:** MARCH 29, 2017

The BC Oil and Gas Commission (Commission) is advising operators that Completion/Workover Reports, currently submitted to [welldatamail@bcogc.ca](mailto:welldatamail@bcogc.ca), must be submitted exclusively through the eSubmission online portal effective March 29. Each submission will be restricted to one PDF file and must follow a standard naming convention. Naming conventions can be found in Appendix A of the [Well Data Submission Requirements Manual](#).

Operators must reconcile each Completion/Workover Report submission against its corresponding Notice of Operation as part of the submission process. Examples of activities that require the submission of a Notice of Operation and a Completion/Workover Report submission can be found in the [Notice of Operation and Completion/Workover Report Reference Guide](#).

The Commission reminds operators that as per Section 36 (1) of the Drilling and Production Regulation, a Completion/Workover report must be submitted within 30 days of the end of each completion, workover, suspension, or abandonment operation.

The Drill Comp Prod Rep security role is required to make any well data submission in the eSubmission portal. More details on security roles can be found in the [Company Administration in KERMIT](#) document.

More information on eSubmission can be found on the [eSubmission webpage](#).

Should you have any questions regarding this Industry Bulletin, please contact:

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