



Guideline for Petroleum-Related Authorizations and Approvals

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Summary of Changes		
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DRAFT

Foreword

The Canada-Newfoundland and Labrador Offshore Petroleum Board (the *Regulator*) has issued this Guideline to assist operators in respect of requirements for applications for *Operations Authorizations* (OAs), associated approvals and reporting requirements for all petroleum-related works or activities conducted in the *Offshore Area*. It also provides guidance for applicants in obtaining approvals to conduct geoscientific, geotechnical or environmental programs without fieldwork.

Guidelines are developed to provide assistance to those with statutory responsibilities (including operators, employers, employees, supervisors, providers of services, suppliers, etc.) under the *Accord Acts* and regulations. Guidelines provide an understanding of how legislative requirements can be met. In certain cases, the goals, objectives and requirements of the legislation are such that no guidance is necessary. In other instances, guidelines will identify a way in which regulatory compliance can be achieved.

The authority to issue Guidelines and Interpretation Notes with respect to legislation is specified by sections 151.1 and 205.067 of the *Canada-Newfoundland and Labrador Atlantic Accord Implementation Act*, S.C. 1987, c.3 (C-NLAAIA) and sections 147 and 201.64 of the *Canada-Newfoundland and Labrador Atlantic Accord Implementation Newfoundland and Labrador Act*, RSNL 1990 c. C-2. The *Accord Acts* also state that Guidelines and Interpretation Notes are not deemed to be statutory instruments.

For the purposes of this Guideline, these Acts are referred to collectively as the *Accord Acts*. Any references to the C-NLAAIA or to the regulations in this Guideline are to the federal versions of the *Accord Acts* and the associated regulations.

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1.0 Acronyms and Abbreviations

2D/3D/4D	Two, Three and Four Dimensional
ACW	Approval to Alter the Condition of a Well
ADW	Approval to Drill a Well
CA	Certifying Authority
CCO	Chief Conservation Officer
CEAA	<i>Canadian Environmental Assessment Act, S.C. 2012, c. 19, s. 52</i>
CMP	Common Mid-Point
C-NLAAIA¹	<i>Canada-Newfoundland and Labrador Atlantic Accord Implementation Act</i>
C-NLOPB	Canada-Newfoundland and Labrador Offshore Petroleum Board
COF	Certificate of Fitness
CPT	Cone Penetration Test
CSEM	Controlled Source Electromagnetic
CSO	Chief Safety Officer
DOF	Declaration of Fitness
ECCC	Environment and Climate Change Canada
EL	Exploration Licence
ESRF	Environmental Studies Research Fund
GGE	Geoscientific, Geotechnical and Environmental
HR	High Resolution
IAA	<i>Impact Assessment Act, S.C. 2019, c. 28, s. 1</i>
IAAC	Impact Assessment Agency of Canada
IATA	International Air Transportation Association
IMO	International Maritime Organization

¹ References to the C-NLAAIA in this Guideline are to the federal version of the *Accord Acts*

ISM	<i>International Management Code for the Safe Operation of Ships and for Pollution Prevention (International Safety Management Code)</i>
ISPS	<i>International Ship and Port Facility Security Code</i>
MARPOL	<i>International Convention for the Prevention of Pollution from Ships</i>
MODU	Mobile Offshore Drilling Unit
MOU	Memorandum of Understanding
NL	Newfoundland and Labrador
OA	Operations Authorization
OIM	Offshore Installation Manager
OHS	Occupational Health and Safety
PL	Production Licence
PPDT	Pore Pressure Dissipation Test
RPAS	Remotely Piloted Aircraft System
RQ	Regulatory Query
SBP	Sub-bottom Profiler
SCPT	Seismic Cone Penetration Test
SDL	Significant Discovery Licence
SIMOPS	Simultaneous Operations
UNCLOS	<i>United Nations Convention on the Law of the Sea</i>
VSP	Vertical Seismic Profile

2.0 Definitions

In this Guideline, the terms such as “authorization”, “chief safety officer”, “chief conservation officer”, “commercial discovery”, “conservation officer”, “debris”, “delineation well”, “employee”, “employer”, “environmental study”, “exploratory well”, “geological work”, “geophysical work”, “geotechnical work”, “marine installation or structure”, “occupational health and safety officer”, “operational safety officer”, “operator”, “passenger craft”, “petroleum”, “providers of services”, “significant

discovery”, “spill”, “supplier”, “well” and “well site seabed survey” referenced herein have the same meaning as in the *Accord Acts*.²

Refer also to defined terms in both the *Framework Regulations* and *OHS Regulations*.

For the purposes of this Guideline, the following definitions have been capitalized and italicized throughout. The following definitions apply:

<i>Accord Acts</i>	means the <i>Canada-Newfoundland Atlantic Accord Implementation Act</i> and the <i>Canada-Newfoundland and Labrador Atlantic Accord Implementation (Newfoundland and Labrador) Act</i>
<i>Benefits Plan</i>	means a “ <i>Canada–Newfoundland and Labrador benefits plan</i> ” as defined in section 2 of the <i>Accord Acts</i> . Requirements are provided in section 45 of the <i>Accord Acts</i>
<i>Benefits Plan Guideline</i>	means the Canada-Newfoundland and Labrador Benefits Plan Guideline as published by the <i>Regulator</i> and available on the <i>Regulator’s</i> website
<i>Declaration of Fitness</i>	means the “ <i>declaration</i> ” under Part III of the <i>Accord Acts</i>
<i>Development Plan</i>	means a “ <i>development plan</i> ” as defined in Part III of the <i>Accord Acts</i>
<i>Framework Regulations</i>	means the <i>Canada-Newfoundland and Labrador Offshore Area Petroleum Operations Framework Regulations, SOR/2024-25</i>
<i>Offshore Area</i>	means the offshore area as defined by the <i>Accord Acts</i>
<i>Operations Authorization</i>	means the authorization issued by the <i>Regulator</i> pursuant to subsection 137(b) of the <i>Accord Acts</i>
<i>OHS Regulations</i>	means the <i>Canada-Newfoundland and Labrador Offshore Area Occupational Health and Safety Regulations, SOR/2021-247</i>
<i>Regulator</i>	means the C-NLOPB

² C-NLAAIA 2, 47, 135, 205.001(1), 205.017(5)

3.0 Purpose and Scope

Pursuant to subsection 137(b) of the *Accord Acts*, any works or activities associated with petroleum in the *Offshore Area* require an authorization from the *Regulator*. The purpose of this Guideline is to assist an operator in understanding the requirements for applications for *Operations Authorizations (OAs)*, associated approvals and reporting requirements in respect of any petroleum-related works or activities conducted in the *Offshore Area* as outlined in the *Accord Acts* and associated regulations. In addition, it includes guidance for applicants in obtaining approvals to conduct GGE programs without fieldwork.

There are requirements that are applicable to all works or activities and there are additional requirements only applicable to specific types of works or activities. As such, the sections of this Guideline have been organized in this manner. When an OA is issued, it can cover a single or multiple types of works or activities. When there are concurrent operations related to multiple OAs, the application for each OA should address topics in relation to any shared or impacted activities (e.g., OIM, SIMOPS, sharing of standby vessels) and should reference any shared documentation between the OAs. For illustrative purposes, the following chart shows six specific types of works or activities:

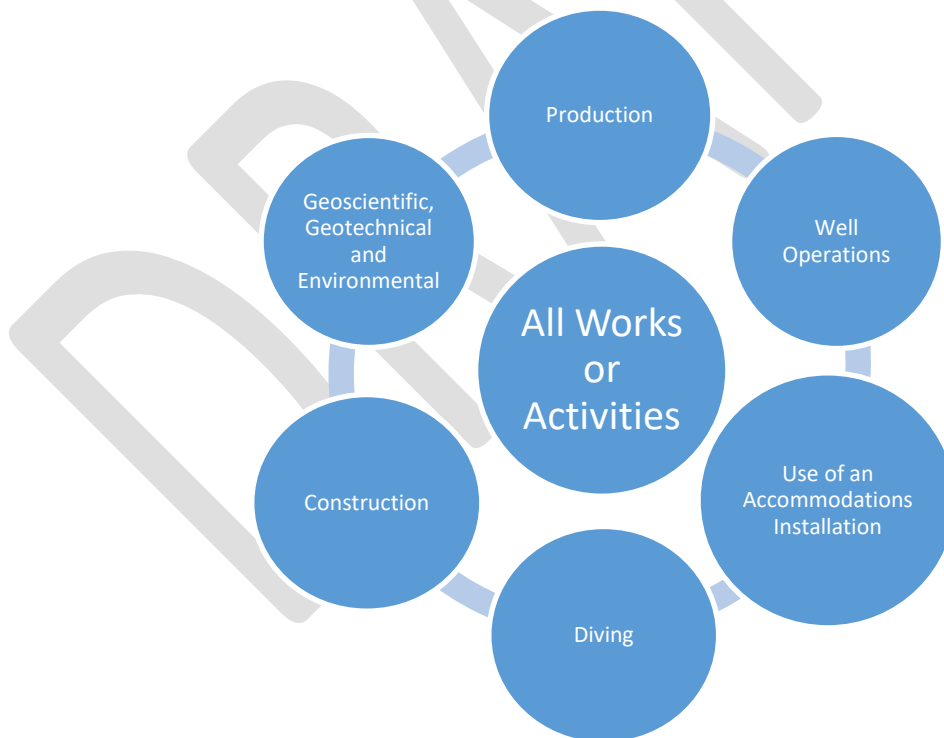


Figure 1: Types of Works or Activities

An OA is issued based on the scope of the works or activities that have been proposed by the operator to be conducted during the time the OA is in effect. Such activities could include the following:

- **Production**

- Any production in respect of a production project.
- The completion of any construction, installation, commissioning or decommissioning activities onboard associated installations or monitoring, testing and control of an installation from a remote location (e.g., onshore).

NOTE: Refer to the requirements in the *Framework Regulations* that contain “production project”, “production site” or “production installation”. As examples, sections 13 – 15, 23 – 25, 190 – 206 and Part 8 of the *Framework Regulations* apply to production.

- **Well Operations**

- Any well operations in respect of a drilling program or production project, including drilling, intervention, abandonment, etc. With respect to well operations for a production project, this could also include the pre-drilling of wells (to the conductor or surface casing depth) and activities that do not require a separate well approval from the *Regulator* (e.g., activities that do not require an ACW).
- The completion of any construction, installation, commissioning or decommissioning activities onboard associated installations and monitoring, testing and control of an installation from a remote location (e.g., onshore).

NOTE: Refer to the requirements in the *Framework Regulations* that contain “drilling program”, “drill site” or “drilling installation”. As an example, sections 15, 17 – 22, 190 – 193, 195, 197, 199 – 201 and Part 8 of the *Framework Regulations* apply to well operations.

- **Use of an Accommodations Installation**

- The use of a separate accommodations installation to assist with completion of works or activities in respect of a drilling program, production project or associated construction program.

NOTE: Refer to the requirements in the *Framework Regulations* that contain “accommodations installation” or “installation”. As an example, sections 193, 197, 200 – 201 and Part 10 of the *Framework Regulations* apply to this type of installation.

- **Diving**

- Activities in relation to installation and hook-up of subsea infrastructure involving the use of divers.

- Underwater inspection, maintenance, testing, repair or replacement activities.

