



# Application Management System June 2021 Release Guide

**VERSION 1.0: June 01, 2021**

## 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.

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## Table of Revisions

The Commission is committed to the continuous improvement of its documentation. Revisions to the documentation are highlighted in this section and are posted to the [Documentation Section](#) of the Commission's website. Stakeholders are invited to provide input or feedback on Commission documentation to [OGC.Systems@bcogc.ca](mailto: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	June 1, 2021	June 1, 2021	Various	This document outlines changes to the Application Management System (AMS) for the June, 2021 release.  For more information, refer to <a href="#">INDB 2021-16</a>

## Chapter 1: Introduction

On June 1, 2021, a new release of the Application Management System (AMS) will be made available. The following changes are included:

- C&N Tab will be temporarily disabled.
- New RCNR Line List required for upload where applicable.

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 Consultation and Notification Tab Temporarily Disabled

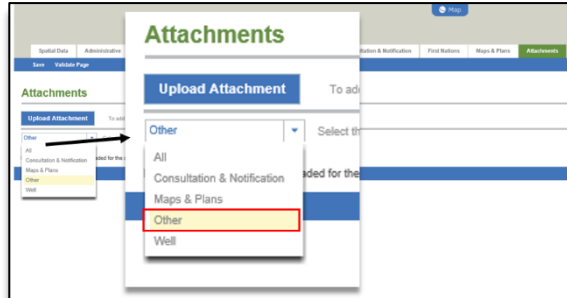
**What was the change?**

Application requirements for consultation and notification have changed as a result of the [Requirements for Consultation and Notification Regulation](#) (RCNR) and amendments to the [Service Regulation](#).

In order to align application submission requirements with the Regulations, the C&N tab will be temporarily disabled, effective June 01, 2021, until enhancements are made that align the AMS with these changes.

**What is the user impact?**

While the C&N tab is disabled, documentation required for consultation and notification must be uploaded in AMS under the Attachments tab as an 'Other' document.



AMS Attachments Tab

This includes the following (as applicable):

- Line List
- C&N Map
- Individual Ownership Plan (IOP)
- Package of Replies and Responses
- OGAA Amendment Application Form\*
- Letters of Non-Objection
- Exemption Requests and Approvals
- Other Supporting Documentation

\*To assist applicants with determining RCNR and documentation requirements for OGAA amendment applications, an [OGAA Amendment Application Form](#) has been

developed. This form must only be completed and submitted for OGAA amendment applications where the C&N tab has been temporarily disabled.

**NOTE:** Please ensure document files are named so the content of the document is easily identifiable for review staff.

## 2.2 New RCNR Line List

### What was the change?

A new RCNR line list has been developed that aligns with the new and amended regulations.

### What is the user impact?

Dependent upon when the service and response period obligations end, applicants may include the C&N Line List as follows:

- If the service and response period obligations conclude on or before May 31, 2021 applicants may provide the C&N Line List with their application submission.
- **PLEASE NOTE** this Line list will no longer be available for download on the Commission's website effective June 01<sup>st</sup>, 2021.

The [RCNR Line List](#) must be provided for applications that are subject to consultation and notification under the RCNR as follows:

- If the service and response period obligations conclude on or after June 01, 2021 applicants are required to follow the RCNR requirements and must use and upload the new RCNR Line List.

### Additional Information

Tables of Concordance have been developed to assist applicants with aligning previous regulation to new regulation.

- For the recipient type changes and updates, please see the [RCNR Recipient Type Concordance](#).
- For changes and updates to features, please see the [RCNR Feature Type Concordance](#).