

SAF/OAF Ensure Complete Reports

Jurisdiction	Release/Revision Date	Location of Change in this Document	Comment
AB/BC	Aug 29, 2023	As part of a cleanup project for older/outdated tips, this tip combines various older/outdated tips.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.

Audience: All Alberta & British Columbia operators

Purpose: This tip outlines the purpose of the SAF/OAF Ensure Complete Report and explains the various methods of receiving and/or requesting the SAF/OAF Ensure Complete information.

This tip does not include the various other allocations reports. Please see the tip titled "[Allocation Reports](#)" that outlines the purpose of the various reports.

Key Principles:

The SAF/OAF Ensure Complete report is available in Alberta and British Columbia. Operators use the SAF/OAF ensure complete report to identify volumetric records where Crown royalty trigger events (gas & by-products) occur and whether the required/mandatory corresponding stream and owner allocations have been submitted. These reports also display invalid streams/owners and when allocations are missing. This report is used to avoid any crown royalty impacts due to missing, invalid streams and/or owner allocations.

Alberta

The SAF/OAF Ensure Complete report identifies any outstanding, invalid, or missing stream and/or owner allocations that are mandatory for the Alberta royalty trigger events. The on-request version of the report can be requested at any time and the report results will be returned to the Petrinex inbox the same day.

There are two versions of this report available in Alberta, which include:

1. Department of Energy and Minerals (DoEM) SAF/OAF Ensure Complete

The DoEM generates a SAF/OAF Ensure Complete Warning Report two days prior to the monthly allocation reporting deadline which is approximately the 10th day of the 2nd month after the production month and is available under the Petrinex menu "Manage Ministry Invoices" as part of the report package "DOE Gas Form Submission – Monthly Forms". There is no on-request version of this report.

Note: The DoEM SAF/OAF Ensure Complete Report will include imbalances at AB meter stations.

2. Petrinex SAF/OAF Ensure Complete Report

This on-request version of the ensure complete report can be run prior to each of the Alberta deadlines and the report results will be available in the Petrinex inbox the same day.

- To avoid any AB crown royalty impacts, this on-request version can be requested at any time prior to the AB allocation deadline as submissions are being made until the report shows “No records found”.
- For partner reporting purposes, Petrinex automatically generates a SAF/OAF Ensure Complete report approximately the 24th day of the month following the production month and the report results are available in the Petrinex inbox. However, this deadline for Industry reporting is a soft deadline and does not require Industry to get a “No records found” message.

Note: The on-request SAF/OAF Ensure Complete Report will include potentially missing injection credits.

British Columbia

This report identifies any outstanding, invalid, or missing stream and/or owner allocations that are mandatory for the British Columbia royalty requirements. Petrinex automatically generates the SAF/OAF Ensure Complete Warning report two days prior to the BC allocation reporting deadline which is approximately the 25th day of the month following the production month and is available in the Petrinex inbox.

To avoid any BC crown royalty impacts, this on-request should be requested prior to the BC allocation deadline as submissions are being made until it shows “No records found”.

Royalty Triggers – Mandatory SAF/OAF Filing Requirements

For Alberta the royalty triggers (Mandatory SAF/OAFs) requirements are:

1. Residue Gas Sales volumes and energy (GJs) that leave the royalty network:
 - a. Volumetric GAS DISP to MS (Meter Station)
 - b. Volumetric GAS DISP to IF (Injection Facility)
 - c. Volumetric GAS DISP to CT (Custom Treating Facility)
 - d. Volumetric GAS DISP to TM (Terminal)
 - e. Volumetric GAS DISP to PL (Pipeline)

- f. Volumetric GAS DISP to WP (Waste Plant)
 - g. Volumetric GAS DISP to an out of province facility (BC, SK, MB)
2. Gas Sales volumes and energy (GJs) within the royalty network:
 - a. Volumetric GAS PURDISP to any facility
 3. NGLs Processed Volume:
 - a. Volumetric PROC of MX and SP products at any facility.

For British Columbia the mandatory SAF/OAF submission requirements can be found in the [BC Allocations Trigger Tables](#).

Reporting Deadlines Displayed on the [Monthly Reporting Calendars](#)

Alberta Reporting Calendars

- Item M12 **DoEM: SAF/OAF Ensure Complete Report – Warning** (prior to M14)
- Item M14 **DoEM Allocation Deadline**. (Approximately the 10th day of the 2nd month after the production month)
- Item M27 **SAF/OAF Ensure Complete Report – Warning** (prior to M30)
- Item M30 **SAF/OAF Complete for Industry Reporting** (Partner to Partner)

British Columbia Reporting Calendars

- Item M19 **SAF/OAF Ensure Complete Report – Warning** (prior to M20)
- Item M20 **BC Allocation Deadline**. (Approximately the 25th day of the month following the production month).

More information:

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