NOTE: Refer to the requirements in the *Framework Regulations* or the *OHS Regulations* that contain “diving project”, “dive project”, “diving system”, “diving installation” “diving operation”, “dive site” or “dive support vessel”. As an example, Part 32 of the *OHS Regulations* and sections 94 – 96 and 207 of the *Framework Regulations* apply to diving.

- **Construction**

- Site preparation and excavation activities (e.g., rock dumping, large-scale dredging, preparing excavated drill centres)
- The tow-out, transport, installation, placement, upending or removal of an installation or component of an installation.
- Installation of subsea infrastructure such as templates, manifolds, subsea production platforms, risers, offloading stations, pipelines, flowlines, permanent moorings, pilings, fibre optic cables, wellheads, trees, etc.

NOTES: Refer to the requirements in the *Framework Regulations* that contain “construction vessel” or “construction activities”. As an example, sections 177 and 207 of the *Framework Regulations* apply to construction.

Refer to *Interpretation Note 17-01 – Construction and Support Activity* for an interpretation of which activities are considered construction activities.

- **Geoscientific, Geotechnical and Environmental (GGE) (with fieldwork)**

- Activities in support of GGE programs with fieldwork.
- Any activities involving the collection or measurement of data and samples (e.g., sediment, fish) and associated analysis.
- Activities carried out with respect to placement of an installation (e.g., well site seabed surveys) or associated equipment or the ongoing collection of data (e.g., placement of environmental monitoring equipment).

NOTE: Refer to the requirements in the *Framework Regulations* that contain “geoscientific, geotechnical and environmental program”. As an example, sections 184 – 189 and Part 7 of the *Framework Regulations* apply to GGE activities.

When preparing an application for an OA, an operator should consider any additional requirements for OA activities arising from any associated *Development Plan*, Environmental Assessment and Impact Assessment or any requirements

arising from a Decision Statement issued by the federal Minister of Environment pursuant to CEEA or the *IAA*. An operator must ensure all works or activities with an OA reflect any commitments or conditions of these approvals.

Multiple Activities

As an OA can be issued to cover multiple works or activities and these activities can be carried out from different types of operations sites, the following table assists with understanding how operations sites may be classed under legislation, based on the primary type of activity planned to be undertaken:

Table 1: Classification of operations site

Primary Activity	Examples of Secondary Activities	Classification of Operations Site	COF Required?
Production	Well Operations Diving GGE	Production Installation	Y
Well Operations	Diving GGE	Drilling Installation	Y
Use of Separate Living Accommodations	N/A	Accommodations Installation	Y
Diving	GGE	Diving Vessel	Y
Construction	GGE	Construction Vessel or Support Craft towing an Installation	N
GGE	N/A	GGE (Marine or Aviation)	N

4.0 Roles and Responsibilities

4.1 Regulator

The *Regulator* is the joint federal-provincial regulator responsible for the administration of the *Accord Acts* and associated regulations in relation to petroleum-related work or activity in the *Offshore Area*. In general, the *Regulator* is responsible for:

- administering the *Accord Acts* and associated regulations;
- advising industry of other agencies with responsibilities and authorities;
- coordinating authorizations and approvals using a one-window approach;
- providing interpretation regarding the requirements of the *Accord Acts* and regulations via a suite of regulatory instruments;
- assessing all applications for authorizations and approvals submitted in respect of planned works and activities;

- monitoring and verifying compliance with the *Accord Acts* and the associated regulations, as well as conditions and commitments made in authorizations and approvals; and
- taking appropriate action when non-compliances from the *Accord Acts* and the associated regulations or deviations from authorizations, approvals and any associated commitments are identified, and addressing them in a timely manner.

Further information on the mandate of the *Regulator* is provided on the *Regulator's* website. The authorities and powers of the *Regulator*, which include the Board of the *Regulator*, Oil and Gas Committee, CSO, CCO, conservation officers, operational safety officers and OHS officers are prescribed in the *Accord Acts*.

4.2 Operator and Other Responsible Parties

The operator, who is the holder of an OA, is responsible and accountable for complying with the requirements of the *Accord Acts*, regulations and any associated conditions or commitments made as part of any authorization or approval. This means they are also responsible and accountable for ensuring that works or activities carried out under their OA by any employers, employees, providers of service and suppliers comply with the requirements of the *Accord Acts*, regulations and any associated conditions or commitments made as part of their authorizations and approvals. It is the responsibility of the operator to ensure that the program can be conducted safely without polluting the environment, including ensuring that all equipment, procedures and competency of personnel are appropriate and continue to be for the duration of the program.

Definitions, duties and responsibilities and the allocation of responsibility for operators, employers, supervisors (including OIMs for an installation), employees, suppliers, providers of service, owners, interest holders and corporate officials are prescribed in the *Accord Acts*.

With respect to a diving project, refer also to the definitions of “specialized dive physician”, “dive contractor”, “dive team” and “dive safety specialist” under section 1 of the *OHS Regulations*.

4.3 Certifying Authority

Part III of the *Accord Acts* and the *Framework Regulations* require that prescribed installations (which includes production, drilling and accommodations installations and diving vessels) have a valid COF issued by a recognized CA. A construction vessel does not require a COF from a CA; however, the work being undertaken with respect to the installation may require CA involvement. The CA is also a provider of service under Part III.1 of the *Accord Acts* and is responsible for meeting any provisions in relation to this role. Refer to the definition of CA in the *Framework Regulations* for a list of accepted organizations.

The purpose of this additional certification is to provide independent third party verification that the installation or diving vessel and associated systems and equipment, during the term of the COF, is fit for purpose and is being maintained in compliance with the regulations without compromising safety or polluting the environment. As this is an independent third party verification, it does not replace the operator and installation owner's obligations to undertake their own verification work. The operator must ensure the independence of this process from its own activities and due diligence, and should have processes in place to prevent occurrences of non-compliances identified by the CA.

The CA may also serve as both the classification society and the delegated authority for flag state. It is also possible that the CA can be different from the classification society for the installation or diving vessel. While there are common aspects covered by these different roles, their responsibilities are different and the rules against which they are required to verify may also differ. Operators should understand the differences between these roles.

4.4 Federal Government Departments and Associated Agencies

There are several federal government departments and agencies that may have responsibilities with respect to authorized works or activities. A list has been provided in **Appendix A**. MOUs have been established with several of the federal government departments and agencies and are provided on the *Regulator's* website.

4.5 Provincial Government Departments and Associated Agencies

There are several provincial government departments and agencies that may have responsibilities with respect to authorized works or activities. A list has been provided in **Appendix A**. MOUs have been established with several of the provincial government departments and agencies and are provided on the *Regulator's* website.

5.0 Requirements

An operator applying for an OA and undertaking associated works or activities must ensure that all legislative requirements applicable to its program are clearly documented in its management system. This should include any commitments, conditions or exemptions that have been issued from the *Regulator* or other agencies. The different types of requirements applicable to works or activities are outlined in the following subsections.

5.1 Legislative Requirements

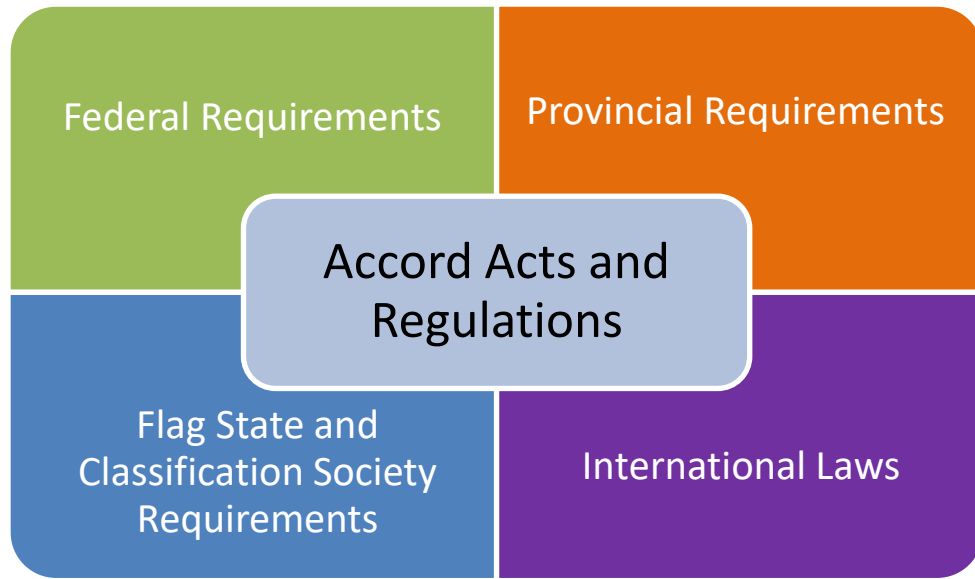


Figure 2: Legislative requirements

The legislation that governs the *Offshore Area* is primarily the *Accord Acts* and regulations.

There are federal and provincial requirements that must be considered. In certain cases, these requirements apply in their entirety and in other cases, these requirements only apply in the absence of a regulatory requirement within the *Regulator's* regulatory framework. In case of an inconsistency or conflict between a requirement of the *Accord Act* and the regulations made thereunder, and any other Act of Parliament that applies to the offshore area or any regulations made under that Act, except the *Labrador Inuit Lands Claims Agreement Act*, the *Accord Act* and the regulations made thereunder take precedence.

Depending on the type of installation, vessel or aircraft and the activity being undertaken, flag state requirements, classification society requirements and national and international laws may also apply.

5.1.1 Accord Acts and Regulations

Acts

The *Accord Acts* are the primary legislation under which all *Offshore Area* activity is to be undertaken. The *Accord Acts* and subordinate regulations include the requirements to meet and also include references to other Acts and regulations (e.g., *Canada Lands Survey Act*, *Canada Oil and Gas Regulations*, *Management of Greenhouse Gas Act*, *Newfoundland and Labrador (NL) Social Legislation*, *Hazardous Products Act*, *Labour Relations*

Act, Hazardous Materials Information Review Act). If the works or activities are being conducted as part of the Hibernia production project, the *Hibernia Development Project Act* and associated regulations also apply. Links to the federal and provincial versions of the *Accord Acts* are available on the *Regulator's* website.

The *Accord Acts* also provide authority to the Board of the *Regulator*, to the CSO and to the CCO to require compliance with other requirements, to approve specific information or activities or to add conditions to authorizations and associated approvals. The operator should ensure that any specific commitments or conditions of applicable *Development Plans* or *Benefits Plans* are reflected in documentation submitted in support of an OA. It should be clear that any deviation from those commitments or conditions require *Regulator* and government approval and have the potential to require public consultation to engage with other stakeholders.

Regulations

The federal and provincial versions of the regulations that are subordinate to the *Accord Acts* include the following:

- *OHS Regulations*
- *Framework Regulations*
- *Financial Requirements Regulations*
- *Cost Recovery Regulations*

Links to the federal and provincial versions of the regulations are available on the *Regulator's* website. The above regulations are applicable to all works or activities, but particular attention should be paid to how each regulatory requirement has been written and to the terms that have been used and defined, as not all requirements are applicable to each type of work or activity that is undertaken. Some other considerations:

- There are requirements within the *Framework Regulations* that apply to all works or activities. When a regulatory requirement includes the phrases “authorized work or activity” or “operation site” then this means that the requirement is applicable to all projects or programs (e.g., sections 1 – 11, 41 – 50 and 172 – 176 of the *Framework Regulations*).
- There are also regulatory requirements that need to be considered within the *OHS Regulations* that apply to a “workplace” and to a “marine installation or structure.”
- If a support craft is planned to be used in respect of the authorized work or activity, refer to the term “support craft” in the *Framework Regulations* and if persons are planned to be transported, refer to the term “passenger craft” in the *OHS Regulations*.

