



EAS Resources User Guide

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What is EAS?

The Electronic Application Submission (EAS) system uses the Web to support the data flow for the submission and disposition of applications to and from the Energy Resources Conservation Board (ERCB).

Use EAS to:

- enter application data on the Web
- validate application information and attach required application support documents
- submit completed applications to the ERCB for registration in the Integrated Application Registry (IAR)
- receive e-mail notification of successful application registration
- submit additional or replacement attachments

Use IAR Query to:

- locate and view applications and their current status
- view and print all application documents for 30 days after application disposition

This help is intended as a tool to assist in filing applications using the EAS. It does not supersede requirements found in the associated ERCB Directives and Rules.

See also:

Facilities applications

Resources applications

EAS support

User guides that contain some of the same information that's in this help system are available by clicking the following:

- Facilities documentation
- Resources documentation

EAS Administrator

EasAdministrator@ercb.ca

Facilities business support

Name	Phone	E-mail
Anthony Packwood	(403) 297-5721	Anthony.Packwood@ercb.ca

Resources business support

Name	Phone	E-mail
Nancy Barnes	(403) 297-3556	Nancy.Barnes@ercb.ca

DDS support

DDS Administrator
phone: (403) 297-5802
e-mail: ddsadmin@ercb.ca

Getting started

EAS Web page

This is the main EAS Web page.

These are the menu options.

Menu	Description
ERCB	
Applications	
Facilities/Resources Application	
Submit Facilities Application	Opens Schedule 1 for a well application. See Facility applications overview. Pipeline and facility application types will be implemented in the future.
Submit Resources Application	Opens Schedule 1 for all resource applications except oil sands and coal applications. See Resource applications overview.
View Submission List	Opens a list window to list and view submissions your submissions. See View Submission List.
Query Submission	Opens a query window to enter search parameters to locate a submission. See Query Submission.
Proceedings	
View Proceedings	Opens a window to view proceeding details and download application attachments and proceeding submission as part of the Electronic Proceeding Submission (EPS) system.
Participate in a Proceeding	Opens a window to Proceedings screen to select any of the proceedings you are registered for or search and register for other proceedings.
View Well Spacing Map	Opens the well spacing map that shows all the approved well spacing in Alberta.
Integrated Application Registry (IAR) Query	Opens the IAR Application Query Web page.
Licence Transfer	
Submit Licence Transfer Application	Opens a window to let users identified as delegates for other licensees select the licensee who they are acting for.
Incidents	
Inspections	
Field Surveillance	
Notifications	
Reports	
Submissions	
DDS Administration	

EAS schedules

All application information is entered on the EAS schedules.

Enter application information in the fields in the schedule. Click the buttons in the navy blue header bars to process the application information.

All applications must correctly complete either Schedule 1 Applicant General Information (Facilities) or Schedule 1 Applicant General Information (Resources)

Facilities

- Facilities applications overview
- Pipelines applications overview
- Well applications overview

Resources

- Resources applications

EAS toolbars

The main toolbar stays at the top of every schedule. Use the buttons to process the information you enter and register the application.

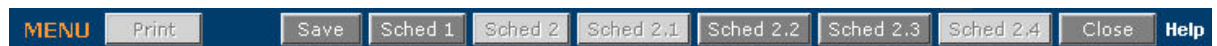
Click a toolbar button to see what it does.

Facilities

This is the main toolbar for Schedule 1 for facilities applications.



Buttons on the additional Schedule and forms vary depending on the type of application and the schedule requirements. Those not currently applicable are shown with grey text.) This, for example, is the main toolbar on Schedule 2 for a facility application.



Resources

This is the main toolbar for Schedule 1 for resources applications.



This is the toolbar used on additional forms for Resources applications.



Toolbars are also used in some schedules/forms to act on that section's information only. For Resources applications, for example, 1. Applicant Information in Schedule 1 has the following toolbar.



These toolbars are described in the help for that section.

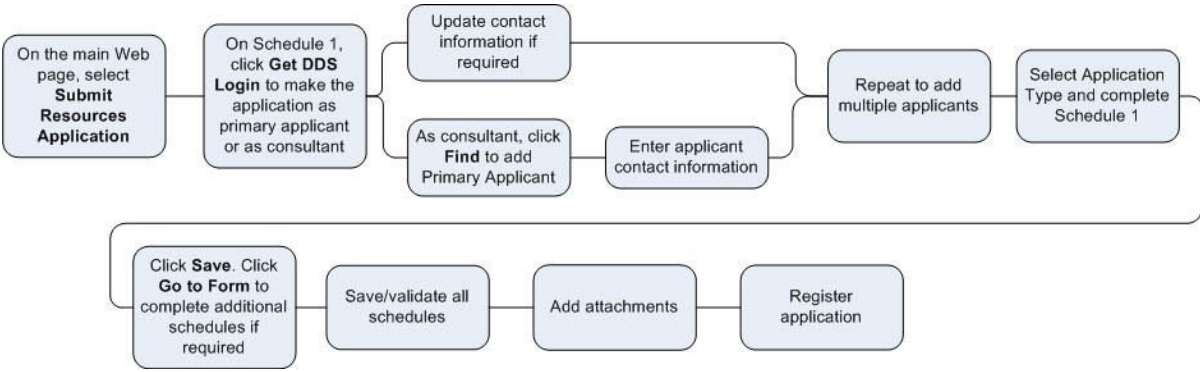
Schedule header information

At the top of each schedule you can enter your own file number for the application.

The current Submission Status, the Submission ID, and the Creation Date are also shown here.

Field	Description														
Submission Status	<table> <thead> <tr> <th>Status</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>New</td> <td>A new application has been started.</td> </tr> <tr> <td>Incomplete</td> <td>The application has been started and saved, but some information is missing or incomplete. The application has not yet passed all required validation checks.</td> </tr> <tr> <td>Upload attachments</td> <td>All schedules/forms have passed validation checks. Required attachments still need to be included with the application before it can be registered in EAS.</td> </tr> <tr> <td>Register application</td> <td>The application has passed all validation checks and required attachments have been uploaded to the EAS Web server. The application is ready to be registered.</td> </tr> <tr> <td>Submitted</td> <td>A temporary status assigned while the application is validated.</td> </tr> <tr> <td>Registered</td> <td>The application is successfully registered in EAS and has been assigned an application number in IAR.</td> </tr> </tbody> </table>	Status	Description	New	A new application has been started.	Incomplete	The application has been started and saved, but some information is missing or incomplete. The application has not yet passed all required validation checks.	Upload attachments	All schedules/forms have passed validation checks. Required attachments still need to be included with the application before it can be registered in EAS.	Register application	The application has passed all validation checks and required attachments have been uploaded to the EAS Web server. The application is ready to be registered.	Submitted	A temporary status assigned while the application is validated.	Registered	The application is successfully registered in EAS and has been assigned an application number in IAR.
Status	Description														
New	A new application has been started.														
Incomplete	The application has been started and saved, but some information is missing or incomplete. The application has not yet passed all required validation checks.														
Upload attachments	All schedules/forms have passed validation checks. Required attachments still need to be included with the application before it can be registered in EAS.														
Register application	The application has passed all validation checks and required attachments have been uploaded to the EAS Web server. The application is ready to be registered.														
Submitted	A temporary status assigned while the application is validated.														
Registered	The application is successfully registered in EAS and has been assigned an application number in IAR.														
Submission ID	This is an identification number assigned to your submission for the 7 days it is saved on the EAS Web server and through the disposition and registration process.														
Creation Date	The date the submission was first submitted and saved on the EAS Web server.														

Resources Applications



Resources registration process

1. Login to the Digital Data Submission system.
Go to the DDS System Web site and login using existing username and password.
2. Start EAS.
Select **ERCB/Applications** from the DDS menu and then select **Facilities/Resources Application**.
3. Create a new application.
4. Click **Submit Resources Application** in the DDS menu to open a new Schedule 1.
5. Optionally enter an Applicant Reference Number to distinguish between applications.
6. In Section 1 - Applicant Information, click **Add Applicant** to retrieve applicant information from the DDS login account.
7. In Section 2 - Application Schedules, select the Application Type and enter a description.

For Directive 065 applications, do the following two steps:

 - Enter the location and select the field and pool.
 - Enter ownership, notification, and future application information.
 5. Click **Save** on the main toolbar at the top of the page to create a new application. All Schedule 1 information must be completed before you can save the application.
 6. Complete any required schedules.
 - Click **Go To Form** on the main toolbar to open additional detailed application schedule if required. Complete and save the additional schedule information.
 - Click **Save** on the main toolbar at any time to validate and save information entered. Errors must be corrected before adding attachments.
 7. Add Attachments.
Once all Schedules are validated, the **Attachments** button on the Schedule 1 toolbar is enabled.
Click **Attachments** and follow the directions to upload all attachments.
 8. Register the Application.
Once all the required attachments for the application are uploaded the Register button on the Schedule 1 toolbar is enabled.
Click **Register** to submit your application. Once this button is pressed you will no longer be able to make any changes to your application.
9. View existing applications.
 - Click View Submission List (DDS menu under Facilities/Resources Application) to open the Application Submission List page.
 - Scroll through the applications and click **View** beside the application you want view to open the Application Submission Details page.

- In the list at the bottom of the page, click the schedule you want to view.

10. View application status in IAR Query.

Once an application has been submitted in EAS, you can track the application using IAR Query. An Application number is created when you register the application that can be tracked the following ways:

- An e-mail notification is sent to you with a link to the application in IAR Query. Click the link to view all application information.
- If you do not receive an e-mail notification you can still track the application.
- Start DDS and open IAR Application Query.
- Enter the application number or the location of the application and click **Search**.
- Click **View** to look at all application information.
- To view attachments and application/disposition documents, click either **View Attachments** or **View Disposition** at the bottom of the page.

The ERCB will ensure that requirements mandatory for electronic submission are also met for paper submission of the applications. Submission of erroneous data or information, filed in order to validate an application, will result in the immediate closure of the application.

Application submissions are saved on the EAS Web server for 7 days and you can continue to update the information before registering the application. After 7 days, the submission is deleted. Registered applications are those that have been validated and have been entered into the EAS application database. You are sent e-mail DDS acknowledgements during the registration and disposition process.

See:

Resources registration

Resources registration flow chart

Schedule 1 Applicant General Information

Resource applications

Schedule 1 - Applicant General Information

Schedule 1 Overview

The first step when electronically submitting a Resources application is to complete Schedule 1 where you enter required applicant and application information. This is required for all resources conventional oil and gas reservoir applications.

At any time while completing Schedule 1, click **Save** on the main toolbar to validate and save information. The application is saved on the EAS Web server for 7 days. If errors are found, they must be corrected before the application can be registered with the ERCB (see Save and validate an application).

You can assign your own number to the application in the Applicant's File Number field in the upper right corner of Schedule 1.

See:

Applicant information

Application Type

Location

Field and Pool List

Ownership and Notification Information

Future Applications

1. Applicant Information

When you first create an application, the owner of the Login ID must be the applicant, or an official agent for the applicant, registered with the ERCB.

All applicants must have a valid BA code from the Petroleum Registry of Alberta. If you require a BA code or DDS login code, please contact the DDS Administrator at (403) 297-5802 or by e-mail at ddsadmin@ercb.ca.



To add general applicant information

1. Click **Add Applicant** on the Applicant Information toolbar to open an input window.
2. In this window, click **Get DDS Login Data**. You are prompted to confirm if you are the primary applicant (click Yes) or a consultant acting on behalf of the applicant (click No). As primary or co-applicant, your company is legally responsible for the accuracy and completeness of this application and all supporting technical information.



To add primary applicant information

If you are the primary applicant, the Applicant Type is automatically set as Primary Applicant and your DDS login information is entered in the applicant fields.

- ▶ Click **Save** to add your name to the applicant list.

Change the names as required.

One primary applicant is required.



To add consultant, co-applicant, law firm information

If you are a consultant, co-applicant or law firm acting on behalf of the primary applicant, the Applicant Type is automatically set as Consultant and your DDS login information is entered in the applicant fields. (Law firms can change the Applicant Type if required.)

1. Enter information for the primary applicant you are representing. Click **Find** on the Applicant Information toolbar to locate the company name (see Find company).
2. Change the contact name, 10-digit telephone and fax numbers, and e-mail address if required.
3. Click **Save** to enter the primary applicant to the applicant list.

As primary or co-applicant, your company is legally responsible for the accuracy and completeness of this application and all supporting technical information.



To add multiple applicants

1. Enter the primary applicant as described above and click **Save** to add the applicant to the list.

2. Select the type of the next applicant, enter the applicant information (click **Find** on the Applicant Information toolbar to locate the company name), and click **Save** again to add this applicant to the list. Continue to add applicants as required.

Applicant types are:

Type	Description
Primary Applicant	Primary applicant for the application. An application must have one primary applicant. An applicant can be a company or an individual who is legally responsible for the accuracy and completeness of the application and all supporting information. In the case of joint applicants, the primary applicant letterhead is used for the application attachments.
Co-applicant	Additional company or companies filing the application.
Law firm	A law firm retained by the applicant to submit the application to the ERCB.
Consultant	A consultant making an application on behalf of an applicant.

3. In the applicant list, click **View** to see contact details for an applicant; click **Delete** to remove an entry from the applicant list.

2. Application Type

1. You must select one of the following application types from the drop-down list.

For administrative and process related reasons, you can only submit one application type per application in EAS. If multiple current application types are related, for example to the same pool, please enter this information in 6. Future applications later in this schedule.

Type	Description
Acid Gas Disp: Amend	Application to amend an existing acid gas disposal approval.
Acid Gas Disp: New Allowable attachments	Application to implement a new acid gas disposal scheme. Allowable for oil wells. Only schedule 1 information and some attachments are required.
Approval Transfer	Application to amend an approval to reflect either a company name change that has occurred since the approval was granted or a change of approval holder if the scheme has been sold or divested.
Block attachments CCP	Only schedule 1 information and some attachments are required. Application for the concurrent production (CCP) of an oil accumulation and its associated gas cap.
Class I Disp: New	Application to implement a new oilfield or industrial waste fluid (Class I) disposal scheme.
Commingling: Gas	Application to commingle production of gas in the wellbore from two or more gas pools.
Commingling: Oil	Application to commingle production of oil in the wellbore from two or more oil pools.
Commingling: Oil & Gas	Application to commingle production of oil and gas in the wellbore from at least one oil and one gas pool.
Common Carrier	Application for an order allowing an operator to obtain capacity in another operator's pipeline.
Common Processor	Application for an order allowing an operator to obtain capacity in another operator's gas processing facilities.
Common Purchaser	Application for an order allowing an operator to share in another operator's market.
Compulsory Pooling	Application for an order specifying that all tracts within the drilling spacing unit be operated as a unit to permit the drilling for or the production of oil or gas from the drilling spacing unit.
CW CBM Deferral attachments	Submission to have a deferral granted on meeting CBM control well requirements for exploratory purposes. Only schedule 1 information and some attachments are required.
CW CBM Desorp	Application to have a well validated as a CBM desorption control well.
CW CBM P&F Rescind attachments	Submission to rescind a CBM pressure and flow control well. Only schedule 1 information and some attachments are required.

CW CBM Press&Flow attachments	Application to have a well validated as a CBM pressure and flow control well. Only schedule 1 information and some attachments are required.
CW Exception	Application to have an exception granted on meeting control well requirements.
CW SHG Deferral attachments	Submission to have a deferral granted on meeting shale gas control well requirements for exploratory purposes. Only schedule 1 information and some attachments are required.
CW SHG Desorp attachments	Submission to have a well validated as a shale gas Desorption Control Well. Only schedule 1 information and some attachments are required.
CW SHG Exception attachments	Submission to have a shale gas exception granted on meeting control well requirements. Only schedule 1 information and some attachments are required.
CW SHG P&F Rescind	Submission to rescind a shale gas pressure and flow control well. Only schedule 1 information and some attachments are required.
CW SHG Press&Flow attachments	Submission to have a well validated as a shale gas Pressure & Flow Control Well. Only schedule 1 information and some attachments are required.
Deviation Survey attachments	Deviation Survey waiver. Only schedule 1 information and some attachments are required.
Disp Scheme: Amend attachments	Class II to IV Disposal Scheme: Amend. Only schedule 1 information and some attachments are required.
Disp Scheme: New	Application to implement a new Class II, III or IV fluid disposal scheme that does not involve acid gas.
ER: Scheme	Application to implement an enhanced recovery scheme.
Gas Allowable	Application for an order to restrict production from a well, or to amend or rescind such an order.
Gas Removal: L- Term attachments	Gas Removal: Long-Term. Only schedule 1 information and some attachments are required.
Gas Removal: S- Term attachments	Gas Removal: Short-Term. Only schedule 1 information and some attachments are required.
Gas Storage	Application for the storage of natural gas in an underground hydrocarbon reservoir.
GOR Penalty Relief	Application for gas-oil ratio (GOR) penalty relief in a primary depletion oil pool.
GPP	Application for good production practice in a primary depletion oil pool.
Injectivity Test attachments	Injectivity Test. Only schedule 1 information and some attachments are required.
Off-Target attachments	Off-Target. Only schedule 1 information and some attachments are required.
Pool Delineation	Application to change the ERCB's pool boundaries (Pool Order) for an oil or gas pool.
Production Test attachments	Production Test. Only schedule 1 information and some attachments are required.

Rateable Take	Application for an order to distribute production among wells in a pool or part of a pool.
Reserves Gas	Application to change the ERCB's reserve setting for a gas pool.
Reserves Oil	Application to change the ERCB's reserve setting for an oil pool.
Spacing: Gas	Application to change the spacing of gas wells in a defined area. Application Purpose options include New Spacing, Rescind Spacing, and Change in Approval Holder.
Spacing: Oil	Application to change the spacing of oil wells in a defined area. Application Purpose options include New Spacing, Rescind Spacing, and Change in Approval Holder.
Special MRL	Application for a special maximum rate limitation (MRL) in a primary depletion oil pool.

2. Enter a description of the application. This is required information and should include information specific to the request. For example, a description of an amendment to an ER Scheme application could be: "Request to include the NW ¼ of Section 5-46-4W5 and the S ½ of Section 6-46-4W5, to the area of Approval Number 1327."

Additional forms must be completed for most resources applications in EAS. Other applications (Approval Transfer, Gas Allowable, Pool Delineation, Reserves: Gas, and Reserves: Oil) require only that you correctly complete Schedule 1 and include attachments before registration. If additional forms are required, click **Go To Form** on the main toolbar to automatically open the associated form.

Note: Resources applications registered in EAS have a Routine application category. This may change to nonroutine during review by ERCB staff.



To change an application type

Use this when you need to change the application type before you have completed your submission.

1. Open Schedule 1 for the application you want to modify.
2. Click **Change Application Type** on the Application Type toolbar. In the pop-up window click **Yes** to change the application type. The Application Type drop-down list box is cleared.
3. Select the new application type and click **Save** on the main toolbar.

EAS updates the application type and validates the information provided.

3. Location

Location is required for many resource application types. Location is used in EAS to generate a list of ERCB recognized fields and pools for Field and Pool in Schedule 1, and in IAR Query to locate applications.



