The Petroleum Registry of Alberta news

Energizing the flow of information

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REGISTRY TRAINING FOR INDUSTRY

This edition of the Registry newsletter continues the focus on Registry Training from the February issue. Articles will outline how the cost of comprehensive training will be recovered from industry, a high level endorsement of the training modules, and the content of the training sections. Prior to Registry implementation, all training modules will be accessible on the Registry website.

COST RECOVERY FEE FOR INDUSTRY TRAINING

The Registry team is excited and proud of the quality training program being developed for industry. The web-based, interactive program is provided in two "packages":

1. The "Starter Package" is offered free of charge, and includes a Registry overview, training on security user administration, and invoice/statement retrieval.
2. The "Comprehensive Training Package" includes detailed web-based training modules for all Registry functionality, support for in-house "coach/superusers", and problem solving workshops. The Comprehensive Training Package is strongly recommended for all companies as a key tool for achieving a smooth implementation of the Registry.

The Comprehensive Training Package will be funded by users according to a formula approved

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TRAINING ENDORSEMENT

The Registry Training System got a boost last month when CAPPA President Claudette Shaw used the February issue of the Re-Cap newsletter to stress the need for production accountants to seek out full training on the Registry system. As she pointed out, Registry Orientation Set-up & Security training will be available on the Registry website free of charge. While these training segments allow production accountants (PAs) to familiarize themselves with the Registry system and prepare for implementation, Shaw does not believe the Starter Package is a substitute for comprehensive Registry training.

The complete training system will be available via a link from the Registry web site. "How much training you as an individual feel you need, will be for you to judge", Shaw stated to PAs in the Re-Cap. "Your competency with the system will affect your career path."

Shaw says she will be registering for as much training as possible. "I particularly like the fact that access will be near 24/7" says Shaw. "With a schedule like mine, I'd hate to be nailed down to specific times in which to take the courses". Shaw's advice is for all PAs to follow her lead and take advantage of all the training modules offered by the Registry.

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TRAINING: CONTENT COVERAGE

The free Starter Package provides an orientation to the Registry including specifics on how to establish user roles, set up user accounts and assign task privileges. Meantime, for a fee, the Comprehensive Training and Support Package offers online training on all topics and on changes/updates. Also included in this package are workshops designed to equip the business associate (BA) in-house coach/superusers to help smooth the implementation in each company. Below is a graph with all the major sections of the Comprehensive program; each section contains several modules specific to the listed content area. Those that are in the Starter Package have been listed as "Free".

Free	Overview of the Registry		Oil, Gas, & Pipeline Splits
Free	Security		Gas/NGLs Royalty Reporting & Allocations
	Common Reusable Items		Oil Royalty Reporting
	Facility Management		Royalty Reassignment Factor
	Well Management		Raw Gas Allocation
	Facility Cost Centre & Annual Reporting		Production Entities
	Volumetric Reporting		Reports and Queries
	Registry e-mail Notifications		Bulletin Board
	Data Entry		EUB Compliance Invoice
	Business Associate Management		

COST RECOVERY FEE – Con't from page 1

and endorsed by the CAPP Board of Governors and SEPAC. "User-pay" funding for training follows from a commitment made early in the Registry project whereby "Industry" agreed to fund industry training in recognition for the $25 million investment being provided by the Ministry of Energy to build the Registry.

The formula is based on five company size categories, where "size" is determined by the number of wells operated by a company.

Company Size	# of wells	cost
Extra Large	3000+	$45,000
Large	1100-2999	$15,000
Medium Large	600-1099	$ 7,500
Medium Small	100-599	$ 2,500
Small	0-99	$ 500
Consultants		$ 500

The charge is a one-time fee only. Once your company has paid for the Comprehensive Training Package, you can offer the training to as many employees as you wish.

More detailed information about funding for Industry training has been provided to company *Change Leaders.* Training information is also available on the Registry website at www.petroleumregistry.gov.ab.ca.

AVAILABILITY OF THE ONLINE TRAINING

Beginning in March, 2002, the online training modules will be released as quickly as they are produced. The earliest training releases will be related to the parts of the Registry that are nearest completion in the construction stage of the system. BAs that have paid for the comprehensive package will be alerted by email as each online training module is released.

USE OF THE REGISTRY: IS IT MANDATORY?

Implementation of the Petroleum Registry of Alberta represents significant changes for how industry operators and non-operators will report and retrieve oil and gas information in the future. Below is a list of how different groups will operate within the Internet based Registry system.

1.) Operators: All Facility Operators currently reporting to the Department of Energy (DOE) and the Energy and Utilities Board (EUB) will be required to use the Registry for reporting and accessing DOE and EUB correspondence and invoices once the Registry is implemented in October 2002. This applies for the September 2002 production month forward (note that amendments of submissions for production months prior to September 2002 will be done using the current submission processes).

There will be no facility to report using current paper processes after implementation of the Registry.

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USE OF REGISTRY – con't from page 2

Any operator that is not able to comply should consider using the services of a Production Accounting Service Provider for their submissions.

Operators that have any concerns or feel they will not be able to comply by the time the Registry is operational should contact the Registry information line [403) 297- 6111 (Calgary area) or 1-800-992-1144 (other locations) as soon as possible.]

2.) Non-Operators/Royalty Payers: Companies and individuals that are not operators of facilities, but do currently receive invoices, statements and other correspondence from the Ministry or industry partners will be able to perform these functions online through the Registry. There are significant advantages to the non-operator, the Crown and industry as a whole in using the Registry. Manpower savings and improved timeliness of information are two of the advantages industry partners will achieve when exchanging information with each other through the Registry. The Registry will have the detailed "Crown Royalty Invoice" and "Statement of Account" available online and the functionality to allow clients to file annual royalty documents (e.g. annual "AC5"). This detailed information, and user training will be made available in the coming months for non-operator royalty payers.