- Guidance for regulatory requirements that apply to specific types of works or activities are provided under Section 3.0 of this Guideline by activity type.

Regulatory Instruments

The *Regulator* may publish regulatory instruments such as policies, [guidelines](#), [interpretation notes](#), [codes of practice](#) and [safety notices](#). While these regulatory instruments are not statutory, they provide interpretations of regulatory requirements, highlight other related requirements, explain the *Regulator's* processes or provide an understanding of good industry practices. In the context of performance-based regulatory requirements, they provide at least one means of achieving the requirements of the regulations. However, operators can propose alternate approaches as part of the OA and associated approvals. Regulatory instruments are posted on the *Regulator's* website. Each regulatory instrument includes commentary on scope and application. To the extent practicable, this Guideline and other referenced guidelines include references to any associated regulatory instruments.

5.1.2 Federal Requirements

A list of federal legislation that may be applicable (either in whole or in part) to petroleum-related works or activities in the *Offshore Area* is provided in **Appendix A**. Operators may also be required to obtain licences, permits, approvals or authorizations from some federal agencies for their activities (e.g., permits for use of explosives or radioactive substances).

Operators should consult with the appropriate federal agencies that administer the legislation to obtain the latest relevant guidance and to ensure requirements are met.

5.1.3 Provincial Requirements

A list of provincial legislation that may be applicable (either in whole or in part) to petroleum-related works or activities in the *Offshore Area* is provided in **Appendix A**. All of the legislation is referenced in the *Accord Acts*; however, in the event of an inconsistency or conflict between these Acts and the *Accord Acts* and their associated regulations, the requirements of the *Accord Acts* and the associated regulations prevail.

In addition to the legislation that is referenced in the *Accord Acts*, a number of the requirements of other provincial agencies may need to be considered. Operators may also be required to obtain licences, permits, approvals or authorizations from some provincial agencies for their activities (e.g., labour exemption orders, radioactive sources permit). Provincial authorizations

may also be required in circumstances where there is a bridging of offshore and onshore activities (e.g., installation of pipelines to shore, drilling an onshore-to-offshore well). In these circumstances, the operator should contact the provincial department responsible for energy for advice on onshore authorization requirements.

5.1.4 Flag State and Classification Society Requirements

An operator should consider any requirements of flag state or the classification society that will need to be complied with, as applicable, along with any certificates that should be maintained. Both the flag state and classification society have processes whereby they may grant exemptions from their own requirements. In circumstances where exemptions are issued, this should not be treated as an exemption from the requirements of the *Accord Acts* and associated regulations.

5.1.5 International Laws and Conventions

An operator should evaluate whether there are any international laws, conventions or agreements that will need to be complied with such as those imposed by UNCLOS, IMO, IATA or the International Labour Organization.

5.2 Regulatory Queries

Pursuant to sections 151, 205.069 and 205.07 of the *Accord Acts*, an RQ may be submitted to the CSO and the CCO, as applicable, for the use of equipment, methods, measures or standards in lieu of any required by regulations. Additional detail on the RQ process is provided on the *Regulator's* website and in the *Guideline for the Occupational Health and Safety Regulations* and the *Guideline for the Framework Regulations*. The CSO and CCO cannot approve an exemption from the requirements of the *Accord Acts* unless there are provisions within the *Accord Acts* that allow them to do so. It should also be noted that the CSO does not have the authority to grant exemptions from the *OHS Regulations*. Decisions on RQs are available on the *Regulator's* website.

5.3 CSO Approvals

There are a number of requirements in the *OHS Regulations* that have an allowance for the CSO to provide direct approval of an alternate means. Refer to section 2.4 of the *Guideline for the Occupational Health and Safety Regulations* for guidance on the CSO approval process.

5.4 Request for Regulatory Review

A *Request for Regulatory Review* may be submitted at any time to determine whether or not a proposed method for compliance with the regulations is

acceptable to the *Regulator*. This process should be used when an applicant is planning to use new or alternate technology, codes, standards or methods that have not previously been used in the *Offshore Area* or for formal interpretation or clarification of a regulatory requirement.

6.0 All Works or Activities

The follow subsections detail a number of expectations or requirements that must be satisfied in relation to the application process.

6.1 Pre-Application Consultation with the Regulator

Engagement should start with the *Regulator* as early as possible to discuss the schedule, scope and types of activities to be conducted. The following should be noted with respect to this process:

- The operator should formally notify the *Regulator* in writing of their intention to submit an application for an OA.
- Prior to receipt of the application for an OA, pre-consultation meeting(s) should be held between the operator and the *Regulator* wherein:
 - the operator can provide an overview of the scope of all works or activities, expected timeframe and the list of any installations, vessels or aircrafts to be used; and
 - the *Regulator* can introduce the personnel assigned to review the application, summarize requirements for obtaining an OA and discuss key milestones and timing.
- The operator should maintain ongoing consultations with the *Regulator* and any other relevant government agencies during the preparation, submission and update of information.
- If an operator is proposing processes, standards or technologies that are new to the jurisdiction, the *Regulator* should be engaged as early as possible to address any questions or concerns regarding the proposal. Additional information may need to be submitted or the *Regulator* may request additional verification (e.g., witness testing). With respect to an installation, refer to the requirements of section 103 of the *Framework Regulations*. In these instances, an operator should submit the *Request for Regulatory Review* referred to in Section 5.4 of this Guideline.

The lead time for submission of an application for each OA is not specified by the *Framework Regulations*; however, the timing of submission will be determined during pre-application consultation discussions with the *Regulator*. Expectations for OA submission are provided in Section 6.9 of this Guideline and typical timelines for issuance of an OA are provided in Sections 8.3, 9.3, 10.3, 11.4, 12.3 and 13.6 of this Guideline.

6.2 Exploration, Significant Discovery or Production Licence

No drilling activity can occur without an EL, SDL or PL and production cannot occur without a PL. Refer to requirements in Part II, Divisions III and IV of the *Accord Acts*. Guidance on the application for and issuance of licences are provided on the *Regulator's* website. Refer also to the following:

- *Joint Guidelines regarding Applications for Significant or Commercial Discovery Declarations and Amendments*³
- *Interpretation Note 2012-04 Dual Validation for Exploration Wells*

6.3 Environmental Assessments and Impact Assessments

As required under section 138.01 of the *Accord Acts* and section 82 of the IAA, as applicable, the *Regulator* must assess potential environmental effects or impacts of petroleum-related work or activity and issue a determination in that regard. Before the *Regulator* approves an OA for any work or activity, an Environmental Assessment or Impact Assessment must be in place. Some considerations:

- Any Environmental Assessments (project-specific or regional) completed under CEAA or previous Environmental Assessments completed by the *Regulator* may be in effect.
- Assessments of activities that are designated projects, as defined by the IAA and regulations (i.e., *Physical Activities Regulations*), must follow the Impact Assessment process outlined in the IAA. These assessments are coordinated by the IAAC. Under section 23 of the IAA, the *Regulator* reviews and provides specialist or expert information or knowledge to the IAAC.
- In NL, exploratory drilling programs may be excluded from the requirement for a project-specific Impact Assessment if the operator's proposed activity meets the scope and requirements of the *Regulations Respecting Excluded Physical Activities (Newfoundland and Labrador Offshore Exploratory Wells)*.
- Assessments of activities that are not IAA-designated projects are coordinated by the *Regulator*.

Additional guidance on this process is provided on the websites for the *Regulator* and for the IAAC. This process will ensure that consultation is undertaken with all interested parties, including fisheries groups and Indigenous groups.

³ With respect to the reference to sections 171 – 174 of the *Newfoundland Offshore Petroleum Drilling Regulations*, operators should refer to the requirements of section 63 of the *Framework Regulations*. The referenced guideline is planned to be updated once amendments to the *Accord Acts* are made.

6.4 Development Plans

Pursuant to section 139 of the *Accord Acts*, production projects require a *Development Plan*. Any OA for work or activity associated with a production project must be carried out in accordance with any commitments or conditions made in an associated *Development Plan*. Guidance on the content, filing and process for the approval of *Development Plans* is provided in the *Development Plan Guideline* on the *Regulator's* website.

6.5 Benefits Plans

Pursuant to section 45 of the *Accord Acts*, before the *Regulator* approves an OA for any work or activity, a *Benefits Plan* must be approved by the *Regulator*. The *Benefits Plan* must be reflective of all works and activities that are being authorized. Guidance on the content, filing and process for the approval of a *Benefits Plan* is provided in the *Benefits Plan Guideline*. Depending on the scope of the submitted *Benefits Plan*, some projects may require submission of a supplement to the *Benefits Plan*, or other information such as crew rosters. For production projects, guidance is also provided in the *Development Plan Guideline*.

6.6 Operating Licence

Pursuant to subsection 137(a) and paragraph 138(1)(a) of the *Accord Acts*, an OA for any work or activity cannot be issued unless the operator has a valid operating licence. Guidance on applying for an operating licence and the associated form is provided on the *Regulator's* website. Operating licences are subsequently renewed at the end of each fiscal year.

6.7 Financial Requirements

Pursuant to subsection 163(1) of the *Accord Acts*, proof of financial requirements must be provided in respect of an OA for any work or activity. This is required as a contingency against potential petroleum spills or debris-related claims, to ensure that the operator completes the program leaving the site in a satisfactory condition and to satisfy the *Regulator* that it is able to meet other financial liabilities. If the scope of work or activity that is outlined in the application for an OA changes, the amount would have to be reviewed to determine whether it is sufficient to cover the scope proposed. Guidance is provided in the *Guidelines Respecting Financial Requirements* on the *Regulator's* website.

6.8 Cost Recovery

Pursuant to section 29.1 of the *Accord Acts* and the *Cost Recovery Regulations*, the *Regulator* recovers from industry the costs associated with regulating

petroleum-related works or activities. Guidance on submission of information and calculation of fees is provided in the *Cost Recovery Guideline*. Formula fees are updated annually and may be found on the *Regulator's* [website](#). Regulatory Activity Plans are submitted in the fourth quarter of each calendar year.

6.9 Application for an Operations Authorization

The operator must refer to section 8 of the *Framework Regulations* for the list of documents and information that must accompany the application. Refer to the associated guidance provided on each topic in the *Guideline for the Framework Regulations*. The application for an OA should meet the following expectations:

- Be maintained as a controlled document within the operator's management system and as such, have its own document number, version control (date and revision number) and be approved by a senior officer of the operator.
- Reference all documents that are submitted as part of the application for an OA under the appropriate section of the application and include the document number and version control (date and revision number).
- Other documents may be reviewed as part of the evaluation and are subject to compliance verification activities undertaken by the *Regulator*. These documents are not considered part of the application for an OA unless they are specifically requested to be included in the application for an OA by the *Regulator*.
- The application for an OA and all documents in support of the application should be valid for the term and scope of the OA.

The *Operations Authorization Application* is provided on the *Regulator's* website. All documents and information, including the *Operations Authorization Application* should be submitted electronically to information@cnlopb.ca.

6.9.1 Timelines

OA applications should be submitted to the *Regulator* some months before OA issuance as follows:

Table 2: OA Submission Timeline

Activity	Timeframe in advance of OA issuance
Production	6-9 months
Well Operations	6-9 months
Use of an Accommodations Installation	6-9 months
Diving	6-9 months
Construction	3-6 months
GGE	2-3 months

6.9.2 Completeness Review

Following submission of an application for an OA, the *Regulator* will commence a completeness review. The *Regulator* will notify the operator of missing information or documentation. The technical assessment of the application will not commence until the application is deemed complete by the *Regulator*.

