



## Advisory of Systems Outages, Changes to Operational Submissions and Conversion of In Progress Applications

EFFECTIVE DATE: June 23, 2016

As part of the [Business Transition Strategy](#) to transform paper-based oil and gas application processes to digital, the BC Oil and Gas Commission (Commission) is advising applicants that there will be an outage period when systems are down prior to the launch of the new Application Management System (AMS). This outage will be between **5pm, June 23 and 8am, July 11 PST**. This was initially communicated in [INDB 2016-10](#).

During the outage period, applications that are in progress will be converted from existing databases into AMS. **From June 23, 2016 no more paper applications will be accepted as applications will be submitted digitally via AMS.** Some operational submissions that are transitioning to eSubmission will also not be accepted during the outage period. Please note that during the systems outage, Commission [contact numbers](#) remain the same and in the event of an incident all normal protocols apply. Any notices required will be sent via email.

### System Outages

Systems that will be affected during the outage are listed below. It is anticipated that KERMIT (with application functionality removed) and eSubmission may be available before July 11, 2016. If so, this will be communicated via Industry Bulletin.

- KERMIT
- Corporate Registry - No transfers, name changes, amalgamations or new company applications will be processed during the outage while KERMIT is offline.
- AMS Payment
- eSubmission
- Well Lookup and Reports
- Data Downloads
- Geology Facility System
- Website Activity Level Reports
- North East Water Tool (NEWT)
- BCOGC Incident Map
- ePASS - ePASS will be retired as a part of the launch of AMS. The deadline for Application, Geophysical Final Plan and Drilling Waste Disposal spatial data submissions into ePASS is June 23, 2016. The deadline for Statutory Rights of Way Preliminary Survey Plans and Post Construction Plan spatial data is slightly earlier on **June 16, 2016**. After these dates, this data will be submitted via the new version of eSubmission once live, except for Application spatial data which will be submitted via AMS.

## Operational Submissions Transitioning to eSubmission

- After June 23, 2016 short-term water use submissions will no longer be accepted by email at [OGCWater.VolumeData@bcogc.ca](mailto:OGCWater.VolumeData@bcogc.ca). Companies will be required to use eSubmission once live to report 2016-Q2 data.
- Post Construction Plans & Statutory Rights of Way Preliminary Survey Plan submissions will no longer be accepted after **June 16, 2016** at [PostConstructionPlan@bcogc.ca](mailto:PostConstructionPlan@bcogc.ca). These can be submitted in eSubmission once live.
- Similarly, Geophysical Final Plan submissions will no longer be accepted after June 23, 2016 at [OGC.Geophysical@bcogc.ca](mailto:OGC.Geophysical@bcogc.ca), but will be submitted via eSubmission once live.

## Conversion of Applications to AMS

To enable the transition to AMS, the Commission will be converting some applications from our existing systems to AMS. This will occur during the outage period beginning June 23 and applies to both Oil and Gas Activities Act (OGAA) and National Energy Board (NEB) applications. Details on applications that are being converted to AMS and applications that are not being converted are as follows:

### KERMIT Applications (electronic submissions):

- Applications with a status of *In Review*, *Pending*, and or *In Review – No New Land* will be converted into AMS. The review of these applications will continue in AMS following July 11. Any First Nations consultation will continue during the systems outage.
- Applications with a status of *In Revision* and *Declined* will not be converted into AMS. If these applications need to proceed, the applicant can resubmit now, or wait and re-submit the application in AMS. In the first 90 days following the AMS launch, the applicant has the option to contact the Commission to request that their previous application fees are applied to their new re-submitted application. This option will not be available after the 90-day period.
- Applications with a status of *New (Unsubmitted)* will not be converted into AMS. If these applications need to be submitted, the proponent will be required to re-enter the application in AMS after July 11.

### Paper-based Applications:

- Applications with a status of *In Review* and *Pending* will continue to be processed in our existing system until a determination is reached.
  - Applications with a status of *In Revision* and *Declined* will continue to be processed in our existing system and the Commission will continue to accept paper-based *re-submissions* in the first 90 days after launch. After this 90-day period the application's status will be set to *Refused* or *Withdrawn* and any subsequent re-submission will need to be entered in AMS with no option to apply previous fees to the application. Alternatively, applicants have the option to re-submit these applications in AMS after July 11, and to contact the Commission to request that previous application fees are applied to the new re-submitted application within the same 90-day period.
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More information on the Business Transition Strategy can be found [here](#).

Should you have any questions regarding this Industry Bulletin, please contact:

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