

**PETROLEUM REGISTRY OF ALBERTA  
REPORTING CALENDAR**

**February**

**2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 (i) APMC Reconciliation & Preliminary Over/Under Delivery Penalty Reports	3	4 (A) Oil and LPG Receipt Volumes	5 (B) Gas Receipt Volumes	6
7	8	9 (C) ERCB Noncompliance Enforcement Action Review – Deadline	10 (D) Oil/LPG Pipeline Splits Deadline # 1 (E) Missing/Incomplete Oil/LPG Pipeline Splits Warning	11 (F) Oil/LPG Pipeline Splits Deadline # 2 (G) APMC Royalty Volume Splits & Transportation Allowance Claims	12 (H) DOE: SAF/OAF Ensure Complete Report – Warning	13
14	<b>Family Day</b> 15	16 (I) DOE Gas Royalty Statement of Account (J) DOE Allocation Reporting Deadline	* 17 (K) Gas Pipeline Splits  *DOE Gas Royalty Invoice Cycle Begins	* 18	* 19 (L) ERCB Volumetric & Waste Management Noncompliance Warnings	* 20
* 21	* 22 (M) ERCB Volumetric Data & Waste Management Reporting – Deadline (N) DOE Crown Oil Royalty Inventory Deadline	* 23 (O) APMC Delivery Confirmation & Outstanding Overdelivery Claims Report	24 (P) Industry: SAF/OAF Ensure Complete Report – Warning (U) Oil/Condensate SAF/OAF Ensure Complete Report - Warning	25 (Q) ERCB Noncompliance Fee Invoice (R) APMC Financial Processing Package including Penalty Adjustments (S) SAF/OAF Complete for Industry Reporting (T) DOE Oil Crown Royalty Statements	26 (V) DOE Oil Approval &/or Termination Letters for Royalty Programs (W) DOE Oil Royalty Program Report (X) APMC Forecast Confirmation Report (Z) Oil/Cond Prod Reporting Deadline	27
28 (Y) DOE Gas Royalty Invoice						

#	Name	Type	Description	Production Month	Time of Submission/ Deadline cutoff	Report/ Invoice Available
*	DOE Gas Royalty Invoice Cycle	N/A	The cycle generally occurs from the 16th to 23rd of each month (including non-business days). However, it can vary by 1-2 days, depending on the month. Any FCC changes submitted during this time will be processed by the Registry, but will be held by the DOE until the cycle is complete, at which time they will be processed in the order the changes were initially submitted.	N/A	N/A	N/A
(i)	APMC Reconciliation and Preliminary Over/Under Delivery Penalty Reports	Input	The APMC enters the result of their internal reconciliation process and preliminary penalty calculations for over/under-delivery and failure-to-submit overdelivery claim reports, into the Registry.	December 2009	N/A	06:00 – 2 <sup>nd</sup> - Tuesday
A	Oil and LPG Receipt Volumes	Deadline	This is the date when all oil and LPG pipeline receipt volumes necessary for a pipeline split should be complete and in the Registry.	January 2010	21:00 – 4 <sup>th</sup> – Thursday	N/A
B	Gas Receipt Volumes	Deadline	This is the date when all gas pipeline receipt volumes necessary for a pipeline split should be complete and in the Registry.	January 2010	21:00 – 5 <sup>th</sup> – Friday	N/A
C	ERCB Noncompliance Enforcement Action Review	Deadline	The last day a client can submit a request to the ERCB for a review regarding volumetric deficiencies. A request for noncompliance reviews is required 15 calendar days after release of the ERCB Noncompliance Fee Invoice.	December 2009		N/A
D	Oil/LPG Pipeline Splits Deadline # 1	Deadline	This is the date when oil and LPG pipeline splits (including APMC volumes) must be complete and in the Registry for those custody transfer point facilities (terminals and pipelines) that are flagged in infrastructure with the 1 <sup>st</sup> deadline. Previously called “Operator to Feeder Pipeline Deadline” on the APMC calendar.	January 2010	21:00 - 10 <sup>th</sup> – Wednesday	06:00 – 11 <sup>th</sup> – Thursday for Industry named on Full CTP facility splits.
E	Missing/Incomplete Oil/LPG Pipeline Splits Warning	Notice	A notice to delivering facility operators for splits associated with CTP facilities, flagged as “Full” participation level, prior to the Oil/LPG pipeline split deadline warning of incomplete splits.	January 2010	21:00 – 9 <sup>th</sup> – Tuesday	06:00 – 10 <sup>th</sup> - Wednesday
F	Oil/LPG Pipeline Splits Deadline # 2	Deadline	This is the date when oil and LPG pipeline splits (including the APMC volumes) must be complete and in the Registry for those custody transfer point facilities (terminals and pipelines) that are flagged in infrastructure with the 2 <sup>nd</sup> deadline. Previously called “Operator to Trunkline Pipeline Deadline” on the APMC calendar.	January 2010	21:00 - 11 <sup>th</sup> – Thursday	06:00 – 12 <sup>th</sup> – Friday for Industry named on Full CTP facility splits.
G	APMC Royalty Volume Splits & Transportation Allowance Claims	Deadline	This is the date by which all royalty volume splits and transportation allowance claims for the current month production must be in the Registry.	January 2010	21:00 – 11 <sup>th</sup> – Thursday	06:00 – 12 <sup>th</sup> – Friday for APMC
H	DOE: SAF/OAF Ensure Complete Report - Warning	Notice	Prior to the deadline date for final SAF/OAF and volumes filings, the DOE (MRIS gas royalty) will scan all the data submitted to the Registry and identify missing allocations associated with gas & gas by-products crown royalties. As well, the DOE will identify situations of unbalanced meter	December 2009	21:00 – 11 <sup>th</sup> – Thursday	06:00 – 12 <sup>th</sup> - Friday