6.9.3 Issuance of Punchlist

OA applications will be reviewed by the *Regulator* and a consolidated punchlist (e.g., gaps, deficiencies, requests for additional information) will be generated and sent to the operator for response. Prior to issuing an OA, all punchlist items must be addressed to the satisfaction of the *Regulator*.

6.9.4 Compliance Verification Activities

The *Regulator* may undertake compliance verification activities (e.g., audits, inspections) prior to commencement of the authorized work or activity. This could include review of the management system and the associated equipment, training and procedures that are in place to verify their readiness prior to commencement of the program. It may also include the review of benefits supplements/plans and crew rosters (depending on the activity). Based on the results of the compliance verification activity, additional verification activities may be required. Prior to issuing an OA, all non-compliances noted during compliance verification activities must be addressed to the satisfaction of the *Regulator*.

6.10 Compliance Verification Matrix

To allow for a more efficient review by the *Regulator*, the operator should submit a compliance verification matrix for provisions of the *Framework Regulations* and *OHS Regulations* that are applicable to its works or activities in support of an application for an OA. The compliance verification matrix is a tool that demonstrates to the *Regulator* that the operator has taken all applicable regulations into consideration and that maps where commitments and compliance information can be found in the operators OA documentation.

6.11 Marine Certification

For each primary floating platform or vessel (excluding support craft) being used for any work or activities, copies of the following international certificates or Transport Canada (flag state) equivalencies should be provided if applicable:

- ISM Certificate and Document of Compliance (ISM Code)
- Cargo Ship Safety Construction Certificate
- Cargo Ship Safety Equipment Certificate (including Form E)
- Radio Inspection Certificate
- International Load Line Certificate (if required by flag state or the classification society for the type and size of vessel)
- International Ship Security Certificate (as per the ISPS Code)
- International Oil Pollution Prevention Certificate (as per MARPOL)
- International Sewage Pollution Prevention Certificate (as per MARPOL)
- International Air Pollution Prevention Certificate (as per MARPOL)
- International Diving System Safety Certificate

6.12 Aircraft Certification

With respect to any aircraft being used to acquire geoscientific or environmental data, a copy of the Certificate of Airworthiness for the aircraft should be provided as part of the application for an OA, along with any exemptions that have been granted from Transport Canada Aviation, as well as any other information requested as part of the application for an OA.

6.13 Declaration of Fitness

Pursuant to section 139.1 of the *Accord Acts*, an OA cannot be issued unless a DOF is received from the operator. This document attests that the operator has ensured, and will continue to ensure, that equipment and installations used in the proposed work or activity are fit for purpose, operating procedures are appropriate and qualified and competent personnel are employed. The DOF is legally binding and operators must be able to demonstrate due diligence in its execution. The DOF must cover all works or activities that are conducted, including those activities carried out by contractors, subcontractors and providers of service (e.g., support craft providers, medical service providers). The DOF must also be signed by the senior officer of the corporation that is applying for the OA.

The operator should have sufficient competence and resources to make its own independent declaration. Prescribed forms for making this declaration are on the *Regulator's* website.

Anytime there is a significant change in the program, including a change-out of installations, vessels, aircraft, or a change-out of contractors, subcontractors or

providers of service with higher exposure hours or with a high impact to health, safety and environment, a new DOF must be submitted, along with any associated changes to documentation filed in respect of the OA. It is expected that operators employ a comprehensive management of change process for making any changes to equipment, personnel or procedures. Updates to other documents filed in respect of the OA should be provided to the *Regulator* and accepted prior to changes being implemented and it is expected that this process also captures any changes made to associated management systems.

6.14 Supplemental List of Other Information to be Submitted

Below is a list of information that is typically requested prior to issuance of an authorization. Other information may also be requested as part of the authorization review process:

6.14.1 Summary of Operator Verification Activities

The onus is on the operator to ensure compliance with the *Accord Acts* and regulations before any compliance verification activities are conducted by the *Regulator*. A summary and the associated results from operator verification activities (e.g., pre-contractual or pre-operational inspections, surveys or audits) onboard the installation, vessel or aircraft, and associated support craft (e.g., support vessel(s), passenger craft) should be provided as verification that equipment, implementation of procedures and personnel competency for the proposed work or activity have been reviewed and accepted by the operator. The *Regulator* reserves the right to request full reports and any supporting information in relation to these activities. The *Regulator* may additionally request the operating history and evaluation of relevant quality, health, safety and environmental performance (e.g., incidents, audits, inspections, hazard reports, maintenance, training) for any installation, vessel, aircraft, support craft, providers of service or suppliers.

6.14.2 Labour Exemption Order

Exemptions from the day of rest provision from the *Labour Standards Act* must be obtained prior to issuance of an authorization. Guidance for submission of a labour exemption order for marine installations or structures and passenger craft is provided in the *Code of Practice for Fatigue Management in the Canada-Newfoundland and Labrador Offshore Petroleum Industry* on the *Regulator's* website. If the labour exemption order is modified, an updated order is required to be submitted.

6.14.3 Confirmation from Medical Service Provider

With respect to new marine installations or structures, confirmation should be provided from the medic (and specialized dive physician, if applicable) that the type and quantity of first aid and medical supplies and equipment, medication and facilities have been reviewed and accepted. Refer to the requirements and associated guidance under paragraph 32(1)(c) of the *OHS Regulations*.

6.14.4 Confirmation from Aircraft Service Provider

For new installations or vessels planning on using an aircraft landing area, confirmation should be provided from the aircraft service provider that they have reviewed and accepted the aircraft landing area, associated equipment, procedures and training. Refer to the requirements and associated guidance under section 176 of the *Framework Regulations*.

6.14.5 List of Independent Well Verifiers

For production projects and drilling programs, a list of independent well verifiers should be provided and include the position title, qualifications and proof of independence for each verifier. Any changes to the list of independent well verifiers should be provided to the *Regulator*. Refer to the requirements and associated guidance under section 19 of the *Framework Regulations*.

6.15 Issuance of an Operations Authorization

An OA will be issued for a specified period of time, depending on the scope and types of activities noted above and the proposed schedule. The term will be selected based on the following factors:

- The temporal or spatial scope outlined as part of the associated Environmental Assessment and Impact Assessment.
- The scope of work or activities that are planned to be conducted and their associated risk (e.g., physical and environmental conditions, SIMOPS, deep water location, remoteness of location).
- The execution plan and schedule, expiry date of licences, expiry of installation contracts and the expiry of the COF, if applicable.
- The operator's past performance in relation to safety, industrial benefits, protection of the environment and prevention of waste.

Because some installations or vessels undertaking drilling, GGE, diving and construction activities may not be designed for operation in higher sea states, winter months or ice season, the term will also be assessed based on this factor.

Once the *Regulator* is satisfied that all required information has been provided, the *Regulator* will issue an OA with a unique program number.

It should be noted:

- The *Accord Acts* provide the *Regulator* with the authority to issue conditions on any OA. The OA form on the website includes a list of standard conditions and the *Regulator* may also append additional conditions to an OA upon issuance or at any time during the program.
- Once approved:
 - The application for an OA and all accompanying documentation should be readily available to all persons executing works or activities.
 - The approved OA form along with any appended conditions should be posted at the operations site.
 - Any conditions of an OA should be communicated to all those who are required to ensure compliance.
 - The unique program number should be quoted on all subsequent correspondence to the *Regulator* in relation to the OA.

Works or activities are not permitted to commence until an OA is issued and the only activities that can be conducted are the ones that have been described as part of the scope of the application for an OA or as outlined in appended conditions to an OA.

The *Regulator* should be notified when the operator has completed all authorized work or activity and when the installations or vessels have departed the *Offshore Area*.

The authorized work or activity is considered complete when:

- the operator has met the commitments in the OA respecting completion, suspension or cancellation of the work or activity;
- all passenger craft transportation activities have been completed; and
- the *Regulator* has received notification that the installation or vessel has:
 - transited to an area within the jurisdiction of the province of NL;
 - transited beyond the outer most limit of the *Offshore Area*; or
 - been handed over to another operator in the *Offshore Area*.

For saturation diving, the work is not considered complete until the divers have finished their decompression period.

Additional guidance on jurisdictional responsibilities between the *Regulator*, flag state and Transport Canada Marine Safety and Security is provided in Annex A of the relevant MOU on the *Regulator's* website.

6.16 Reporting

6.16.1 Reporting to the Regulator

After an OA is issued, there are a number of reporting requirements outlined in the *Accord Acts* and associated regulations. This includes the submission of the following, as applicable:

- Workplace Committee meeting minutes (to be submitted only for marine installations or structures - refer to the requirements and associated guidance for section 7 of the *OHS Regulations*)
- Written Notifications and Incident Investigation Reports (refer to the associated requirements and guidance in the *Incident Reporting and Investigation Guideline*)
- Quarterly Statistics Reports (refer to section 182 of the *Framework Regulations* and associated guidance for submission of quarterly statistics reports)
- Annual Safety Reports (refer to section 182 of the *Framework Regulations* and associated guidance for submission of annual safety reports)
- Annual Reports on applied research work or studies (refer to requirements and associated guidance for section 183 of the *Framework Regulations*)
- Notification of Work Refusal (for marine installations or structures and passenger craft - refer to Part III.1 of the *Accord Acts*)
- Submission of Training Equivalencies and Exemptions (refer to Section 10 of the *Code of Practice for the Training and Qualifications of Offshore Personnel*)
- Any other reporting requirements or other reports required by the *Regulator* or other agencies, such as:
 - Benefits Reports (as per the approved *Benefits Plan*)
 - Monthly Environmental Compliance Reports
 - Discharge Reports
 - Environmental Effects Monitoring Report

There are additional reporting requirements depending on the type of work or activity being undertaken. Guidance on additional reporting requirements are provided in subsequent sections.

6.16.2 Reporting to Other Authorities

Operators should also establish reporting requirements to other authorities. A list of authorities and legislation is provided in **Appendix A**.

6.17 Amendments to an Operations Authorization

If an operator requires an amendment to an authorization, they should submit an *Operations Authorization Amendment* form.

6.17.1 Revisions to Key OA Documents

Any changes or updates to the *Operations Authorization Application* or documents submitted in support of an OA would be considered changes from what has been approved. Updated documents should be provided to the *Regulator* for review prior to changes being implemented. When doing so, the operator should submit a redline version of the document that outlines all changes to expedite this review. The *Regulator* will monitor compliance with any commitments made in the accepted versions of the application for an OA and accompanying documents until such time as the revised documents have been formally accepted by the *Regulator* as forming part of the OA. For greater clarity, this includes changes to the following documents submitted in support of an OA, if applicable:

- Execution Plan and Schedule (if it is a separate document)
- Safety Plan(s)
- Environmental Protection Plan(s)
- Contingency Plan(s)
- Decommissioning and Abandonment Plan(s) (if applicable)

Significant changes to documentation may require additional fees and reviews by the *Regulator*.

6.17.2 Changes to Scope or Activity

Changes to an OA such as changes to the scope of work or activities, changes to service providers or the addition or removal of an installation or primary vessel or aircraft may be considered changes from what has been approved. These types of changes may affect the *Operations Authorization Application* or the accepted versions of documents submitted in support of an OA. Consultation should occur with the *Regulator* to discuss submission requirements and the time that may be required to assess the change. Significant amendments may require additional fees and reviews by the *Regulator*. Changes of this nature must not be implemented until they have been formally accepted by the *Regulator*.

