



## Reporting Change of Wellhead Coordinates and Bottom Hole Location

**TO:** Industry Clients

**EFFECTIVE:** Immediately

### BACKGROUND:

The BC Oil and Gas Commission (Commission) has developed a process for the reporting of actual wellhead coordinates and bottom hole locations (BHL) where they differ from those proposed on the well permit. Timely and accurate subject information is critical to data integrity for both industry and the Commission.

A change in wellhead coordinates or BHL may be reported as detailed in requirements below. However, a [Well Permit Amendment Application](#) is required if:

1. A change in wellhead coordinates results in additional land disturbance beyond the boundary of the original surface lease; or
2. The change in BHL is for a different formation than the original well permit objective formation.

### REQUIREMENTS:

1. If wellhead coordinates at time of rig release or suspension of drilling differ from those stipulated on the original well permit, they must be entered in the Remarks section at the bottom of page 1 of the [End of Well Drilling Report](#). Both the UTM NAD 83 coordinates and the offset coordinates are required in the following formats:

- UTM NAD 83: Zone: \_\_\_\_, Northing \_\_\_\_ (m), Easting \_\_\_\_ (m)
- Offset: ☐N / ☐S \_\_\_\_ m, ☐E / ☐W \_\_\_\_ m from \_\_\_\_ corner of (Unit or Section)

2. If BHL location(s) as drilled differ from those specified on the original well permit, the revised actual bottom hole location(s) must be entered in the Remarks section at the bottom of page 1 of the End of Well Drilling Report. Multiple BHLs are to be entered in the order they occurred. Holes abandoned as a result of drilling problems, plugged back strat holes or ghost holes are also to be included. The following formats are to be used, depending on the area land map system in place:

- DLS: LSD \_\_\_\_ - Section \_\_\_\_ - Twp \_\_\_\_ - Range \_\_\_\_ (Example: 05-25-085-15), or
- NTS: Quarter \_\_\_\_ - Unit \_\_\_\_ - Block \_\_\_\_ / NTS \_\_\_\_ - \_\_\_\_ - \_\_\_\_ (Example: A-065-B/094-O-5)

3. Entry of the correct actual ground elevation is also required in the GR box located in the top section, page 1 of the End of Well Drilling Report.

Corrected data will be entered into the Commission database at the time of processing the End of Well Drilling Report. If no new actual wellhead coordinates and or BHLs are entered on the End of Well Drilling Report, the original data on the well permit will be interpreted as correct.

4. A new well survey plan must be submitted if:

- a. The wellhead coordinates change in excess of two metres; or
- b. The well BHL is in a different legal subdivision or quarter unit than proposed in the well permit.

For further information on this industry bulletin, please contact:

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