To add locations

1. Click **Add Location** to open an input window to enter the DLS location. Minimum location requirements are Township, Range, and Meridian.
2. Enter what best describes the application location. If the application is specific to a certain well or wells; for example, in commingling applications, enter complete UWI bottomhole locations. If the application is for an area covering multiple sections, for example for a Spacing application, simply enter the township, range, and meridian.
3. Click **Save** in the input window to add the location to the list. Repeat to enter additional locations.

4. Field and Pool List

Field and pool is required for many resources applications. If a location is outside of a field or pool, select Undefined from the drop-down lists.



To add a field pool list

1. Click **Add Field/Pool** to open an input window to select the field and pool.
2. Select the field from the Field Code/Name drop-down list, and then select the associated pool from the Pool Code/Name list.

The fields and pools shown are based on the location entered. If a location is not entered, all fields in Alberta are listed.

3. Click **Save** in the input window to enter the field and pool in the main list. Repeat to enter additional field/pool combinations.

See Directive 043 for a list of field and pool codes or link to the Board Order System.

5. Ownership and Notification Information

Enter the following information:

- | | |
|--|---|
| <p>1. What is the ownership basis on which you make this application?
Required</p> | <p>Enter your qualification as an applicant, specifying business links and relationship to other owners in the area of application.
Those qualified to make an application include a recognized representative who has direct interest in the proposed application type or is an affected party (e.g., a unit operator, holder of an approval, well licensee, lessee, or lessor of undrilled land).</p> |
| <p>2. Has notification been conducted in accordance with the requirements for this application?
(Required)</p> | <p>Check Yes if you have conducted notification in accordance with the requirements for this application. Check No if you have not completed these requirements and provide an explanation in Question 2a.</p> |
| <p>2a. If No, do you need ERCB assistance to complete the notification requirements?</p> | <p>Check Yes if you would like the ERCB to assist with or conduct notification and explain the notification assistance you require.
Check No if you do not require assistance and explain why notification requirements have not been met.</p> |
| <p>2b. Are there outstanding concerns?
Required</p> | <p>If you check Yes, provide a detailed explanation of the concerns in the box provided.</p> |

Ownership and notification information for Enhanced Recovery scheme applications is entered directly on the ER: Scheme schedule.

6. Future Applications

Enter the following information:

1. Have you, or do you plan to submit additional Resources applications associated with the present application to the ERCB?
(Required)

This information is used for coordinating internal business practices and it may assist the ERCB in understanding the pool depletion strategy. If you select **Yes**, enter the information in 1a.
- 1a. If Yes, state the type of applications or the application numbers (if known).

Click **Add Related Applications** to open an input window, and in the Application Type field, select the type from the drop-down list. Enter the corresponding application number if known. Click **Save** to close the input window and enter the related application in the main list. Up to 3 application types can be entered.

When you complete Schedule 1

When you complete entering Schedule 1 information:

1. Click **Save** on the main toolbar at the top of the schedule to save the information entered on the EAS Web server for 7 days from the creation date (see Save and validate an application).
2. Click **Go to Form** on the main toolbar to open and complete the additional Resources form required for the application type selected.
3. Include required and optional attachments.

Resources application forms

Resources application forms

Most resources applications submitted electronically contain a form that asks validation questions.

In an attempt to reduce the number of deficient applications, requirements have been made mandatory for the electronic submission of certain applications. This information is entered on the additional EAS application forms.

Enter information on the below application forms after completing Schedule 1 by clicking **Go To Form** on the main toolbar to open the detailed form.

EAS Type	Description	Schedule
Acid Gas Disp: Amend	Application to amend an existing acid gas disposal approval.	Acid Gas Disposal Amendment Application
Acid Gas Disp: New	Application to implement a new acid gas disposal scheme.	Acid Gas Disposal New Application
Allowable attachments	Allowable for Oil wells. Only schedule 1 information and some attachments are required.	Schedule 1
Approval Transfer	Application to amend an approval to reflect either a company name change that has occurred since the approval was granted or a change of approval holder if the scheme has been sold or divested.	Approval Holder
Block attachments	Only schedule 1 information and some attachments are required.	Schedule 1
CCP	Application for the concurrent production (CCP) of an oil accumulation and its associated gas cap.	Concurrent Production Application
Change in Approval Holder	Application to change approval holder if mineral ownership has changed.	Spacing Application
Class I Disp: New	Application to implement a new oil field or industrial waste fluid (Class I) disposal scheme.	Class I Disposal New Application
Commingling: Gas	Application to commingle production of gas in the wellbore from two or more gas pools.	Commingling Gas Application
Commingling: Oil	Application to commingle production of oil in the wellbore from two or more oil pools.	Commingling Oil Application
Commingling: Oil & Gas	Application to commingle production of oil and gas in the wellbore from at least one oil and one gas pool.	Commingling Oil & Gas Application
Common Carrier	Application for an order allowing an operator to obtain capacity in another operator's pipeline.	Common Carrier Application
Common Processor	Application for an order allowing an operator to obtain capacity in another operator's gas processing facilities.	Common Processor Application
Common	Application for an order allowing an operator to	Common Purchaser

Purchaser	share in another operator's market.	Application
Compulsory Pooling	Application for an order specifying that all tracts within the drilling spacing unit be operated as a unit to permit the drilling for or the production of oil or gas from the drilling spacing unit.	Compulsory Pooling Application
CW CBM Deferral attachments	Submission to have a deferral granted on meeting CBM control well requirements for exploratory purposes. Only schedule 1 information and some attachments are required.	Schedule 1
CW CBM Desorp	Application to have a well validated as a CBM Desorption Control Well.	CBM Desorption Control Well Application
CW CBM P&F Rescind attachments	Submission to rescind a CBM pressure and flow control well. Only schedule 1 information and some attachments are required.	Schedule 1
CW CBM Press&Flow attachments	Application to have a well validated as a CBM Pressure & Flow Control Well. Only schedule 1 information and some attachments are required.	CBM Pressure and Flow Control Well Application
CW CBM Exception	Application to have an exception granted on meeting control well requirements.	Control Well Exception Application
CW SHG Deferral attachments	Submission to have a deferral granted on meeting shale gas control well requirements for exploratory purposes. Only schedule 1 information and some attachments are required.	Schedule 1
CW SHG Desorp attachments	Submission to have a well validated as a shale gas Desorption Control Well. Only schedule 1 information and some attachments are required.	Schedule 1
CW SHG Exception attachments	Submission to have a shale gas exception granted on meeting control well requirements. Only schedule 1 information and some attachments are required.	Schedule 1
CW SHG P&F Rescind attachments	Submission to rescind a shale gas pressure and flow control well. Only schedule 1 information and some attachments are required.	Schedule 1
CW SHG Press&Flow attachments	Submission to have a well validated as a shale gas Pressure & Flow Control Well. Only schedule 1 information and some attachments are required.	Schedule 1
Deviation Survey attachments	Deviation Survey waiver. Only schedule 1 information and some attachments are required.	Schedule 1
Disp Scheme: Amend	Class II to IV Disposal Scheme: Amend. Only schedule 1 information and some attachments	Schedule 1

attachments	are required.	
Disp Scheme: New	Application to implement a new Class II, III or IV fluid disposal scheme that does not involve acid gas.	Disposal (Class II-IV) New Application
ER:Scheme	Application to implement an enhanced recovery scheme.	Enhanced Recovery Scheme Application
Gas Allowable	Application for an order to restrict production from a well, or to amend or rescind such an order.	
Gas Removal: L-Term attachments	Gas Removal: Long-Term. Only schedule 1 information and some attachments are required.	Schedule 1
Gas Removal: S-Term attachments	Gas Removal: Short-Term. Only schedule 1 information and some attachments are required.	Schedule 1
Gas Storage	Application for the storage of natural gas in an underground hydrocarbon reservoir.	Gas Storage Application
GOR Penalty Relief	Application for gas-oil ratio (GOR) penalty relief in a primary depletion oil pool.	GOR Penalty Relief Application
GPP	Application for good production practice in a primary depletion oil pool.	Good Production Practice Application
Injectivity Test attachments	Injectivity Test. Only schedule 1 information and some attachments are required.	Schedule 1
Off-Target attachments	Off-Target. Only schedule 1 information and some attachments are required.	Schedule 1
Pool Delineation	Application to change the ERCB's pool boundaries (Pool Order) for an oil or gas pool.	
Production Test attachments	Production Test. Only schedule 1 information and some attachments are required.	Schedule 1
Rateable Take	Application for an order to distribute production among wells in a pool or part of a pool.	Rateable Take Application
Rescind Spacing Application	Rescind an existing approved holding.	Spacing Application
Reserves: Gas	Application to change the ERCB's reserve setting for a gas pool.	
Reserves: Oil	Application to change the ERCB's reserve setting for an oil pool.	
Spacing: Gas	Application to change the spacing of gas wells in a defined area. Application Purpose options include New Spacing, Rescind Spacing, and Change in Approval Holder.	Spacing Gas Application
Spacing: Oil	Application to change the spacing of oil wells in a defined area. Application Purpose options include New Spacing, Rescind Spacing, and Change in Approval Holder.	Spacing Oil Application
Special MRL	Application for a special maximum rate limitation (MRL) in a primary depletion oil pool	Special MRL Application

Well Productivity Detail	Accessed from the Spacing: Gas or Spacing: Oil Spacing Application forms.
Well Productivity Summary	Accessed from the Spacing: Gas or Spacing: Oil Spacing Application forms.

Acid Gas Disposal: Amendment

Acid gas disposal has become a cost-effective means to dispose of uneconomic quantities of hydrogen sulphide (H₂S) and carbon dioxide (CO₂) into underground formations. The formation types that the ERCB typically considers suitable for disposal are depleted hydrocarbon-bearing zones or unusable-water-bearing zones. The disposal of these waste by-products can reduce public concern resulting from sour gas production and flaring. Section 26(1)(d) of the Oil and Gas Conservation Act requires that no scheme for the disposal of any fluid to an underground formation shall proceed unless approved by the ERCB. Acid gas disposal amendment applications are required to change, remove, or add a condition to the scheme approval.



To amend acid gas disposal

▶ Enter the following information:

1. What is the existing ERCB approval or order number proposed for amendment?
Required Enter the current ERCB approval or order number proposed for the amendment.
2. To amend an acid gas disposal approval, the primary applicant must be the holder of that approval. Is the primary applicant the holder of the approval?
Required ERCB acid gas approvals identify a company as the holder of that approval. To amend the approval, the primary applicant must be the holder of the approval. Select **Yes** if the name on the approval document is the current approval holder. If you select **No**, provide an explanation in 2a.
3. To dispose into a zone the primary applicant must either hold the rights to that zone or have written consent from the holder of the rights. Does the primary applicant have these rights or consent?
Required Select **Yes** if the primary applicant has the required rights or consent. If you select **No**, you cannot validate this form, add attachments, or register the application until you obtain the required rights or consent.
4. Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application?
Required

Required Attachment	Description	Type
Notification Letter	A copy of the letter used to notify industry parties of the application	.doc, .pdf
Notification List	List of industry parties notified of the application	.doc, .pdf, .xls

If you select **Yes**, you must attach:
5. Does the injectant contain hydrogen sulphide (H₂S)?
Select **No** if the injectant does not contain H₂S. If you select **Yes**, you must answer question 5a.

Required

5a. If Yes, an up-to-date emergency response plan (ERP) is required prior to the ERCB's decision on this application. Is an up-to-date ERP with the necessary notification in place?

Select **Yes** to show that a plan with the necessary notification is in place.

If you select **No**, provide an explanation in 5b.

6. ERCB Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application?

If you select Yes, you must attach:

Required

Required Attachment	Description	Type
Completion Logs	Completion logs required as per Directive 051	.jpg, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	.doc, .jpg, .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	.jpg, .pdf

See Acid Gas Disposal: Amendment attachments

Acid Gas Disposal: New

Acid gas disposal has become a cost-effective means to dispose of uneconomic quantities of hydrogen sulphide (H₂S) and carbon dioxide (acid gas) into underground formations. The formation types that the ERCB typically considers suitable for disposal are depleted hydrocarbon-bearing zones or unusable-water-bearing zones. The disposal of these waste by-products can reduce public concern resulting from sour gas production and flaring. Section 26(1)(d) of the Oil and Gas Conservation Act requires that no scheme for the disposal of any fluid to an underground formation shall proceed unless approved by the ERCB.



To enter new acid gas disposal

▶ Enter the following information:

1. To dispose into a zone you must either hold the rights to that zone or have written consent from the holder of the rights. Does the primary applicant have these rights or consent?

Select **Yes** if the primary applicant has the required rights or consent.
If you select **No**, you cannot validate this form, add attachments, or register the application until you obtain the required rights or consent.

Required

2. Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application?

If you select **Yes**, you must attach:

Required Attachment	Description	Type
Notification Letter	A copy of the letter used to notify industry parties of the application	.doc, .pdf
Notification List	List of industry parties notified of the application	.doc, .pdf, .xls

3. Does the injectant contain hydrogen sulphide (H₂S)?

Select **No** if the injectant does not contain H₂S.
If you select **Yes**, you must answer question 3a.

Required

- 3a. If Yes, an up-to-date emergency response plan (ERP) is required prior to the ERCB's decision on this application. Is an up-to-date ERP with the necessary notification in place?

Select **Yes** to show that a plan with the necessary notification is in place.
If you select **No**, provide an explanation in 3b.

4. Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted?

If you select **Yes**, you must attach:

Required Attachment	Description	Type
Completion Logs	Completion logs required as per	.jpg, .pdf

with this application?
Required

	Directive 051	
Well Summary	Well summary for injection/disposal as per Directive 051	.doc, .jpg, .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	.jpg, .pdf

If you select **No**, provide an explanation in 4a.

See Acid Gas Disposal: New attachments

Approval Transfer

In accordance with Section 15.080 of the Oil and Gas Conservation Regulations, the operator of a scheme approved under Section 26 of the Oil and Gas Conservation Act should:

- apply to amend the approval to show the name change that has occurred since the scheme was approved
- apply to amend the approval to show the change of holder of the approval if the scheme has been sold or divested

This application requires only that you correctly complete Schedule 1 and include attachments before registration.

The Transfer of Approval form is in Appendix D of Directive 065.

See Approval Transfer attachments

CCP (Concurrent Production)

Concurrent production (CCP) is defined as the production of an oil accumulation and its associated gas cap at the same time. Section 26(1)(e) of the Oil and Gas Conservation Act requires that no concurrent production scheme may proceed unless approved by the ERCB. CCP is a pool wide depletion decision requiring equitable treatment of all participants with productive wells.



To enter concurrent production

▶ Enter the following information:

- | | | | |
|---|---|---|------------------------|
| 1. Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application?
Required | If you select Yes , you must attach: | | |
| | Required Attachment | Description | Type |
| | Notification Letter | A copy of the letter used to notify industry parties of the application | .doc,
.pdf |
| | Notification List | List of industry parties notified of the application | .doc,
.pdf,
.xls |
| 2. Is all gas produced from the subject pool conserved?
Required | Select Yes if all the gas produced from the subject pool is conserved
If you select No , you must answer question 2a. | | |
| 2a. If No, a detailed discussion on the feasibility of gas conservation is required. Is this discussion included in the application? | Select Yes if you have included the discussion in the application.
If you select No , you cannot validate this form, add this discussion included in the attachments, or register the application. | | |

See CPP attachments

Change in Approval Holder Spacing

A Change in Approval Holder application must be filed in the following situations:

- Mineral ownership within an approved holding boundary has changed and the existing approval holder is no longer applicable. An example of such a situation is when a company has been acquired by another company and is no longer the existing approval holder. In these situations, a Change in Approval Holder application must be filed to reflect the new company name as the approval holder.
- Mineral ownership within an approved holding boundary has changed, resulting in the need to redefine the holding boundaries. An example of such a situation may occur if working mineral interests within the holding change and are no longer equal. In this situation a Change in Approval Holder application must be filed to realign the holding boundaries to reflect the new area of common ownership. Failure to realign holding boundaries to reflect common ownership results in a High Risk enforcement action.



To change approval holder spacing

- ▶ Enter the following information:

3. Area of Application


View Map


Click to launch the Well Spacing Map, and then navigate to the area of interest. Using the Well Spacing Map, click the *Spacing Application* tab and then specify the area(s), formation(s), pool(s), and so on to include in the EAS application.


Notes:

An application can't be submitted if the total area of the application is greater than 36 sections or two townships by two ranges.

When selecting an area of application to rescind a holding or to change an approval holder, the area selected must overlap an existing approval for the same substance, production source, and formation(s)/pool(s).

To remove selected areas, using the Well Spacing Map, either click **Removal by click on map** () , ensure the *Current Holding* drop-down list is displaying the holding to remove, and then click the area to remove on the map.

OR To remove all areas, using the Well Spacing Map, click **Clear all map areas** ().

To launch the help system for the Well Spacing Map, using the Well Spacing Map toolbar, click .

5. Holdings or Units

(Only displayed for new Holding or Unit type applications)

1. Does each applied-for holding or unit have common ownership at common ownership at
Select Yes if your proposed holding contains only a single DSU or whole and contiguous DSUs of common ownership (Section 5.200 of the OGCR).

- the lessor and lessee levels? If you select *No*, the application cannot be filed.
2. Enter the well density of the holdings where the approval holder is to change. The well density entered on the form must match the well density in the existing approval. Well density is defined as the number of wells per pool per area. Enter the well density and then select the well density area. Possible well density areas are
- 1 Quarter Legal Subdivision
 - 1 Legal Subdivision
 - 2 Legal Subdivisions
 - 1 Quarter Section
 - 1 Half Section
 - 1 Section
 - 2 Section
 - 3 Section
 - 4 Section
 - Per Holding
 - Limited by Buffer Distance
 - Limited by Buffer and Interwell Distances
 - Limited by Interwell Distances
 - Per Pool
 - See Special Provisions
3. Enter the buffer zone distance of the holdings where the approval holder is to change. Enter the buffer zone distance from the boundaries of each holding in metres of the existing approval. The buffer zone distance entered must match the existing approval.
- 3a. Enter the buffer orientation of the holding(s) where the approval holder is to change. Select the boundaries of the holding/unit that the buffer zone distance applies to. The selected boundaries must match the existing approval.
4. Do the holdings where the approval holder is to change have an interwell distance? If you select *Yes*, enter the approved interwell distance in question 4a. If *No*, question 4a is not required.
- 4a. If *Yes*, enter the interwell distance of the holding where the approval holder is to change. The interwell distance must match the existing approval.

Class I Disposal: New

Disposal refers to the injection of fluids for purposes other than enhanced recovery or gas storage. Section 26 (1) of the Oil and Gas Conservation Act requires ERCB approval of a scheme for the storage or disposal of any fluid or other substance to an underground formation through a well. Generally you must obtain a surface facility approval from the ERCB Facilities Waste Management Section and/or Alberta Environment before the ERCB may issue a waste disposal well approval. For more information on waste facility applications, see Directive 058. You may obtain information on industrial waste facilities applications from the appropriate Alberta Environmental Corporate Regional office.



