# JOB AID

**PETRINEX**
CANADA'S PETROLEUM INFORMATION NETWORK

# Reassignment of Royalty Responsibility (RRR)
# Reporting in Petrinex

| Jurisdiction | Release/Revision Date | Comment |
|---|---|---|
| AB | April 15, 2021 | Initial Release |

## Contents

## INTRODUCTION

The reassignment of royalty responsibility is used by royalty clients who wish to reassign all or part of the royalty responsibility for their Crown and/or Freehold volumes of gas and gas products allocated to well events, well groups, units or injection schemes.

This reassignment of royalty responsibility is required when the SAF/OAF allocation process does not identify the correct royalty payer (Business Associate – BA). The BA named on the SAF/OAF (the Assignor) can reassign the royalty obligation to another BA (the Assignee). Based on this reassignment, Alberta Energy (DOE) will invoice the Assignee the applicable Crown royalty charges.

Effective May 6, 2021 the Reassignment of Royalty Responsibility (RRR) additions / deletions / terminations must be submitted using Petrinex exclusively. Previously these reassignments were submitted directly to the DOE on the RMF2 and RMF2T forms. The DOE will not accept RMF2 and RMF2T submissions after April 30, 2021.

## OVERVIEW OF PROCESS CHANGES FROM RMF2 to RRR

- The RRR process in Petrinex does not involve a concurrence process however; assignees can terminate or delete their participation in an RRR created by the assignor.

- Petrinex allows for both online and batch (CSV & XML) submissions of the RRR data.

- All new RRR submissions will be valid for no more than 12 months. If a RRR submission is required for more than 12 months a new RRR must be submitted for the next 12 month (or less) period.

- Petrinex will generate notifications to the Assignor, Assignee and the DOE each time there is a change (Add, Delete or Terminate) to the RRR data.

- Termination of the Assignee's portion reverts the assigned portion back to the Assignor on the effective date of the termination until the remaining period of the existing Royalty Reassignment.

- A new on-request Reassignment of Royalty Responsibility report is available on Petrinex. This report will be available in PDF, CSV & XML formats, and can be requested as the Assignor, Assignee or Both.

## DATA CONVERSION

All historical active RMF2 data as of April 30, 2021 will be converted into the Petrinex RRR process. For this historical data conversion, no deletions are allowed by an Assignee. Assignee initiated terminations of historical RMF2 data can only be effective for the current production month. No retroactive terminations of historical RMF2 data is allowed by an assignee. This historical RMF2 converted data may include RRR data that is effective for longer than 12 months.

## USER SECURITY ADMINISTRATOR (USA) ROLE CREATION AND USER ASSIGNMENTS

The USA for each BA after May 5, 2021 must create one or more new RRR role(s) for access to the RRR Tasks.

**To create a "RRR Edit" role** –
1. From the Petrinex Menu select Admin Functions – Security – Manage User Roles.
2. Click ADD and type in the text box **RRR Edit.** Click OK.
3. Click Task List.
4. Scroll down under Template or Role Name and select the template titled **Petrinex – RRR Edit**.
5. Select all of the tasks under Available Tasks and move them to Assigned Tasks.
6. Click OK.
7. Click Submit.

**To create a "RRR Read" role –**
1. From the Petrinex Menu select Admin Functions – Security – Manage User Roles.
2. Click ADD and type in the text box **RRR Read.** Click OK.
3. Click Task List.
4. Scroll down under Template or Role Name and select the template titled **Petrinex – RRR Read**.

5. Select all of the tasks under Available Tasks and move them to Assigned Tasks.
6. Click OK.
7. Click Submit.

**To assign the appropriate role (RRR Edit or RRR Read) to the applicable users –**
1. From the Petrinex Menu select Admin Functions – Security – Manage User ID and Access.
2. Type in the User id or use the Select option to find the user who needs the access to the RRR role(s).
3. Under Available Roles select as appropriate the "**RRR Edit**" or **"RRR Read"** and move the role to Assigned Roles
4. Click OK.
5. Click Submit

## FUNCTIONALITY / PETRINEX ITEMS

The submission of reassignment of royalty responsibility data is part of the Petrinex **Infrastructure Menu** and includes**:**

- Edit Reassignment of Royalty Responsibility
  – The logged in BA is the Assignor when creating new RRR data

- Assignor Terminate/Delete Reassignment of Royalty Responsibility
  – Allows the Assignor to terminate or delete a RRR submission.

- Assignee Terminate/Delete Reassignment of Royalty Responsibility
  – Allows the Assignee to terminate their assignment or delete a RRR submission.

A new report is available under **Submit Report Requests**.

- Reassignment of Royalty Responsibility Report
  – Assignor and Assignee versions

## ADDITIONAL INFORMATION

A Petrinex Initiatives page has been published for the Reassignment of Royalty Responsibility Project (see the link below). This webpage will be updated with information regarding this project.

https://www.petrinex.ca/Initiatives/Pages/DOE_RRR_Project.aspx

Current documentation on this webpage includes:
- CSV Spreadsheet Upload Specification and Templates
- Industry Interoperability (IIO) Testing Instructions and Transmittal Form

The DOE April Information Bulletin will contain information regarding the change from the previous RMF2 process to the new RRR Petrinex processes. The timing for publishing this Information Bulletin is scheduled around April 26, 2021. Clients will be able to access the Information Bulletin by using the following link https://open.alberta.ca/publications/gas-royalty-operations-information-bulletin or a link on the DOE Reassignment of Royalty Responsibility (RRR) Project initiatives page.

## CONTACTS

**Petrinex**

For questions or information related to how the reassignment of royalty responsibility is reported in Petrinex, please contact the **Petrinex Business Desk:**

Phone: 403-297-6111 (Calgary)
1-800-992-1144 (other locations)
Email: petrinexsupport@petrinex.ca

**Alberta Energy**

For general questions or information related to the policy change from RMF2 to RRR reporting, please send an email to Volumetric & Cost Reporting VCR@gov.ab.ca.