

REPORT COMPLETION GUIDELINES

6.1 MONTHLY PRODUCTION STATEMENT (BC-S1)

PURPOSE

The BC-S1 is a statement of monthly production of oil, condensate, gas, and water for one or more wells linked to a reporting facility. It is used to record estimated, measured and prorated production from each well. All facility operators must report the production and disposition data each month for all wells for which they are responsible.

TIMING

The BC-S1 must be filed with the Mineral, Oil, and Gas Revenue Branch no later than the 25th day following the production month. If the 25th falls on a Saturday, Sunday or statutory holiday, filing must be made on the next business day.

It is not necessary for facility operators to submit a BC-S1 if there is no production for any of the wells attached to the reporting facility. Operators must submit a BC-S1 to report test production.

STANDARDS

All volumes on this statement are to be reported to one (1) decimal place. Oil and condensate are to be reported in cubic meters at 101.325 kPa and 15⁰C. Natural gas is to be reported in thousands of cubic meters at 101.325 kPa and 15⁰C. Water should be reported in cubic meters.

Producers reporting on 20 wells or more must submit BC-S1 reports on electronic media. This section specifies standards for electronic filing of BC-S1 and BC-S2 reports.

Unless otherwise stated, the word “month” means the production month to which this BC-S1 pertains.

MANDATORY FIELDS

Mandatory data fields identified in this guideline must be completed. Failure to do so will result in the form being returned to the sender for correction and may also result in the assessment of a filing penalty under section 13(4) of the royalty regulation.

AMENDMENTS

When amending reported production, list only those wells with amended volumes; do not re-submit the entire BC-S1.

If a well was erroneously included on a production statement, it must be included on the amendment with nil production. If the well is simply excluded from the amended BC-S1, the originally reported well data will be retained by the system's database.

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GENERAL INFORMATION

- A1 Report of** Provide the full name of the operator submitting the statement.
- A2 Year (Mandatory Field)** Insert the last two digits of the year during which the statement is made; e.g., 1996 = 96.
- A3 Month (Mandatory Field)** Insert two digits to indicate the month for which the statement is made; e.g., January = 01, June = 06.
- A4 Reporting Facility (Mandatory Field)** Insert the 7-digit code assigned to the facility.
- A5 Contact Name** Enter the name of the person responsible for submission of the BC-S1.

WELL IDENTIFICATION AND PRODUCTION

- B1 Unique Well Identifier (Mandatory Field)** Insert the complete 16-character Unique Well Identifier using either the National Topographic Series (NTS) format or the Dominion Land Survey (DLS) format.
- B2 Crude Oil Estimate** Enter the volume of oil estimated to have been produced from the well during the month based on test measurements. Measurements must be done in accordance with sections 76 to 78 of the Drilling and Production Regulation (B.C. Reg. 362/98).
- B3 Gas Estimate** Enter the volume of gas estimated to have been produced from the well during the month based on test measurements. Measurements must be done in accordance with sections 83 to 86 of the Drilling and Production Regulation (B.C. Reg. 362/98).
- B4 Water Estimate** Enter the volume of water estimated to have been produced from the well during the month based on test measurements. Measurements must be done in accordance with sections 91 to 93 of the Drilling and Production Regulation (B.C. Reg. 362/98).
- B5 Hours Produced (M)** Enter the hours of measured production at the well.
- B6 Hours Produced (P)** Enter the hours of prorated production at the well.

NOTE: All production volumes must have associated hours of production. The sum of the hours reported for measured and prorated production must not be greater than the number of available producing hours in that production month.

- B7 No. of Tests** Enter the number of production tests taken during the month.
- B8 Crude Oil (M)** Enter the clean oil production volume measured at each well. This must not include recovered load oil.
- B9 Crude Oil (P)** Enter the clean oil production volume prorated to each well. This must not include recovered load oil. Prorated oil volume for a well should be equal to,

$$\frac{(\text{Estimated Well Volume} - \text{Measured Well Volume}) \times \text{Total Production to be Prorated}}{(\text{Total Estimated Production} - \text{Total Measured Production})}$$

which is, $B9 = (B2 - B8) \times C8 / (C1 - C4)$.