To enter class 1 disposal: new

▶ Enter the following information:

1. To dispose into a zone you must either hold the rights to that zone or have written consent from the holder of the rights. Does the primary applicant have these rights or consent?
Required Select **Yes** if the primary applicant has the required rights or consent. If you select **No**, you cannot validate this form, add attachments, or register the application until you obtain the required rights or consent.
2. Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application?
Required If you select **Yes**, you must attach:

Required Attachment	Description	Type
Notification Letter	A copy of the letter used to notify industry parties of the application	.doc, .pdf
Notification List	List of industry parties notified of the application	.doc, .pdf, .xls
3. ERCB Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application?
Required If you select **Yes**, you must attach:

Required Attachment	Description	Type
Completion Logs	Completion logs required as per Directive 051	.jpg, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	.doc, .jpg, .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	.jpg, .pdf

If you select **No**, provide an explanation in 3a.
4. Is the proposed disposal into a hydrocarbon pool
Select **No** if the proposed disposal is not into a hydrocarbon pool or within 1.6 km of a hydrocarbon pool

or within 1.6 km of a hydrocarbon pool producing from the same zone?

Required

- 4a. If Yes, you must meet the application requirements relating to Conservation in the Disposal Section of Directive 065. Is this information submitted with your application? Select **Yes**, all of the requirements of the Section will be submitted with this application. If you select **No**, you cannot validate this form, add attachments, or register the application until you are prepared to submit all requirements relating to Conservation in the Disposal Section of Directive 065 with this application.
5. Does the injectant contain hydrogen sulphide (H²S)? Select **No** if the injectant does not contain H²S. If you select **Yes**, you must answer question 5a.
- Required**
- 5a. If Yes, an up-to-date emergency response plan (ERP) is required prior to the ERCB's decision on this application. Is an up-to-date ERP with the necessary notification in place? Select **Yes** to show that a plan with the necessary notification is in place. If you select **No**, provide an explanation in 5b.
6. Disposal cannot occur into the zone of origin or other formations identified as containing useable groundwater. Is the proposed disposal into such a zone of origin or formation? Select **No** to show that the proposed disposal is not into the zone of origin or other formation identified as containing useable groundwater. If you **Yes**, you cannot validate this form, add attachments, or register the application until you change the proposed disposal zone formation.
- Required**

See Class 1 Disposal: New attachments

Commingling: Gas

The normal practice in accordance with Section 3.060 of the Oil and Gas Conservation Act is to maintain segregation between pools in the wellbore. However, if commingling of production of conventional gas and/or oil from two or more pools in the wellbore is warranted, an application for approval for commingling may be submitted to the ERCB under Section 3.050 of the Regulations



To enter commingling gas

▶ Enter the following information:

1. Is the well(s) proposed for commingling currently producing from one or more of the pools to be commingled?

Required

Select **No** if the well is not currently producing from one or more of the pools to be commingled. If you select **Yes**, you must answer question 1a.

- 1a. If Yes, a tabulation of the current productivity for each well in each producing pool or interval to be commingled is required. Which EAS attachment contains this tabulation?

If the tabulation is not included in the application, you must attach:

Required Attachment	Description	Type
Current Productivity	Tabulation of current productivity for each well in each producing pool or interval to be commingled	.jpe, .jpeg, .jpg, .pdf, .xls

2. Are any of the zones proposed for commingling not produced in the application well(s)?

Required

Select **No** if the zones to be commingled are not currently produced in the application well(s). If you select **Yes**, you must answer question 2a.

- 2a. If Yes, you must include a tabulation of deliverability, flow, or production test data for each well in each pool or interval to be commingled. Which EAS attachment contains this tabulation?

If the tabulation is not included in the application, you must attach:

Required Attachment	Description	Type
Gas Production Test	Tabulation of gas deliverability, flow, or production test data for each well in each pool or interval to be commingled	.pdf, .xls

3. Do the pools proposed for commingling fall within the Oil Sands area?

Required

Select **No** if the pools are not in within the Oil Sands area. If you select **Yes**, you must answer question 3a.

- 3a. If Yes, you must include a statement that the well(s) involved would be produced in

Select **Yes** if you have included the statement and discussion with your application. If you select **No**, you cannot validate this form,

accordance with ID 99-1 and a discussion on what effect the loss of individual pool data may have on future evaluations. Is this information submitted with your application?

4. A tabulation of pressure data for each well in each pool or interval to be commingled is required. Which EAS attachment contains this tabulation?
Required

If the tabulation is not included in the application, you must attach:

Required Attachment	Description	Type
Current Pressure	Tabulation of pressure data for each well in each pool or interval to be commingled	.jpe, .jpeg, .jpg, .pdf, .xls

See Commingling:Gas attachments

Commingling: Oil

The normal practice in accordance with Section 3.060 of the Oil and Gas Conservation Act is to maintain segregation between pools in the wellbore. However, if commingling of production of conventional gas and/or oil from two or more pools in the wellbore is warranted, an application for approval for commingling may be submitted to the ERCB under Section 3.050 of the Regulations.



To enter commingling oil

▶ Enter the following information:

1. Is the well(s) proposed for commingling currently producing from one or more of the pools to be commingled?
- Select **No** if the well is not currently producing from one or more of the pools to be commingled. If you select **Yes**, you must answer question 1a.

Required

- 1a. If Yes, a tabulation of the current productivity for each well in each producing pool or interval to be commingled is required. Which EAS attachment contains this tabulation?
- If the tabulation is not included in the application, you must attach:

Required Attachment	Description	Type
Current Productivity	Tabulation of current productivity for each well in each producing pool or interval to be commingled	.jpe, .jpeg, .jpg, .pdf, .xls

2. Are any of the zones proposed for commingling not produced in the application well(s)?
- Select **No** if the zones for commingling not produced in the application well(s). If you select **Yes**, you must answer question 2a.

Required

- 2a. If Yes, you must include a tabulation of production test data for each well in each pool or interval to be commingled. Which EAS attachment contains this tabulation?
- If the tabulation is not included in the application, you must attach:

Required Attachment	Description	Type
Oil Production Test	Tabulation of oil production test data for each well in each pool or interval to be commingled	.pdf, .xls

3. The same rate control administration is required to commingle oil pools. Do the proposed pools have the same rate control?
- Select **Yes** if the pools proposed to be commingled have the same rate control administration; for example, the pools all have GPP. If you select **No**, you must answer question 3a.

Required

- 3a. If No, an application is
- Enter an explanation of the status of the

required to have common rate control. Indicate the status of this application.

application; for example, if it has been submitted to the ERCB.

4. A tabulation of pressure data for each well in each pool or interval to be commingled is required. Which EAS attachment contains this tabulation?

If the tabulation is not already included in the application, you must attach:

Required

Required Attachment	Description	Type
Current Pressure	Tabulation of pressure data for each well in each pool or interval to be commingled	jpe, .jpeg, .jpg, .pdf, .xls

See Commingling:Oil attachments

Commingling: Oil & Gas

The normal practice in accordance with Section 3.060 of the Oil and Gas Conservation Act is to maintain segregation between pools in the wellbore. However, if commingling of production of conventional gas and oil from two or more pools in the wellbore is warranted, an application for approval for commingling may be submitted to the ERCB under Section 3.050 of the Regulations.



To enter commingling oil and gas

▶ Enter the following information:

1. Is the well(s) proposed for commingling currently producing from one or more of the pools to be commingled?

Select **No** if the well is not producing from pools to be commingled.
If you select **Yes**, you must answer question 1a.

Required

- 1a. If Yes, a tabulation of the current productivity for each well in each producing pool or interval to be commingled is required. Which EAS attachment contains this tabulation?

If the tabulation is not already included in the application, you must attach:

Required Attachment	Description	Type
Current Productivity	Tabulation of current productivity for each well in each producing pool or interval to be commingled	.jpe, .jpeg, .jpg, .pdf, .xls

2. Are any of the pools or intervals proposed for commingling not produced in the application well(s)?

Select **No** if the pools or intervals for commingling not produced in the application well or wells.

If you select **Yes**, you must answer question 2a.

Required

- 2a. If Yes, you must include a tabulation of deliverability, flow, or production test data for gas zones and/or production test data for oil zones for each well in each pool or interval to be commingled. Which EAS attachment contains this tabulation?

If the tabulation is not already included in the application, you must attach at least one of:

Required Attachment	Description	Type
Gas Production Test	Tabulation of gas deliverability, flow, or production test data for each well in each pool or interval to be commingled	.pdf, .xls
Oil Production Test	Tabulation of oil production test data for each well in each pool or interval to be commingled	.pdf, .xls

3. Are the pools proposed for

Select **No** if they are not in within the Oil Sands

commingling within the Oil Sands area?

Required

3a. If Yes, you must include a statement that the well(s) involved will be produced in accordance with ID 99-1 and a discussion on what effect the loss of individual pool data may have on future evaluations. Is this information submitted with your application?

area.

If you select **Yes**, you must answer question 3a.

Select **Yes** if you have included the statement and discussion.

If you select **No**, you cannot proceed further with the application until you included this information.

4. The same rate control administration is required to commingle oil pools. Does the proposed commingling involve more than one oil pool?

Select **Yes** if the commingling involves more than one oil pool.

If you select **No**, you must answer question 4a.

Required

4a. If Yes, do the proposed oil pools have the same rate control?

Select **Yes** if the rate control is the same.

If you select **No**, you must answer question 4b.

4b. If No, an application is required to have common rate control. Indicate the status of this application.

Enter an explanation of the status of the application.

5. A tabulation of pressure data for each well in each pool or interval to be commingled is required. Which EAS attachment contains this tabulation?

If the tabulation is not already included in the application, you must attach:

Required

Required Attachment	Description	Type
Current Pressure	Tabulation of pressure data for each well in each pool or interval to be commingled	.jpe, .jpeg, .jpg, .pdf, .xls

See Commingling:Oil & Gas attachments

Common Carrier

The Oil and Gas Conservation Act (the Act) affords each owner the opportunity of obtaining its share of the production of oil or gas from any pool and provides for economic, orderly, and efficient development in the public interest. Accordingly, the ERCB may issue a declaration of a common carrier of oil, gas, or synthetic crude oil under Section 37 of the Act.



To enter common carriers

▶ Enter the following information:

1. Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation.
Required

If the documentation is not included in the application, you must attach:

Required Attachment	Description	Type
Negotiation Attempts	Documentation showing attempts to resolve the matter	.doc, .pdf

See Common Carrier attachments

Common Processor

The Oil and Gas Conservation Act (the Act) affords each owner the opportunity of obtaining its share of the production of oil or gas from any pool and provides for economic, orderly, and efficient development in the public interest. Accordingly, the ERCB may issue a declaration of a common processor of gas under Section 42 of the Act.



To enter common processors

▶ Enter the following information:

1. Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation.

Required

If the documentation is not included in the application, you must attach:

Required Attachment	Description	Type
Negotiation Attempts	Documentation showing attempts to resolve the matter	.doc, .pdf

See Common Processor attachments

Common Purchaser

The Oil and Gas Conservation Act (the Act) affords each owner the opportunity of obtaining its share of the production of oil or gas from any pool. Accordingly, the ERCB may issue a declaration of common purchasers of oil and gas under Sections 39(1) and 40(1) of the Act. Historically the ERCB has not received applications filed under Section 39(1) respecting common purchasers of oil, as the prorationing of oil has been handled under other legislation. However the ERCB has considered many applications under Section 40(1) respecting common purchasers of gas and, accordingly, existing practices primarily deal with the common purchasers of gas.



To enter common purchasers

▶ Enter the following information:

1. Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation.

Required

If the documentation is not included in the application, you must attach:

Required Attachment	Description	Type
Negotiation Attempts	Documentation showing attempts to resolve the matter	.doc, .pdf

See Common Purchaser attachments

Compulsory Pooling

The ERCB's role in pooling matters is to offer a regulatory avenue to resolve problems relating to pooling issues, thereby allowing each owner the opportunity to obtain its share of oil and gas from any pool.

Applications for compulsory pooling are made

- under Section 72 of the Oil and Gas Conservation Act (the Act);
- if there is a missing and untraceable owner in the spacing unit, under both Sections 72 and 77 of the Act (Section 77 provides that the revenues associated with the missing and untraceable owner be paid to the Public Trustee); and
- if there is a dispute as to the ownership of a tract or ownership is unknown, under both Sections 72 and 78 of the Act (Section 78 provides that revenues associated with the disputed tract be paid to the Provincial Treasurer to be held in trust pending an order of the Court of Queen's Bench or until a settlement has been reached by the parties).

The ERCB's current policies and practices respecting pooling arise from a combination of specific provisions of the Oil and Gas Conservation Act, historical decisions made by the ERCB, consultations with industry, and ERCB decisions resulting from pooling applications considered at public hearings. These avenues have resulted in an ERCB pooling order with standard terms. Nonstandard terms are included in an order only where there is substantial justification to do so.



To enter compulsory pooling

▶ Enter the following information:

1. Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation.
Required

If the documentation is not included in the application, you must attach:

Required Attachment	Description	Type
Negotiation Attempts	Documentation showing attempts to resolve the matter	.doc, .pdf

See Compulsory Pooling attachments

CW CBM Desorption Control Well application

Section 7.025 of the OGCR states that a licensee shall not produce gas from coal unless the Board has designated a control well that is within 5 kilometres of the producing gas well for desorption testing.

A list of designated control wells appears on the ERCB web site. If a control well isn't designated within the required distance of your proposed well or does not provide adequate zonal coverage, you can propose a control well for the ERCB to approve. Note that once a proposed control well is submitted to the ERCB, all information relating to the proposed control well will no longer be held confidential by the ERCB.

For information on evaluating the suitability of a proposed control well, see Directive 062.

Before a CBM Desorption Well application is submitted, the proposed control well must be drilled, samples collected only in coals, and have geophysical logs in LAS 2 format.

Desorption testing requirements for CBM control wells are set out in section 11.145(2), (3), (5), and (7) of the OGCR and in Directive 040.




To enter CW CBM desorption control wells

▶ Enter the following information:

Application Type

- | | | |
|-----|--|--|
| 1. | Type of CBM Desorption Control Well
Required | Type of validation required depending on whether the complete (full validation) or partial (preliminary validation) desorption report is available. |
| 2. | An application for a full validation must be submitted when the complete desorption report is available. If a full report is completed an application for preliminary validation will not be accepted. Is the complete desorption report available?
Required | Confirm whether or not the full report is available depending on whether you selected Preliminary or Full validation above. For example, if you selected <i>Preliminary</i> , you must select <i>No</i> at this point. |
| 2a. | If yes, the complete desorption report must have been published on ST105 or submitted to ERCB Section Leader Coal and Unconventional Gas, Geology | If submitting a full validation, specify whether the desorption report was published on ST105 or submitted to the Section |

- and Reserves, ERCB, 640-5 Avenue SW, Alberta T2P 3G4.
- 2b. Please specify the submission date (dd-mmm-yyyy)
- 3 Validation of a desorption control well using non-full diameter core (drill cuttings or sidewall core) can not occur unless the applicant has access to the offsetting full-diameter core report to be used for calibration. Is a non-full diameter core being used for the desorption test? (**Required** if a complete desorption report is not available)
- 3a. Does the applicant have access to the complete report for the full-diameter core to be used to calibrate the cuttings?
4. The following analyses will be / have been performed on the applied for well, two paper copies and one CDROM of the complete report submitted to ERCB Section Leader, Coal and Unconventional Gas, Geology and Reserves ERCB, 640-5 Avenue SW, Calgary, Alberta T2P 3G4. Desorption Analysis (DA) is **required**.
- Leader.
- If the desorption report was submitted to the section leader, click the calendar control () and select type the date.
- Specify whether a non-full diameter core is being used for the desorption test.
- If you specified that a non-full diameter core was being used for the desorption test, you must specify whether you have access to a complete report for the full-diameter core to which your non-full diameter core can be calibrated. If you select No to this question, you won't be able to proceed with the application.
- For both full and partial validation submissions, specify the type of analyses either completed or to be completed.

2. Application Details

1. Type the licence number for an existing well licence of a drilled well. Only events, not production events are selectable. The application refreshes so that all the UWIs associated with this licence appear in the drop-down list box below the Licence Number box.

2. Select a UWI from the drop-down list below the Licence Number, and then click **Add Sample Interval**. You can only select one UWI per application and you must add at least one sample interval for that UWI.
The *Add Sample Interval* dialog box appears.
3. For the measured depths of the top and bottom of the sample interval in meters, type a positive value up to 6 characters with one decimal place, and then select whether the sample is based on a core or on cuttings. The system verifies that the value for the interval top is less than the value for the interval base.
4. Select an interpreted coal zone from the drop-down list. If your sample source is from cuttings, in the Calibration Well UWI pane, click **Add Location** to open an input window, type a UWI to which the cuttings samples are calibrated, and then click **Save**.
5. Using the *Add Sample Interval* dialog box, click **Save**.
The *CBM Desorption Control Well* form appears displaying the desorption sample interval information you added above.
You can add additional desorption test intervals for the same wellbore by clicking **Add Sample Interval** while that well is selected in the drop-down list. You can only add one UWI per application and if you try to attach a second UWI at this point, all information entered for the previous UWI is lost.
In the Sample Interval Details table, click **View** to change details, or click **Delete** to remove the sample interval.

6.	Required Attachment	Description	Type
	Control Well Log(s)	Geophysical Log(s).	.las
	Preliminary Desorption Report	A preliminary desorption report for the control well if the application is for preliminary validation of a desorption control well.	.pdf, .doc, .xls
	Calibration Report	Cuttings to core the calibration report for the applied for well if the application is for a full validation of a desorption control well and the desorption test uses cuttings or sidewall samples.	.pdf, .doc, .xls

See CW CBM Desorp attachments.

Control Well CBM Exception applications

The ERCB may consider exceptions to the requirement in section 7.025 of the OGCR that states all CBM production must meet control well requirements. Exceptions are considered on a well-by-well basis and may result in either deferred, reduced, or relief from control well requirements.

For detailed information on applying for a control well exception, see Directive 062.



To enter control well CBM exceptions



Enter the following information:

1. Select whether you are applying for an exception for either a Pressure and Flow control well or for a Desorption control well.
2. Click **Add Location** and then type the full UWI for the well for which you're applying for an exception, and then click **Save**. At least one location is required for an application, and only location(s) within same township, range, and meridian are accepted.
3. In the *Zone(s)* column, select whether the requested exception pertains to all zones in the above well or to a selected zone.
4. In the *Basis for Exception Request* column, click **Add/View** and then type a summary of why this well should be considered for exception based on the criteria defined in Directive 062. This field is limited to 200 characters. Use the *Application Letter* attachment to expand on this summary.
5. Click **Add Zone** and type the interval depth of the zone for which the exception is requested, and then in the *Interpreted Coal Zone Name* drop-down list, select the name of the zone. At least one zone is required per UWI. Click **Save**.
6. Select whether a well included in this exception is based on the area having discontinuous coal zone(s) where the extent of the coal cannot be reasonably predicted or mapped.