For GGE programs, if the operator is requesting to acquire additional data, they should provide written notification to the *Regulator* with the following information included:

- a description of the request;
- a map showing additional lines (shown in different colour from original lines);
- a revised shapefile of line coordinates (original plus additional);
- confirmation that the additional lines fall within the assessed project area of the associated Environmental Assessment and Impact Assessment and the temporal scope, if applicable;
- confirmation that the amendment will be carried out with policies and procedures already approved under the OA (e.g., environment, safety, emergency response, SIMOPS); and
- confirmation that there is no change to the approved Financial Responsibility or *Benefits Plan*.

The *Regulator* will review the submitted documentation and notify the operator of the acceptance or rejection of the requested data acquisition amendment. A GGE program may only be amended if the authorization has not expired.

6.17.3 Extensions to an OA

A request to extend the authorized duration of a program should be submitted at least 15 working days before the end of the period being extended or the new commencement date. Any request for temporal extensions of OAs may require additional information to be submitted such as:

- With respect to an installation or vessel to be operated into late fall, limitations for operating in adverse physical and environmental conditions, including ice, temperature, waves, etc. and submission of an updated Contingency Plan to address this change.
- With respect to personnel fatigue, details respecting how this is being managed. An updated labour exemption order may be required.
- If a program is greater than six months, all of the requirements with respect to workplace committees under Part III.1 of the *Accord Acts* must be satisfied.
- Confirmation that the extension is in alignment with the temporal scope (e.g., timing) of the associated Environmental Assessment and Impact Assessment.

Operators should consult the *Regulator* to discuss any additional expectations or requirements.

6.17.4 Asset Life Extension

If asset life extension of an installation is planned the following should be performed:

- Pre-consultation engagement with the *Regulator* and submission of a Preliminary Life Extension Plan at least five years before the end of design life, along with summary of impacts to associated *Development Plans*, Environmental Assessments or Impact Assessments.
- Submission of the final Life Extension Plan.
- Submission of updated documentation in support of an OA, including Safety Plan(s), Environmental Protection Plan(s) and Contingency Plan(s).

Guidance on asset life extensions is provided in the *Asset Design Life Extension Program Guideline for Offshore Canada-Newfoundland and Labrador*.

6.18 Renewal of an Operations Authorization

For renewal of an OA in relation to a production project, contact should be made with the *Regulator* at least six months in advance of the expiry date to determine the extent of planned changes and updates. Other than an updated OA application, supporting documentation need not be resubmitted for review unless changes are planned. If extensive changes are planned at the renewal phase, discussions with the *Regulator* should begin at least eight months in advance and an *Operations Authorization Amendment Request* form should be submitted.

7.0 Requirements Applicable only to Installations

There are certain submission requirements that are only applicable to an “installation” (i.e., drilling, production or accommodations installation) or to a “prescribed installation” (i.e., an “installation” or a diving vessel) for the purposes of issuing a COF under Part 5 of the *Framework Regulations*. Refer to the following guidance for these requirements:

7.1 Certificate of Fitness

Pursuant to section 139.2 of the *Accord Acts* and Part 3 of the *Framework Regulations*, an OA cannot be issued unless a COF is received from the CA for any “prescribed installations” (i.e., installations or diving vessels) planned to be used. Prior to issuance of a COF:

- a Certification Plan must be submitted by the COF applicant and accepted by the CA and the *Regulator*; and
- the Scope of Work must be submitted by the CA and approved by the CSO.

Refer to guidance provided for Part 5 of the *Framework Regulations*.

7.2 Geohazard Survey

Prior to the placement of an installation or pipeline or components of an installation or pipeline including mooring systems, and prior to undertaking any production or well operations, the operator should submit documentation to the *Regulator* demonstrating that the seafloor and the underlying sediments have been investigated to determine if there are any potential surface hazards (e.g., munitions) or subsurface hazards (e.g., faults, shallow gas). Requirements for conducting such investigations and analysis are provided in sections 104 and 105 of the *Framework Regulations* and Section 13 of this Guideline. The acquisition, submission and analysis of this data would typically be done as part of a GGE program.

7.3 Location Survey

A location survey must be filed with the Canada Lands Survey Records and the *Regulator* for the location of any production installation or for any well associated with a production project or a drilling program. Refer to the requirements and associated guidance under section 192 of the *Framework Regulations*.

7.4 Appointment of Offshore Installation Managers

Pursuant to section 193.2 of the *Accord Acts*, the operator must appoint an OIM to be in command of an installation (i.e., drilling, production or accommodations installation and not a diving vessel). As part of the OA application, the operator is required to submit documentation to the *Regulator* appointing any OIM and alternate OIMs for each installation. This documentation should include an attestation that the OIMs meet the experience, qualifications, training and competency required to carry out the duties that have been assigned. In the event there are multiple installations in the same field, an operator should ensure that each OIM understands all responsibilities, especially in relation to SIMOPS and communication with other OIMs. Anytime a change occurs, updated letters of appointment should be provided.

8.0 Requirements Applicable Only to Production Projects

8.1 Scope

Work or activity associated with a production project primarily includes production activities but may also include any associated well operations, diving, construction or GGE activity or the use of an accommodations installation in relation to that project. For any production project, multiple activities may be authorized for work at the production site at different times on the critical path to first oil. As such, well operations or other activities may require a separate application for an OA to conduct this work. If authorized with multiple activities, the OA should address topics in relation to shared or impacted activities.

8.2 Classification of Operations Site

If production activity is being undertaken at an operations site, the site is referred to as either a production site or a production installation. A production installation includes any subsea and surface systems, including flowlines, umbilicals, pumping stations, onshore control centres or pipelines. A production installation can be either fixed or floating (e.g., floating production, storage and offloading vessels, tension leg platforms, spars, column-stabilized platforms) and can be either attended or unattended. If an installation is undertaking production activities and is also carrying out any other activity (e.g., drilling, intervention, diving, geophysical) it is considered a “production installation” and “installation” as per the *Framework Regulations* and requires a COF under Part 5 of the *Framework Regulations*. Refer to the definition of “production installation” and associated ancillary definitions under the *Framework Regulations*.

8.3 Timeline for Issuance of an OA

Below is an expected timeline for issuance of an OA for a production project to facilitate an efficient regulatory approval process:

Table 3: Timeline for Production Projects

Timeframe in advance of OA issuance	Activities/Submissions
> 24 months	<ul style="list-style-type: none"> Initial high-level engagement with the <i>Regulator</i> Certification plan and scope of work Geoscientific, geotechnical and environmental (for the purposes of meeting conditions of the associated Environmental and Impact Assessment) surveys Submission of RQs
12 - 24 months	<ul style="list-style-type: none"> Engagement with <i>Regulator</i> on project updates

Timeframe in advance of OA issuance	Activities/Submissions
	<ul style="list-style-type: none"> • Potential engagement with the <i>Regulator</i> on new processes, standards or technologies • Resolution of conditions of the associated <i>Development Plan</i>, Environmental Assessment and Impact Assessment • Submission of flow system, flow calculation and flow allocation procedures
12 months	<ul style="list-style-type: none"> • Details of drilling program, including well-specific information and details of the field data acquisition program • Operating licence
1 - 12 months	<ul style="list-style-type: none"> • Compliance verification activities by the <i>Regulator</i>
6 - 9 months	<ul style="list-style-type: none"> • Submission of an application for an OA • Compliance verification matrix • Marine certification, if applicable
4 - 6 months	<ul style="list-style-type: none"> • Financial requirements • Submission of relevant approvals (e.g., ADWs) • Submit request for flaring allowance, if applicable
3 months	<ul style="list-style-type: none"> • Submission of letters appointing OIMs • Submission of supplemental list of other information • Submission of training and qualification exemptions and equivalencies
2 weeks	<ul style="list-style-type: none"> • COF • DOF

8.4 Approvals

With respect to production projects, additional approvals must include:

- Approval of flow system, flow calculation procedure and flow allocation procedure (refer to the requirements and associated guidance in section 14 of the *Framework Regulations*)
- Assignment of name and definition of boundaries of pools, zones or fields (refer to the requirements and associated guidance in section 59 of the *Framework Regulations*)
- Notification of calibration of meters (refer to the requirements and associated guidance in section 78 of the *Framework Regulations*)
- Approval of request for flaring or venting of gas (refer to the requirements and associated guidance in clause 8(h)(i)(A) of the *Framework Regulations*)

With respect to production projects, additional approvals may include:

- Approval of commingled production (refer to the requirements and associated guidance in section 80 of the *Framework Regulations*)

8.5 Reporting

In addition to the reporting requirements under section 6.16 of this Guideline, there are specific notifications and reports required to be submitted for production projects. This includes the submission of the following:

- Daily operations report including daily production report (refer to the requirements and associated guidance for section 197 of the *Framework Regulations*)
- Monthly production report (refer to the requirements and associated guidance for section 198 of the *Framework Regulations*)
- Monthly CA reports (refer to the requirements and associated guidance under subsection 39(2) of the *Framework Regulations*)
- Environmental report – production projects (refer to the requirements and associated guidance for section 201 of the *Framework Regulations*)
- Annual production report (refer to the requirements and associated guidance for section 202 of the *Framework Regulations*)
- Annual emissions reports to be submitted by June 1st of each year (refer to the requirements section 164.1 – 164.3 of the *Accord Acts*)
- Annual CA reports (refer to the requirements and associated guidance under subsection 39(1) of the *Framework Regulations*)
- Notification of repair, replacement or modification to the *Regulator* and the CA, as applicable (refer to requirements and associated guidance for section 162 of the *Framework Regulations*)
- Submission of results, data, analysis and schematics (refer to the requirements of section 191 of the *Framework Regulations* and the *Data Acquisition Guideline*)

Depending on the nature of the activities being undertaken, reports may also be required for the following:

- Formation flow test report (refer to the requirements and associated guidance for subsection 195(b) of the *Framework Regulations*)
- Weather forecasts and ice management reports (refer to requirements and associated guidance for subsection 109(4) of the *Framework Regulations*)
- Pilot scheme report (refer to the requirements for section 196 of the *Framework Regulations*)
- Well termination record (refer to the requirements and associated guidance for section 199 of the *Framework Regulations*)
- Well operation report (refer to the requirements and associated guidance for section 199 of the *Framework Regulations*)

- Well history report (refer to the requirements and associated guidance for section 199 of the *Framework Regulations*)
- Notification of disposal of collected drill cuttings, fluid samples, cores or evaluation data (refer to the requirements in section 64 of the *Framework Regulations* and associated guidance in the *Data Acquisition Guideline*)

9.0 Requirements Applicable Only to Drilling Programs

9.1 Scope

Work or activity associated with a drilling program primarily includes well operations activities but may also include any associated diving, construction or GGE activity or the use of an accommodations installation in relation to that program. Refer to the ancillary definition of “well operations” in the *Framework Regulations* as when this term is used it is intended to apply to more than drilling activities. An OA can be issued for stand-alone exploration, delineation or development drilling, however when drilling a development well, the activity would also be subject to any requirements in relation to a production project. If authorized with multiple activities, the OA should address topics in relation to shared or impacted activities.

