Submitting and Deleting Static SAF and OAF Factors in Petrinex

Jurisdiction	Release/Revision Date	Location of Change in this Document	Comment
AB/SK/MB	September 1, 2023	As part of a cleanup project this tip combines various older/outdated tips.	These updates are not meant to change the intent of the original tip but to update to the current state and includes additional impacted jurisdictions.
AB	November 30, 2017		Initial Release

Audience: All Alberta, Saskatchewan and Manitoba Facility Operators who submit Allocation SAF and/or OAF Factors. This functionality is not available in British Columbia

Purpose: This tip outlines how to create and delete static: Stream Allocation Factors (SAF) **and** static Owner Allocation Factors (OAF) in Petrinex.

Key Messages:

Allocations are entered as SAF and OAF factors **or** SAF OAF Volumes (SOV) in a month; however, cannot be both in the same month. SAF OAF Volumes (SOV) submissions do not have the static factor option. An allocation factor is a portion of product volume. It is an eleven-digit numeric value (to ten decimal places) that is calculated by dividing the volume allocated to a particular stream or owner by the total volume available for allocation. Allocation factors may be static or dynamic and must always add up to one.

- A <u>dynamic factor</u> is a Stream Allocation Factor (SAF) or Owner Allocation Factor (OAF) that changes every month. Operators must report dynamic factors for each production month. This is most appropriate when new changes are often made, month to month, to an allocation.

- A <u>static factor</u> is a Stream Allocation Factor (SAF) or Owner Allocation Factor (OAF) that is set for the <u>current</u> month only and does not change until a new

static or dynamic factor is submitted. This is the most appropriate method when there are no or few changes made, month to month to the allocation.

Using Static Factors

You have to enter both the SAF and OAF for each facility, stream ID and each product where you want to use factors. For example, if one product allocation is missed, in either the SAF or OAF, the allocation will roll over and the allocations for the facility will have to be completed using factors rather than volumes.

The same applies when deleting a static factor, you must delete both the SAF and OAF factor for each facility, stream ID and each product where static factors were set.

To find out which allocations have been reported with a static factor month set, use the Petrinex Submit Report functionality to request the **Allocation – Static Factor Report**.

When a static factor is submitted, Petrinex automatically creates the same static allocation for the next month on the first day of the month. For example, on September 1, 2023, the static factors for the August 2023 production period will be auto-created by Petrinex.

When amending prior period static submissions, the static month is removed upon submission of the SAF or OAF record. For current month submissions the static month is changed to the current month when the SAF or OAF record is submitted

Creating and Deleting Stream Allocation SAF Static Factors

A. Create SAF Static Factors:

From the **Monthly - Allocation** menu select **Edit Stream Allocation Factors.**

1. Enter the **Facility ID**. The current production month is the default month.

2. Enter **Product, Activity, From/To Facility ID** and **Cascade From Facility ID**.

   Note: For Activity PROC the From/To is blank and the Cascade From can be blank or have a Facility ID populated.

   OR

   Click the **Volumetric** or **CascadeSAF** button to select a specific volumetric record or a cascade allocation.

3. Click **Go.**

The next screen will display the option for Static Factors Yes or No (default).

THESE STEPS ARE VERY IMPORTANT:

4. Change the radio button to **Yes** to ensure that the static factors are rolled over to the next month.

5. Enter the **Stream ID** (usually well or unit ID), and a **factor for volume** and a **factor for energy** (if applicable) for this stream ID. These stream factors must total 1.0.

6. Click **Save to WIP** to confirm the totals are 1.0.

7. Click **Submit** to set the Static Month (default is current month).

B. Delete SAF Static Factors:

From the **Monthly - Allocation** menu, select **Edit Stream Allocation Factors.**

1. Enter the **Facility ID**. The current production month is the default month.

2. Enter **Product, Activity, From/To Facility ID** and **Cascade From Facility ID**.

    OR

    Click the **Volumetrics**, **SAF** or the **CascadeSAF** button to select a specific volumetric record, an existing SAF or a cascade allocation.

3. Click **Go.**

On the next screen, you will see that the option for Static Factors is set to **Yes.**

THESE STEPS ARE VERY IMPORTANT:

4. Change the radio button to **No**.

5. Confirm that the stream ID and volume and energy factors are correct.

6. Click **Save to WIP** to confirm the factor is set to NO and the static factor month is not displayed.

7. Click **Submit** to remove the static factor month.

    Note: The allocation will not roll over and you will be able to enter the allocation by either SAFOAF volumes (SOV) or SAF Factors the following month.

IMPORTANT TO NOTE: You must delete **ALL** of the SAF factors including **each facility** and **stream ID** and **each product** where static factors were set if you want to delete the static factor indicator. For example, if you miss one product all of your static factors will roll over to the next month.

Creating and Deleting Owner Allocation OAF Static Factors

A. Create OAF Static Factors:

From the **Monthly - Allocation** menu select **Edit Owner Allocation Factors.**

Note: An OAF is entered for every stream ID in the SAF, except if the stream ID is another facility.

1. Enter the **Facility ID** used in the SAF. The current production month is the default month.

2. Enter the **Stream ID**, **Product, Activity, From/To** Facility Id and/or **Cascade From** Facility ID.

   OR

   Click the **SAF button** and select a Stream ID.

3. Click **Go.**

The next screen will display the option for Static Factors Yes or No (default).

THESE STEPS ARE VERY IMPORTANT:

4. Change the radio button to **Yes** to ensure that the static factors are rolled over to the next month.

5. Enter the **Working Interest Owners (WIO)** for the stream along with the **Factor** for each WIO. These must total to 1.0.

6. Click **Save to WIP** to confirm the totals are 1.0.

7. Click **Submit** to set the Static Month (default is current month).

B. Delete OAF Static Factors

From the **Monthly -** Allocation menu, select **Edit Owner Allocation Factors.**

1. Enter the **Facility ID** used in the SAF. The current production month is the default month.

2. Enter the **Stream ID**, **Product, Activity, From/To** Facility Id and/or **Cascade From** Facility ID.

OR

Click the **SAF button** and select a Stream ID.

3. Click **Go.**

On the next screen, you will see that the option for Static Factors is set to **Yes.**

THESE STEPS ARE VERY IMPORTANT:

4. Change the radio button to **No**.

5. Confirm that the stream ID and volume and energy factors are correct.

6. Click **Save to WIP** to confirm the factor is set to NO and the static factor month is not displayed.

7. Click **Submit** to remove the static factor month.

   Note: The allocation will not roll over and you will be able to enter the allocation by either SAFOAF volumes (SOV) or factors the following month.

   IMPORTANT TO NOTE: You must delete **ALL** of the OAF factors for **each facility** and **stream ID** and **each product** where static factors were set if you want to delete the static factor indicator. For example, if you miss one product all of your static factors will roll over to the next moth.

For more information on managing allocation, including SAF, OAF, and SOV, refer to the online learning module 5.12 Manage Allocations (SOV SAF OAF) including additional examples of submission of allocations.

More Information: Please contact Petrinex Support Desk

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