7.	Required Attachment	Description	Type
	Geophysical Log(s)	Geophysical Log(s).	.las
	Plats	Map showing the well(s) requested for exception and surrounding validated control well radii for the type of exception request.	.doc, .jpg, .pdf, .xls
	Cross-sections	Cross-section(s) of wells in the adjacent area demonstrating the discontinuity of the coal zone(s) requested for exception.	.jpg
	Discontinuity Maps	Map of occurrences of discontinuous coal zone(s) with well(s) requested for exception highlighted.	.doc, .jpg, .pdf, xls

Application Letter	Letter including expanded discussion outlining the reason(s) for the exception request.	.doc, .pdf
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See CW CBM Exception attachments.

CW CBM Pressure and Flow Control Well application

Section 7.025 of the OGCR states that a licensee shall not produce gas from coal unless the Board has designated a control well that is within 3 kilometres of the producing gas well to measure pressure and production in each coal zone.

A list of designated control wells appears on the ERCB web site. If a control well isn't designated within the required distance of your proposed well, or does not provide adequate zonal coverage, you can propose a control well for the ERCB to approve. Note that once a proposed control well is submitted to the ERCB, all information relating to the proposed control well will no longer be held confidential by the ERCB.

For information on evaluating the suitability of a proposed control well, see Directive 062.

Before a CBM Pressure and Flow Control Well application is submitted, the proposed control well must be drilled, completed only in coals, have geophysical logs in LAS 2 format, and the completion records must be electronically submitted to the ERCB using the Well Records System.

Licensees can request the ERCB validate a control well for pressure and flow either before or after the well is tested.

Pressure and flow testing requirements for CBM control wells are set out in section 11.145(1), (4), and (6) of the OGCR and in Directive 040.



To enter CW CBM pressure and flow control



Enter the following information:

1. Type a licence number. The system verifies you are both the primary applicant and the licence holder when you click **Submit**. The application then refreshes so that the UWI and all associated event sequences appear in the application. UWIs with a status other than Open Hole, Slotted Liner, or Perforated are greyed out as the well must be drilled and completed. Only drill events, not production events are selectable.
2. For each selectable wellbore, choose whether a flow test has been conducted or will be conducted, and then click **Add Pressure Test Interval** to open an input window. Only unabandoned wells with a status of Open Hole, Perforated, or Slotted Liner allow flow and pressure test information to be added. The *Add Pressure Test Interval* dialog box appears.
3. Type a positive value up to 6 characters long with one decimal place for the measured depths of the top and bottom of the pressure test interval in meters, and then select whether the pressure test has been completed or will be completed. The system verifies that the value for the interval top is less than the value for the interval base and if completion records have been submitted through the Well Records System (WRS).
4. Select the name of the interpreted coal zone, and then click **Save**.

The *CBM Pressure and Flow Control Well* form appears displaying the pressure test interval information you typed.

You can add additional pressure test intervals for the same wellbore by clicking **Add Pressure Test Interval** beside a well for which you have already added a pressure test interval, or complete steps 2 to 4 above to add a pressure test interval for another wellbore.

In the Pressure Test Interval Details table, click **View** to change depths or zone, or click **Delete** to remove a pressure test interval.

5.	Required Attachment	Description	Type
	Control Well Log(s)	Geophysical Log(s).	.las

See CW CBM Press&Flow attachments.

Disp Scheme: New

Disposal refers to the injection of fluids for purposes other than enhanced recovery or gas storage. In accordance with the Oil and Gas Conservation Act, Section 26(1)(c), ERCB approval of a scheme is required for the gathering, storage, and disposal of water produced in conjunction with oil and gas. The ERCB classifies disposal wells based on the type of injection fluid. This classification system is outlined in ERCB Directive 051, Section 2.4.



To enter new disposal schemes

▶ Enter the following information:

1. To dispose into a zone you must either hold the rights to that zone or have written consent from the holder of the rights. Does the primary applicant have these rights or consent?
Required Select **Yes** if the primary applicant has the required rights or consent. If you select **No**, you cannot validate this form, add attachments, or register the application until you obtain the required rights or consent.
2. Are ERCB Directive 051 requirements submitted as part of this application?
Required If you select **Yes**, you must attach:

Required Attachment	Description	Type
Completion Logs	Completion logs required as per Directive 051	.jpg, .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	.jpg, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	.doc, .jpg, .pdf
3. Is the proposed disposal into a hydrocarbon pool or within 1.6 km of a hydrocarbon pool producing from the same zone?
Required Select No if the proposed disposal is not into a hydrocarbon pool or within 1.6 km of a hydrocarbon pool producing from the same zone. If you select Yes, you must answer question 3a.
- 3a. If Yes, you must meet the application requirements relating to Conservation in the Disposal Section of Directive 065. Is this information submitted with your application? Select **Yes** if you meet the requirements. If you select **No**, you cannot proceed further with the application until you meet the requirements relating to Conservation in the Disposal Section of Directive 065.
4. Does the injectant contain hydrogen sulphide (H²S)? Select **No** if the injectant does not contain H²S. If you select **Yes**, you must answer question 4a.

Required

- 4a. If Yes, you must meet the application requirements relating to Conservation in the Disposal Section of Directive 065. Select **Yes** to show that a plan with the necessary notification is in place. If you select **No**, provide an explanation in 4b.
5. Disposal cannot occur into the zone of origin or other formations identified as containing useable groundwater. Is the proposed disposal into such a zone of origin or formation? Select **No** to show that the proposed disposal is not into the zone of origin or other formation identified as containing useable groundwater. If you **Yes**, you cannot validate this form, add attachments, or register the application until you change the proposed disposal zone formation.

Required

See Disposal Scheme: New attachments

ER Scheme

Enhanced recovery (ER) involves the improvement of hydrocarbon recovery through the injection of fluid(s) into a hydrocarbon reservoir to

- add to or maintain reservoir energy (pressure),
- displace hydrocarbons to production wells, and/or
- alter the reservoir fluids so that hydrocarbon flow and recovery are improved.

Waterflooding of oil pools is the most common type of ER scheme in Alberta, but other gas/solvent floods, miscible floods and gas cycling schemes also exist.

An application to implement or amend a scheme for enhanced recovery is required in accordance with Section 39(1)(a) of the Oil and Gas Conservation Act. Approvals or licenses from other government agencies may also be required outside the Directive 065 approval process.

The ERCB expects approved ER schemes to be operated in accordance with the scheme approval at all times. The ERCB also expects that the operation of ER schemes will be monitored and that operational adjustments or changes will be made to ensure optimum recovery.

If changes to the original approval are required, you must apply for appropriate amendment(s) to the existing ER scheme approval.

When you submit an Enhanced Recovery Scheme application, the following information is required on Schedule 1. An application to implement or amend a scheme for enhanced recovery utilizes the same ER Form.

Schedule 1

1. Applicant information	Required
2. Application Type	Required
3. Location	Required
4. Field and Pool	Required
5. Ownership and notification information	This information is entered directly on the Enhanced Recovery Scheme schedule
6. Future applications	Required

Certain new and amendment ER applications are eligible as a Quick Review application.

Enter the following Enhanced Recovery scheme application information.

1. Application Type
2. Ownership and notification information
3. Proposed injection well locations and injection intervals
4. Proposed approval area
5. Scheme details

(Additional information can be found in Directive 065 Appendix I: Application for an Enhanced Recovery Scheme.)

Gas Allowable application

When a well is subject to an ERCB gas allowable (GA) order and the well's licensee believes that circumstances warrant the allowable being rescinded or amended, an application can be made to change the allowable in accordance with Section 10.300(4) of the Oil and Gas Conservation Act.

This application requires only that you correctly complete Schedule 1 and include attachments before registration.

See Gas Allowable attachments

Gas Storage

This application is for the storage of gas into underground hydrocarbon reservoirs can be for production-motivated reasons or commercial operations. Production-motivated schemes are usually characterized by the temporary storage of gas occurring at or near the producing pools. They can allow for the more efficient use of production and processing facilities and may also be of benefit in market-related situations. Commercial gas storage schemes are designed to provide an efficient means of balancing supply with a fluctuating market demand. These schemes store third-party nonnative gas, allowing marketers to take advantage of seasonal price differences, effect custody transfers, and maintain reliability of supply. Gas from many sources may be stored at commercial facilities under fee-for-service, buy-sell, or other contractual arrangements.

The ERCB regulates gas storage operations to ensure that all gas conservation, equity, environment, and safety issues are addressed and to maintain up-to-date estimates of provincial gas reserves and deliverability.

An application for approval of a new scheme or amendment to an existing scheme for the underground storage of gas is made under Section 26(1)(b) of the Oil and Gas Conservation Act.



To enter gas storage

▶ Enter the following information:

1. Does the injectant contain hydrogen sulphide (H²S)?
Required

Select **No** if the injectant does not contain H²S.
If you select **Yes**, you must answer question 1a.

- 1a. If Yes, an up-to-date emergency response plan (ERP) is required prior to the ERCB's decision on this application. Is an up-to-date ERP, with the necessary notification, in place?

Select **Yes** if an up-to-date plan with the necessary notification is in place.
If you select **No**, provide an explanation in 1b.

2. Are Directive 051 requirements submitted as part of this application?
Required

If you select **Yes**, you must attach:

Required Attachment	Description	Type
Completion Logs	Completion logs required as per Directive 051	.jpg, .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	.jpg, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	.doc, .jpg, .pdf

See Gas Storage attachments

GOR Penalty Relief

Gas oil ratio (GOR) penalties are applied to an oil well's MRL when the producing GOR exceeds the base GOR. The penalty factor is calculated by taking the ratio of the base GOR to the producing GOR. The MRL is then multiplied by this penalty factor to determine the adjusted MRL (the permitted production rate). GOR penalty relief is applied for under Section 10.060 of the Oil and Gas Conservation Act.



To enter GOR penalty relief

Enter the following information:

1. Is there gas-cap gas production from the subject pool?
Required
Select **No** if there is no gas-cap gas production occurring from the pool. If you select **yes**, you must answer question 1a.
- 1a. If Yes, concurrent production (CCP) approval is required. Does the pool have CCP approval?
Select **Yes** if the pool has CCP approval. If you select **No**, explain the status of the CCP application in 1b.
2. Is all gas produced from the subject pool conserved?
Required
Select **Yes** if all the gas produced from the subject pool is conserved. If you select **No**, you must answer question 2a.
- 2a. If No, a detailed discussion on the feasibility of gas conservation is required. Is this discussion included in the application?
Select **Yes** if you have included a discussion on the feasibility of gas conservation in the application. If you select **No**, you cannot validate this form, add attachments, or register the application until you obtain the detailed discussion is included.
3. A discussion and analysis of why enhanced oil recovery is not feasible for this pool or well(s) is required. Is this discussion included in the application?
Required
Select **Yes** if you have included the discussion and analysis on enhanced oil recovery feasibility for this pool or well(s). If you select **No**, you cannot validate this form, add attachments, or register the application until you obtain the detailed discussion is included.

See GOR Penalty Relief attachments

GPP

GPP removes a pool from restrictions imposed by the ERCB's monthly MRL Order and is granted under Section 10.060 of the Oil and Gas Conservation Act. Under GPP, the wells in a pool are not restricted by base allowable or GOR penalties. However, as the name implies, operators are expected to produce the wells in accordance with good engineering practices to optimize oil recovery. The ERCB may rescind GPP approval if new information or technology indicates that production under GPP may affect conservation or the rights of other owners in the pool. GPP may be granted with concurrent production restrictions on gas cap production or other conditions.

Note that for pools under primary depletion, GPP is granted to the pool, not to individual wells. For pools where EOR schemes exist, GPP is usually granted only to the ER oil scheme areas.



To enter GPP

▶ Enter the following information:

- | | |
|--|---|
| <p>1. Is there gas-cap gas production from the subject pool?
Required</p> | <p>Select No if there is no gas-cap gas production occurring from the pool. If you select yes, you must answer question 1a.</p> |
| <p>1a. If Yes, concurrent production (CCP) approval is required. Does the pool have CCP approval?</p> | <p>Select Yes if the pool has CCP approval. If you select No, explain the status of the CCP application in 1b.</p> |
| <p>2. Is all gas produced from the subject pool conserved?
Required</p> | <p>Select Yes if all the gas produced from the subject pool is conserved. If you select No, you must answer question 2a.</p> |
| <p>2a. If No, a detailed discussion on the feasibility of gas conservation is required. Is this discussion included in the application?</p> | <p>Select Yes if you have included a discussion on the feasibility of gas conservation in the application. If you select No, you cannot validate this form, add attachments, or register the application until you obtain the detailed discussion is included.</p> |
| <p>3. A discussion and analysis of why enhanced oil recovery is not feasible for this pool or well(s) is required. Is this discussion included in the application?
Required</p> | <p>Select Yes if you have included the discussion and analysis on enhanced oil recovery feasibility for this pool or well(s). If you select No, you cannot validate this form, add attachments, or register the application until you obtain the detailed discussion is included.</p> |

See GPP attachments

Pool Delineation

Following the initial well assignment and if additional information becomes available that substantially changes current decisions, a well licensee may choose to, and in fact is encouraged to, make an application to change assigned reserves or vary pool delineation for several reasons. There is currently no validation associated with this application type.

This application requires only that you correctly complete Schedule 1 and include attachments before registration.

See Pool Delineation attachments

Rateable Take

The purposes of the Oil and Gas Conservation Act (the Act) are, among other things, to effect the conservation of oil and gas resources, to afford each owner the opportunity of obtaining its share of the production of oil or gas from any pool, and to provide for economic, orderly, and efficient development in the public interest. Section 23 of the Act mandates the ERCB to address all three of these purposes. Historically this legislation has been used only in the equity context and to allow for economic, orderly, and efficient development; other sections of the Act have been used to ensure conservation of resources.

Under Section 23 the ERCB may limit the amount of gas that may be produced and/or distribute the amount of gas that may be produced from a pool or part of a pool. Historically, this legislation has been used to authorize the distribution of gas production among wells in a non-associated gas pool.

Each application for a rateable take order proceeds to a public hearing.



To enter rateable take

▶ Enter the following information:

1. Is an oil pool associated with this application? **Required** If you select Yes, you must attach:

Required Attachment	Description	Type
Oil Isopach Map	Net oil pay map	.jpg, .map, .mxd, .pdf

2. Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation. **Required** If the documentation is not included in the application, you must attach:

Required Attachment	Description	Type
Negotiation Attempts	Documentation showing attempts to resolve the matter	.doc, .pdf

3. A tabulation of your proposed allocation is required. Indicate which EAS attachment contains this tabulation. **Required** If the tabulation is not already included in the application, you must attach:

Required Attachment	Description	Type
Proposed Allocation	Tabulation of proposed allocation	.doc, .pdf, .xls

See Rateable Take attachments

Rescind Spacing

Under Section 5.220(b) of the OGCR, an applicant may apply to rescind all or part of an existing approved holding. A request to rescind a holding must be made using the Rescind form. Rescinding all or a portion of a holding may be necessary if common ownership no longer exists. A common example of such a situation is when a lease for a DSU within a holding boundary has expired and reverted back to the Crown. A holding may also be rescinded if the standard spacing prescribed in Part 4 of the OGCR is sufficient. There are no notification requirements for an application to rescind a holding.



To rescind spacing


▶ Enter the following information:

2. Application Type

Holding or Unit If selected, choose from the following options:
Holding: Establish a holding comprising whole contiguous DSUs in accordance with Sections 5.190 and 5.200 of the OGCR and suspend the DSUs and target areas in the holding in accordance with Section 79(4) of the OGCA.
Unit: Suspend the DSUs and target area provisions within a unit or partial unit in accordance with Section 79(4) of the OGCA.

3. Area of Application

View Map Click to launch the Well Spacing Map, and then navigate to the area of interest. Using the Well Spacing Map, click the *Spacing Application* tab and then specify the area(s), formation(s), pool(s), and so on to include in the EAS application.
Notes:
 An application can't be submitted if the total area of the application is greater than 36 sections or two townships by two ranges. When selecting an area of application for a rescind or change in approval holder, the area selected must overlap an approval for the same substance, production source, and formation(s) / pool(s).
 To remove selected areas, using the Well Spacing Map, either click **Removal by click on map** (✖), ensure the *Current Holding* drop-down list is displaying the holding to remove, and then click the area to remove on the map.
OR To remove all areas, using the Well Spacing Map, click **Clear all map areas** (✖).

To launch the help system for the Well Spacing Map, using the Well Spacing Map toolbar, click .

4. Application Details

- | | | | | | | | | | | | | |
|--|---|---|---------------------|---------------------------|--|--------|--|--------|--|--------|--|---|
| 1. | What is the source of production? | Select the production source, either sand or coal. Only one production source can be selected for each application. If application areas involve both production sources, you must file multiple applications and relate them on Schedule 1 in Section 6: Future Applications. | | | | | | | | | | |
| 2. | As defined by Schedule 13 of the OGCR, what area of the province is the application in? | <p>This field is populated based on the application area selected on the Well Spacing Map. Areas 1 and 2 are used to define the standard buffer zones and target areas.</p> <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">Area of Application</td> <td>Buffer Zone / Target Area</td> </tr> <tr> <td>All of the application area is in Area 1</td> <td>Area 1</td> </tr> <tr> <td>All of the application area is in Area 2</td> <td>Area 2</td> </tr> <tr> <td>Equal application areas in Area 1 and Area 2</td> <td>Area 2</td> </tr> <tr> <td>Unequal application areas in Area 1 and Area 2</td> <td>Buffer zone/target area of largest application area</td> </tr> </table> | Area of Application | Buffer Zone / Target Area | All of the application area is in Area 1 | Area 1 | All of the application area is in Area 2 | Area 2 | Equal application areas in Area 1 and Area 2 | Area 2 | Unequal application areas in Area 1 and Area 2 | Buffer zone/target area of largest application area |
| Area of Application | Buffer Zone / Target Area | | | | | | | | | | | |
| All of the application area is in Area 1 | Area 1 | | | | | | | | | | | |
| All of the application area is in Area 2 | Area 2 | | | | | | | | | | | |
| Equal application areas in Area 1 and Area 2 | Area 2 | | | | | | | | | | | |
| Unequal application areas in Area 1 and Area 2 | Buffer zone/target area of largest application area | | | | | | | | | | | |

5. Holdings or Units (Only displayed for new Holding or Unit type applications)

- | | | |
|----|--|---|
| 1. | Does your area of application include entire DSUs? | Select Yes if each area of application contains whole DSUs. If you select <i>No</i> , the application cannot be filed. |
| 2. | Enter the well density to be rescinded. | <p>All holding/unit approvals must have a well density. The well density entered on the form must match the well density in the existing approval being rescinded. Well density is defined as the number of wells per pool per area. Enter the well density and then select the well density area. Possible well density areas are</p> <ul style="list-style-type: none"> • 1 Quarter Legal Subdivision • 1 Legal Subdivision • 2 Legal Subdivisions • 1 Quarter Section • 1 Half Section • 1 Section |

- 2 Section
 - 3 Section
 - 4 Section
 - Per Holding
 - Limited by Buffer Distance
 - Limited by Buffer and Interwell Distance
 - Limited by Interwell Distance
 - Per Pool
 - See Special Provisions
3. Enter the buffer zone distance to be rescinded. Enter the buffer zone distance from the boundaries of each holding/unit in metres of the existing approval being rescinded. The buffer zone distance entered must match the existing approval.
- 3a. Enter the buffer orientation to be rescinded. Select the boundaries of the holding/unit that the buffer zone distance applies to. The selected boundaries must match the existing approval.
- 4 Is there an interwell distance to be rescinded? If you select *Yes*, enter the approved interwell distance in question 4a. If *No*, question 4a is not required.
- 4a. If *Yes*, enter the interwell distance to be rescinded. The interwell distance must match the existing approval.