9.2 Classification of Operations Site

If well operation activities are being undertaken at an operations site, the site is referred to as a drill site or a drilling installation and requires a COF under Part 5 of the *Framework Regulations*. Drilling installations typically include:

- Fixed drilling installations
- Ship-shaped MODUs (e.g., drill ships)
- Column-stabilized MODUs (e.g., semi-submersible drill rigs)
- Self-elevating MODUs (e.g., jack-up drill rigs)
- Well intervention vessels (e.g., light intervention vessels)

If an installation is undertaking drilling or well operations activities without the intent to produce, it is considered a “drilling installation” and also an “installation” as per the *Framework Regulations*. Refer to the definition of “drilling installation” and associated ancillary definitions (e.g., well operations) under the *Framework Regulations*.

9.3 Timeline for Issuance of an OA

Below is an expected timeline for issuance of a stand-alone OA for a drilling program to facilitate an efficient regulatory approval process:

Table 4: Timeline for Drilling Programs

Timeframe in advance of OA issuance	Activities/Submissions
18 + months	<ul style="list-style-type: none"> • Associated Environmental Assessment and Impact Assessment (if activity not covered under a regional assessment)⁴
12 - 18 months	<ul style="list-style-type: none"> • Selection of an installation • Initial high-level engagement with the <i>Regulator</i> (new operator or new installation) • Geoscientific, geotechnical and environmental (for the purposes of meeting conditions of the associated Environmental Assessment and Impact Assessment) surveys
9 - 12 months	<ul style="list-style-type: none"> • Initial high-level engagement with the <i>Regulator</i> (existing operator and existing/returning installations) • Details of drilling program, including well-specific information, details of well data acquisition and formation flow testing, if applicable • Resolution of conditions of the associated <i>Development Plan</i> (if applicable), Environmental Assessment and Impact Assessment • Operating licence • <i>Benefits Plan</i>
6 - 9 months	<ul style="list-style-type: none"> • Submission of an application for an OA • Certification plan and scope of work • Compliance verification matrix • Marine certification, if applicable
4 - 6 months	<ul style="list-style-type: none"> • Financial requirements • Submission of RQs • Submission of relevant approvals (e.g., ADWs)
3 months	<ul style="list-style-type: none"> • Submission of letters appointing OIMs • Submission of training and qualification exemptions and equivalencies • Submission of supplement to the <i>Benefits Plan</i>, as applicable • Submission of supplemental list of other information
2 - 4 weeks	<ul style="list-style-type: none"> • Compliance verification activities by the <i>Regulator</i>

⁴ For exploration drilling projects exempt from IAA, a project notice to the IAAC is required 90 days before commencing of the drilling program in accordance with the *Regulations Respecting Excluded Physical Activities (Newfoundland and Labrador Offshore Exploratory Wells)*. Section 3 of those regulations outline the information to be provided. However, engagement with the *Regulator* should occur at a minimum of 6 - 9 months before issuance of an OA.

Timeframe in advance of OA issuance	Activities/Submissions
	<ul style="list-style-type: none"> • Submission of crew rosters at the discretion of the <i>Regulator</i>
2 weeks	<ul style="list-style-type: none"> • COF • DOF

9.4 Approvals

With respect to drilling programs (including those carried out as part of a production project), additional approvals must include:

- Approval to drill a well (ADW) (refer to the requirements and associated guidance in section 17 of the *Framework Regulations*)
- Notification to abandon/suspend or notification to complete (refer to the requirements and associated guidance in section 17 of the *Framework Regulations*)
- Approval of a well data acquisition program (refer to the requirements and associated guidance in section 18 of the *Framework Regulations*; normally as part of the ADW process)
- Assignment of name, classification or status of a well (refer to the requirements and associated guidance in section 59 of the *Framework Regulations*)

With respect to drilling programs, additional approvals may include:

- Approval to alter the condition of a well (ACW) (refer to the requirements and associated guidance in section 17 of the *Framework Regulations*)
- Approval of a formation flow test program (refer to the requirements and associated guidance in section 63 of the *Framework Regulations*)

9.5 Reporting

In addition to the reporting requirements under section 6.16 of this Guideline, there are specific notifications and reports required to be submitted for drilling programs. This includes the submission of the following:

- Daily operations report including daily drilling report (refer to the requirements and associated guidance for section 197 of the *Framework Regulations*)
- Daily geological report (refer to the requirements and associated guidance for section 197 of the *Framework Regulations*)
- Monthly CA reports (refer to the requirements and associated guidance under subsection 39(2) of the *Framework Regulations*)

- Environmental report – exploration or delineating drilling (if part of a production project refer to section 8.5 of this Guideline, otherwise refer to the requirements and associated guidance for section 200 of the *Framework Regulations*)
- Annual emissions reports to be submitted by June 1st of each year (refer to the requirements under section 164.1 – 164.3 of the *Accord Acts*)
- Annual CA reports (refer to the requirements and associated guidance under subsection 39(1) of the *Framework Regulations*)
- Notification of repair, replacement or modification to the *Regulator* and the CA, as applicable (refer to requirements and associated guidance for section 162 of the *Framework Regulations*)
- Submission of results, data, analysis and schematics (refer to the requirements of section 191 of the *Framework Regulations* and the *Data Acquisition Guideline*)
- Well termination record (refer to the requirements and associated guidance for section 199 of the *Framework Regulations*)
- Well operation report (refer to the requirements and associated guidance for section 199 of the *Framework Regulations*)
- Well history report (refer to the requirements and associated guidance for section 199 of the *Framework Regulations*)

Depending on the nature of the activities being undertaken, reports may also be required for the following:

- Formation flow test report (refer to the requirements and associated guidance for subsection 195(b) of the *Framework Regulations*)
- Weather forecasts and ice management reports (refer to requirements and associated guidance for subsection 109(4) of the *Framework Regulations*)
- Weekly/monthly recruitment reports (as per the approved *Benefits Plan*)
- Notification of disposal of collected drill cuttings, fluid samples, cores or evaluation data (refer to the requirements in section 64 of the *Framework Regulations* and associated guidance in the *Data Acquisition Guideline*)

10.0 Requirements Applicable Only to Accommodations Installation

10.1 Scope

The use of an accommodations installation can either be authorized under an OA for a production project or a drilling program, or issued separately. An OA for the stand-alone use of an accommodations installation would be subject to any requirements in relation to a production project or a drilling program and should address topics in relation to shared or impacted activities.

10.2 Classification of Operations Site

If a temporary living accommodation for persons is being used for conducting works or activities at a production or drill site, it is considered an “accommodations installation” and “installation” as per the *Framework Regulations* and requires a COF under Part 3 of the *Framework Regulations*. Refer to the definition of “accommodations installation” and associated ancillary definitions under the *Framework Regulations*.

10.3 Timeline for Issuance of an OA

Below is an expected timeline for issuance of a stand-alone OA for the use of an accommodations installation to facilitate an efficient regulatory approval process:

Table 5: Timeline for Accommodations Installations

Timeframe in advance of OA issuance	Activities/Submissions
12 - 18 months	<ul style="list-style-type: none"> • Selection of an installation • Initial high-level engagement with the <i>Regulator</i> • Geoscientific and geotechnical surveys if required for placement/installation
9 - 12 months	<ul style="list-style-type: none"> • Resolution of conditions of the associated <i>Development Plan</i> (if applicable), Environmental Assessment and Impact Assessment • Operating licence • <i>Benefits Plan</i>
6 - 9 months	<ul style="list-style-type: none"> • Submission of an application for an OA • Certification plan and scope of work • Compliance verification matrix • Marine certification, if applicable
4 - 6 months	<ul style="list-style-type: none"> • Financial requirements • Submission of RQs
3 months	<ul style="list-style-type: none"> • Submission of letters appointing OIMs • Submission of training and qualification exemptions and equivalencies • Submission of supplement to the <i>Benefits Plan</i>, as applicable
2 - 4 weeks	<ul style="list-style-type: none"> • Compliance verification activities by the <i>Regulator</i> • Submission of crew rosters at the discretion of the <i>Regulator</i> • Submission of supplemental list of other information
2 weeks	<ul style="list-style-type: none"> • COF • DOF

10.4 Reporting

The reports for the use of an accommodations installation can be combined with the reports submitted for a production project or a drilling program (e.g., environmental report, benefits report, weather forecasts). In addition to the reporting requirements under section 6.16 of this Guideline, there are specific notifications and reports required to be submitted for an accommodations installation. This includes the submission of the following:

- Daily operations report (refer to the requirements and associated guidance for section 197 of the *Framework Regulations*)
- Monthly CA reports (refer to the requirements and associated guidance under subsection 39(2) of the *Framework Regulations*)
- Annual CA reports (refer to the requirements and associated guidance under subsection 39(1) of the *Framework Regulations*)
- Notification of repair, replacement or modification to the *Regulator* and the CA, as applicable (refer to requirements and associated guidance for section 162 of the *Framework Regulations*)

11.0 Requirements Applicable Only to Diving Projects

11.1 Scope

Work or activity associated with a diving project primarily includes the use of divers and a dedicated vessel; however, there are instances when this activity can be conducted from an installation. An OA can be issued for a stand-alone diving project from a dedicated diving vessel; however, the activity would also be subject to any requirements in relation to a production project or a drilling program and should address topics in relation to shared or impacted activities.

11.2 Classification of Operations Site

If a diving activity is being undertaken at an operations site, it is either being conducted from a diving system installed onboard an installation or it is being conducted from a diving vessel. There are also requirements for a “light dive craft” under Part 9 of the *Framework Regulations*. Diving vessels require a COF under Part 5 of the *Framework Regulations*.

11.3 Additional OA Application Submission Requirements

There are no separate approvals required for a diving project; however, the following items should be submitted:

11.3.1 Designation of Dive Safety Specialist(s)

With respect to section 168 of the *OHS Regulations*, the letters designating the operator’s and the dive contractor’s dive safety specialists should be provided.

11.3.2 Letter from Operator Dive Safety Specialist

With respect to subsection 165(b) of the *OHS Regulations*, an application for an OA should include a letter from the operator’s dive safety specialist attesting that the review as outlined in the *OHS Regulations* has been completed and that they are satisfied with the plans for the program.

11.4 Timeline for Issuance of an OA

Below is an expected timeline for issuance of a stand-alone OA for a diving project to facilitate an efficient regulatory approval process:

Table 6: Timeline for Diving Projects

Timeframe in advance of OA issuance	Activities/Submissions
12 months	<ul style="list-style-type: none"> • Initial high-level engagement with the <i>Regulator</i>
3 - 6 months	<ul style="list-style-type: none"> • Submission of an application for an OA • Resolution of conditions of the associated <i>Development Plan</i> (if applicable), Environmental Assessment and Impact Assessment • Operating licence • <i>Benefits Plan</i> • Financial requirements • Certification plan and scope of work • Compliance verification matrix • Marine certification, if applicable • Submission of letters designating dive safety specialists • Submission of letter from operator dive safety specialist
1 - 3 months	<ul style="list-style-type: none"> • Submission of RQs • Submission of training and qualification exemptions and equivalencies • Submission of supplement to the <i>Benefits Plan</i>, as applicable • Submission of supplemental list of other information
2 - 4 weeks	<ul style="list-style-type: none"> • Compliance verification activities by the <i>Regulator</i>

Timeframe in advance of OA issuance	Activities/Submissions
	<ul style="list-style-type: none"> • Submission of crew rosters at the discretion of the <i>Regulator</i>
2 weeks	<ul style="list-style-type: none"> • COF • DOF

11.5 Reporting

In addition to the reporting requirements under section 6.16 of this Guideline, reports may be required to be submitted if the work or activity is being conducted as part of a production project or a drilling program (e.g., environmental report, benefits report, weather forecasts). In addition, the following reports are required to be submitted:

- Weekly status report (refer to the requirements and associated guidance under section 207 of the *Framework Regulations*)
- Monthly CA reports (refer to the requirements and associated guidance under subsection 39(2) of the *Framework Regulations*)
- Annual CA reports (refer to the requirements and associated guidance under subsection 39(1) of the *Framework Regulations*)

12.0 Requirements Applicable Only to Construction Programs

12.1 Scope

Work or activity associated with a construction program is usually carried out from a vessel either to prepare a drill or production site (e.g., dredging), to install an installation or components of an installation (e.g., installing flowlines or other equipment onboard an installation) or to do other work in close proximity to an existing installation. An OA can be issued for a stand-alone construction program; however, the activity would also be subject to any requirements in relation to a production project or drilling program and should address topics in relation to shared or impacted activities.