- B10 Condensate (M)** Enter condensate production separated, measured and removed at the well. All condensate production in B.C. is assumed to have been measured.

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WELL IDENTIFICATION AND PRODUCTION cont'd

B11 Gas (M) Enter the gas production volume measured for each well.

B12 Gas (P) Enter the gas production volume prorated to each well. Prorated gas volume for a well should be equal to,

$$\frac{(\text{Estimated Well Volume} - \text{Measured Well Volume}) \times \text{Total Production to Prorated}}{(\text{Total Estimated Production} - \text{Total Measured Production})}$$

which is, $B12 = (B3 - B11) \times C9 / (C2 - C6)$

B13 Water (M) Enter the water production volume measured for each well from which there is oil or gas production.

B14 Water (P) Enter the water production volume prorated to each well. Prorated water volume for a well should be equal to,

$$\frac{(\text{Estimated Well Volume} - \text{Measured Well Volume}) \times \text{Total Production to Prorated}}{(\text{Total Estimated Production} - \text{Total Measured Production})}$$

which is, $B14 = (B4 - B13) \times C10 / (C3 - C7)$

FACILITY TOTALS

NOTE: If a BC-S1 statement has more than one page, enter totals referred to in guideline items C1 to C15 on the last page only.

C1 Total Crude Oil/Bitumen Estimate Enter the sum of oil estimates for all wells in the facility.

C2 Total Gas Estimate Enter the sum of gas estimates for all wells in the facility.

C3 Total Water Estimate Enter the sum of water estimates for all wells in the facility.

C4 Total Measured Production: Crude Oil/Bitumen Enter the sum of measured clean oil production for all wells in the facility.

C5 Total Measured Production: Condensate Enter the sum of measured condensate production for all wells in the facility.

C6 Total Measured Production: Gas Enter the sum of measured gas production for all wells in the facility.

C7 Total Measured Production: Water Enter the sum of measured water production for all wells in the facility.

C8 Total Prorated Production: Crude Oil/Bitumen Enter the total clean oil measured at the facility to be prorated to the wells. This should be oil production for the facility reported on the BC-S2 less Total Measured Oil Production (C5).

C9 Total Prorated Production: Gas Enter the total gas production measured at the facility to be prorated to the wells. This should be gas production for the facility reported on the BC-S2 less Total Measured Gas Production (C6).

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FACILITY TOTALS cont'd

- C10 Total Prorated Production: Water** Enter the total water production measured at the facility to be prorated to the wells. This should be water production for the facility reported in the BC-S2 less Total Measured Water Production (C7).

ELECTRONIC SUBMISSIONS

BC-S1 and BC-S2 reports may be submitted electronically as ASCII files on diskettes or attached to email. Operators with more than 20 wells in total at all of their facilities in the province must submit BC-S1 and BC-S2 reports in this way. All operators are encouraged to submit BC-S1 and BC-S2 reports electronically.

Prior to beginning regular submission of BC-S1 and BC-S2 data electronically, or **if changes have been made in an operator's systems which may impact such submissions**, a test of submission data and procedures must be conducted. Emails and diskette labels for test files should be clearly marked "TEST DATA ONLY". Test data must be actual or reasonably representative data from recent periods.

General Specifications

For submissions by email, the subject line of the email should state the type of report, the type of file being submitted, i.e. BCS1 BC-S2, and the operator's name and the most current production period being reported, either spelled or in YYMM numeric format (eg. BCS1BC-S2 July 2002 XYZ Energy, or BCS1BC-S2 0207 XYZ Energy). Diskettes should be labeled in the same way.

Current and amended BC-S1 and BC-S2 data may be submitted in the same file or separate files with the same email or diskette.

File names for BC-S1 and BC-S2 ASCII files must consist of the 4-digit client ID code followed by the production period in YYMM format with the extension .DS. For example, an BC-S1 or BC-S2 from the operator with client ID 9999 for production in Feb 2002 must have file name 99990202.DS.