Reserves: Gas

This is an application to change the ERCB's reserve setting for a gas pool.

It requires only that you correctly complete Schedule 1 and include attachments before registration.

See Reserves: Gas attachments

Reserves: Oil

This is an application to change the ERCB's reserve setting for an oil pool.

It requires only that you correctly complete Schedule 1 and include attachments before registration.

See Reserves: Oil attachments

Spacing: Gas

In accordance with Section 16(1) of the OGCR, a working interest participant who is entitled to the right to produce may apply for special well spacing. An applicant may apply for special well spacing to allow for more flexibility when locating wells and/or to increase the well density in a drilling spacing unit (DSU) for one or more of the following reasons:

- improved recovery will be obtained
- additional wells are necessary to provide capacity to drain the pool at a reasonable rate that will not adversely affect the recovery from the pool,
- the spacing has already been substantially established in a pool and the proposed spacing provisions are equal or more restrictive than the established pool spacing.



Enter the following information:

1. Notification Requirements

(There are no notification requirements for applications to rescind holdings or to re-align holding boundaries.)

- | | | |
|----|--|--|
| 1. | Were Directive 065 notification templates used?
(Required) | Select <i>Yes</i> if notification to all parties was conducted using the appropriate notification templates.
If you select <i>No</i> , your application cannot be filed.
Directive 065 templates must be used. |
| 2. | Have all parties been notified in accordance with Directive 065? | Select <i>Yes</i> if all potentially directly and adversely affected parties were contacted.
Select <i>No</i> if this requirement has not been met but you are still choosing to file a spacing application. You must include a <i>Reason for Incomplete Notification</i> attachment with your application. |
| 3. | What was the mailing date of the last notification letter sent? | Enter the date the last notification letter was sent. A minimum 15-business-day response period from the date the notification letter is mailed is required before an application can be registered with the ERCB. |
| 4. | Are there any outstanding objections or concerns? | Select <i>Yes</i> if there are unresolved concerns or objections from one or more parties.
Select <i>No</i> if there are no known unresolved concerns about the application. |
| 5. | Is the application consistent with the details in the notification? | Select <i>Yes</i> if the application area, formation(s) / pool(s), proposed provisions, and any well exemptions in the application are consistent with those stated in notification letters.
If you select <i>No</i> , you must include an explanation in the application attachment. |

2. Application Type

Holding or Unit

If selected, choose from the following options:

Holding: Establish a holding comprising whole contiguous DSUs in accordance with Sections 5.190 and 5.200 of the OGCR and suspend the DSUs and target areas in the holding in accordance with Section 79(4) of the OGCA.

Unit: Suspend the DSUs and target area provisions within a unit or partial unit in accordance with Section 79(4) of the OGCA.

3. Area of Application

View Map

Click to launch the Well Spacing Map, and then navigate to the area of interest. Using the Well Spacing Map, click the *Spacing Application* tab and then specify the area(s), formation(s), pool(s), and so on to include in the EAS application.

Notes:

An application can't be submitted if the total area of the application is greater than 36 sections or two townships by two ranges.

When selecting an area of application to rescind a holding or to change approval holder, the area selected must overlap an existing approval for the same substance, production source, and formation(s) / pool(s).

To remove selected areas, using the Well Spacing Map, either click **Removal by click on map** (✖), ensure the *Current Holding* drop-down list is displaying the holding to remove, and then click the area to remove on the map.

OR

To remove all areas, using the Well Spacing Map, click **Clear all map areas** (✖).

To launch the help system for the Well Spacing Map, using the Well Spacing Map toolbar, click ?.

4. Application Details

1. What is the source of production? Select the production source, either sand or coal. Only one production source can be selected for each application. If application areas involve both production sources, you must file multiple applications and relate them on Schedule 1 in *Section 6: Future Applications*.

5. Holdings or Units

(not required for special Drilling Spacing Unit (DSU) applications)

1. Does your area of application include entire DSUs? Select *Yes* if each area of application contains whole DSUs. If you select *No*, the application cannot be filed as the area of application must contain whole DSUs.
2. Does each applied-for holding have common mineral rights ownership at both the lessor and lessee? Select *Yes* if each applied-for holding has common mineral rights ownership at both the lessor and lessee.

- common ownership at the lessor and lessee levels? levels as defined in Section 1.020(2)(4) of the OGCR or a voluntary agreement is in place that pools the lessor and lessee interests.
If you select *No*, the application cannot be filed as common mineral rights ownership is a prerequisite to establish a holding.
This question is not applicable if the application subtype is "Unit."
3. Is each applied-for holding/unit adjacent to a previously approved area for the same formation(s)/pool(s)? Select *Yes* if each applied-for holding or unit in the application area is adjacent to a previously approved area for the same formation(s) or pool(s). Diagonal DSUs are considered to be adjacent. Select *No* if each applied-for holding or unit area is not adjacent to a previously approved area for the same formation(s) / pool(s).
 4. Does every DSU in each applied-for holding/unit have an adjacent DSU with production data? Select *Yes* if every DSU in each applied-for holding or unit has an adjacent DSU with well production data for all applied-for formation(s) or pool(s) within the previously approved area. Select *No* if every DSU in each applied-for holding or unit does not have an adjacent DSU with well production data for all applied-for formation(s) / pool(s).
 5. Is any part of each applied-for holding/unit within 3 standard DSUs of a previously approved area for the same formation(s)/pool(s)? Three standard DSUs is the distance from any boundary of the applied-for holding/unit to any boundary of a previously approved area. This includes diagonal DSUs. Select *Yes* if any part of each applied-for holding/unit is within 3 standard DSUs of any boundary of a previously approved holding/unit or reduced DSU for the same formation(s) or pool(s). Select *No* if any holding within the area of application does not have a boundary that is within 3 standard DSUs of an approval for the same formation(s)/pool(s).
 6. Is the proposed well density less than or equal to the well density in the previously approved area? Select *Yes* if the proposed well density is less than or equal to the well density in the previously approved area. Select *No* if the proposed well density is greater than the well density in the previously approved area.
 7. Does each proposed holding/unit contain production data in the applied-for formation(s)/pool(s)? Select *Yes* if each holding or unit has at least one well with enough production history to allow for the submission of volumetric reserves data that can clearly support the need for the requested special well spacing in the applied-for formation(s) or pool(s). Additional production and volumetric reserves information from producing wells in surrounding areas should also be included to fully support an application. Select *No* if a proposed holding does not contain production data in the applied-for formation(s)/pool(s).
 8. Is the density of the oil 920 kilograms per cubic metre (kg/m³)? Not required for this type of spacing application.

or greater at 15°C?

9. Enter the proposed well density. All holding/unit applications must propose a well density. Well density is defined as the number of wells per pool per area. Enter the well density and then select the well density area. Possible well density areas are
 1 Legal Subdivision
 2 Legal Subdivisions
 1 Quarter Section
 1 Half Section
 1 Section
 Limited by Buffer Distance
 Limited by Buffer Distance and Interwell Distances
- Note that typically well density areas are equivalent to the size of the underlying DSU (e.g., if the underlying DSU is 1 section, the well density area would typically be per pool per 1 section).
10. The standard buffer zone distance and orientation for this area of the province is:
 This is populated based on the spacing application type (Spacing: Gas or Spacing: Oil) selected on Schedule 1 and the area of application selected on the Well Spacing Map.
- 10a. Do you want to proceed with the standard buffer zone distance and orientation?
 Select *Yes* if you are proposing the standard buffer zone as shown in the table in question 10. Select *No* to request a nonstandard buffer zone. You must enter the buffer zone distance and orientation in questions 10b and 10c and provide additional technical information supporting the request.
- 10b. If no, enter the buffer zone distance.
 Enter the buffer zone distance from the boundaries of each holding/unit in metres.
- 10c. Enter the buffer orientation.
 Select the boundaries of the holding/unit that the buffer zone distance applies to.
11. Are you requesting an interwell distance?
 If you select *Yes*, enter the requested interwell distance in question 11a.
 Note that an interwell distance is not required for a holding/unit spacing application.
- 11a. If Yes, enter the interwell distance.
 Enter the interwell distance in metres.

6. Special Drilling Spacing Units (DSUs)

1. Are you increasing the well density in the special DSU?
 Select *Yes* if you are increasing the well density in the special DSU. Note that supporting documentation and volumetric information will be required.

 Select *No* if you are not increasing the well density in the special DSU.
2. The DSU size is:
 All special DSU applications will have a DSU size described as "Special DSU".
3. The standard target
 The standard target areas for oil & gas are given in the

area locations for the following table:
Special DSU are based on section 4.030(1) & 4.030(2) of the OGCR.

Area of the province	Substance	Target Area Description
Inside Schedule 13A	Gas	At least 150 metres from the south and west boundaries of the drilling spacing unit, 4.030 (2) of the OGCR.
Outside Schedule 13A	Gas	The central area within the drilling spacing unit having sides of 150 metres from the sides of the drilling spacing unit and parallel to them, 4.030 (1)(a) of the OGCR.
All Alberta Oil		The central area within the drilling spacing unit having sides 100 metres from the sides of the drilling spacing unit and parallel to them, 4.030 (1)(b) of the OGCR.

The standard target areas are automatically populated on the EAS form and cannot be changed by the applicant.

The Well Productivity button is enabled. Click the **Well Productivity** button to add production and volumetric details.

See Spacing attachments.

Note: All Special DSU applications will be registered as non-standard applications.

Spacing: Oil

In accordance with Section 16(1) of the OGCR, a working interest participant who is entitled to the right to produce may apply for special well spacing. An applicant may apply for special well spacing to allow for more flexibility when locating wells and/or to increase the well density in a drilling spacing unit (DSU) for one or more of the following reasons:

- improved recovery will be obtained
- additional wells are necessary to provide capacity to drain the pool at a reasonable rate that will not adversely affect the recovery from the pool,
- the spacing has already been substantially established in a pool and the proposed spacing provisions are equal or more restrictive than the established pool spacing.



Enter the following information:

1. Notification Requirements

(There are no notification requirements for applications to rescind holdings or to re-align holding boundaries.)

- | | | |
|----|--|--|
| 1. | Were Directive 065 notification templates used?
(Required) | Select <i>Yes</i> if notification to all parties was conducted using the appropriate notification templates.
If you select <i>No</i> , your application cannot be filed.
Directive 065 templates must be used. |
| 2. | Have all parties been notified in accordance with Directive 065? | Select <i>Yes</i> if all potentially directly and adversely affected parties were contacted.
Select <i>No</i> if this requirement has not been met but you are still choosing to file a spacing application. You must include a <i>Reason for Incomplete Notification</i> attachment with your application. |
| 3. | What was the mailing date of the last notification letter sent? | Enter the date the last notification letter was sent. A minimum 15-business-day response period from the date the notification letter is mailed is required before an application can be registered with the ERCB. |
| 4. | Are there any outstanding objections or concerns? | Select <i>Yes</i> if there are unresolved concerns or objections from one or more parties.
Select <i>No</i> if there are no known unresolved concerns about the application. |
| 5. | Is the application consistent with the details in the notification? | Select <i>Yes</i> if the application area, formation(s) / pool(s), proposed provisions, and any well exemptions in the application are consistent with those stated in notification letters. |

If you select *No*, you must include an explanation in the application attachment.

2. Application Type

Holding or Unit

If selected, choose from the following options:

Holding: Establish a holding comprising whole contiguous DSUs in accordance with Sections 5.190 and 5.200 of the OGCR and suspend the DSUs and target areas in the holding in accordance with Section 79(4) of the OGCA.

Unit: Suspend the DSUs and target area provisions within a unit or partial unit in accordance with Section 79(4) of the OGCA.

3. Area of Application

View Map

Click to launch the Well Spacing Map, and then navigate to the area of interest. Using the Well Spacing Map, click the *Spacing Application* tab and then specify the area(s), formation(s), pool(s), and so on to include in the EAS application.

Notes:

An application can't be submitted if the total area of the application is greater than 36 sections or two townships by two ranges.

When selecting an area of application to rescind a holding or to change approval holder, the area selected must overlap an existing approval for the same substance, production source, and formation(s) / pool(s).

To remove selected areas, using the Well Spacing Map, either click **Removal by click on map** (✖), ensure the *Current Holding* drop-down list is displaying the holding to remove, and then click the area to remove on the map.

OR

To remove all areas, using the Well Spacing Map, click **Clear all map areas** (✖).

To launch the help system for the Well Spacing Map, using the Well Spacing Map toolbar, click ?.

4. Application Details

1. What is the source of production? Sand is the only source of production for this application type.

5. Holdings or Units

(not required for special Drilling Spacing Unit (DSU) applications)

1. Does your area of application include entire DSUs? Select Yes if each area of application contains whole DSUs.
If you select *No*, the application cannot be filed as the area of application must contain whole DSUs.
2. Does each applied- Select Yes if each applied-for holding has common

- for holding have common ownership at the lessor and lessee levels? mineral rights ownership at both the lessor and lessee levels as defined in Section 1.020(2)(4) of the OGCR or a voluntary agreement is in place that pools the lessor and lessee interests.
If you select *No*, the application cannot be filed as common mineral rights ownership is a prerequisite to establish a holding.
This question is not applicable if the application subtype is "Unit."
3. Is each applied-for holding/unit adjacent to a previously approved area for the same formation(s)/pool(s)?
Select *Yes* if each applied-for holding or unit in the application area is adjacent to a previously approved area for the same formation(s) or pool(s). Diagonal DSUs are considered to be adjacent.
Select *No* if each applied-for holding or unit area is not adjacent to a previously approved area for the same formation(s) / pool(s).
 4. Does every DSU in each applied-for holding/unit have an adjacent DSU with production data?
Select *Yes* if every DSU in each applied-for holding or unit has an adjacent DSU with well production data for all applied-for formation(s) or pool(s) within the previously approved area.
Select *No* if every DSU in each applied-for holding or unit does not have an adjacent DSU with well production data for all applied-for formation(s) / pool(s).
 5. Is any part of each applied-for holding/unit within 3 standard DSUs of a previously approved area for the same formation(s)/pool(s)?
Three standard DSUs is the distance from any boundary of the applied-for holding/unit to any boundary of a previously approved area. This includes diagonal DSUs.
Select *Yes* if any part of each applied-for holding/unit is within 3 standard DSUs of any boundary of a previously approved holding/unit or reduced DSU for the same formation(s) or pool(s).
Select *No* if any holding within the area of application does not have a boundary that is within 3 standard DSUs of an approval for the same formation(s)/pool(s).
 6. Is the proposed well density less than or equal to the well density in the previously approved area?
Select *Yes* if the proposed well density is less than or equal to the well density in the previously approved area.
Select *No* if the proposed well density is greater than the well density in the previously approved area.
 7. Does each proposed holding/unit contain production data in the applied-for formation(s)/pool(s)?
Select *Yes* if each holding or unit has at least one well with enough production history to allow for the submission of volumetric reserves data that can clearly support the need for the requested special well spacing in the applied-for formation(s) or pool(s). Additional production and volumetric reserves information from producing wells in surrounding areas should also be included to fully support an application.
Select *No* if a proposed holding does not contain production data in the applied-for formation(s)/pool(s).

8. Is the density of the oil 920 kilograms per cubic metre (kg/m³) or greater at 15°C? Heavy oil, as defined in Directive 017: Measurement Requirements for Upstream Oil and Gas Operations, is "crude oil production with a density of 920 kg/m³ or greater at 15°C." This crude oil density incorporates most of the areas of east-central Alberta, where heavy oil production operations normally occur. Heavy oil development typically requires higher well densities to maximize recovery.
Select *Yes* if the application is for heavy oil. You must attach a *Fluid Analysis* that contains an analysis of the native reservoir fluid, which includes the density of the oil. If the proposed well density is > 2 well per pool per quarter but does not exceed 4 wells per pool per quarter section, the application will be registered in the nonstandard processing path. However upon registration it will be reviewed for the appropriate processing pathway and may qualify as a standard path application.
Select *No* if the application is not for heavy oil.
9. Enter the proposed well density. All holding/unit applications must propose a well density. Well density is defined as the number of wells per pool per area. Enter the well density and then select the well density area. Possible well density areas are
1 Legal Subdivision
2 Legal Subdivisions
1 Quarter Section
1 Half Section
1 Section
Note that typically well density areas are equivalent to the size of the underlying DSU (e.g., if the underlying DSU is 1 section, the well density area would typically be per pool per 1 section).
10. The standard buffer zone distance and orientation for this area of the province is: This is populated based on the spacing application type (Spacing: Gas or Spacing: Oil) selected on Schedule 1 and the area of application selected on the Well Spacing Map.
The standard buffer zones within Areas 1 and 2 (Schedule 13 of the OGCR) of the province are as indicated in the table below.

Area	Holding or Unit	Well Density	Standard Buffer Zone
All Alberta except 13A	Gas	2 to 4 wells / section / pool	150 m on all boundaries of a holding or unit
13A	Gas	2 to 4 wells / section / pool	150 m on south and west boundaries of a holding or unit
All	Oil	2 to 4 wells	100 m on all

Alberta / quarter boundaries of a
section / holding or unit
pool

- 10a. Do you want to proceed with the standard buffer zone distance and orientation? Select *Yes* if you are proposing the standard buffer zone as shown in the table in question 10. Select *No* to request a nonstandard buffer zone. You must enter the buffer zone distance and orientation in questions 10b and 10c and provide additional technical information supporting the request.
- 10b. If no, enter the buffer zone distance. Enter the buffer zone distance from the boundaries of each holding/unit in metres.
- 10c. Enter the buffer orientation. Select the boundaries of the holding/unit that the buffer zone distance applies to.
11. Are you requesting an interwell distance? If you select *Yes*, enter the requested interwell distance in question 11a. Note that an interwell distance is not required for a holding/unit spacing application.
- 11a. If Yes, enter the interwell distance. Enter the interwell distance in metres.

6. Special Drilling Spacing Units

1. Are you increasing the well density in the special DSU? Select *Yes*, if you are applying to increase the well density in a special DSU. Applications to increase the well density in a special DSU will require supporting well information from wells either inside or adjacent to the area of application. This information must be provided using the EAS production and volumetric forms. Select *No*, if you are not applying to increase the well density in a special DSU.
2. The DSU size is: All Special DSU applications will have a DSU size described as Special DSU. The value "Special DSU" will be automatically populated and cannot be changed by the applicant.
3. The standard target area locations for the Special DSU are based on section 4.030(1) & 4.030(2) of the OGCR. The standard target areas for oil & gas are given in the following table:
- | Area of the province | Substance | Target Area Description |
|----------------------|-----------|--|
| Inside Schedule 13A | Gas | At least 150 metres from the south and west boundaries of the drilling spacing unit, 4.030 (2) of the OGCR. |
| Outside Schedule 13A | Gas | The central area within the drilling spacing unit having sides of 150 metres from the sides of the drilling spacing unit and parallel to them, 4.030 (1)(a) of the |

All Alberta Oil

OGCR.

