



Reminder of Application Information Required to Avoid Revision Delays

EFFECTIVE DATE: Immediately

The BC Oil and Gas Commission (Commission) is reminding applicants to include all pertinent information when applying for activity permits through the Application Management System (AMS).

To avoid delays with processing, all application information must be correct and complete when submitted. Some common missing or incorrect information types (and where to find guidelines on requirements to submit correctly) are listed below:

- Emergency Planning Zone (EPZ) radii or distances. (See page 239 of the [Oil and Gas Activity Application Manual](#)).
- Facility or facility equipment types or numbers. (See Chapter 4.3 of the [Oil and Gas Activity Application Manual](#)).
- Pipeline product information. (See Chapter 4.2 of the [Oil and Gas Activity Application Manual](#)).
- Flaring data and/or volumes. (See Chapter 4.3 of the [Oil and Gas Activity Application Manual](#)) and the [Flaring and Venting Reduction Guideline](#).
- H2S concentration and/or release rates. (See Chapter 4.2 of the [Oil and Gas Activity Application Manual](#)).
- New cut area or information. (See Chapter 5.4 of the [Oil and Gas Activity Application Manual](#)).
- Consultation and Notification, or Rights Holder Engagement details and/or timelines. (See Chapter 6 of the [Oil and Gas Activity Application Manual](#)).
- Petroleum Natural Gas (PNG) Tenure information. (See Chapter 4.1 of the [Oil and Gas Activity Application Manual](#)).
- Water details including: Water volume; number or location of Points of Diversion (PODs), missing stream crossing locations; or stream classification. (See Chapter 4.7 of the [Oil and Gas Activity Application Manual](#)).
- Name and information for contractors (i.e. engineers or archaeologists). (See Chapter 5.1 of the [Oil and Gas Activity Application Manual](#)).

Applications will be returned to the proponent for revision if details are missing, incorrect or inconsistent with current rules or legislation. The application review queue is based on the date of submission of the most recent revision, not the original application. For further guidance on requirements, please see the [Oil and Gas Activity Application Manual](#). More information is also available on the [Application Management System webpage](#), the [Frequently Asked Questions](#) section, or applicants can submit an enquiry to servicedesk@bcogc.ca.

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

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