

## Industry Tip

### Submission Penalties for 90 day Detailed Incident Information

Date	Module/Application/Functionality	Notes
December 04, 2019	Well and Facility Infrastructure	6.03 Release

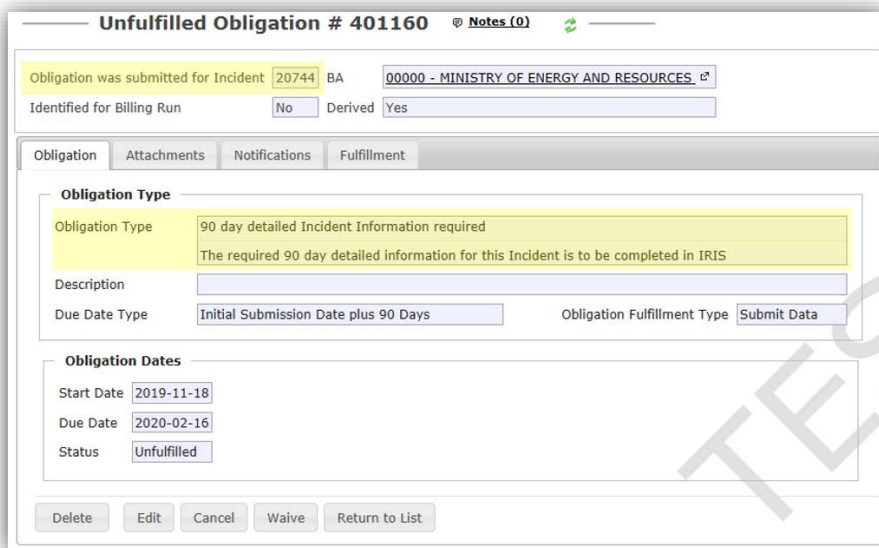
### Background

The *Oil and Gas Conservation Regulations, 2012* enable the Ministry to assess non-compliance penalties for unfulfilled incident data submission obligations. Part III, Table I of the *OGCR* indicates all information required to be submitted pursuant to *Directive PNG014: Incident Reporting Requirements* may be subject to a penalty of \$100 per day for each submission or filing that is not submitted by the required date or is deficient.

PNG 014 Incident Reporting Requirements outlines the time frame for submission of the 90 Day Detailed Incident Information and requires this information to be completed in IRIS within 90 days after submission of the initial incident report notification.

### Process

IRIS will notify the user of the 90 day deadline for detailed information at the time of submission of the Initial Incident Notification. IRIS will automatically assign an obligation to an incident once the user submits the Initial Incident Notification in IRIS. Obligation Type – 90 Day Detailed Incident Information Required.



**Unfulfilled Obligation # 401160** Notes (0)

Obligation was submitted for Incident  BA

Identified for Billing Run  Derived

**Obligation** | Attachments | Notifications | Fulfillment

**Obligation Type**

Obligation Type   
The required 90 day detailed information for this Incident is to be completed in IRIS

Description

Due Date Type  Obligation Fulfillment Type

**Obligation Dates**

Start Date   
Due Date   
Status

Fulfillment of this obligation will require the user to submit required data to complete the 90 day Detailed Incident Information in IRIS for the subject incident.

**Unfulfilled Obligation # 401160** Notes (0)

Obligation was submitted for Incident  BA

Identified for Billing Run  Derived

**Obligation** Attachments Notifications Fulfillment

**Obligation Type**

Obligation Type   
The required 90 day detailed information for this Incident is to be completed in IRIS

Description

Due Date Type  Obligation Fulfillment Type

**Obligation Dates**

Start Date   
Due Date   
Status

**Callouts:**

- The fulfillment type is to Submit Data. The 90 day Detailed Information must be completed in IRIS.
- This obligation is due 90 days from the date of the Initial Incident Notification in IRIS.

Delete Edit Cancel Waive Return to List

Navigating to the fulfillment tab in the obligation will direct the user to the subject incident for the purposes of completing the required data.