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			station facilities. It will then send a SAF/OAF Ensure Complete report to the facility or common stream operator responsible for the missing allocations or unbalanced volume record.			
<b>I</b>	DOE Gas Royalty Statement of Account	Input	This is the date the DOE will enter the Royalty Payer Statement of Account relating to the gas crown invoice payable at the end of the month.	December 2009	N/A	06:00 – 16 <sup>th</sup> - Tuesday
<b>J</b>	DOE Allocation Reporting Deadline	Deadline	This is the date all SAFs and OAFs and volumes, energy and ISC's associated with gas & gas by-products crown royalties must be in the Registry. This is also the cut-off for any amended volumetric data submissions to be included in invoice calculations for the applicable production month.	December 2009	<b>24:00 – 16<sup>th</sup> – Tuesday</b>	06:00 – 17 <sup>th</sup> - Wednesday for DOE
<b>K</b>	Gas Pipeline Splits	Deadline	This is the date when all gas pipeline splits must be complete and in the Registry.	January 2010		N/A in Registry
<b>L</b>	ERCB Volumetric & Waste Management Noncompliance Warnings	Notice	Prior to the deadline for volumetric and waste management data submissions the Registry will perform the monthly volumetric algorithms on all facilities. These will include facility balancing, metering difference calculations, etc. Any instances of missing data or errors outstanding (including ISC related errors) would be communicated to the appropriate facility operator. The noncompliance reports will come in two separate reports, one for volumetric and one for waste plant reporting. This task will also be available on request by facility operators at anytime during the month.	January 2010	21:00 – 18 <sup>th</sup> – Thursday	06:00 – 19 <sup>th</sup> – Friday
<b>M</b>	ERCB Volumetric Data & Waste Management Reporting Deadline	Deadline	This is the date when all volumetric and waste management data must be in the Registry.	January 2010	<b>17:30 – 22<sup>nd</sup> – Monday</b>	06:00 – 23 <sup>rd</sup> – Tuesday for ERCB and DOE
<b>N</b>	DOE Crown Oil Royalty Inventory Deadline	Deadline	This is the date when all Crown Oil Royalty Inventory submissions must be complete and in the Registry.	January 2010	<b>17:30 – 22<sup>nd</sup> – Monday</b>	06:00 – 23 <sup>rd</sup> – Tuesday for DOE
<b>O</b>	APMC Delivery Confirmation & Outstanding Overdelivery Claims Report	Input	The APMC enter the results of their royalty delivery reporting verification process as well as the Overdelivery claims still outstanding for the upcoming deadline, into the Registry.	January 2010	N/A	06:00 – 23 <sup>rd</sup> - Tuesday
<b>P</b>	Industry: SAF/OAF Ensure Complete Report - Warning	Notice	Prior to the industry deadline date for SAF/OAF filings, the Registry will scan all the data submitted and identify missing allocations associated with gas & gas by-products crown royalties. It will then send a notification to the operator responsible for the missing allocations.	January 2010	21:00 – 23 <sup>rd</sup> - Tuesday	06:00 – 24 <sup>th</sup> - Wednesday
<b>Q</b>	ERCB Noncompliance Fee Invoice	Input	The ERCB will load invoices relating to noncompliance fees for errors, late filings, imbalances, etc., into the Registry to allow industry to view details of the charges.	January 2010	N/A	06:00 – 25 <sup>th</sup> - Thursday
<b>R</b>	APMC Financial Processing Package including Penalty Adjustments	Input	The APMC enters the result of all financial adjustments including transportation allowance claims and interest or penalty charges net of adjustments.	January 2010	N/A	06:00 – 25 <sup>th</sup> - Thursday

