



Application Management System September 2019 Release Guide

VERSION 1.0: September 23, 2019

About the Commission

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



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

VISION

Safe and responsible energy resource development for British Columbia.

MISSION

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

VALUES

Transparency

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

Innovation

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

Integrity

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

Respect

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

Responsiveness

Is our commitment to listening and timely and meaningful action.



Additional Guidance

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

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

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

Table of Contents

About the Commission.....	2
Additional Guidance	3
Table of Revisions.....	5
Chapter 1: Introduction	6
Chapter 2: Description of Changes	7
2.1 Changes to Changes In and About a Stream Applications.....	7
2.1.1 Fisheries Habitat Assessment Upload Prompt Relocated from the Details tab to the Overview tab.....	7
2.1.2 Changes to Mechanical Stream Crossing Requirements.....	8
2.1.3 Crossing option “Multi-type” Removed and Crossing Method Fields Added	8
2.1.4 Riparian Classification “Non-Classified Drainage” Added	10
2.1.5 Statement Related to Peak Flow Removed.....	11
2.1.6 Geophysical Stream Crossing Questions Removed.....	11
2.2 Changes to Short Term Water Use Applications.....	12
2.2.1 Determination of Water Supply Demand Analysis Requirement Simplified.....	12
2.2.3 Yearly Withdrawal Volume(s) Now Mandatory	13
2.2.4 New Temporary Works Document Upload Requirement	14
2.2.5 Changes to the Water Use Purpose Options.....	14
2.3 Pipeline Linkage Validation Correction	15
2.4 Well Off-Set Grid Information Data Fields have been Removed from the Wells Specification Section	16

Table of Revisions

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

Version Number	Posted Date	Effective Date	Chapter Section	Summary of Revision(s)
1.0	September 23, 2019	September 23, 2019	Various	This document outlines changes to the Application Management System (AMS) for the September 23, 2019 release. For more information, refer to INDB 2019-20

Chapter 1: Introduction

On September 23, 2019, a new release of the Application Management System (AMS) will be made available. The following changes are included:

- Change to Changes In and About a Stream Applications
- Changes to Short Term Water Use Applications
- Changes to Pipeline Application Validations
- Changes to Well Applications

This guide provides a brief overview of the changes and instructions on how to navigate the system with these changes.

Chapter 2: Description of Changes

2.1 Changes to Changes In and About a Stream Applications

2.1.1 Fisheries Habitat Assessment Upload Prompt Relocated from the Details tab to the Overview tab.

What was the change?

The requirement to upload a Fish Habitat Assessment has been relocated from each crossing location under the Changes In and About a Stream Details (CIAS) tab to the CIAS Overview tab.

What is the user impact?

Previously a Fisheries Habitat Assessment upload was required under each stream impact crossing that held a riparian class of S1, S2, S3 or S4. This upload prompt has now been moved to the Changes In and About a Stream Overview tab. This means the Fisheries Habitat Assessment only needs to be uploaded once under the Overview tab instead of under each applicable stream impact details tab.

2.1.2 Changes to Mechanical Stream Crossing Requirements

What was the change?

Applicants no longer need to provide a separate point location in the spatial data shape file for a mechanical crossing. A new question has been added to the stream impact specification section to identify when a mechanical crossing is required.

What is the user impact?

The question, “Is a mechanical crossing required at this location?” now appears in the Stream Impact Specification section under the Changes In and About a Stream Details tab. If a mechanical stream crossing is applicable to a specific stream impact location, the user may select ‘Yes’. When ‘Yes’ is selected, the user will be able to select the applicable mechanical crossing method from a drop down list. An optional rationale text box is also available for the applicant to provide further clarity regarding the mechanical crossing.

Is a mechanical crossing required at this location?

Mechanical Crossing:

Mechanical Crossing Rationale (Optional):

400 characters remaining.

[Exemption](#)

2.1.3 Crossing option “Multi-type” Removed and Crossing Method Fields Added

What was the change?

What is the user impact?

Enhancements have been made to crossing method selections. The crossing method “multi-type” has been removed and applicants are now able to specify a primary crossing method and, if applicable, secondary crossing methods.

Under the Changes In and About a Stream Details tab the field “Crossing Type” has been replaced with the two following new fields:

1. Primary Crossing Method – applicants are required to select one primary crossing method from the drop-down list.
2. Secondary Crossing Method – applicants will have the option to select all applicable secondary crossing methods.