All edit and integrity rules that apply to paper BC-S1 and BC-S2 reports apply to reports submitted electronically.

BC-S1 and BC-S2 ASCII files must be in the formats described below. All fields must be right justified and numeric data fields must be filled with leading zeros. Facility ID codes must contain required leading zeros. Alphanumeric data must be in upper case. Fillers and empty text fields must be blanks. Records must be a fixed length of 200 bytes.

Record Types and Descriptions

The records in each file must be in the following order and each record must have the appropriate one of the following codes in the Record Type field:

<u>Record Type</u>	<u>Record Type Code</u>
S-Form Header	0000
BC-S1 Report - Well Detail	0101
BC-S1 Report - Facility Total	0102
BC-S1 Report - Facility Contact	0199

REPORT COMPLETION GUIDELINES

ELECTRONIC SUBMISSIONS cont'd

BC-S2 Report - Oil Receipts	0201
BC-S2 Report - Oil Deliveries	0202
BC-S2 Report - Oil Totals	0203
BC-S2 Report - Gas Receipts	0204
BC-S2 Report - Gas Deliveries	0205
BC-S2 Report - Gas Totals	0206
BC-S2 Report - Water Receipts	0207
BC-S2 Report - Water Deliveries	0208
BC-S2 Report - Water Totals	0209
BC-S2 Report - Facility Contact	0299

Field Format Descriptions

In the record layouts described hereafter, the field formats are described using Cobol field format conventions in which the first character indicates the type of characters that must be used in the field ('X' for alphanumeric or '9' for numeric), the first bracketed number indicates the maximum number of characters for an alphanumeric field or the number of digits to the left of the decimal in a numeric field, V indicates that a decimal is required and a bracketed number after 'V9' indicates the number of decimal places (eg. V9 for one decimal place, V9(5) for 5 decimal places).

S-Form Header Record

Each data file must contain one, and only one, file header record (record type '0000'), which contains the operator's name, the number of BC-S1 and BC-S2 reports contained in the file, and the file's creation date and time. If it is necessary to submit more than one diskette for any month's data, each diskette must have a header record and each header record must have a unique entry in the input creation time field.

S-Form Header Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Filler	1	23	X(23)	blanks
2	Record Type	24	4	X(4)	'0000' for Header
3	Operator Name	28	56	X(56)	left justified
4	Filler	84	16	X(16)	blanks
5	Expected BC-S1 + BC-S2 Forms	100	4	9(4)	# of both 0199 + 0299 records
6	Filler	104	85	X(85)	blanks
7	Creation Date	189	6	X(6)	'YYMMDD'
8	Creation Time	195	6	X(6)	'HHMMSS'

REPORT COMPLETION GUIDELINES

ELECTRONIC SUBMISSIONS cont'd

Monthly Production Statement Data, BC-S1

Both the current month and prior month reports can be submitted. Since an amendment replaces all data on the original BC-S1, the complete report must be submitted, including data that remains unchanged and facility totals. This requirement is the same as for submission of paper reports.

The monthly production data is divided into the following three record types:

1. Well Details - A well details record is required for each well with production in the production period. Well details records must not be included for wells with no production in the production period.
2. Facility Totals - One facility total record is required for each facility and production period for which well details records are included in the file.
3. Facility Contact - Marks the end of records with BC-S1 data for a facility and production period. One facility contact record is required for each facility and production period for which well details records are included in the file.

BC-S1 Well Detail Record Layout

<u>Field No.</u>	<u>Field Name</u>	<u>Start Position</u>	<u>Field Length</u>	<u>Field Format</u>	<u>Comments</u>
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0101'
6	UWI	28	16	X(16)	
7	Filler	44	4	X(4)	blanks
8	WGR Test Date	48	6	X(6)	'YYMMDD'
9	Hours Produced - Measured	54	3	9(3)	
10	Measured Oil	57	8	9(7)V9	cubic meters
11	Measured Condensate	65	8	9(7)V9	cubic meters
12	Measured Gas	73	8	9(7)V9	000's cubic meters
13	Measured Water	81	8	9(7)V9	cubic meters
14	Filler	89	12	X(12)	blanks
15	Water:Gas Ratio	101	6	9V9(5)	