#	Name	Type	Description	Production Month	Time of Submission/ Deadline cutoff	Report/ Invoice Available
<b>S</b>	SAF/OAF Complete for Industry Reporting	Deadline	This is the date all SAFs and OAFs should be filed in order to meet industry-reporting needs. This date is the 25 <sup>th</sup> day of the month following production. This date would not be subject to ministry enforcement but industry meetings have determined that the maximum benefit to industry can be realized if all the SAFs and OAFs are in place for Industry's Cheque Exchange Day (the 25 <sup>th</sup> ).	January 2010		N/A in Registry
<b>T</b>	DOE Oil Crown Royalty Statements	Input	The RAM system of the DOE will load the results of the Crown oil royalty calculations into the Registry. Facility operators may view/download the data associated with their operated facilities. (This same information will be loaded directly by MRS into the APMC system without going through the Registry.)	January 2010	N/A	06:00 – 25 <sup>th</sup> - Thursday
<b>U</b>	Oil/Condensate SAF/OAF Ensure Complete Report - Warning	Notice	Prior to the deadline date for Oil and Condensate PROD SAF/OAF filings, the Registry will scan all the data submitted and identify missing and invalid allocations associated with Oil and Condensate Production volumes. The Registry will then send an Oil/Condensate Ensure Complete report to the facility operator responsible for the missing or invalid allocations. This task will also be available on request by facility operators at anytime during the month.	January 2010	21:00 – 23 <sup>th</sup> – Tuesday	06:00 – 24 <sup>th</sup> – Wednesday
<b>V</b>	DOE Oil Approval &/or Termination Letters for Royalty Programs	Input	The final day of the month the DOE will ensure the royalty program letters are available on the Registry. Note: the letters may be available earlier in the month.	January 2010	N/A	06:00 – 26 <sup>th</sup> – Friday
<b>W</b>	DOE Oil Royalty Program Report	Input	The final day of the month the DOE will ensure the royalty program reports are available on the Registry. Note: the letters may be available earlier in the month.	January 2010	N/A	06:00 – 26 <sup>th</sup> – Friday
<b>X</b>	APMC Forecast Confirmation Report	Input	This is the date when the APMC enters the comparison of Crown royalty forecast volumes to actual Crown royalty Deliveries.	January 2010	N/A	06:00 – 26 <sup>th</sup> – Friday
<b>Y</b>	DOE Gas Royalty Invoice	Input	The final day of the month is the last date the DOE has to enter the MRIS Crown royalty gas invoice and details into the Registry. Note: the invoice may be available earlier in the month.	December 2009	N/A	24:00– 28 <sup>th</sup> – Sunday
<b>Z</b>	Oil/Condensate Prod Reporting Deadline	Deadline	SAFs and OAFs for production months, commencing January 2010 to March 2011 inclusive, must be submitted by the month following the end of each production month	January 2010	21:00 – 25 <sup>th</sup> – Thursday	DRC Calculation will include all submissions made up to submission cutoff.