A crossing method rationale box is also available allowing for further explanation of the circumstances in which the crossing methods will be employed.

The screenshot shows a web form interface for entering crossing method details. At the top, there are location coordinates: Zone: 10, Northing: 5430434.03, Easting: 669100.204, and an 'Update Location' button. The main form area is enclosed in a red box and contains three sections:

- Primary Crossing Method:** A dropdown menu currently showing 'Major Culvert'.
- Secondary Crossing Method (Optional):** A multi-select list with the instruction 'Select all that apply'. The list includes: Aerial, Bank Erosion Protection, Bridge, Clearspan Bridge, Culvert, Debris Removal, Flow Isolation, Gravel Removal, and (HDD) Directional Drill.
- Crossing method Rationale (Optional):** A large text area for providing an explanation, with a '2000 characters remaining' indicator at the bottom.

 Below the rationale box is a question: 'Is a mechanical crossing required at this location?' with a 'No' button.

Note: “MULT” is no longer an allowable value for the item “TYPE” in the spatial data shapefile. If a shapefile includes the value, “MULT”, users will receive an error message upon upload of the spatial file.

Applications “In Progress (Draft)” or “In Revision” in which “MULT” has been included as a crossing method, will receive an error upon validation directing them to select a valid crossing method type.



2.1.4 Riparian Classification “Non-Classified Drainage” Added

What was the change?

“Non-Classified Drainage” has been added as an option to the riparian class for applicable Changes In and About a Stream (CIAS) applications.

What is the user impact?

Applicants now have the ability to assign “Non-Classified Drainage” to the riparian class in NEB applications and applicable OGAA CIAS applications. It is not applicable to OGAA CIAS applications that have been applied with an OGAA activity (ie. well, pipeline, facility, road, geophysical) or in amendment applications where the original permit included an OGAA activity.

If applicable, “NCD” should be included as the value for the item RIP_CLASS in the spatial data shapefile.

“Non-Classified Drainage” may also be selected from the drop-down list associated with the ‘Riparian Class’ field in applicable applications as shown below:

The screenshot shows a web form titled "Changes In and About a Stream Details". At the top, it displays "Stream Impact 432". Below this is a section for "Stream Impact Specification" with several fields: "Primary Activity Type" (N/A), "File XREF Number", "Location ID Number" (432), "Stream/Watercourse Name", "Duration" (set to "Permanent"), and "Riparian Class" (set to "Select-->"). The "Riparian Class" field is highlighted with a red rectangular box. There is also a "Riparian Class Verification" field.

2.1.5 Statement Related to Peak Flow Removed

What was the change?

The “Crossing Type Meets Peak Flow” requirements have been removed from all Changes In and About a Stream applications.

What is the user impact?

The question “Crossing Type Meets Peak Flow” and associated workflow have been removed from the Stream Impact Specification section of the Changes In and About a Stream Details tab. Users are no longer required to indicate if a watercourse crossing associated with a road is designed to pass the highest peak flow of the stream

2.1.6 Geophysical Stream Crossing Questions Removed

What was the change?

The questions that pertain to geophysical stream crossing have been removed from the Changes In and About a Stream Overview tab in CIAS applications associated with geophysical activity.

What is the user impact?

Previously, when applicants applied for or amended a stream crossing associated with geophysical activity, a section titled “Geophysical Stream Crossing” displayed under the Changes in and About a Stream Overview tab. Applicants will no longer be required to address this section as it and the associated workflow have been removed.

2.2 Changes to Short Term Water Use Applications

2.2.1 Determination of Water Supply Demand Analysis Requirement Simplified

What was the change?

Changes have been made to the validations to determine when a Water Supply Demand Analysis attachment is required.

What is the user impact?

Previous questions and validations with respect to the requirement of the upload a Water Supply Demand Analysis have been changed. The question, "Proposed Volume >200m³/day or >10,000m³/year per diversion point or the purpose is for Oil Field Injection" no longer displays and the upload of a Water Supply Demand Analysis is mandatory when any of the following occurs:

- The Year One Volume is greater than 10,000
- The Year Two Volume is greater than 10,000
- The Proposed Volume/Day is greater than 200

Point of Diversion Details

POD 001 | POD 002 | POD 003 | POD 004 | POD 005 | Search

Lake/Pond - POD 001

Name: Are temporary works required for distribution of fresh water on Crown land?