The central area within the drilling spacing unit having sides 100 metres from the sides of the drilling spacing unit and parallel to them, 4.030 (1)(b) of the OGCR.

The standard target areas are automatically populated on the EAS form and cannot be changed by the applicant.

The Well Productivity button is enabled. Click the **Well Productivity** button to add production and volumetric details.

See Spacing attachments.

Note: All Special DSU applications will be registered as non-standard applications.

Special Maximum Rate Limitation

A Special MRL is an MRL approved by the ERCB that is greater than the reserves-based MRL. Special MRLs can be applied to entire pools or individual wells. Relatively few Special MRL applications are received or approved each year because, like GOR penalty relief, Special MRL applications have the same issues involved as GPP. For this reason, when processing a Special MRL application, the ERCB will often grant GPP. A Special MRL is applied for under Section 10.060 of the Oil and Gas Conservation Regulations.



To enter special maximum rate limitation

▶ Enter the following information:

- | | |
|--|---|
| <p>1. Is there gas-cap gas production from the subject pool?
Required</p> | <p>Select No if there is no gas-cap gas production occurring from the pool. If you select yes, you must answer question 1a.</p> |
| <p>1a. If Yes, concurrent production (CCP) approval is required. Does the pool have CCP approval?</p> | <p>Select Yes if the pool has CCP approval. If you select No, explain the status of the CCP application in 1b.</p> |
| <p>2. Is all gas produced from the subject pool conserved?
Required</p> | <p>Select Yes if all the gas produced from the subject pool is conserved. If you select No, you must answer question 2a.</p> |
| <p>2a. If No, a detailed discussion on the feasibility of gas conservation is required. Is this discussion included in the application?</p> | <p>Select Yes if you have included a discussion on the feasibility of gas conservation in the application. If you select No, you cannot validate this form, add attachments, or register the application until you obtain the detailed discussion is included.</p> |
| <p>3. A discussion and analysis of why enhanced oil recovery is not feasible for this pool or well(s) is required. Is this discussion included in the application?
Required</p> | <p>Select Yes if you have included the discussion and analysis on enhanced oil recovery feasibility for this pool or well(s). If you select No, you cannot validate this form, add attachments, or register the application until you obtain the detailed discussion is included.</p> |

See Special Maximum Rates Limitation attachments

When you complete resources applications

When you complete entering resources application information:

- click **Save** on the main toolbar to save the information entered on the EAS Web server for 7 days from the creation date (see Save and validate an application),
- re-open Schedule 1 to include attachments,
- register the application in EAS (see Register an application).

Resources application attachments

Acid Gas Disp: Amend attachments

This is an application to amend an existing acid gas disposal approval. See Acid Gas Disp:Amend application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Ownership Map	Map showing ownership	Yes	.jpg, .map, .mxd, .pdf
Completion Logs	Completion logs required as per Directive 051	Required if Question 6 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.jpg, .pdf
Conf of Right to Dispose	A copy of a letter confirming your right to dispose into the proposed formation	Optional	.doc, .pdf
Injected Fluid Interaction	Results of lab testing on injected fluid interaction	Optional	.doc, .pdf
Isopach Map	Net oil and/or gas pay map	Optional	.jpg, .map, .mxd, .pdf
Letters of Consent	Letters of consent from industry parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Required if Question 4 Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application? is Yes	.doc, .pdf
Notification List	List of industry parties notified of the application	Required if Question 4 Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application? is Yes	.doc, .pdf, .xls
Pressure	A plot of the pressure	Optional	.doc,

History Plot	history of the subject pool		.pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Optional	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Structure Map	Structure contour map of the pool and offsetting area	Optional	.jpg, .map, .mxd, .pdf
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Optional	.jpg, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	Required if Question 6 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.doc, .jpg, .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	Required if Question 6 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.jpg, .pdf

Acid Gas Disp: New attachments

This is an application to implement a new acid gas disposal scheme. See Acid Gas Disposal New application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Ownership Map	Map showing ownership	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Completion Logs	Completion logs required as per Directive 051	Required if Question 4 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.jpg, .pdf
Conf of Right to Dispose	A copy of a letter confirming your right to dispose into the proposed formation	Optional	.doc, .pdf
Injected Fluid Interaction	Results of lab testing on injected fluid interaction	Optional	.doc, .pdf
Letters of Consent	Letters of consent from industry parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Required if Question 2 Are there parties within the area of contact, as described in	.doc, .pdf

		Directive 065, who need to be notified of this application? is Yes	
Notification List	List of industry parties notified of the application	Required if Question 2 Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application? is Yes	.doc, .pdf, .xls
Pressure History Plot	A plot of the pressure history of the subject pool	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map of the pool and offsetting area	Optional	.jpg, .map, .mxd, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	Required if Question 4 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.doc, .jpg .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	Required if Question 4 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.jpg .pdf

Allowable attachments

Application to submit an allowable for oil wells application type. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Approval Transfer attachments

This is an application to amend an approval to reflect either a company name change that has occurred since the approval was granted or a change of approval holder if the scheme has been sold or divested. See Approval Transfer application. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Transfer of Approval Form	Transfer of approval form provided in Directive 065	Yes	.doc, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls

Block attachments

Application to submit a blocked application type. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

CCP attachments

This is an application for the concurrent production of an oil accumulation and its associated gas cap. See CPP (Concurrent Production) application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Gas Isopach Map	Net gas pay map	Yes	.jpg, .map, .mxd, .pdf
Oil Isopach Map	Net oil pay map	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Letters of Consent	Letters of consent from industry parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
List of proposed CCP wells	List of wells for which CCP is requested	Optional	.jpg, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Required if Question 1 Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application? is Yes	.doc, .pdf
Notification List	List of industry parties notified of the application	Required if Question 1 Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application? is	.doc, .pdf, .xls

Ownership Map	Map showing ownership	Yes Optional	.jpg, .map, .mxd, .pdf
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Class I Disp: New attachments

This is an application to implement a new oil field or industrial waste fluid (Class I) disposal scheme. See Class 1 Disposal New application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Completion Logs	Completion logs required as per Directive 051	Required if Question 3 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.jpg, .pdf
Conf of Right to Dispose	A copy of a letter confirming your right to dispose into the proposed formation	Optional	.doc, .pdf
Isopach Map	Net oil and/or gas pay map	Optional	.jpg, .map, .mxd, .pdf
Landowner/Occupant Letter of Consent	Letters of consent from the surface owners and/or occupants notified of the application	Optional	.doc, .pdf
Landowner/Occupant Notification Letter	A copy of the letter used to notify the surface owners and/or occupants of the application	Optional	.doc, .pdf
Landowner/Occupant Notification List	List of all the surface owners and/or occupants notified of the application	Optional	.doc, .pdf, .xls
Letters of Consent	Letters of consent from industry parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support	Optional	.doc, .jpg,

	of the application		.pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Required if Question 2 Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application? is Yes	.doc, .pdf
Notification List	List of industry parties notified of the application	Required if Question 2 Are there parties within the area of contact, as described in Directive 065, who need to be notified of this application? is Yes	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Optional	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	Required if Question 3 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.doc, .jpg .pdf
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	Required if Question 3 Directive 051 requirements must be submitted prior to the ERCB's decision on this application. Are these requirements submitted with this application? is Yes	.jpg .pdf

Commingling: Gas attachments

This is an application to commingle production from two or more or more pools in the wellbore . See Commingling: Gas application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Potentially Affected Parties	List of all potentially affected parties as identified in Directive 065	Yes	.doc, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Current Pressure	Tabulation of pressure data for each well in each pool or interval to be commingled	Required for Question 4 A tabulation of pressure data for each well in each pool or interval to be commingled is required. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.jpe, .jpeg, .jpg, .pdf, .xls
Current Productivity	Tabulation of current productivity for each well in each producing pool or interval to be commingled	Required for Question 1a If Yes, a tabulation of the current productivity for each well in each producing pool or interval to be commingled is required. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.jpe, .jpeg, .jpg, .pdf, .xls
Gas Production Test	Tabulation of gas deliverability, flow, or production test data for each well in each pool or interval to be commingled	Required for Question 2a If Yes, you must include a tabulation of deliverability, flow, or production test data for each well in each pool or interval to be commingled. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.pdf, .xls
Isopach Map	Net oil and/or gas pay map	Optional	.jpg, .map, .mxd, .pdf
Letters of Consent	Letters of consent from industry parties notified of the application	Optional	.doc, .jpe, .jpeg,

Miscellaneous	Miscellaneous attachments in support of the application	Optional	.jpg, .pdf .doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Optional	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Commingling: Oil attachments

This is an application to commingle production of oil in the wellbore from two or more oil pools. See Commingling:Oil application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Potentially Affected Parties	List of all potentially affected parties as identified in Directive 065	Yes	.doc, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Current Pressure	Tabulation of pressure data for each well in each pool or interval to be commingled	Required for Question 4 A tabulation of pressure data for each well in each pool or interval to be commingled is required. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.jpe, .jpeg, .jpg, .pdf, .xls
Current Productivity	Tabulation of current productivity for each well in each producing pool or interval to be commingled	Required for Question 1a If Yes, a tabulation of the current productivity for each well in each producing pool or interval to be commingled is required. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.jpe, .jpeg, .jpg, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Optional	.jpg, .map, .mxd, .pdf
Letters of Consent	Letters of consent from industry parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry	Optional	.doc, .pdf

	parties of the application		
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Oil Production Test	Tabulation of oil production test data for each well in each pool or interval to be commingled	Required for Question 2a If Yes, you must include a tabulation of production test data for each well in each pool or interval to be commingled. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Optional	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Commingling: Oil & Gas attachments

This is an application to commingle production of oil and gas in the wellbore from at least one oil and one gas pool. See Commingling: Oil and Gas application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Potentially Affected Parties	List of all potentially affected parties as identified in Directive 065	Yes	.doc, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Current Pressure	Tabulation of pressure data for each well in each pool or interval to be commingled	Required for Question 5 A tabulation of pressure data for each well in each pool or interval to be commingled is required. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.jpe, .jpeg, .jpg, .pdf, .xls
Current Productivity	Tabulation of current productivity for each well in each producing pool or interval to be commingled	Required for Question 1a If Yes, a tabulation of the current productivity for each well in each producing pool or interval to be commingled is required. Which EAS attachment contains this tabulation? if the tabulation is not already included in the application	.jpe, .jpeg, .jpg, .pdf, .xls
Gas Production Test	Tabulation of gas deliverability, flow, or production test data for each well in each pool or interval to be commingled	Required for Question 2a "If Yes, you must include a tabulation of deliverability, flow, or production test data for gas zones and/or production test data for oil zones for each well in each pool or interval to be commingled. Which EAS attachment(s) contains this tabulation?if the tabulation is not already included in the application	.pdf, .xls
Isopach Map	Net oil and/or gas pay map	Optional	.jpg, .map,

			.mxd, .pdf
Letters of Consent	Letters of consent from industry parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Oil Production Test	Tabulation of oil production test data for each well in each pool or interval to be commingled	Required for Question 2a "If Yes, you must include a tabulation of deliverability, flow, or production test data for gas zones and/or production test data for oil zones for each well in each pool or interval to be commingled. Which EAS attachment(s) contains this tabulation? if the tabulation is not already included in the application	.pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Optional	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Common Carrier attachments

This is an application for an order allowing an operator to obtain capacity in another operator's pipeline. See Common Carrier application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Economic Analysis	Economic analysis of proposed operation versus alternatives	Yes	.doc, .pdf, .xls
Location Map	Map showing the pool, pipeline, and facilities of concern	Yes	.jpg, .map, .mxd, .pdf
Reservoir Estimates	An evaluation of oil and gas reserves for the pool and your lands	Yes	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Deliverability Tests	Deliverability test data showing well capabilities	Optional	.doc, .pdf, .xls
Drainage Calculations	An estimate of the amount of inequitable drainage	Optional	.doc, .pdf, .xls
Gas Isopach Map	Net gas pay map	Optional	.jpg, .map, .mxd, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Negotiation Attempts	Documentation showing attempts to resolve the matter	Required if Question 1 Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation. if the	.doc, .pdf

		documentation is not already included in the application	
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Oil Isopach Map	Net oil pay map	Optional	.jpg, .map, .mxd, .pdf
Proposed Allocation	Tabulation of proposed allocation	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Common Processor attachments

This is an application for an order allowing an operator to obtain capacity in another operator's gas processing facilities. See Common Processor application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Economic Analysis	Economic analysis of proposed operation versus alternatives	Yes	.doc, .pdf, .xls
Gas Analysis	Gas analysis of the native reservoir fluid and the proposed injected gas stream(s)	Yes	.doc, .pdf, .xls
Gas Isopach Map	Net gas pay map	Yes	.jpg, .map, .mxd, .pdf
Location Map	Map showing the pool, pipeline and facilities of concern	Yes	.jpg, .map, .mxd, .pdf
Reservoir Estimates	An evaluation of oil and gas reserves for the pool and your lands	Yes	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Deliverability Tests	Deliverability test data showing well capabilities	Optional	.doc, .pdf, .xls
Drainage Calculations	An estimate of the amount of inequitable drainage	Optional	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Negotiation	Documentation showing	Required if Question 1	.doc,

Attempts	attempts to resolve the matter	Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation. if the documentation is not already included in the application	.pdf
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Oil Isopach Map	Net oil pay map	Optional	.jpg, .map, .mxd, .pdf
Proposed Allocation	Tabulation of proposed allocation	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Common Purchaser attachments

This is an application for an order allowing an operator to share in another operator's market. See Common Purchaser application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Property Location Map	Map showing purchaser's and applicant's property	Yes	.jpg, .map, .mxd, .pdf
Reservoir Estimates	An evaluation of oil and gas reserves for the pool and your lands	Yes	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Deliverability Tests	Deliverability test data showing well capabilities	Optional	.doc, .pdf, .xls
Drainage Calculations	An estimate of the amount of inequitable drainage	Optional	.doc, .pdf, .xls
Gas Isopach Map	Net gas pay map	Optional	.jpg, .map, .mxd, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Negotiation Attempts	Documentation showing attempts to resolve the matter	Required if Question 1 Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation. if the documentation is not already included in the application	.doc, .pdf
Notification	A copy of the letter	Optional	.doc,

Letter	used to notify industry parties of the application		.pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Oil Isopach Map	Net oil pay map	Optional	.jpg, .map, .mxd, .pdf
Proposed Allocation	Tabulation of proposed allocation	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Compulsory Pooling attachments

This is an application for an order specifying that all tracts within the drilling spacing unit be operated as a unit to permit the drilling for or the production of oil or gas from the drilling spacing unit. See Compulsory Pooling application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Gas Isopach Map	Net gas pay map	Optional	.jpg, .map, .mxd, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Negotiation Attempts	Documentation showing attempts to resolve the matter	Required if Question 1 Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation. if the documentation is not already included in the application	.doc, .pdf
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Oil Isopach Map	Net oil pay map	Optional	.jpg, .map, .mxd, .pdf
Structure Map	Structure contour map	Optional	.jpg,

.map,
.mxd,
.pdf

CW CBM Deferral attachments

Application to request a deferral on meeting CBM control well requirements for exploratory purposes. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Control Well Area Map	Area map showing control well and surrounding area.	Yes	.jpg, .map, .mxd, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Well Logs	An interpreted and annotated log of a well representative of the subject zone.	Optional	.jpg, .pdf

CW CBM Desorp attachments

Well Logs

The open hole geophysical logs (gamma ray, caliper, neutron, density, and resistivity) are preferred for determining lithology in control wells. Coals can be recognized by characteristically high neutron/density porosity, low gamma ray, and high resistivity responses.

Coals are subject to caving during drilling, which can be identified from the caliper log. If the caving prevents a clear identification of the lithology from logs, the licensee will need to provide additional information (e.g. additional logs, correlations from offset wells, core, and sample descriptions) to support their case that the completed zone occurs within a coal lithology.

Reports

Attach a copy of the preliminary desorption report if the application is for preliminary validation of a desorption control well.

Attach a copy of the calibration report if the application is for a full validation of a desorption control well and the desorption test is on a non-full diameter core.

See CW CBM Desorp applications.

Attachment	Description	Required	Types
Control Well Log(s)	Geophysical Log(s).	Yes	.las
Preliminary Desorption Report	Preliminary desorption analysis for the control well.	Yes, if preliminary validation.	.pdf, .doc, .xls
Calibration Report	Cuttings to core calibration report for the applied for well.	Yes, if full validation and desorption test on Cuttings or Sidewall.	.pdf, .doc, .xls
Miscellaneous	Any optional documentation that you feel supports your application.	Optional	.doc, .jpg, .pdf, .xls

CW CBM P&F Rescind attachments

Application to rescind a CBM pressure and flow control well. For example, if there is a mechanical failure or watering out of the well, if a proposed replacement well enables more zones to be validated from a single location, or if there is already a high density of designated control wells. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Control Well Area Map	Area map showing control well and surrounding area.	Yes	.jpg, .map, .mxd, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Yes	.doc, .pdf, .xls

CW CBM Press&Flow attachments

The open hole geophysical logs (gamma ray, caliper, neutron, density, and resistivity) are preferred for determining lithology in control wells. Coals can be recognized by characteristically high neutron/density porosity, low gamma ray, and high resistivity responses.

Coals are subject to caving during drilling, which can be identified from the caliper log. If the caving prevents a clear identification of the lithology from logs, the licensee will need to provide additional information (e.g. additional logs, correlations from offset wells, core, and sample descriptions) to support their case that the completed zone occurs within a coal lithology.

See CW CBM Press&Flow applications.

Attachment	Description	Required Types	
Control Well Log(s)	Geophysical Log(s).	Yes	.las
Miscellaneous	Any optional documentation that you feel supports your application.	Optional	.doc, .jpg, .pdf, .xls

CW CBM Exception attachments

See CW CBM Exception applications.

Attachment	Description	Required	Types
Geophysical Log(s)	Geophysical Log(s).	Yes	.las
Plats	Map showing the well(s) requested for exception and surrounding validated control well radii for the type of exception request.	Yes	.doc, .jpg, .pdf, .xls
Cross-sections	Cross-section(s) of wells in the adjacent area demonstrating the discontinuity of the coal zone(s) requested for exception.	Yes, if well is in area that has discontinuous coal zone(s).	.jpg
Miscellaneous	Any optional documentation that you feel supports your application.	Optional	.doc, .jpg, .pdf, .xls
Discontinuity Maps	Map of occurrences of discontinuous coal zone(s) with well(s) requested for exception highlighted.	Yes, if well is in area that has discontinuous coal zone(s)	.doc, .jpg, .pdf, xls
Application Letter	Letter including expanded discussion outlining the reason(s) for the exception request.	Yes	.doc, .pdf

CW SHG Deferral attachments

Application to request deferral on meeting shale gas control well requirements for exploratory purposes. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Control Well Area Map	Area map showing control well and surrounding area.	Yes	.jpg, .map, .mxd, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Well Logs	An interpreted and annotated log cross section or an annotated log of a well representative of the subject zone.	Optional	.jpg, .pdf

CW SHG Desorp attachments

Application to request a well be validated as a shale gas Desorption Control Well.

Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Preliminary Desorption Report	Preliminary desorption report.	Optional	.doc, .pdf, .xls
Well Logs	An interpreted and annotated log of a well representative of the subject zone.	Yes	.jpg, .pdf

CW SHG Exception attachments

Application to request a shale gas exception be granted on meeting control well requirements. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Cross Section	An interpreted and annotated cross section of a well representative of the subject zone.	Optional	.jpg, .pdf
Discontinuity Map	Map of occurrences of discontinuous coal zone(s) with well(s) requested for exception highlighted.	Optional	.doc, .jpg, .pdf, .xls
Geophysical Log(s)	An interpreted and annotated log of a well representative of the subject zone.	Yes	.jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Plat	Map showing the well(s) requested for exception and surrounding validated control well radii for the type of exception request	Yes	.doc, .jpg, .pdf, .xls

CW SHG P&F Rescind attachments

Application to rescind a shale gas pressure and flow control well. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Control Well Area Map	Area map showing control well and surrounding area.	Yes	.jpg, .map, .mxd, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Yes	.doc, .pdf, .xls

CW SHG Press&Flow attachments

Application to have a well validated as a shale gas Pressure & Flow Control Well. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Well Logs	An interpreted and annotated log of a well representative of the subject zone.	Yes	.jpg, .pdf

Deviation Survey attachments

Application for a deviation survey waiver. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Disp Scheme: Amend attachments

Application for a Class II to IV Disposal Scheme amendment. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Disposal Scheme: New attachments

This is an application to implement a new Class II, III or IV fluid disposal scheme that does not involve acid gas. See Disposal (Class II-IV): New application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Potentially Affected Parties	List of all potentially affected parties as identified in Directive 065	Yes	.doc, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Completion Logs	Completion logs required as per Directive 051	Required if Question 2 "Are Directive 051 requirements submitted with this application?" is Yes	.jpg, .pdf
Conf. of Right to Dispose	A copy of a letter confirming your right to dispose into the proposed formation	Optional	.doc, .pdf
Isopach Map	Net oil and/or gas pay map	Optional	.jpg, .map, .mxd, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Optional	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Well Summary	Well summary for injection/disposal as per Directive 051	Required if Question 2 "Are Directive 051 requirements submitted with this application?" is Yes	.doc, .pdf, .xls
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	Required if Question 2 "Are Directive 051 requirements submitted with this application?" is Yes	.jpg, .pdf

ER scheme attachments

This is an application to implement a new enhanced recovery scheme or amend an existing one.

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Approval Area Map	Map showing proposed or existing approval area, location and status of each scheme well, offsetting wells meeting the notification requirements, other ER approval areas in pool, zero edge or isopach map and Pool Order boundary for pool	Yes	.jpg, .pdf, .map, .mxd
PVT Data	Pressure/volume/temperature properties of the reservoir fluid, source of the PVT data, and pressure data (including initial, bubble point, current and proposed operating pressures)	Yes	.doc, .xls, .pdf
Reserves Data	Initial oil and gas volume in place for the scheme, oil and gas recovery factors (existing and proposed depletion mechanisms), recoverable oil and gas reserves and a description of the methods used in determining the estimates	Yes	.doc, .xls, .pdf
Isopach Map	Net oil and/or gas pay map	Required if Question 2 "Is this application for a new ER scheme or an amendment to an existing ER scheme approval?" is New	.jpg, .map, .mxd, .pdf
Licensee Concerns	An explanation addressing outstanding concerns, along with a copy of objections, if any were received	Required if Question 7 "Are there outstanding concerns from well licensees?" is Yes	.doc, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Pressure Data and Interpretation	Measured or estimated reservoir pressures for the scheme area, the source of the data, and a discussion of how the pressure data relates to and supports the scheme operations	Required if Question 2 "Is this application for a new ER scheme or an amendment to	.doc, .pdf

Structure Map	Structure contour map	an existing ER scheme approval?" is New	Optional	.jpg, .map, .mxd, .pdf
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Required if Question 2 "Is this application for a new ER scheme or an amendment to an existing ER scheme approval?" is New		.jpg, .pdf

Gas Allowable attachments

This is an application for an order to restrict production from a well, or to amend or rescind such an order. See Gas Allowable application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Well Status Map	Map showing the wells in the area of application and their status	Yes	.dxf, .jpg, .map, .mxd, .pdf
Well Status-Ownership Map	Map showing the pool zero edge, the well status and ownership	Yes	.dxf, .jpg, .map, .mxd, .pdf
Isobaric Map	Map showing the isobars	Optional	.jpg, .map, .mxd, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Gas Removal: L-Term attachments

Application for long-term gas removal. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Gas Removal: S-Term attachments

Application for short-term gas removal. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Gas Storage attachments

This is an application for the storage of natural gas in an underground hydrocarbon reservoir. See Gas Storage application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Gas Analysis	Gas analysis of the native reservoir fluid and the proposed injected gas stream(s)	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Ownership Map	Map showing ownership	Yes	.jpg, .map, .mxd, .pdf
Pressure History	A tabulation of the pressure history of the subject pool	Yes	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Completion Logs	Completion logs required as per Directive 051	Required if Question 2 "Are Directive 051 requirements submitted as part of this application?" is Yes	.jpg, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Plot of Pressure History	P/Z versus cumulative production plot	Optional	.jpg, .pdf
Production	Production history for wells with	Optional	.doc, .jpg,

History	high water/gas ratios		.pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf
Well Summary	Well summary for injection/disposal as per Directive 051	Required if Question 2 "Are Directive 051 requirements submitted as part of this application?" is Yes	.doc, .pdf, .xls
Wellbore Schematic	Injection wellbore completion schematic as per Directive 051	Required if Question 2 "Are Directive 051 requirements submitted as part of this application?" is Yes	.jpg, .pdf

GOR Penalty Relief attachments

This is an application for gas-oil ratio (GOR) penalty relief in a primary depletion oil pool. See GOR (Gas-Oil Ratio) Penalty Relief application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Ownership Map	Map showing ownership	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross-section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Form O-33	Application form for GOR penalty relief	Optional	.doc, .jpg, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

GPP attachments

This is an application for good production practice in a primary depletion oil pool. See GPP (Good Production Practice) application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Ownership Map	Map showing ownership	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Injectivity Test attachments

Application for an injectivity test. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Off-Target attachments

Application for an off-target well. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Pool Delineation attachments

This is an application to change the ERCB's pool boundaries (Pool Order) for an oil or gas pool. See Pool Delineation application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Optional	.jpg, .map, .mxd, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Ownership Map	Map showing ownership	Optional	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Optional	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Optional	.jpg, .pdf

Production Test attachments

Application for a production test. Related attachments are:

Attachment	Description	Required Types	
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls

Rateable Take attachments

This is an application for an order to distribute production among wells in a pool or part of a pool. See Rateable Take application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Drainage Calculations	An estimate of the amount of inequitable drainage	Yes	.doc, .pdf, .xls
Gas Isopach Map	Net gas pay map	Yes	.jpg, .map, .mxd, .pdf
Reserve Estimates	An evaluation of oil and gas reserves for the pool and your lands	Yes	.doc, .pdf, .xls
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Deliverability Tests	Deliverability test data showing well capabilities	Optional	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Negotiation Attempts	Documentation showing attempts to resolve the matter	Required for Question 2 "Documentation showing your attempts to negotiate a solution to the issue is required. Indicate which EAS attachment contains this documentation", if the documentation is not already included with the application	.doc, .pdf
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf

Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Oil Isopach Map	Net oil pay map	Required if Question 1 "Is an oil pool associated with this application?" is Yes	.jpg, .map, .mxd, .pdf
Proposed Allocation	Tabulation of proposed allocation	Required for Question 3, "A tabulation of your proposed allocation is required. Indicate which EAS attachment contains this tabulation" if the tabulation is not already included with the application	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Reserves: Gas attachments

This is an application to change the ERCB's reserve setting for a gas pool. See Reserves:Gas application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Ownership Map	Map showing ownership	Optional	.jpg, .map, .mxd, .pdf
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Reserves: Oil attachments

This is an application to change the ERCB's reserve setting for an oil pool. See Reserves:Oil application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Ownership Map	Map showing ownership	Optional	.jpg, .map, .mxd, .pdf
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Spacing attachments

This is an application to change the spacing of gas or oil wells in a defined area. See Spacing: Gas applications or Spacing: Oil applications.

Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements in Directive 065	Yes	.doc, .pdf, .xls.
Declaration - Notification	A signed copy of the Directive 065 Declaration Notification form.	Required for these applications: a new application a Modify Spacing application, if questions 2 and/or 3 (i.e., in the Holdings or Units section) were answered Yes a Special DSU application a Rescind Special DSU application	.pdf
Declaration - Common Ownership	A signed copy of the Directive 065 Declaration of Common Ownership	Required for these applications: a new application a Modify Spacing application	.pdf
Lessor Map	Map showing the lessor only in the applied-for formation(s)/pool(s) within the application area and one DSU surrounding the application area.	Optional.	.doc, .pdf, .jpg, .map, .mxd
Lessee Map	Map showing the lessees in the applied-for formation(s)/pool(s) within the application area and one DSU surrounding the application area only.	Optional.	.doc, .pdf, .jpg, .map, .mxd
Industry Notice Letter	A copy of the letter used to notify industry parties of the application.	Optional.	.doc, .pdf
Freehold Notice Letter	A copy of the letter used to notify individual Freehold mineral rights owners of the application.	Optional.	.doc, .pdf
Mineral Owner Notification List	List of mineral owners notified of the application.	Optional.	.doc, .pdf, .xls
Production Decline Plot and Analysis	Production decline plot(s) and analysis.	Required for new applications deemed standard or nonstandard where	.doc, .pdf, .xls

		the application is for a holding, unit, change in target area, or reduced DSU. This attachment must include a decline analysis plot and data for each UWI listed in the <i>Volumetric Data</i> form.	
Material Balance Reserves	Material balance reserves including existing and projected recovery factors, recoverable reserves, and data used to determine estimates.	Required if presenting Material Balance data in addition to volumetric data.	.doc, .pdf, .xls
Fluid Analysis	An analysis of the native reservoir fluid including the oil density.	Required if the density of the oil is 920 kilograms per cubic metre (kg/m ³) or greater at 15°C.	.doc, .pdf, .xls
Miscellaneous	Miscellaneous attachments in support of the application.	Optional	.doc, .pdf, .xls, .jpg
Objection(s) / Concern(s)	A written submission, received manually, that states objections to the application.	Required if there are any outstanding objections or concerns.	.doc, .pdf
Applicant Response to Objection	Written response by applicant to intervener.	Optional	.doc, .pdf
Isopach Map	Net oil and/or net gas pay map.	Optional	.doc, .pdf, .jpg, .map, .mxd
Pressure History	A tabulation of pressure history of the subject pool.	Required if including material balance data in addition to volumetric data.	.doc, .pdf, .xls
Reason for Incomplete Notice	An explanation why Directive 065 notification requirements were not met.	Required if Directive 065 notification requirements are not met.	.doc, .pdf
Crown Notice Letter	A copy of the letter used to notify the Crown.	Optional	.doc, .pdf

Special MRL attachments

This is an application for a special maximum rate limitation (MRL) in a primary depletion oil pool. See Special Maximum Rate Limitation application. Related attachments are:

Attachment	Description	Required	Types
Application	Application requirements as per Directive 065	Yes	.doc, .pdf, .xls
Isopach Map	Net oil and/or gas pay map	Yes	.jpg, .map, .mxd, .pdf
Ownership Map	Map showing ownership	Yes	.jpg, .map, .mxd, .pdf
Reservoir Parameters	A tabulation of net pay, porosity, and water saturation for each well of concern	Yes	.doc, .jpe, .jpeg, .jpg, .pdf, .xls
Well Log(s)	An interpreted and annotated log cross section or an annotated log of a well representative of the subject pool	Yes	.jpg, .pdf
Letters of Consent	Letters of consent from parties notified of the application	Optional	.doc, .jpe, .jpeg, .jpg, .pdf
Miscellaneous	Miscellaneous attachments in support of the application	Optional	.doc, .jpg, .pdf, .xls
Notification Letter	A copy of the letter used to notify industry parties of the application	Optional	.doc, .pdf
Notification List	List of industry parties notified of the application	Optional	.doc, .pdf, .xls
Structure Map	Structure contour map	Optional	.jpg, .map, .mxd, .pdf

Save and validate an application

Click **Save** on the main toolbar of each schedule to validate application information and save it on the EAS Web server for 7 days from the creation date, the date the application is first saved. The Submission Status changes from New to Incomplete (or Upload Attachments), and a submission ID is assigned.

If no errors are found, the application is saved for up to 7 days while you continue to complete the application before you register it. After 7 days, the application submission is deleted.

Fields that require input or are incorrectly entered are labeled in red. Hold the mouse over the **red text** to open a pop-up description of what is required or what the error is. Enter the information and when you tab to the next field, the label changes back to black if you have entered the information correctly.

Some critical information, i.e., location, must be entered correctly before you can proceed.

Certain errors and warning messages may also be shown at the top of the schedule. Warnings are shown in black and will not prevent you from continuing with the application. Errors are shown in red and require correction before you can register the application.

You can check if schedules have passed validation and are complete on the bottom of Schedule 1.

Once an application submission is completed without errors, the Submission Status changes from Incomplete to Upload Attachments. You must now include the required and optional attachments for the application.

During the 7 days that the submission is saved on the EAS Web server, you can continue to update and save application information. Locate the application submission using Query Submissions and View Submissions List.

Attachments

Attachments

When all schedules required for an application are validated without errors, you must include the required attachments before you can register the application.

Attachments are a fundamental part of EAS and IAR. Each type of application has a list of attachments that may be Required, Optional, or Conditional.

Type	Description
Required	If required attachments are not attached, you cannot pass the validation checks and successfully submit the application.
Optional	You can choose to include this attachment, but it is not required.
Conditional	Based on answers to specific questions, EAS may change the attachments to mandatory. These attachments will be listed.

An application cannot be registered until all required attachments have been loaded to the EAS Web server.

When you first open the Attachments window, you are prompted to load the XFile software from Software Artisans Inc. This is required to run the attachments mapping and loading. Click **Yes** in this pop-up. You are then ready to include attachments with your application.



To upload an attachment

1. Open Schedule 1 and click **Attachments** on the main toolbar to open the Application Attachments window. You can also open the Application Attachments window by locating the submission using Query Submissions or View Submission List. The submission status must be *Upload Attachment(s)*.
2. Select **Attachments** in the Application Submission Detail window.

The main Attachments window opens. Required attachments are shown in red.

3. Select from the following options:

- Load multiple attachments
- Load single attachments
- Replace attachments before registration
- Append/replace attachments after registration

Load multiple attachments

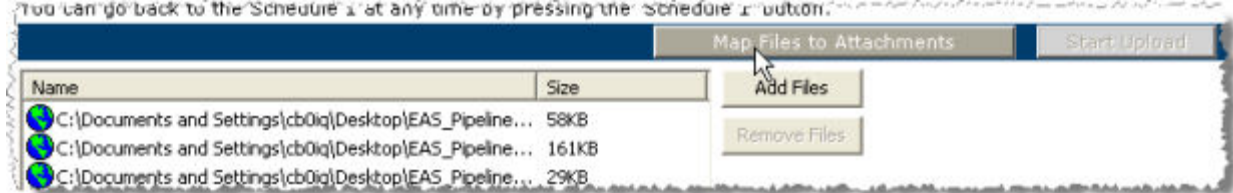
Select multiple attachments, associate them with an attachment type, and then upload them to the EAS web server.



To load multiple attachments

1. Using the Application Attachments window, click **Add Files** to open an *Add File* input window to locate the files to attach.
 2. Highlight one or more files to match to the attachment list, and click **Open** to show the files in the *Attachments List* window (CTRL+Click or SHIFT+Click for multiple selection).
- ▶ Click **Add Files** to load files from different directories.

3. Click **Map Files to Attachment** as depicted below.



The window updates to display a pane on the left labelled *File Name(s)* and a pane on the right labelled *Attachment Types*. Required attachments are shown in **red**.

4. Click a file in the left pane and then click an attachment type in the right pane with which to associate it.
You can also highlight several files or several attachments to associate with a single file or single attachment type.
5. Click **Add Relationship** below the two panes to associate the file with the attachment type.

EAS checks that the file has the correct extension (e.g., .pdf or .doc) and associates the file with the attachment. Hold the mouse over an attachment type in the *Attachment Types* listing to see a description and the file types.

6. Enter a description of the file attachment (maximum 256 characters). Attachments must have a description, and good descriptions are useful if subsequent attachments are added to an Application Type. Click **Default** to load a default attachment description and then modify the information.
 7. Repeat steps 4 to 6 to map all the attachments you are submitting with the application.
- ▶ Click a file name in the *File Name(s)* column in the list of mapped attachments and click **Remove Relationship** to delete it from the list of files that will be uploaded.

8. Click **Save Relationships** when you have mapped all attachments.
9. Click **Start Upload** to the right of the *Map Files to Attachments* button to copy the file attachments to the EAS Web server.

If you have selected more files than you have mapped, you are prompted to delete them before you can upload the attachment files. Highlight the file and click **Remove Files** to delete the file from the input list.

10. When the transfer is complete, click **OK** in the input window.

Schedule 1 reopens and the submission status changes to *Register Application*. The **Register** button is enabled and the application is ready to be registered with the ERCB.

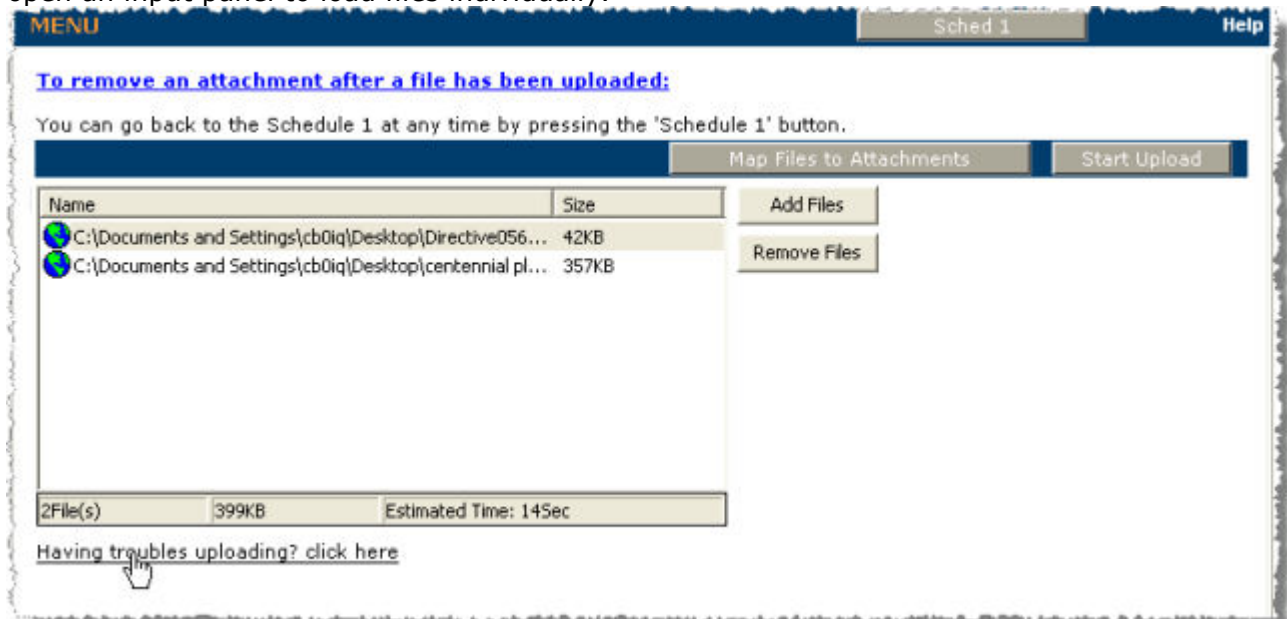
Load single attachments

Add individual attachments to the application that may have failed to load when you attempted to load multiple attachments.



