ILRR Change to User Authorization Form

Use this form to request a change to the existing ILRR authorization for an existing user.

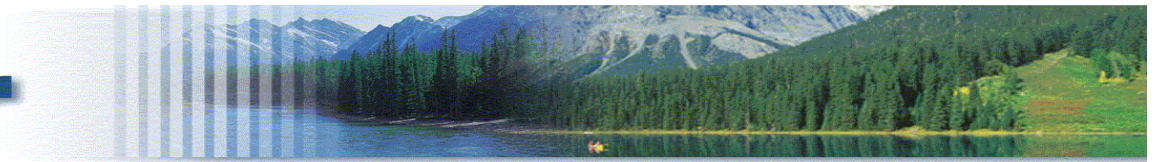**Fax the completed form to: 250-952-4261**

Data Access Group Name	Interest Type	Default Authorization		ACCESS TYPE:
		Requested Stage	Active Stage	
160A (E-Existence) (F-Full)	Archaeology Site		Notice	**F – Full** (access to geometry, agency, type & content attributes
PETROLR (E-Existence) (F-Full)	Well Authority	Existence	**Full**	**E – Existence** (access to geometry, agency & type only)
	Drilling Reservation	Existence	**Full**	
	Geothermal Lease	Existence	**Full**	
	Geothermal Permit	Existence	**Full**	**N – Notice** (user provided notice to contact responsible agency listed)
	Oil and Gas Lease	Existence	**Full**	
	Oil and Gas Pipeline Temporary Permit	Existence	**Full**	
	Petroleum and Natural Gas Lease	Existence	**Full**	
	Petroleum and Natural Gas Agreement	Existence	**Full**	
	Natural Gas Lease	Existence	**Full**	
	Natural Gas License	Existence	**Full**	
	Petroleum and Natural Gas Permit	Existence	**Full**	
	Oil and Gas Other Temporary Permit	Existence	**Full**	
	Oil and Gas Facility Temporary Permit	Existence	**Full**	
	Underground Storage Lease	Existence	**Full**	
	Petroleum Lease	Existence	**Full**	
	Underground Storage License	Existence	**Full**	
	Oil and Gas Permit	Existence	**Full**	
	Drilling License	Existence	**Full**	
227R (E-Existence) (F-Full)	Mineral, Placer, & Coal Reserves	None	**Full**	

The ILRR Change to User Authorization Form is used to request a change to the existing user authorization to "restricted" sensitive records. **Each user must complete the form using the following instructions**:

1. Identify the sensitive interest Data Access Group Name (from list above). For example, if user needs higher level access to Archaeology data – 160A is the appropriate group.
2. Provide the reason the user will require access to the sensitive record (codes are noted below):

A-Job Requirement to status land	**B-Job Requirement to Administer/regulate rights on land**
C-Job Requirement for land planning	**D-Job Requirement to negotiate interests on land**
E-Job Requirement to process referrals	**O-Other (Please explain).**

3. For each sensitive interest record, insert the access level code desired (codes in table, above right). For example user may need access to Archaeology geometry, in order to get this access the user would request – E (existence).
4. Read the attached appendices (Appendix A – Archaeology)
5. Sign the ILRR Change to User Authorization Form.
6. Fax or email the ILRR Change to User Authorization Form to: **(250) 952-4261 or ILRRhelp@gov.bc.ca**

ILRR CHANGE TO USER AUTHORIZATION FORM

IDIR or BCeID	Name First - Last	Data Access Group Name	ILRR Access Level Code (F or E)	Reason for Request (A, B, C, D, E, O or ALL). If Reason is O (Other), Explain
Example123	John Smith	PETROLR	F	C
Example 456	Jane Doe	227R	F	ALL

Approver's Name: _____   **Agency:** _____

Signature: _____   **Date:** _____