REPORT COMPLETION GUIDELINES

ELECTRONIC SUBMISSIONS cont'd

BC-S1 Well Detail Record Layout cont'd

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
16	Filler	107	2	X(2)	blanks
17	Hours Produced - Prorated	109	3	9(3)	
18	Number of Production Tests	112	2	9(2)	
19	Prorated Oil	114	8	9(7)V9	cubic meters
20	Prorated Gas	122	8	9(7)V9	000's cubic meters
21	Prorated Water	130	8	9(7)V9	cubic meters
22	Estimated Oil	138	8	9(7)V9	cubic meters
23	Estimated Gas	146	8	9(7)V9	000's cubic meters
24	Estimated Water	154	8	9(7)V9	cubic meters
25	Filler	162	6	X(6)	blanks
26	Gas:Oil Ratio	168	6	9V9(5)	
27	Filler	174	27	X(27)	blanks

BC-S1 Facility Total Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
7	Record Type	24	4	X(4)	'0102'
6	Total Estimated Oil	28	9	9(8)V9	cubic meters
7	Total Estimated Gas	37	9	9(8)V9	000's cubic meters
8	Total Estimated Water	46	9	9(8)V9	cubic meters
9	Filler	55	14	X(14)	blanks
10	Total Measured Oil	69	9	9(8)V9	cubic meters
11	Total Measured Condensate	78	9	9(8)V9	cubic meters
12	Total Measured Gas	87	9	9(8)V9	000's cubic meters
13	Total Measured Water	96	9	9(8)V9	cubic meters
14	Oil Proration Factor	105	7	9(2)V9(5)	
15	Gas Proration Factor	112	7	9(2)V9(5)	
16	Water Prorated Oil	119	7	9(2)V9(5)	
17	Total Prorated Oil	126	9	9(8)V9	cubic meters
18	Total Prorated Gas	135	9	9(8)V9	cubic meters
19	Total Prorated Water	144	9	9(8)V9	000's cubic meters
20	Filler	153	48	X(48)	blanks

BC-S1 Facility Contact Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
7	Record Type	24	4	X(4)	'0199'
8	Filler	28	173	X(173)	blanks

REPORT COMPLETION GUIDELINES

ELECTRONIC SUBMISSIONS cont'd

Monthly Disposition Statement Data, BC-S2

Both the current month and prior month statements can be submitted. Since an amendment replaces all data on the original BC-S2, the complete report must be submitted, including data that remains unchanged and the totals. This is an identical requirement for submission of hard copy.

The monthly disposition data is divided into the following ten record types:

1. **Oil Receipts** A separate record is required for each facility in British Columbia from which oil is received at a facility during a month and for each type of receipt other than from other facilities.
2. **Oil Deliveries** A separate record is required for each facility in British Columbia to which oil is delivered from a facility during a month and for each type of delivery other than to other facilities.
3. **Oil Totals** One record is required for each facility and production period.
4. **Gas Receipts** A separate record is required for each facility in British Columbia from which gas is received at a facility during a month and for each type of receipt other than from other facilities.
5. **Gas Deliveries** A separate record is required for each facility in British Columbia to which gas is delivered from a facility during a month and for each type of delivery other than to other facilities.
6. **Gas Totals** One record is required for each facility and production period.
7. **Water Receipts** A separate record is required for each facility in British Columbia from which water is received at a facility during a month and for each type of receipt other than from other facilities.
8. **Water Deliveries** A separate record is required for each facility in British Columbia to which water is delivered from a facility during a month and for each type of delivery other than to other facilities.
9. **Water Totals** One record is required for each facility and production period.
10. **Facility Contact** Marks the end of records with BC-S2 data for a facility for a month.

REPORT COMPLETION GUIDELINES

ELECTRONIC SUBMISSIONS cont'd

Types of receipt and deliveries of oil, gas and water that must be reported separately are specified in section 6.2 of this Handbook with the required codes for each.