NON-OP SURVEY

At the end of last year, the Registry conducted a survey of non-operators (royalty payers only) that was designed to research what needed to be done to better prepare non-operators for implementation. Roughly a quarter of the 880 listed non-operators were surveyed to gauge their awareness, attitude and understanding of the Registry, as well as collect some general information.

Given that there has not yet been a targeted information campaign aimed at this group, the overall results of the survey are quite encouraging. More than half (55%) are aware of the Registry. In judging attitude, 46% stated a positive attitude towards the project. A smaller number (18%) had a negative attitude and a combined 36% didn't know or had no attitude towards the Registry one-way or the other.

While 5% said they had a good understanding of the Registry and 43% said they had some understanding, 40% said they had no understanding of the Registry. Plans are in place to boost non-operator understanding of the Registry in the near future.

In the general information category, it was found that 71% of the non-operators surveyed do their own revenue/royalty accounting and almost half (47%) submit their forms to the Department of Energy in paper form. This group will be strongly encouraged to take advantage of the Registry and submit their information electronically after implementation.

Since only a quarter of known non-operators were surveyed, the results cannot be taken as a definitive breakdown of how this group views the Registry. Over the next few months, additional efforts will be made to ensure non-operators understand what the Registry is, how it will affect them, and how to use it effectively.

DEFERRAL OF "PRODUCTION ENTITIES"

The Ministry of Energy has elected to defer certain aspects of Registry functionality, connected with "Production Entities", to a future phase of the project. This means the set up/terminate/delete functions of the following Registry work processes will not be available at implementation.

- Manage Unit working Interest
- Manage Non Common Crown Interest (formerly called Non-unit Working Interest Owner)
- Injection Scheme Set-up

Consequently the Registry will not be able to receive and validate the above information from industry and pass it on to the DOE for royalty calculations.

To offset these changes, the DOE will populate the Registry with crown interest and vintage royalty attributes, well-to-unit links and well-to-injection links. The DOE will continue to populate the Registry until the deferred work processes have been implemented.

Until this additional functionality is incorporated, industry will continue to comply with the DOE's current reporting requirements to submit the Exhibit A information to update Unit Working Interest details and RMF3 information to update Injection Scheme and Non Common Crown Interest details.

Note: Industry will be able to view crown attributes or well links to units and injection schemes. These will remain on the Registry, available through the Reports and Queries function.

CHANGE LEADER MEETING #2

Over 250 *Change Leaders* attended the second set of *Change Leader* meetings on February 20 and 21, 2002. These meetings focused on training and Registry work process changes. An example of work process changes was used to help illustrate some of the Registry reporting changes.

The open forum format of these sessions was very well received and allowed Registry, industry, and EUB representatives to address over ninety questions from the *Change Leaders.* The majority of the questions were answered during the meeting, however, a few related to potential changes that affect the Department of Energy and could not be answered at that time.

These questions have been forwarded to the DOE. As soon as they are completed, all answers will be posted on the Registry web site under the new "Recently Asked Questions", which is located in the FAQ section of the site.

Overall, the majority of *Change Leaders* commented that the meetings were needed and very useful. On feedback forms, the meetings were given an average mark of 8.9 out of 10. Response to this meeting was very positive and the Registry team expects even higher involvement by *Change Leaders* in these meetings as we move closer to implementation.

The presentation from these meetings has been posted on the Registry Web site.

The next *Change Leaders* meetings are scheduled to take place on April 24 and 25, 2002 at the Nexen Conference Theatre. More information about these meetings will be sent directly to *Change Leaders*.

HEADS-UP FOR COMPANIES USING MULTIPLE OPERATOR CODES

Over the past year, the Registry has found cases where operators are using multiple operator codes to file S-reports. We understand companies may have more than one legal company that they report for, but there are many instances where this is not the case. Under EUB regulations, an operator must use one operator code when filing S-reports.

One example of how companies come to use multiple operator codes is filing S-18 water injection statements with one operator code, and all other S-reports with another. This may be the result of a company filing the S-18's as a paper copy, while all other S-reports are filed by tape or diskette. As a result, the paper S-18 has not been updated with the appropriate operator code. To learn more about these codes, please contact Dan Brownrigg at (403) 297-6111.

Amalgamation may also result in more than one code, as accounting systems have not been updated to report just one operator code.

Companies are urged to address this problem prior to Registry implementation to avoid any EUB non-compliance fees. Operators who file using multiple operator codes after implementation will have to deal with the issues of security and user access. Please ensure proper filings are made to the EUB prior to Registry implementation.

Dates for companies to report under one operator code will be set by the EUB. Any questions regarding the established dates for single operator codes for amalgamated companies should be directed to Eileen Dickson of the EUB at (403) 297-6111.

The Petroleum Registry of Alberta is a joint strategic initiative of the Alberta Ministry of Energy and the oil and gas industry of Alberta.

To add your name to our electronic distribution list, please contact us at:

Monenco Place
801 – 6th Ave SW
Calgary, AB T2P 3W2
Phone: (403) 297-6111 Fax:(403) 297-3665
E-mail: petroleumregistry.energy@gov.ab.ca

If you have any comments about the newsletter, or if you would like to contribute an article, please contact Registry Communications Coordinator Mark Dickey at (403) 297-6111 or mark.dickey@gov.ab.ca

To submit comments or questions about the Petroleum Registry of Alberta check out our web site at: www.petroleumregistry.gov.ab.ca

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