12.2 Classification of Operations Site

If construction activity is being undertaken at an operations site, it is typically referred to in the *Framework Regulations* as being conducted from a “construction vessel” or stated as a vessel undertaking “construction activities”. Interpretation of which activities are considered construction activities is provided in *Interpretation Note 17-01 – Construction and Support Activity*.

12.3 Timeline for Issuance of an OA

Below is an expected timeline for issuance of a stand-alone OA for a construction program to facilitate an efficient regulatory approval process:

Table 7: Timeline for Construction Programs

Timeframe in advance of OA issuance	Activities/Submissions
12 months	<ul style="list-style-type: none"> Initial high-level engagement with the <i>Regulator</i>
3 - 6 months	<ul style="list-style-type: none"> Submission of an application for an OA Resolution of conditions of the associated <i>Development Plan</i> (if applicable), Environmental Assessment and Impact Assessment <i>Benefits Plan</i> Operating licence Financial requirements Compliance verification matrix Marine certification, if applicable
1 - 3 months	<ul style="list-style-type: none"> Submission of RQs Submission of training and qualification exemptions and equivalencies Submission of supplement to the <i>Benefits Plan</i>, as applicable Submission of supplemental list of other information
2 - 4 weeks	<ul style="list-style-type: none"> Compliance verification activities by the <i>Regulator</i> Submission of crew rosters at the discretion of the <i>Regulator</i>
2 weeks	<ul style="list-style-type: none"> DOF

12.4 Reporting

In addition to the reporting requirements under section 6.16 of this Guideline, reports may be required to be submitted if the work or activity is being conducted as part of a production project or a drilling program (e.g., environmental report, benefits report, weather forecasts). Refer to the requirements and associated guidance for submission of weekly status reports under section 207 of the *Framework Regulations*.

13.0 Requirements Applicable Only to GGE Programs with Fieldwork

13.1 Scope

An OA can be issued for a stand-alone GGE program or this activity can be undertaken from an installation used as part of a production project or a drilling program, if scoped.

There are three types of GGE programs with fieldwork: geoscientific, geotechnical and environmental programs.

To allow timely review and processing, an application for an OA should be submitted:

- Geoscientific/environmental programs within 60 days prior to the planned start.
- Geotechnical programs within 90 days prior to the planned start.

13.2 Geoscientific Programs

Geoscientific programs include both geophysical and geological programs. Refer to the definitions of “geoscientific programs” and “geophysical programs” under section 1 of the *Framework Regulations* and the definitions of “geophysical work” and “geological work” in the *Accord Acts*. Refer also to the definition of “well site seabed survey” in the *Accord Acts*. Geoscientific programs may include the collection and interpretation of the following types of surveys or acquisitions:

13.2.1 Geophysical Programs

Geophysical Programs are described as those involving the indirect measurement of physical properties of the earth. This includes 2D, 3D and 4D seismic surveys, geohazard surveys (well site seabed survey), CSEM, airborne/marine gravity and airborne/marine magnetic surveys and all types of VSPs.

Guidance for geohazard surveys and well site seabed surveys follow:

13.2.1.1 Geohazard Surveys

Geohazard surveys employ a multi-disciplinary approach using GGE methods to determine the nature of the seabed and underlying sediments. As such, they may be required to assist with the positioning of wells, pipelines, mooring systems or production facilities. The *Regulator* may inform other operators working in the area if any significant hazards were detected during a geohazard survey.

Typically, geophysical activity comprises the most significant component of a geohazard survey. If there is no geophysical activity conducted as part of this survey, the program may be classed as another program type.

The objectives and typical methodology for geohazard surveys are outlined in Table 8.

Table 8: Geohazard Surveys

Objectives	Examples of Typical Methodology
Identification of shallow geological hazards (e.g., slump scars, channels, faulting, gas, gas hydrates, shallow gas)	2DHR seismic; supplemented with 3D seismic, if available. Reprocessed 3DHR may replace a conventional 2DHR dataset in deep water (>500 m)
Detailed bathymetry	Multi-beam echosounder
Identification of surficial geology, boulder till, channel fill, slumping, faulting, gas-charged sediments	SBP and side scan sonar
Nature and characteristics of seabed sediments	Side scan sonar, grab samples and gravity/piston cores of the seabed and near-surface sediments, seabed photographs
Identification of iceberg scours, morphology of depositional units, seabed obstructions, bedforms indicative of seabed sediment dynamics	Multibeam echosounder, side scan sonar, seabed photographs and SBP
Engineering data on seabed deformation, bearing capacity and stability (if required)	Borehole core samples, in situ and laboratory tests
Location and identification of human-made structures or debris including various seabed infrastructure, shipwrecks, archaeological sites, burial grounds and unexploded ordinances	Side scan sonar, multibeam echosounder, magnetometer
Determine whether there are any aggregations of habitat-forming corals or sponges or any other environmentally sensitive features around each proposed well site	Seabed photographs and video

13.2.1.1.1 Well Site Seabed Surveys

The submission of an ADW application should be accompanied with a geohazard report to show that the operator has investigated the immediate area of the proposed location to identify any possible hazards to drilling on the seabed and shallow subsurface prior to setting surface casing. This submission should include 2DHR and 3DHR SEG-Y seismic data or equivalent.

The geohazard survey should have sufficient density and areal extent to identify hazards and tie regional geology. It is recommended the survey be large and dense enough to allow for changes in well location due to identification of surficial or subsurface hazards and changes to well planning. The survey design should be specific to the intended drilling installation to be used. If the 2DHR seismic line spacing is too great to adequately identify the full extent of potential hazards, conventional 3D seismic should be used to supplement interpretation over the surrounding area. In this case, the applicant should submit the following with the ADW: three in-lines and three cross-lines, adequately spaced for geohazard identification, with two passing through the proposed well location.

With respect to a MODU, the geohazard survey should cover a radius of the anchor limit plus a reasonable buffer, allowing for potential changes in location and identification of any regional features such as slump deposits. Below is an example of a typical geohazard survey pattern:

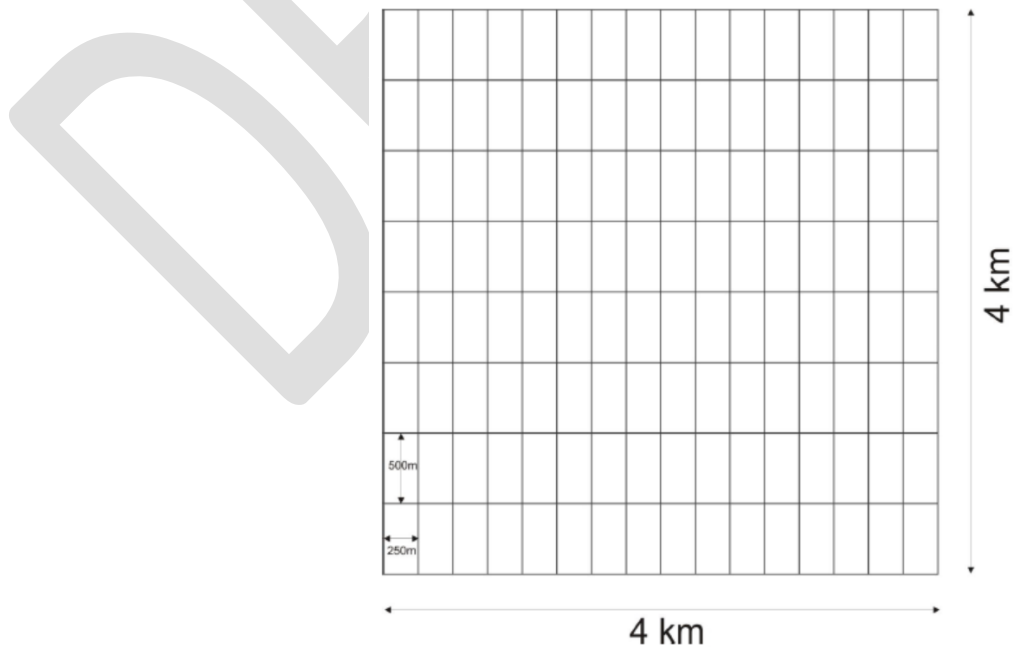


Figure 3: Example of a MODU Geohazard Survey Pattern (primary line spacing of 250 m with tie lines at 500 m)

With respect to a self-elevating mobile offshore platform (e.g., jack-up), the geohazard survey should contemplate a denser line spacing nearer to the proposed well location. In addition, two orthogonal lines should be acquired through the proposed location to allow for interpretation of the local/regional geological setting as follows. Below is an example of a typical survey pattern for a self-elevating mobile offshore platform:

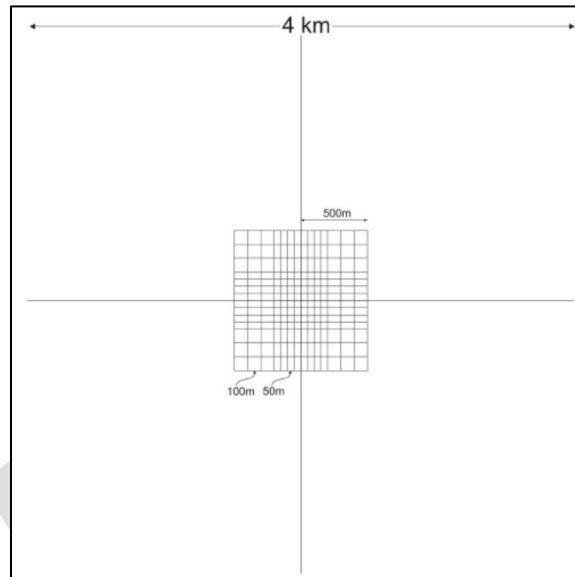


Figure 4: Example of a Self-Elevating Mobile Offshore Platform Geohazard Survey Pattern (line spacing of 50 m within 200 m radius of the well location; additional lines spaced at 100 m and 500 m)

The *Regulator* may accept the use of a pre-existing geohazard survey if:

- the area covered by the earlier survey is adequate, except in areas where movement of hydrocarbons due to drilling activity is suspected;
- existing data is available and submitted in SEG-Y format to the *Regulator* for assessment and analysis; and
- with the exception of any requirements in relation to an associated Environmental Assessment and Impact Assessment, if the surficial data is more than five years old, an inspection of the seabed in the vicinity of the well and mooring pattern is carried out prior to spud.

Operators planning to use pre-existing geohazard surveys should consult with the *Regulator*.

