Application Management System March 2020 Release Guide

VERSION 1.0: Mar 30, 2020
About the Commission

The BC Oil and Gas Commission (Commission) is the single-window regulatory agency with responsibilities for regulating oil and gas activities in British Columbia, including exploration, development, pipeline transportation and reclamation.

The Commission’s core roles include reviewing and assessing applications for industry activity, consulting with First Nations, ensuring industry complies with provincial legislation and cooperating with partner agencies. The public interest is protected by ensuring public safety, protecting the environment, conserving petroleum resources and ensuring equitable participation in production.

VISION

Safe and responsible energy resource development for British Columbia.

MISSION

We provide British Columbia with regulatory excellence in responsible energy resource development by protecting public safety, safeguarding the environment and respecting those individuals and communities who are affected.

VALUES

Transparency

Is our commitment to be open and provide clear information on decisions, operations and actions.

Innovation

Is our commitment to learn, adapt, act and grow.

Integrity

Is our commitment to the principles or fairness, trust and accountability.

Respect

Is our commitment to listen, accept and value diverse perspectives.

Responsiveness

Is our commitment to listening and timely and meaningful action.
Additional Guidance

As with all Commission documents, this manual does not take the place of applicable legislation. Readers are encouraged to become familiar with the acts and regulations and seek direction from Commission staff for clarification. Some activities may require additional requirements and approvals from other regulators or create obligations under other statutes. It is the applicant and permit holder's responsibility to know and uphold all legal obligations and responsibilities.

Throughout the manual, there are references to guides, forms, tables and definitions to assist in creating and submitting all required information. Additional resources include:

- [Glossary and acronym listing](#) on the Commission website.
- [Documentation and guidelines](#) on the Commission website.
- [Frequently asked questions](#) on the Commission website.
- [Advisories, bulletins, reports and directives](#) on the Commission website.
- [Regulations and Acts](#) listed on the Commission website.
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Table of Revisions

The Commission is committed to the continuous improvement of its documentation. Revisions to the documentation are highlighted in this section and are posted to the Documentation Section of the Commission’s website. Stakeholders are invited to provide input or feedback on Commission documentation to OGC.Systems@bcogc.ca or submit feedback using the feedback form.

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<td>1.0</td>
<td>March 30, 2020</td>
<td>March 30, 2020</td>
<td>Various</td>
<td>This document outlines changes to the Application Management System (AMS) for the Mar 30, 2020 release. For more information, refer to INDB 2020-06</td>
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Chapter 1: Introduction

On March 30, 2020, a new release of the Application Management System (AMS) will be made available. The following changes are included:

- Enhancements under the Attachments tab.
- Validations implemented under the Maps & Plans tab
- Enhancements to amendments and historical submissions
- Validations added to historical pipeline submissions
- Validations added to aggregate operations applications
- Changes to well applications
- Changes to facility applications

This guide provides a brief overview of the changes and instructions on how to navigate the system with these changes.
Chapter 2: Description of Changes

2.1 Enhancements to the Attachments Tab

The category description for maps and plans documents now displays in the table under the Attachments tab.

Documents that have been uploaded in an application are listed within a table under the 'Attachments tab'. The 'Category Description' column of this table indicates the document category of the application that each attachment belongs to. Previously, documents belonging to the Maps & Plans category did not display a category description. This has been updated so the description will now display for all documents uploaded under the Maps & Plans document category.
2.2 Validations Implemented under the Maps and Plans Tab

Validations have been implemented between the original plan date and the revised plan date fields.

When entering the ‘Original Plan Date’ and ‘Revised Plan Date’ for the construction plan under the Maps & Plans tab, users must ensure the following:

- The ‘Original Plan Date’ is not a future date.
- The ‘Revised Plan Date’ is not a future date.
- The ‘Revised Plan Date’ is not earlier than the ‘Original Plan Date’.

Failure to do so will result in a validation error.
2.3 Enhancements to Amendments and Historical Submissions

New check boxes have been added for selecting activities as land and/or technical for amendments.

The ‘Enter Amendment Details’ screen has been enhanced with the addition of the following check boxes to allow for simultaneous selection of amendment types:

- The ‘Select All’ check box allows for the selection of ‘land and technical’ amendment for all activities listed.
- The ‘All Land’ check box allows for the selection of ‘land’ amendment for all activities listed.
- The ‘All Technical’ allows for the selection of ‘Technical’ amendment for all activities listed.

Users may select or deselect an amendment type by clicking on the amendment type check box.
2.4 Validations Added to Historical Pipeline Submissions

Validations have been implemented between the maximum and minimum design pressure data fields.

What was the change?