**Unfulfilled Obligation # 401160** Notes (0)

Obligation was submitted for Incident  BA

Identified for Billing Run  Derived

Obligation Attachments Notifications **Fulfillment**

**Obligation Not Fulfilled**

The obligation has not been fulfilled.

Navigating to the Incident View Screen will also provide the user with access to the “Obligations” tab in order to view and fulfill the obligation.

**Viewing Incident: 20619**

[Notes \(0\)](#)

Main Work Items Inspections **Obligations**

**General Information**

Incident Identifier 20619

Incident Status Open Pending Reclamation

Industry may apply for a Waiver of the obligation under certain circumstances which will allow the Ministry to reassess the penalty. A manual obligation may be applied to the Incident in this case in order to ensure the Ministry obtains the required 90 day Detailed Incident Information.

### New Manual Incident Obligation

A manual incident obligation has been developed for Ministry to request documents, photographs, reports or other information pertaining to an incident. This type of obligation may have an Obligation Fulfillment Type of Submit Document.

**Unfulfilled Obligation # 401438** [Notes \(0\)](#)

Obligation was submitted for Incident 20750 BA 00000 - MINISTRY OF ENERGY AND RESOURCES

Identified for Billing Run No Derived No

Obligation Attachments Notifications **Fulfillment**

**Obligation Type**

Obligation Type Manual Incident Obligation

This Obligation is applied manually to an Incident

Description please attach correct photo of incident.

Due Date Type Manual Due Date Obligation Fulfillment Type **Submit Document**

**Obligation Dates**

Start Date 2019-11-22

Due Date 2019-11-30

Status Unfulfilled

Delete Edit Cancel Waive Return to List

## Viewing Incident: 20750

Notes (0)

Main Work Items Inspections **Obligations**

☐ Include Waived Obligations with Inactive Codes

MINISTRY OF ENERGY AND RESOURCES

Detail	Component Type	Identifier	Proposed	Unfulfilled	Fulfilled	Waived	N/A	Over Due
▼ Incident		20750	-	-	1	-	-	-

### To Fulfill

Obligation #	Status	Due Date	Due Date Type	Fulfilled Date	Obligation Type	Actions	Attachments
401438	Unfulfilled	2019-11-30	Manual Due Date	-	Manual Obligation: please attach correct photo of incident.		-
401437	Fulfilled	2020-02-20	Initial Submission Date plus 90 Days	2019-11-22	90 day detailed Incident Information required		-

Fulfillment of a manual incident obligation requiring Submit Document as an obligation fulfillment type **must** be fulfilled with the document type of **Misc** regardless of what the document is (photos, report etc.).

## Unfulfilled Obligation # 401438

Notes (0)



Obligation was submitted for Incident  BA

Identified for Billing Run  Derived

Obligation Attachments Notifications **Fulfillment**

### Obligation Not Fulfilled

The obligation has not been fulfilled.

**Fulfill**

The system will redirect the user to the Incident in order to attach the document using the “Misc” document type. This action will fulfil the obligation.

Detailed Incident

Incident #: 20750, Incident Status: Open Pending Reclamation, Reported On: 2019-11-22, Well Licence #: 15J175

Attachments

File *	Document Type *	Is Confidential	Comments	Date *
1 sample pic 1.JPG	Misc	<input type="checkbox"/>	Corrected Photo	2019-11-22 13:49:59

Add Attachments

Save Next

Detailed Incident

Incident #: 20750, Incident Status: Open Pending Reclamation, Reported On: 2019-11-22, Well Licence #: 15J175

Attachments

File *	Document Type *	Is Confidential	Comments	Date *
1 sample pic 1.JPG	Misc	<input type="checkbox"/>	Corrected Photo	2019-11-22 13:49:59

Add Attachments

Save Next

Incident Saved 2019-11-22

- Obligation 401438 'Manual Incident Obligation' was fulfilled by attaching document of type 'Miscellaneous'.
- Status of Obligation 401438 (Manual Incident Obligation) changed from Unfulfilled to Fulfilled.

Questions ? ER Service Desk Phone: 1-855-219-9373 Email: [ER.ServiceDesk@gov.sk.ca](mailto:ER.ServiceDesk@gov.sk.ca)