BC-S2 Oil Receipts Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0201'
6	Receipts Facility identification code	28	7	X(7)	
7	Receipt Type code	35	2	X(2)	
8	Volume Received	37	9	9(8)V9	cubic meters
9	Filler	46	155	X(155)	blanks

BC-S2 Oil Deliveries Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0202'
6	Delivered to Facility identification code	28	7	X(7)	
7	Delivery Type code	35	2	X(2)	
8	Volume Delivered	37	9	9(8)V9	cubic meters
9	Filler	46	155	X(155)	blanks

BC-S2 Oil Totals Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0203'
6	Oil Production	28	9	9(8)V9	cubic meters
7	Total of Other Receipts	37	9	9(8)V9	cubic meters
8	Opening Inventory	46	9	9(8)V9	cubic meters
9	Closing Inventory	55	9	9(8)V9	cubic meters
10	Total Deliveries	64	9	9(8)V9	
11	Filler	73	128	X(128)	blanks

REPORT COMPLETION GUIDELINES

ELECTRONIC SUBMISSIONS cont'd

BC-S2 Gas Receipts Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	5	X(8)	blanks
5	Record Type	24	4	X(4)	'0204'
6	Receipts Facility identification code	28	7	X(7)	
7	Receipts Type code	35	2	X(2)	
8	Volume Received	37	9	9(8)V9	000 cubic meters
9	Filler	46	155	X(155)	blanks

BC-S2 Gas Deliveries Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0205'
6	Delivered to Facility identification code	28	7	X(7)	
7	Delivery Type code	35	2	X(2)	
8	Volume Delivered	37	9	9(8)V9	000 cubic meters
9	Facility/System delivered to	46	30	X(30)	name
10	Filler	76	125	X(125)	blanks

BC-S2 Gas Totals Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0206'
6	Gas Production	28	9	9(8)V9	000 cubic meters
7	Total of Other Receipts	37	9	9(8)V9	000 cubic meters
8	Lease Fuel	46	7	9(6)V9	000 cubic meters
9	Flared	53	7	9(6)V9	000 cubic meters
10	Vented	60	7	9(6)V9	000 cubic meters
11	Metering Difference	67	7	9(6)V9	000 cubic meters
12	Metering Difference sign	74	1	X(1)	"N" if negative
13	Total Deliveries	75	9	9(8)V9	000 cubic meters
14	Filler	84	117	X(117)	blanks

REPORT COMPLETION GUIDELINES

ELECTRONIC SUBMISSIONS cont'd

BC-S2 Water Receipts Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0207'
6	Receipts Facility identification code	28	7	X(7)	
7	Receipt Type code	35	2	X(2)	
8	Volume Received	37	9	9(8)V9	cubic meters
9	Filler	46	155	X(155)	blanks

BC-S2 Water Deliveries Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0208'
6	Delivered to Facility identification code	28	7	X(7)	
7	Deliveries Type code	35	2	X(2)	
8	Volume Delivered	37	9	9(8)V9	cubic meters
9	Facility/System delivered to	46	30	X(30)	name
10	Filler	76	125	X(125)	blanks

BC-S2 Water Totals Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0209'
6	Water Production	28	9	9(8)V9	cubic meters
7	Total of Other Receipts	37	9	9(8)V9	cubic meters
8	Opening Inventory	46	9	9(8)V9	cubic meters
9	Closing Inventory	55	9	9(8)V9	cubic meters
10	Metering Difference	64	7	9(6)V9	cubic meters
11	Metering Sign	71	1	X(1)	"N" if negative
12	Total Deliveries	72	9	9(8)V9	cubic meters
13	Filler	81	120	X(120)	blanks

BC-S2 Facility Contact Record Layout

Field No.	Field Name	Start Position	Field Length	Field Format	Comments
1	Production Period	1	4	X(4)	'YYMM'
2	Filler	5	4	X(4)	blanks
3	Facility identification code	9	7	X(7)	
4	Filler	16	8	X(8)	blanks
5	Record Type	24	4	X(4)	'0299'
6	Filler	58	173	X(173)	blanks