To load individual attachments

1. Click **Having troubles uploading? Click here** below the *Add Files* area as depicted below to open an input panel to load files individually.



2. Click **Browse** to open a Browser input window to locate the file to attach.
3. Highlight the file and click **Open** to list the file in the *Upload File* box.
4. Select the application and attachment type, and then enter a description.
5. Click **Upload** to load the selected file to the EAS Web server.

The file appears in the attachment list and is colored green to indicate that it has successfully been added to the application.

Replace attachments before registration

Replace a file you may have erroneously attached before your application is reviewed by the ERCB.



To replace attachments

1. Using the Application Attachments window, locate the attachment lists table.
2. Click a file name in the *File Name(s)* column in the list of mapped attachments and click **Remove Relationship** to delete it from the list of files that will be uploaded.

Append/replace attachments after registration

Subsequent or replacement attachments are those that the ERCB requires after an application is submitted. If a file is flagged for replacement by ERCB staff, you must map and attach it before you can proceed further.



To append or replace attachments after registration

1. To append subsequent attachments after an application is registered, first locate the application using Query Submissions or View Submission List in the main EAS menu, and then open the *Application Submission Details* window.
2. Click the **Attachments** link to open the *Attachments* window.
3. Add the subsequent file and map it to the attachment type (see Load multiple attachments and Load single attachments).

The original attachment is shown in grey.

Register an application

All required schedules must be complete and correct and all required attachments must be loaded to the EAS Web server before you can register an application with the ERCB.



To register an application

1. Open Schedule 1 of the application:
 - Locate the submission using Query Submissions or View Submission List. Then select Attachment List in the Application Details window
OR Click **Schedule 1** on the main toolbar at the top of the schedule you are already working on.
2. Click **Register** on the main toolbar in Schedule 1. The Submission Status must be **Register Application**.

When you register an application, it is assigned a temporary status of **Submitted** while it is validated against some internal EAS checks which include, for example, boundaries based on the latitude and longitude entered.

3. This status changes to **Registered** when the application passes the EAS validation checks, an application number is assigned, and the applicant contacts entered in Schedule 1 are notified by e-mail.



To view application documents after registration


After an application is registered, you can append or replace attachments if required. All other application schedules and forms can be viewed in the Adobe .PDF format.

- ▶ Click **Application Forms** in the *Application Submission Detail* window to open application documents in an Adobe Reader window.

View Submission List

View Submission List

This is a list all submissions for the current user ID.

Field	Description														
	Click this to open the Application Submission Details window for the current record.														
Submission ID	A temporary identification number assigned to your submission for the 7 days it is saved on the EAS Web server and through the disposition and registration process.														
Application Group	Facilities or Resources application group.														
Creation Date	Date that the submission was first validated and saved on the EAS Web server.														
Registration Status	<table border="1"> <thead> <tr> <th>Status</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Incomplete</td> <td>The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.</td> </tr> <tr> <td>Register Application</td> <td>The application has passed all validation checks and the required attachments have been uploaded to EAS. The application is ready to be registered.</td> </tr> <tr> <td>Registered</td> <td>The applications is successfully registered in IAR and has been assigned an application number.</td> </tr> <tr> <td>Requires Attachment</td> <td>The application has been registered but the ERCB requires a replacement attachment.</td> </tr> <tr> <td>Submitted</td> <td>A temporary status assigned while the application is validated against EAS internal checks.</td> </tr> <tr> <td>Upload Attachments</td> <td>All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered with the ERCB.</td> </tr> </tbody> </table>	Status	Description	Incomplete	The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.	Register Application	The application has passed all validation checks and the required attachments have been uploaded to EAS. The application is ready to be registered.	Registered	The applications is successfully registered in IAR and has been assigned an application number.	Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.	Submitted	A temporary status assigned while the application is validated against EAS internal checks.	Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered with the ERCB.
Status	Description														
Incomplete	The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.														
Register Application	The application has passed all validation checks and the required attachments have been uploaded to EAS. The application is ready to be registered.														
Registered	The applications is successfully registered in IAR and has been assigned an application number.														
Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.														
Submitted	A temporary status assigned while the application is validated against EAS internal checks.														
Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered with the ERCB.														
Your File Number	A number you can assign to the application. This is entered at the top of Schedule 1.														
Application Number	If the application is successfully registered with the ERCB, an application number is assigned and is shown here.														

► Click **View** beside an application to view the detailed information. You can only edit applications that have not been registered.

Application Submission Details

When you click **View** in the View Submission List window the *Application Submissions Details* window opens showing more detailed information about the selected application.

Field Description

General Information

Application Submission	The temporary submission ID for assigned to your submission for the 7 days it is saved on the EAS Web server and through the disposition and registration process.
Your File Number	The corporately assigned number that can be entered on Schedule 1.
Application Group	A facilities or resources application.
Creation Date	Date the application was initially created and saved on the EAS Web server.

Registration Status	Status	Description
	Incomplete	The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.
	Register Application	The application has passed all validation checks and the required attachments have been uploaded to EAS. The application is ready to be registered.
	Registered	The applications is successfully registered in IAR and has been assigned an application number.
	Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.
	Submitted	A temporary status assigned while the application is validated against EAS internal checks.
	Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered with the ERCB.

Last Updated The date and time the submission was last updated.

Applicant Information

Primary Applicant BA ID	The Business Associate (BA) code for the primary applicant.
Primary Applicant	Name of the applicant according the Business Associate table.

Application Schedules

Schedule	The current status of the form.
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Name & Status

Status **Description**

Incomplete The schedule or form is incomplete. It must still pass validation checks and required attachments loaded.

Valid The schedule or form has passed validation checks. Required attachments must still be loaded.

Complete The schedule or form has passed validation checks and all required attachments have been loaded.

Query Submission

Once applications have been submitted to the ERCB, you can locate and view the detailed application information. If a submission is not yet complete, you can use this option to locate an application submission and continue to enter information and upload attachments. Application submissions are kept on the EAS Web server for 7 days.



To query submissions

- Enter the following query parameters:

Field	Description	
Get applications submitted by	Select User ID to search for submissions using the ID that you are currently logged into DDS with. This is the default. Select Company to search for submissions using the corporate ID. Submissions for all company user IDs are listed. Either User ID or Company is required.	
Creation date between	Use the calendar to enter a date range to search for. If a To date is entered without a From date, all submissions before and on that date are selected. To select all submissions for a specific date, make both the From and To dates the same. The default is the current date.	
Application Group	From the drop-down list, select the type of application.	
	Application Group	Description
	All	All application groups are listed (Facilities and Resources).
	Facilities	Only facilities applications are listed.
	Resources	Only resources applications are listed.
	Required	
Registration Status	From the drop-down list, select the status of the submission.	
	Status	Description
	All	Show applications for all statuses.
	Incomplete	The application has been started and saved, but some data are missing or incomplete. The application has not yet passed all required validation checks.
	Register Application	The application has passed all validation checks and the required attachments have been uploaded to EAS. The application is ready to be registered.
	Registered	The applications is successfully registered in IAR and has been assigned an application number.
	Requires Attachment	The application has been registered but the ERCB requires a replacement attachment.
	Submitted	A temporary status assigned while the application is validated against EAS internal

	checks.
Upload Attachments	All schedules have passed validation checks, but required attachments still need to be included with the application before it can be registered with the ERCB.
Required	

2. Click **Get Submissions List** to list the submissions that meet the criteria entered in a new Application Submissions List window.

FAQs

Attachment FAQs

How do I map a subsequent attachment?

How do I upload attachments in EAS?

How do I add attachments?

What is the SoftArtisans Xfile?

EAS FAQs

How do I log into DDS?

How do I receive e-mail notification of a registration?

How do I know my application was received by the ERCB?

How do I convert latitude/longitude to decimal degrees?

Do survey plans need to be signed by the applicant?

I can't print the form correctly. What do I do?

How long can file names be?

How do I know what will be confidential or non-confidential?

How do I enter DLS locations?

Quick reference

Alberta Township Survey (ATS) Grid

The Alberta Township System (ATS) program maintains a record of the geographical positions of monuments and governing points in the Alberta Township Survey System. The ATS coordinate file is a digital data file containing geographical coordinates for every governing quarter section in the province of Alberta.

Application location information must be referenced to the NAD83 datum and the ATS March 2005 Grid.

Data sets affected are:

- General Well Data File
- Drilling Well Data File
- Coal Hole Data File

Implications



The latitude and longitude submitted with an application are kept with the application on the Application table. EAS calculates the latitude and longitude using the NAD83 datum and the ATS March 2005 Grid and stores the information on the Well licence table. This calculated latitude/longitude is then replicated to all other related tables and shown in IAR.

Amendments use latitude and longitudes from the Application table.

All locations previously calculated from metes and bounds descriptions have been recalculated.

A 2 section buffer has been built at the Alberta BC Border to specifically address some issues with coal data with B.C. locations.

Resources applications quick reference

1. Login to the Digital Data Submission system.
Go to the DDS System Web site and login using existing user name and password.
2. Start EAS, select **ERCB Applications** from the DDS menu, and then select **Facilities/Resources Application**.
3. Create a new resources application.
4. Click **Submit Resources Application** in the DDS menu to open a new Schedule 1.
 Optionally enter an Applicant Reference Number to distinguish between applications
5. In Section 1 - Applicant Information, click **Add Applicant** to retrieve applicant information from the DDS login account.
6. In Section 2 - Application Schedules, select the Application Type and enter a description.
7. Enter the location and select the field and pool.
8. Enter ownership, notification, and future application information.
9. Click **Save** on the main toolbar at the top of the page to create a new application. All Schedule 1 information must be completed before you can save the application.
 Complete Directive 065 schedules if required.
10. Click **Go To Form** on the main toolbar to open additional detailed Directive 065 application schedule if required. Complete and save the additional schedule information.
11. Click **Save** on the main toolbar at any time to validate and save information entered. Errors must be corrected before adding attachments.
12. Add Attachments.

Once all Schedules are validated the **Attachments** button on the Schedule 1 toolbar is enabled.
Click **Attachments** and follow the direction to upload all attachments.
13. Register the Application.

Once all the required attachments for the application are uploaded the Register button on the Schedule 1 toolbar is enabled.
14. Click **Register** to submit your application.

Once this button is pressed you will no longer be able to make any changes to your application.
15. View existing applications.

- Click **View Submission List** (DDS menu under Facilities/Resources Application) to open the *Application Submission List* page.
- Scroll through the applications and click **View** beside the application you want to view in the *Application Submission Details* page.
- In the list at the bottom of the page, click the schedule to view.

13. View application status in IAR Query.

Once an application has been submitted in EAS, you can track the application using IAR Query. An Application number is created when you register registration and can be tracked the following ways:

- An e-mail notification is sent to you with a link to the application in IAR Query. Click the link to view all application information.
- If you do not receive an e-mail notification you can still track the application.
- Start DDS and open IAR Application Query.
- Enter the application number or the location of the application and click **Search**.
- Click **View** to look at all application information.
- To view attachments and application/disposition documents, click either **View Attachments** or **View Disposition** at the bottom of the page.

Well applications quick reference

1. Login to the Digital Data Submission system.
Go to the DDS System Web site and login using existing user name and password.
2. Start EAS, select **ERCB/Applications** from the DDS menu, and then select **Facilities/ Resources Application**.
3. Create a new well application.
4. Click **Submit Facilities Application** in the DDS menu to open a new Schedule 1.
5. Optionally enter an Applicant Reference File Number to distinguish between applications
6. In Section 1 - Applicant Information, click **Add** to retrieve applicant information from the DDS login account. Click Yes if you are the applicant; click No to fill out consultant information.
7. In Section 2 - Attached Schedules, select the Well Licence Type, the Application Purpose, and check if self-disclosure is in effect. If the Application Purpose is not New, you must enter the Original Licence Number and select the event if there are multiple licence events.
8. Click **Add** button to create a new application. All Schedule 1 information must be completed before you can save the application.

Schedule 4 (Well application)

1. Enter all information for the Schedule and click **Save** on the main toolbar at the top of the page to save the schedule at any time. Multiple well information normally recorded on Schedule 4.2, is now collected in 7. Well detail of Schedule 4. Completing Schedule 4.2 is no longer required.
2. If Category C, D, or E is selected, you must complete Schedule 4.3 (click **Schedule 4.3** on the main toolbar).

Schedule 4.1 Working Interest Participants (WIP)



To change Applicant's percentage

1. Click **View** beside the company name.
2. Change the percentage.
3. Click **Save**.



To add new WIP

1. Click **Add Participant**.

2. Enter BA ID for WIP.
Click **Find Participant** to open an input window and enter the company name. Click **Search** and then click Select beside the appropriate company.
3. Enter the percentage.
4. Click **Save**.

All WIP must add up to 100%.

5. Add Attachments.

Once all Schedules are validated the **Attachments** button on the Schedule 1 toolbar is enabled.

6. Click **Attachments** and follow the direction to upload all attachments.
7. Register the Application.

Once all the required attachments for the application are uploaded the Register button on the Schedule 1 toolbar is enabled.

8. Click **Register** to submit your application.

Once this button is pressed you will no longer be able to make any changes to your application.

9. View existing applications.
10. Click View Submission List (DDS menu under Facilities/Resources Application) to open the Application Submission List page.
11. Scroll through the applications and click **View** beside the application you want view to open the Application Submission Details page.
12. In the list at the bottom of the page, click the schedule you want to view.
13. View application status in IAR Query.

Once an application has been submitted in EAS, you can track the application using IAR Query. An Application number is created when you register registration and can be tracked the following ways:

- An e-mail notification is sent to you with a link to the application in IAR Query. Click the link to view all application information.
 - If you do not receive an e-mail notification you can still track the application.
14. Start DDS and open IAR Application Query.
 15. Enter the application number or the location of the application and click **Search**.
 16. Click **View** to look at all application information.

- To view attachments and application/disposition documents, click either **View Attachments** or **View Disposition** at the bottom of the page.

Facility applications quick reference

1. Login to the Digital Data Submission system.
Go to the DDS System Web site and login using existing user name and password.
2. Start EAS, select **ERCB/Applications** from the DDS menu, and then select **Facilities/Resources Application**.
3. Create a new facilities application.
4. Click **Submit Facilities Application** in the DDS menu to open a new Schedule 1.
5. Optionally enter an Applicant Reference File Number to distinguish between applications
6. In Section 1 - Applicant Information, click **Add** to retrieve applicant information from the DDS login account. Click Yes if you are the applicant; click No to fill out consultant information.
7. In Section 2 - Attached Schedules, select the Facility Licence Type, the Application Purpose, and check if self-disclosure is in effect. If the Application Purpose is not New, you must enter the Original Licence Number.
8. Click **Add** button to create a new application. All Schedule 1 information must be completed before you can save the application.

Schedule 2 (Facility application)

- Enter all information for the Schedule and click **Save** on the main toolbar at the top of the page to save the schedule at any time.
- If you answer No to Question 15 in Section 6, you must complete Schedule 2.1 (click **Schedule 2.1** on the main toolbar).
- If application is for a gas plant (B200, C300, C301, D400, D401, E600), you must complete Schedule 2.2 (click **Schedule 2.2** on the main toolbar).
- If the facility is category C, D or E, you must complete Schedule 2.3 (click **Schedule 2.3** on the main toolbar).
- If the application has Compressors, or Pumps (Section 6, Questions 12 &13), you must complete Schedule 2.4 (click **Schedule 2.4** on the main toolbar).

Schedule 2.1 Working Interest Participants (WIP)



To change Applicant's percentage

1. Click **View** beside the company name.

2. Change the percentage.
3. Click **Save** (click Cancel to cancel changes).



To add new WIP

1. Click Add Participant.
2. Enter BA ID for WIP.
 - Click **Find Participant** to open an input window to enter the company name.
 - Click **Search** and then click Select beside the appropriate company.
 - Enter the percentage.
 - Click **Save**.

All WIP must add up to 100%.

Schedule 2.2 Gas Plant

- ▶ Enter all information for the schedule and click Save on the main toolbar at the top of the page.

Schedule 2.3 H₂S Information

- ▶ Enter all information for the schedule and click Save on the main toolbar at the top of the page.

Schedule 2.4 Compressors and Pumps Compressors



To add new compressor

1. Click **Add Compressor**.
2. Enter the compressor information.
3. Click **Save**.



To view or change compressor information

1. Click **View** beside the compressor in the list.
2. Change the compressor information.
3. Click **Save**.



To delete a compressor

- ▶ Select the compressor in the list and click **Delete**.

Pumps



To add new pump

1. Click **Add Pump**.
2. Enter the pump information.
3. Click **Save**.



To view or change pump information

1. Click **View** beside the pump in the list.
2. Change the pump information.
3. Click **Save**.



To delete a pump

- ▶ Select the compressor in the list and click **Delete**.

Add Attachments.

Once all Schedules are validated the **Attachments** button on the Schedule 1 toolbar is enabled.

- ▶ Click **Attachments** and follow the direction to upload all attachments.

Register the Application

Once all the required attachments for the application are uploaded the Register button on the Schedule 1 toolbar is enabled.

- ▶ Click **Register** to submit your application.

Once this button is pressed you will no longer be able to make any changes to your application.

View existing applications.

1. Click **View Submission List (DDS menu under Facilities/Resources Application)** to open the Application Submission List page.
2. Scroll through the applications and click **View** beside the application you want view to open the Application Submission Details page.
3. In the list at the bottom of the page, click the schedule you want to view.
4. View application status in IAR Query

Once an application has been submitted in EAS, you can track the application using IAR Query. An Application number is created when you register registration and can be tracked the following ways:

An e-mail notification is sent to you with a link to the application in IAR Query. Click the link to view all application information.

If you do not receive an e-mail notification you can still track the application.

- Start DDS and open IAR Application Query.
- Enter the application number or the location of the application and click **Search**.
- Click **View** to look at all application information.
- To view attachments and application/disposition documents, click either **View Attachments** or **View Disposition** at the bottom of the page.