

Division of Oil and Gas: Unit Operator General Permit

Activities are authorized under the General Permit, provided they meet the following criteria:

Request to Operate:

Before operating under this approval, a company must submit, in writing, a request to utilize the General Permit for each unit whose activities the company would like considered under the scope of the General Permit. The Division will review the request and, if approved, the company will be provided with the qualifications and procedures for General Permit activities.

Procedure:

Before commencing any activity under the General Permit, companies must submit a written notice of intent requesting authorization for activities under this General Permit at least 15 days before the anticipated start date. Within seven days after filing the notice, the Division will notify the company in writing if the proposed activities qualify under the General Permit. Activities that do not meet the requirements for approval under the General Permit will require a Division amendment application and approval before activities commence.

Activity Description:

Work to be permitted under the scope of the General Permit may include high volume or minor improvements which support new installation, modification, maintenance, replacement, or removal of infrastructure and/or support activities.

Examples include:

Trenching, excavation, and erosion control on pad; gravel and equipment staging areas; utility/power poles and anchors; electrical switches, power, and fiber optic cables; Vertical support members (VSM)s, thermosyphons, and elevated piping; envirovacs and conex containers; bull rails, guard rails, bollards, safety warning gates, and signs; firewater systems; covered and elevated walkways; well tie-in activities, valves, and associated piping. Other infrastructure and/or support activities may be considered.

Examples of activities not included:

Rehabilitation, remediation, and restoration activities; storage tanks; skids, modules, tents, labs and buildings.

Activity Qualifications:

Activities must meet the following qualifications:

1. Must be within an Oil and Gas Unit and performed by the Unit Operator;
2. Must take place within the footprint of an existing road or pad; and,
3. May be singular or in combination with other activities meeting the Activity Description.

Activity Reporting Requirements:

In addition to the terms and conditions in the lease, the following requirements apply;

1. A bi-annual General Permit Summary Report for the activities conducted under this approval must be filed on May 1 and November 1 each year from the date a company is

authorized to operate under the General Permit until the expiration of the General Permit. The report shall include all General Permit activities completed since the previous report.

2. The completion report must contain the following information and organization:
 - a. Cover Sheet (Word/PDF; see attached example)
 - i. Unit Operator Name: Contact, Phone Number, Email Address;
 - ii. Unit;
 - iii. Date of Report; and,
 - iv. Reporting Period.
 - b. Body of Report (Excel; see attached example)
 - i. Organized by Lease Operations North Slope (LONS) Number, Facility Name, Date of Written Notice, Completion Date, and a brief Activity Description.
 - ii. The Activity Description must include a location that allows the activity to be identified at the site/facility during Division field inspections.
 - c. Electronic Submittal Format: In addition to 2.a and 2.b, of this section, an electronic spreadsheet in Excel and a scanned copy of the original report in PDF format are required to be submitted.
3. The applicant shall defend, indemnify and hold the State of Alaska harmless from and against any and all claims, damages, suits, losses, liabilities and expenses for injury to or death of persons and damages to or loss of property arising out of or in connection with the entry on and use of State lands authorized under this approval by the applicant, its contractors, subcontractors and their employees.
4. The Commissioner of the Department of Natural Resources (DNR) may require that an authorized representative be on-site during any operations conducted under this approval.
5. Rehabilitation shall be completed to the satisfaction of the Commissioner.
6. Event Notification. The applicant shall notify the Department of Natural Resources of all spills that must be reported under 18 AAC 75.300 under timelines of 18 AAC 75.300. All fires and explosions must be reported to DNR immediately. The DNR 24-hour spill report number is (907) 451-2678; the fax number is (907) 451-2751. The Department of Environmental Conservation (DEC) oil spill report number is (800) 478-9300. DNR and DEC shall be supplied with all follow-up incident reports.

Sample General Permit Report

For

Company

Point of Contact
Phone Number
Email Address

Unit Name

11/01/2018

For activities from 5/1/2018 to 10/31/2018

Company X
Sample General Permit Report

LO/NS	Facility Name	Date of Notice	Completion Date	Activity Description	Location
LONS 13-001	DS-5X	6/1/2018	6/11/2018	VSM installation	Six VSMS, located along east edge of pad.
LONS 09-100	FS 9	8/15/2018	8/27/2018	Stop sign	At intersection of access road and pad.