

Frequently Asked Questions

Directive 056: Energy Development Applications and Schedules – Well Applications

April 2016

This document clarifies how to submit well applications under *Directive 056: Energy Development Applications and Schedules*. The questions below identify common omissions and errors in applications.

Q1. When is a survey plan required for a well licence application?

A1. A survey plan must be submitted with any application for a new well. Licence amendment applications to change the purpose of an oil sands evaluation well or to change the surface location, surface coordinates, or ground elevation of a well must also include a survey plan.

Q2. What are the most common omissions when submitting a survey plan?

A2. Survey plan requirements are specified in section 2.020 of the *Oil and Gas Conservation Rules (OGCR)* and section 7.11.1 of *Directive 056*. Some of the most common omissions include

- submitting a survey plan that is more than 12 months old from the date of certification,
- submitting a survey plan that has not been signed by an Alberta land surveyor, and
- submitting a survey plan that does not match the location being applied for.

For oil sands evaluation wells applied for under section 2.030 of the *OGCR*, the AER will accept a general plan that shows a map of the locations and specifies the coordinates and ground elevations.

Applications that do not include survey plans that meet the requirements identified in the *OGCR* and *Directive 056* may be closed.

Q3. When is a cover letter required for a well licence application?

A3. Cover letters are required in the following situations:

- to request an extended expiry date for a licence (refer to [Directive 056 FAQs – Facilities Technical](#)) and
- to request an extended expiry date for an oil sands evaluation well licence, as described in [Manual 008: Oil Sands and Coal Exploration Application Guide](#).

Applications that do not meet these requirements may be closed.

Q4. Will submitting extra information not required under *Directive 056* help the review of my well licence application?

A4. Information submitted in addition to *Directive 056* requirements will not be reviewed. Applicants should submit only those documents required under *Directive 056*.

Q5. Why do applications that change a unique well identifier (UWI) take longer to review at the end of the month?

A5. Due to volumetric data updates that occur between the AER and Petrinex, any application that changes a UWI cannot be approved for about four to five days starting around the 21st of each month. UWIs can change in applications to amend bottomhole locations, re-entry or resumption applications, and applications to change an oil sands evaluation well to a conventional well. If you have concerns with the processing time of your application, you can contact the application processor identified for your application on the Integrated Application Registry.