When entering the minimum and maximum design temperature in the Segment Details section under the Pipeline Details tab, users must ensure the ‘Minimum Design Temperature’ is smaller than the ‘Maximum Design Temperature’. Failure to do so will result in a validation error.

![Validation Example]

What is the user impact?

[Design Pressure (kPa): 0] [Maximum Operating Pressure (kPa): 6990]
[Material Type: Select—→] [Minimum Design Temperature (°C): ]
[Material Standard: Select—→] [Maximum Design Temperature (°C): ]
2.5 Validation Added to Aggregate Operations Applications

Validations have been implemented between the proposed start and completion date fields.

When entering the ‘Proposed Start Date’ and ‘Proposed Completion Date’ in the Aggregate Operations Summary Details section of an Associated Oil and Gas Activity or NEB Related Ancillary - Aggregate Operation, users must ensure the following:

New Applications:
- The ‘Proposed Start Date’ is not before the ‘Application Created Date’.
- The ‘Proposed Completion Date’ is not before the ‘Proposed Start Date’.

Amendment Applications:
- The ‘Proposed Start Date’ is not before the ‘Application Determination Date’.
- The ‘Proposed Completion Date’ is not before the ‘Proposed Start Date’.

Failure to do so will result in a validation error.
2.6 Changes to Well Applications

2.6.1 Changes to the Well Hazard Planning Section

The response regarding critical features within the EPZ, will default to ‘Yes’.

Under the Well Details tab, in the Well Hazard Planning section, the response to the question, ‘Are there critical features within the EPZ?’ will default to ‘Yes’ in ‘new’ OGAA applications.

If no critical features exist within the Emergency Planning Zone (EPZ), users may change the answer to ‘No’ by clicking on the response button.

Where critical features exist, users are required to complete the ‘Critical Feature Type’ and ‘# within Completion Case EPZ’ information.
2.6.2 Changes to the Formation Drop-down Lists

What was the change?

The formation names, including objective formations, will display with the formation code numbers, and will sort in ascending numerical order.

What is the user impact?

Formation and objective formation drop-down lists have been updated to include the formation code and sort in ascending numerical order. These drop-down lists are located under the Well Details tab as follows:

- **Bottom Hole Details Section**
  - **Drop-down List:**
    - Formation at Total Depth
    - Objective Formation

- **Well Hazard Planning Section**
  - **Drop-down List:**
    - Formation Name

- **Flaring Section**
  - **Drop-down List:**
    - Objective Formation

![Formation Drop-down List Example](image-url)
2.7 Changes to Facility Applications

2.7.1 Changes to Equipment Selections

The selection of equipment for a satellite battery will no longer be mandatory.

In Facility applications where the Facility Type is ‘Satellite Battery’, applicants will no longer receive a validation error indicating ‘Equipment Type’ is required when no equipment type has been selected.
2.7.2 Changes to Facility Storage

What was the change?

Wording changes under the Facility Storage section from ‘Produced Fluid Pits or Ponds’ to ‘Produced Fluid Containment Ponds’

What is the user impact?

Wording within the Facility Storage section of Facility Equipment Details has been updated as follows:

- ‘Number of Produced Fluid Pits or Ponds’ has been updated to ‘Number of Produced Fluid Containment Ponds’, and
- ‘Produced Fluid in Pits or Ponds – Capacity (m³)’ has been updated to ‘Produced Fluid in Containment Ponds – Capacity (m³)’.

Facility Storage

| Number of LNG Storage Tanks: |  |
| LNG Storage Capacity (m³): |  |
| Number of Produced Fluid Tanks: |  |
| Produced Fluid in Tanks - Capacity (m³): |  |
| Number of Produced Fluid Containment Ponds: |  |
| Produced Fluid in Containment Ponds - Capacity (m³): |  |
2.7.3 New Global Stability Analysis Report Requirement

**What was the change?**

A Global Stability Analysis report or a rationale will be required if produced fluid containment ponds are required to support the facility application.

**What is the user impact?**

**New Applications:**

Users are now required to provide additional information where a value of one (1) or more has been entered in the ‘Number of Produced Fluid Containment Ponds’ data field within the Facility Storage section. Upon entry of a valid value, a rationale text box and an upload prompt will display. It is mandatory to provide either a Global Stability Analysis report or a rationale.

**Amendment Applications:**

Where changes have been made to the permitted data for ‘Number of Produced Fluid Containment Ponds’ or ‘Number of Produced Fluid Tanks’ within the Facility Storage section, either a Global Stability Analysis report or a rationale is mandatory. Where no changes have been made, the Global Stability Analysis report or rationale will be optional.

**Note:** A value of zero (0) will result in a validation error, for storage equipment that is not required, please leave the data field blank.