Purpose: Surface Area < 5ha:

Average Depth (m): Surface Area of the Lake(ha):

Point of Diversion(UTM): Zone: Northing: Easting: 10 5457601.368 590339.393

Year One Volume (m³): Year Two Volume (m³):

Proposed Volume/Day (m³): Proposed Total Volume (m³):

2.2.3 Yearly Withdrawal Volume(s) Now Mandatory

What was the change?

Validations have been enhanced for the Year One Volume and Year Two Volume data fields. Additionally, the Proposed Total Volume data field will auto populate from the year one and year two volumes.

What is the user impact?

The Year One Volume (m³) field in the Point of Diversion details tab will display in, and be mandatory for, all Short Term Water Use applications. The mandatory Year Two Volume (m³) field will display when the length of term for the water use exceeds 12 months.

The screenshot shows the 'Point of Diversion Details' form for 'Lake/Pond - POD 001'. The form includes the following fields and controls:

- Amendment Type: New
- Name:
- Purpose: (dropdown menu)
- Average Depth (m):
- Are temporary works required for distribution of fresh water on Crown land?:
- Surface Area < 5ha:
- Surface Area of the Lake(ha):
- Point of Diversion(UTM): Zone: 10, Northing: 5457601.368, Easting: 590339.393
- Year One Volume (m³):
- Year Two Volume (m³):
- Proposed Volume/Day (m³):
- Proposed Total Volume (m³):

The “Proposed Total Volume” is now a read-only field that will calculate and populate from the value(s) entered in the Year One Volume and the Year Two Volume field(s).

2.2.4 New Temporary Works Document Upload Requirement

What was the change?

A Temporary Works Document attachment will be required when works on Crown land has been identified for Short Term Water Use applications.

What is the user impact?

Within the Point of Diversion Details tab, applicants are required to answer the question “Are temporary works required for distribution of fresh water on Crown land”. If an applicant answers “Yes” to this question, a mandatory upload for a “Temporary Works Document” is required.

Are temporary works required for distribution of fresh water on Crown land?

Upload Temporary Works Document

2.2.5 Changes to the Water Use Purpose Options

What was the change?

The selections in the “Purpose” drop-down list for Short Term Water use applications have been updated.



What is the user impact?

The selections in the “Purpose” drop-down list located under the Short Term Water Use Details tab, have been updated to the following:

- Industrial: Cooling
- Industrial: Fire Suppression
- Industrial: Pressure Testing
- Industrial: Road Maintenance
- Industrial: Work Camp
- Oil and Gas Purpose: Hydraulic Fracturing
- Oil and Gas Purpose: Oil Field Injection
- Oil and Gas Purpose: Other
- Oil and Gas Purpose: Well Drilling
- Storage Purpose
- Waterworks Purpose

Note: “GEOP” is no longer an allowable value for the Field Name “LP_PURPOSE”, “SR PURPOSE” or “SD PURPOSE” in the spatial data shapefile. If a shapefile includes the value “GEOP”, users will receive an error message upon upload of the spatial file.

The following code options have been added as allowable values for the Field Name “LP_PURPOSE”, “SR PURPOSE” or “SD PURPOSE”:

Allowable Value	Value Description
FRAC	Oil & Gas Purpose Hydraulic Fracturing
STOR	Storage Purpose
WORK	Waterworks Purpose

2.3 Pipeline Linkage Validation Correction



What was the change?

Segment linkage details are no longer mandatory within a Pipeline application.

What is the user impact?

In the Segment Linkage Details section of the Pipeline Details tab, Input and Output Linkage Type and Details are now only mandatory when an applicant has selected to add a Linkage Type.

The screenshot shows the 'Segment Linkage Details' form. It has two main sections: 'Input Linkages' and 'Output Linkages'. Each section contains a table with columns for 'Linkage Type' and 'Details'. In the 'Input Linkages' section, the 'Linkage Type' is 'Facility' and the 'Details' is '3265'. In the 'Output Linkages' section, the 'Linkage Type' is 'Pipeline' and the 'Details' are '1256' and '001'. Red boxes highlight the 'Linkage Type' and 'Details' columns in both sections.

2.4 Well Off-Set Grid Information Data Fields have been Removed from the Wells Specification Section

What was the change?

The well off-set grid information data fields have been removed from the well specification section in the Well Details tab.

What is the user impact?

Applicants are no longer required to provide the proposed well grid off-set information in well application(s). These data fields have been removed from the well specification section and this information must be provided to the Commission in the as-drilled survey plan.