ADDENDUM A - RFP DORMANCY MANAGEMENT SYSTEM (WELL SITES) USER STORIES

Epic (Category)	User Story As a <Type of User>	User Story I want <goal>	User Story So that <reason>	Background/Business Rules	Data Considerations
—MANAGING DORMANT SITES, FORMER SITES AND VOLUNTARILY DECLARED SITES					
DMS	The System	To be able to determine a well's dormancy status	so that a "well site" can be identified as dormant.	All wells on a well site must be dormant to be considered under the DSR. A Dormant Well is determined as dormant as follows: - Production from – or injection or disposal into – the well for at least 720 hours in a calendar year within the last 5 consecutive calendar year: - The completion of a production zone (last 5 calendar years); - A drilling event (last 5 calendar years); or - In the case of an observation well, the well is active for at least one (1) day (one observation event) (last 5 calendar years). IRIS data BIL-167 Dormant Well Population internal report updates on a nightly basis, reports on the dormant status of all wells and includes the PAD ID to determine multi-well sites. (SQL available in BIGIS.DORMANT_SITE_QUERY_VW) BIL-178 Site Dormancy Status external report updates on a nightly basis, only includes dormant sites and will only pick up production monthly following submission of PX reports of prod/inj/disp. *Need to consider the activity types of pipelines sites and facility sites for future dormancy determination.*	Well Dormant Status (Non-Dormant, Dormant) WA Number Well Surface Location Pad ID (LMR Site Grouping rule, PAD dataset) Well on Multi-Well Pad Flag Last Production Date Last Injection/Disposal Date Last Spud Date Last Completion Date Abandonment Date (Cut & Capped Date)
DMS	Closure Manager/Analyst	To be able to view a "well's" dormancy status	so that a "well's" dormancy status can be verified.		Well Dormant Status (Non-Dormant, Dormant) WA Number Well Surface Location Pad ID (LMR Site Grouping rule, PAD dataset) Well on Multi-Well Pad Flag Last Production Date Last Injection/Disposal Date Last Spud Date Last Completion Date Abandonment Date (Cut & Capped Date)
DMS	The System	To be able to identify "well sites" that are dormant	so that site closure activity statuses (targets) can be determined for the well site.	All wells on a multi-well site must be dormant for a site to dormant based on LMR Site Grouping rules (Pad ID dataset). Site Dormancy Date is set to be the latest dormancy date of the wells on the pad.	Site Dormant Status (Non-Dormant, Dormant) Site Dormancy Date Site Dormancy Year (parsed from the Site Dormancy Date)
DMS	Closure Manager/Analyst	To be able to view "well sites" that are dormant	so that a "well site's" dormancy status can be verified.	Well Facilities are to be removed and restored as part of the Well Site – there may be an advantage to being able to view the well facilities as part of the Well Site.	
DMS	The System	To be able to identify "former sites" that are dormant	so that site closure activity statuses (targets) can be determined for the well site.	Former Sites are defined as Well cancelled with surface disturbance or built but never drilled and does not have a COR # issued. Site Dormancy Year is set to the year the permit was cancelled (Permits spent or expired should never have construction on them and will not be part of the dormancy program).	Site Dormant Status (Non-Dormant, Dormant) Former Site Identification Flag Site Dormancy Date Site Dormancy Year
DMS	Closure Manager/Analyst	To be able to view "former sites" that are dormant	so that a "former site's" dormancy status can be verified.		
DMS	Closure Manager/Analyst	To be able to enter that a well site(s) has been "voluntarily declared" as dormant	so that site closure activity statuses (targets) can be determined for the well site. so that a "voluntarily declared site's" dormancy status can be verified.	Voluntary Site Dormancy is a manual Declaration form that is emailed to DormantSites@bcogc.ca. Currently the analyst updates a BI table with the Well, Well Site with the Dormancy Declaration Date. BI is required to refresh the report when a well is added to the declaration. Voluntary Site declared before 2024 calendar year are designated as Type B sites. Voluntary Site declared after 2024 will be designated as Type C sites. *Basic Flow/Steps: The calculation of closure activity targets will need to occur instantly upon input of a voluntarily declared site. An OSS submission is scheduled for implementation to automate the data entry by the permit holder declaring the site dormant which would then trigger the dormancy status automatically, no data entry would be required by the Closure Manager.*	Voluntary Dormancy Declaration Date Site Dormancy Year (based on declaration date)
DMS	Closure Manager/Analyst	To be able to identify Dormant Sites as "Priority Sites"	so that site closure activity statuses (targets) can be determined for the well site that are accelerated for the restoration.	Priority sites are those sites which the Commission has identified as a priority. Priority sites are identified by the Commission based on: The age of the site; Public safety, including human health; The environment; Social and agricultural values; Impacts on local communities; Cultural and environmental values of local Indigenous nations; and The capacity and portfolio of the permit holder. There is a formal documented review process for Commission staff that requires the Commissioner decision to designate as a Priority Site. There is no formal regularity that Priority Sites are reviewed and identified by the Commission. Priority Sites are posted externally on the OGC website are Site Dormancy Year 2021.	Priority Site Designation Identification Date (parse out the year)
