



## Electronic Submission for Emergency Response Plans

EFFECTIVE DATE: Feb. 15, 2016

The BC Oil and Gas Commission (Commission) requires that all emergency response plans (ERPs) on file, be submitted in both electronic and hard copy format. For submission of electronic ERPs, a Secure File Transfer Protocol Site (SFTP) has been created to eliminate the issue of large file submissions via email.

Starting Feb. 15, 2016, the Commission will only accept electronic ERP submissions through our SFTP site and will no longer accept submissions by email, CD or USB. The SFTP site will be monitored daily by the Public Protection and Safety branch (PP&S) and all submissions will continue to be received and reviewed in a timely manner. Any correspondence regarding the ERPs should continue to take place via email to [EMP@bcogc.ca](mailto:EMP@bcogc.ca).

To gain access to the SFTP site, please email [OGC.Systems@bcogc.ca](mailto:OGC.Systems@bcogc.ca) for a user ID, password and URL. Please be sure to use this information for all future ERP submissions.

In addition to ERPs, please submit any electronic documents required by PP&S with a file size of over 100Mb through the SFTP site. Please note that the maximum file size accepted by the SFTP site is 800Mb.

**If you have any questions regarding this bulletin, please email [EMP@bcogc.ca](mailto:EMP@bcogc.ca) or contact:**

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