



## Advisory on Systems Outages and Emergency Protocol

**EFFECTIVE DATE:** Oct. 11, 2018, and Oct. 26, 2018.

The BC Oil and Gas Commission (Commission) is reminding all users of a system-wide outage during the Victoria office move between **Oct. 11, 2018 and Oct. 16, 2018**. Details are listed in [INDB 2018-19](#), issued on Sept. 11, 2018.

Permit holders should be advised that **some of our systems will also be unavailable during the transition over to Petrinex. This outage will be between 5:00 p.m., October 26 and 8:00 a.m., November 1 (PDT)**. If some systems are available earlier, this will be communicated via the website.

Systems affected are:

- Application Management System (AMS), including ePayment.
- eSubmission.
- KERMIT (including incident reporting).
- Corporate Registry.
- Well Lookups and Reports.
- Data Downloads.
- Geology Facility System.
- Activity Level Reports.

Emergency protocol **during both outages** will be as follows:

### Minor Incidents

Minor incidents must still be reported to the Commission within 24 hours. For minor incidents during the outage period, permit holders are to fill out Form A: Minor Incident Notification Form and the Incident Classification Matrix available on [www.bcogc.ca](http://www.bcogc.ca). The fillable forms should be completed and emailed to [emp@eoc.bcogc.ca](mailto:emp@eoc.bcogc.ca) and the Commission's Emergency Officer at [ogc.emergencyofficer@eoc.bcogc.ca](mailto:ogc.emergencyofficer@eoc.bcogc.ca). For spill incidents, a DGIR number, obtained through Emergency Management BC, is still required and must be included on the form sent to the Commission.

Please note these email addresses and a temporary webpage with emergency information on [www.bcogc.ca](http://www.bcogc.ca) will be available during the Victoria move outage.

## Level 1, 2 and 3 Incidents

For all reportable spills and level 1, 2 and 3 emergency incidents, permit holders should continue to use the normal protocols, including notifying Emergency Management BC at 1-800-663-3456.

Once systems are restored, permit holders are responsible for submitting all minor incidents into the system which took place during the outage.

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

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