

## **1. What are the main changes to Commission processes and systems?**

Some Commission business processes will be integrated into Petrinex. These process changes will impact eSubmission, KERMIT, AMS, Data Downloads and some paper-based application processes. Details are provided in the answers below within the [Release Guide to Commission System Changes](#).

## **2. How is eSubmission changing?**

Section 2 of the [Release Guide](#) outlines changes to eSubmission.

Updates will be made to the eSubmission User Guide to reflect all changes, effective November 5, 2018.

## **3. How is KERMIT changing?**

Sections 3 of the [Release Guide](#) outlines changes facility management within KERMIT. Changes to BA identifiers within KERMIT are described in Section 4.

Updates will be made to the Oil and Gas Activity Operations Manual to reflect all changes, effective November 5, 2018.

## **4. How is the application process changing?**

There will be a minor change to the facility types included in the facility application process. The pipeline gathering facility type will be eliminated from the options within the Application Management System. Instead of using this pipeline gathering facility type to accommodate the flowing of wells to two or more different reporting facilities, operators will have the capability to set up special reporting batteries in Petrinex.

## **5. How does the process for setting up new companies change?**

Section 4 of the Release Guide outlines changes to company administration. Currently, new companies are required to complete the New Company Application Process before the Commission will accept any permit applications. Once Petrinex is implemented, the new company application process will be administered through Petrinex.

Updates will be made to the Permit Administration and Operations Manual and the Oil and Gas Activity Application Manual to reflect these changes, effective November 5, 2018.

## **6. How does the Petrinex implementation impact permit transfers?**

There will be no change to the transfer process at this time.

## **7. How do I get access to Petrinex?**

Petrinex access will be available as of November 5, 2018 to operators who have completed the Business Associate Data Collection Form. For more information on this, see the [Commission's Petrinex web page](#).

## **8. How do I get access to Commission systems?**

Access to Commission systems is administered by a Company Administrator. For more information, see our [Company Administration in KERMIT guide](#).

**9. Are there any regulatory changes resulting from the introduction of Petrinex?**

Minor changes were made to regulations under the Oil and Gas Activities align reporting dates to Petrinex.

**10. Will there be any training offered on the process and system changes summarized above?**

The Commission offered training on the new functionality integrated into eSubmission via webinar on October 10, 2018. A link to the training session and a copy of the Power Point Presentation are available on the [Commission's Petrinex web page](#).

**11. When will Commission manuals and guidelines be updated to reflect these process and system changes?**

The Commission will publish updates to manuals and guidelines impacted as part of the monthly documentation update process. In the interim, all changes are documented within the Release Guide.

**12. When do I switch from reporting well statuses via the BC-11 to reporting them in Petrinex?**

All well status changes dated October 1, 2018 and onwards must be made in Petrinex. These changes can be made in Petrinex as of November 5. For status changes dated September 30, 2018 and earlier a BC-11 must be submitted prior to October 22, 2018.

**13. When do I report a new Completion Event in eSubmission?**

A completion event can be reported to the Commission once completion work has commenced. The completion must be reported prior to reporting volumetrics. Please note that the reporting of a completion event is a separate process from the submission of a completion/workover report.

**14. When do I use a 'Gas Testing' well status?**

A gas testing status is valid only for period of well activity when gas flaring associated with well clean up and deliverability testing is occurring and there are no sales of marketable gas or by-products.

**15. How do I amend a status before October 1, 2018?**

Permit holders cannot amend well statuses effective prior to October 1, 2018. Please contact the Commission via [Online Services Support](#) to request a status amendment.