Directive Title:	Final Plan Submission
Directive Number:	ED2006-09
Program Name:	Operations
Effective Date:	November 8, 2006
This document was updated on:	November 30, 2013

Background

Under Section 34 of the *Exploration Regulation (AR 284/2006)*, a program licensee as defined in Section 1(ee) of the *Exploration Regulation* is required to file a final plan for an approved program of exploration with the Alberta Energy Regulator (AER). The final plan must be submitted within 90 days following the date of program completion, which is the date on which the recording phase of an approved program is completed.

Requirements

A final plan submission is required for **all** approved geophysical programs that have been completed in the Province of Alberta as described below:

- 1. The Application Disposition Process and Tracking (ADEPT) automated system provides to the geophysical industry the window for final plan submissions for all approved geophysical programs that have been conducted in the Province of Alberta. To access search "ADEPT" on the AER website at aer.ca
- 2. Final plans must be digitally submitted as described under Procedures. To access the procedures search "Guides for Forms Completion" on the AER website at aer.ca
- 3. Digital submission requirements are described in the "Digital Geophysical Submissions Specifications" document. To view these specifications search "Guides for Forms Completion" on the AER website at aer.ca
- 4. Final Plan submission must be accompanied by the "Final Geophysical Program Information Cover Sheet" to access the form search "Exploration Forms" at aer.ca
- 5. Hard copy maps are preferred to be on a 1:50,000 scale map. A larger scale may be used for larger programs if information that is required by the "Final Geophysical Program Information Cover Sheet" cannot be clearly depicted.
- 6. In the case of a program that was conducted on public land that is within the location of, or subject to, a Forest Management Agreement or timber licence, a copy of the final plan must be provided to the holder of the Forest Management Agreement or timber licence.
- 7. Hard copies (printed copies) of final plans must be sent to the public lands land use officer for the public lands on which any part of the program was conducted.
- 8. If the program did not commence, a letter of cancellation must be submitted to the AER at the address below prior to or within 30 days of the expiry date of the program approval.
- 9. There are no fees associated with a cancellation or final plan submission.

Procedure

The final plan submission must be digitally submitted through: Application Disposition Processing and Tracking (ADEPT) at: geosub@aer.ca

"Interim" Final Plans

"Interim" final plans are required of all Time Lapse (TL) geophysical programs conducted within the Province of Alberta within 90 days of completion of the first recording event and by July 31 of each year subsequent recording events occur until the Approval expires as described below:

- Copies of all interim final plans must be submitted to the AER at geosub@aer.ca.
- Hard copies (printed copies) of all interim final plans must be sent to the public lands land use offices for the public lands on which any part of the program has been conducted.

If no activity occurred on the program a declaration stating such must be submitted by July 31 of each year until the program expires.

Hard copies of interim final and final plans for vertical seismic profiles (VSP) and microseismic programs not conducted within an existing disposition (e.g. MSL) or that have an existing GEO Approval must be sent to the AER.

Enforcement/Compliance

Enforcement policy and procedures are currently under review and this directive will be updated accordingly.

Contact Information

Alberta Energy Regulator Twin Atria Bldg., 4th Floor 4999 – 98 Avenue Edmonton, Alberta T6B 2X3 Phone: 1-855-297-8311

E-mail: inquiries@aer.ca

Authorities Mines and Minerals Ac	(Part 8) and Exploration	on Regulation (AR 284/2006)
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Approved Original Signed by

Kem Singh, Executive Director Land and Forestry Policy Branch

Environment and Sustainable Resource Development