

eSubmission Submitting a Preliminary SRW Survey Plan

eSubmission is the online portal for permit holders to submit a variety of operational data directly to the Regulator in order to meet regulatory and conditional data submission requirements. Access to each application within eSubmission is restricted to users with a [BCER user account and the appropriate security role](#).

Step 1. Sign into eSubmission

Step 2. Expand the 'Permit Administration' menu option

Step 3. Select 'Statutory Rights of Way Preliminary Survey Plan'

Search for a permit by entering one or more search criteria.

Step 4. Select 'Query Permit'

Select a permit from the search results.

Step 5. Select 'I Accept Responsibility'

Step 6. Add the mandatory Preliminary SRW Survey Plan files

Ensure files adhere to the eSubmission Spatial Data Submission Standards prior to being added.

- Add the .ZIP file containing the Land Area polygons tenure is being applied for.
- Add the .PDF file containing the Preliminary SRW Survey Plan.
- Select a spatial reference.

Step 7. Click 'Upload' to submit the files

Step 8. Review the uploaded spatial data in the map viewer. Select 'Confirm'

Step 9. Enter the Survey Plan Number, Survey Company and Contact Person

Step 10. Submit to BCER