The use of conventional 3D seismic data reprocessed to 3DHR seismic data is acceptable for replacement of 2DHR well site seismic data on a case-by-case basis. The Operator should consult the *Regulator* prior to initiating the reprocessing sequence for pre-approval. Throughout and

following the reprocessing sequence, presentation package(s) that indicates that the reprocessed data is fit for purpose for geohazard assessment should be provided. This is typically achieved by illustrating the processing parameters applied to the original dataset to generate the reprocessed dataset and describing the uplift in quality when comparing the reprocessed dataset to the original dataset. Key processing objectives that should be described within presentations include:

- Data quality (from seafloor to an adequate depth below planned surface casing)
- Vertical resolution
- Dominant frequency
- Horizontal CMP bin size
- Sample interval (data should be reprocessed at the lowest sample interval possible for the given dataset)

The ISO 19900 series of standards also includes guidance for site-specific assessments for placement of fixed installations and installation components, such as moorings, etc. Specific guidance for geohazard surveys are included in the following standards in this series:

- *ISO 19901-8 Oil and gas industries including lower carbon energy - Offshore structures - Part 8: Marine soil investigations*
- *ISO 19901-10 Petroleum and natural gas industries - Specific requirements for offshore structures - Part 10: Marine geophysical investigations*

These standards should be consulted where appropriate. These standards are referenced under sections 104 and 105 of the *Guideline for the Framework Regulations*.

13.2.2 Geological Programs

Geological programs are described as those involving the collection of samples from the *Offshore Area*. This includes geochemical seep or slick samples, lithological (seafloor, shallow core) samples, heat flow, paleontological, geochemical, core or cuttings samples, airborne or satellite studies, mechanical well logs, etc.

13.3 Geotechnical Programs

Geotechnical Programs are described as those involving the measurement of physical and mechanical properties of seabed and subsoil, primarily related to foundation design, construction, maintenance and decommissioning of man-made structures. Refer to the definition of “geotechnical programs” under section 1 of the *Framework Regulations* and the definition of “geotechnical work” in the *Accord Acts*. This includes borehole drilling, CPT, PPDT, SCPT, etc.

Prior to positioning a fixed installation (e.g., gravity-based structure, other bottom-founded installation) or self-elevating platform (e.g., jack-up), a geotechnical seabed survey may be required as outlined below:

13.3.1 Self-Elevating Platforms

Prior to preloading the self-elevating platform at a well site, an independent geotechnical engineering consultant should evaluate the geotechnical and foundation characteristics of the seabed. In most cases, at least one geotechnical borehole (drilled no further than 100 m from the proposed well site) should be drilled to a depth below the seafloor of 30 m or the anticipated spud can penetration plus 1.5 times the spud can diameter, whichever is the greater. In some cases, the consultant may have sufficient information to assess the foundation characteristics without the benefit of a borehole. The depth, sampling interval and number of boreholes in the program should be at the discretion of the consultant in consultation with the operator and the installation owner. The ISO 19900 series of standards includes guidance on site-specific assessments for placement of self-elevating platforms. These standards should be consulted where appropriate. These standards are referenced under sections 104 and 105 of the *Framework Regulations*.

13.3.2 Fixed Installations, Pipelines and Subsea Infrastructure

Where a fixed installation, pipeline or other subsea infrastructure is to be used, the geotechnical and foundation characteristics of the seabed at the proposed site and the fill material must be evaluated before any excavation, fill placement or placement of the installation or other equipment occurs. The ISO 19900 series of standards includes guidance on site construction and site-specific assessments for placement of fixed installations and installation components, such as moorings, etc. These standards should be consulted where appropriate. These standards are referenced under section 104 and 105 of the *Framework Regulations*.

13.4 Environmental Programs

Refer to the definition of “environmental program” under section 1 of the *Framework Regulations* and the definition of “environmental study” in the *Accord Acts*. This should also take into consideration any requirements of the associated Environmental Assessment and Impact Assessment.

13.5 Classification of Operations Site

If GGE activities are being undertaken at an operations site, it is typically referred to in the *Framework Regulations* as a vessel undertaking GGE activities. These

activities may also be carried out from an installation, support craft or aircraft. Aircraft conducting this activity would not be subject to Part III.1 of the *Accord Acts* or the associated *OHS Regulations*; however, the activity must be authorized.

13.6 Timeline for Issuance of an OA

Below is an expected timeline for issuance of a stand-alone OA for a GGE program to facilitate an efficient regulatory approval process:

Table 9: Timeline for GGE Programs

Timeframe in advance of OA issuance	Activities/Submissions
12 months	<ul style="list-style-type: none"> • Associated Environmental Assessment and Impact Assessment (if activity not covered under an existing associated Environmental Assessment or Impact Assessment)
3 - 6 months	<ul style="list-style-type: none"> • Selection of a vessel or aircraft • Initial high-level engagement with the <i>Regulator</i> • Operating licence • <i>Benefits Plan</i> • Financial requirements
2 - 3 months	<ul style="list-style-type: none"> • Submission of an application for an OA • Submission of RQs • Submission of supplement to the <i>Benefits Plan</i>, as applicable • Compliance verification matrix • Marine or aircraft certification, if applicable
2 - 4 weeks	<ul style="list-style-type: none"> • Compliance verification activities by the <i>Regulator</i> • Submission of crew rosters at the discretion of the <i>Regulator</i> • Submission of supplemental list of other information
2 weeks	<ul style="list-style-type: none"> • DOF

13.7 Approvals

With respect to GGE programs, the destruction, discard or removal of material or information from Canada requires approval pursuant to the requirements and associated guidance in section 57 of the *Framework Regulations*.

13.8 Reporting

In addition to the reporting requirements under section 6.16 of this Guideline, there are specific notifications, reports and data required to be submitted for GGE programs. This includes the submission of the following:

- Notice - key dates (refer to the requirements and associated guidance for section 184 of the *Framework Regulations*)
- Weekly status report (refer to the requirements and associated guidance for section 185 of the *Framework Regulations*)
- Environmental report (refer to the requirements and associated guidance for section 186 of the *Framework Regulations*)
- Final reports and data submission (refer to the requirements and associated guidance for sections 187 and 188 of the *Framework Regulations*)

14.0 Requirements Applicable Only to GGE Programs without Fieldwork

14.1 Scope

Not all GGE programs undertake fieldwork. Although an OA is not required for such programs, an application for programs without fieldwork must be submitted for approval. GGE programs without fieldwork may include:

- GGE studies completed using any of the material curated by the *Regulator* (e.g., cuttings, core, fluids).
- GGE programs where an applicant plans to claim allowable expenditures against security deposits or rental commitments for ELs or SDLs. Programs that may be eligible for such credits include the purchase of GGE studies and the purchase or reprocessing of data.

14.2 Approvals

Application forms for a program without fieldwork are available on the *Regulator's* website. These applications should be accompanied with the information as referenced in the guidance for paragraph 8(i) of the *Framework Regulations*.

Each approval will be assigned a unique program number. This unique program number should be quoted on all subsequent correspondence in relation to the approval.

14.3 Reporting

Reports and data are required to be submitted for a GGE program without fieldwork. This includes the submission of the following:

- Final report (refer to the requirements and associated guidance for sections 187 and 188 of the *Framework Regulations*)
- Data purchases, as applicable (refer to the requirements and associated guidance for section 189 of the *Framework Regulations*)

Additional guidance for data purchases and reprocessing is provided in the *Allowable Expenditure Credit Guideline*.

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15.0 Appendix A – Federal and Provincial Requirements

List of Federal Government Departments and Associated Agencies (non-exhaustive)

Department/Agency	Typical Applicability	MOU
Canada Energy Regulator	Transboundary pipelines	YES
Canadian Border Services Agency	Licensing of vessels Coastal trading license	YES
Canadian Coast Guard	Pollution reporting and response	YES
Canadian Hydrographic Service	Charting of safety zones	YES
Canada Lands Surveys	Submission of survey plans	NO
ECCC	Reporting of physical and environmental conditions, pollution or impacts to wildlife	YES
Fisheries and Oceans Canada	Marine refuges	YES
IAAC	Impact Assessments Officer appointments	YES
Innovation, Science and Economic Development Canada	Licensing of radiocommunication personnel and systems	NO
Royal Canadian Mounted Police	Criminal acts, fatalities	NO
Transport Canada Civil Aviation	Aviation safety	YES
Transport Canada Marine Safety	Marine safety Incident reporting	YES
Transportation Safety Board	Independent investigations of transportation incidents	YES

List of Federal Legislation (non-exhaustive)

Legislation	Typical Applicability	Referenced in Legislation
<i>Aeronautics Act</i>	Aircraft, including helicopters and RPAS and associated operations	<i>Accord Acts</i>
<i>Canada Lands Surveyors Act</i>	Submission of survey plans	<i>Framework Regulations</i>
<i>Canada Shipping Act</i>	Canadian flagged vessels and where specified, to foreign flagged vessels, including training and competency, navigation	<i>Accord Acts</i> <i>Framework Regulations</i> (references subordinate legislation)
<i>Canadian Energy Regulator Act</i>	Interprovincial or international pipelines	No
<i>Canadian Environmental Protection Act</i>	Marine pollution, disposal at sea, hazardous waste	<i>Accord Acts</i>
<i>Canadian Navigable Waters Act</i>	Navigation in Canadian waters	No
<i>Canadian Transportation Accident Investigation Board Act</i>	Reporting and investigation of transportation incidents	<i>Accord Acts</i>
<i>Coasting Trade Act</i>	Coasting trading licence for foreign installations and vessels	No
<i>Criminal Code</i>	Criminal acts, including violence, security, possession of prohibited substances	<i>Accord Acts</i>
<i>Customs Act</i>	Personnel and goods arriving from outside Canada	No
<i>Dangerous Goods Transportation Act</i>	Transportation of dangerous goods by air or sea	No
<i>Fisheries Act</i>	Pollution prevention, fish habitat protection	<i>Accord Acts</i>
<i>IAA</i>	Replaces CEAA and requires assessment of both environmental and socioeconomic impacts	Proposed Amendment to <i>Accord Acts</i>
<i>Nuclear Safety and Control Act</i>	Possession, transport and use of nuclear substances and equipment	<i>OHS Regulations</i> (references Minister for NDE technicians)
<i>Oceans Act</i>	Marine pollution prevention and response	No
<i>Radiocommunication Act</i>	Communications, licensing of radio operators and radio stations, and issuance of technical acceptance certificates for radio equipment	<i>Framework Regulations</i>

Provincial Government Departments and Associated Agencies (non-exhaustive)

Department/Agency	Typical Applicability	MOU
Provincial Labour Division	<i>Labour Standards Act, Labour Relations Act</i>	NO
Provincial OHS Division	Appointment of officers	YES
Provincial Energy Division	Appointment of officers	YES
Provincial Environment Division	Appointment of officers	YES
Workplace NL	Worker compensation claims	YES

List of Provincial Legislation (non-exhaustive)

Legislation	Typical Applicability	Referenced in Legislation
<i>Communicable Diseases Act</i>	NL Social Legislation	<i>Accord Acts</i>
<i>Labour Relations Act</i>		<i>Accord Acts</i>
<i>Labour Standards Act</i>	NL Social Legislation	<i>Accord Acts</i>
<i>Management of Greenhouse Gas Act</i>		<i>Accord Acts</i>
<i>Public Safety Act</i>	NL Social Legislation	<i>Accord Acts</i>
<i>Radiation Health and Safety Act (part of NL Social Legislation)</i>	NL Social Legislation	<i>Accord Acts</i>
<i>Workplace Health, Safety and Compensation Act</i>	NL Social Legislation	<i>Accord Acts</i>