DMS	The System	To be able to identify "Dormant Sites and Former Sites" as Site Dormancy Type "A"	so that site closure activity statuses (targets) can be determined for the well site.	Type A sites are legacy sites that were dormant by December 31, 2018, or sites where the well permit was cancelled, declared spent or expired by December 31, 2018. (Cancelled with Surface Disturbance is a flag in IRIS and is currently the only means to identify Former Sites). *Type A sites have longer timelines for decommissioning and restoration to allow permit holders sufficient time to address the historical backlog of inactive sites.*	Dormancy Type

Epic (Category)	User Story As a <Type of User>	User Story I want <goal>	User Story So that <reason>	Background/Business Rules	Data Considerations
DMS	The System	To be able to identify "Dormant Sites, Former Sites and Voluntarily Declared Sites as Site Dormancy Type "B"	so that site closure activity statuses (targets) can be determined for the well site.	Type B sites are those that become dormant during a transitional period between January 1, 2019 and December 31, 2023 or sites where the well permit was cancelled, declared spent or expired between January 1, 2019 and December 31, 2023. (Cancelled with Surface Disturbance is a flag in IRIS and is currently the only means to identify Former Sites). Voluntary Sites declared before 2024 calendar year are designated as Type B sites. *Type B sites have intermediate timelines for decommissioning and restoration because a significant number of Type A sites will need to be addressed during this time.*	Dormancy Type
DMS	The System	To be able to identify "Dormant Sites, Former Sites and Voluntarily Declared Sites" as Type "C"	so that site closure activity statuses (targets) can be determined for the well site.	Type C sites cover all sites that become dormant after January 1, 2024, or sites where the well permit is cancelled, declared spent or expired after January 1, 2024. Voluntary Sites declared after 2024 will be designated as Type C sites. *Type C sites have stricter timelines for decommissioning and restoration to ensure that all future dormant and former sites are responsibly brought to regulatory closure in a reasonable time.*	Dormancy Type
DMS	Closure Manager/Analyst	To be able to view Site Dormancy Types (Type A, B, C, Priority Sites and Voluntarily Declared Sites)	so that Site Dormancy Types can be verified.		
DMS	Closure Manager/Analyst	To be able to view Sites where wells are owned by different operators	so that multi-operators can be informed of their restoration responsibilities.	These will be cases of overlapping tenure. Liability remains with the permit holder that is last on the site. If Operator 1 receives COR Part 1 and Part 2 then Operator 2 owns the liability.	Multi-operator Site Flag
--TYPE A SITES					
DMS	The System	Determine restoration activity (Decommission, Assess, Restore) <u>required</u> target completion dates for "Type A Sites"	so that the dormant sites team can communicate targets with applicable permit holders and so that we can report on activity level as well as compliance with targets.	Type A sites are sites that were dormant as of December 31, 2018, or sites where the well permit was cancelled, declared spent or expired by December 31, 2018 (Cancelled with Surface Disturbance flag in IRIS is currently the only means to identify Former Sites). NOTE: No additional Type A sites will be added to the inventory of dormant sites. Decommission: - At least one or 30 per cent (whichever is greater) of sites by December 31, 2021. - At least two or 70 per cent (whichever is greater) of sites by December 31, 2026. - All sites by December 31, 2031. Assess: - Sites decommissioned prior to December 31, 2018 by December 31, 2030. External validation was done with Permit Holders declaring if sites were decommissioned prior to Dec 31, 2018 or not (specific dates not available just if it was decommissioned prior to Dec 31, 2018). In Matt's core spreadsheet column FA "Calendar Year that the DSR Definition of Decommissioned was Met". - In any other case, by December 31 of the calendar year two (2) years after the year the site was decommissioned (e.g. if a site is decommissioned on March 15th, 2020, then it must be assessed by December 31, 2022). Restore: - At least one or 40 per cent (whichever is greater) of sites by December 31, 2024. - At least two or 70 per cent (whichever is greater) of sites by December 31, 2030. - All sites by December 31, 2036 * If the above percentages result in decimals, then the result is to be rounded either to the nearest whole number, or if equidistant between two (2) whole numbers, then to the greater of those numbers Type A Target Dates can be defaulted as shown under Data Considerations	Site Dormancy Date *This will not be set until all wells on the site have technically becomes dormant. Type A Target Decom Date (31-Dec-2031) Type A Target Assess Date - Decom prior to 2018 (31-Dec-2030) Type A Target Assess Date - Decom after 2018 (31-Dec-2033) Type A Target Restore Date (31-Dec-2036)
DMS	The System	Update Type A "Target Assess Date" to be Dec 31, 2 years after the decom stage gate complete date	So that regulatory targets can be properly calculated and compliance with the regulation can be assessed.	Decommissioning Stage Gate Complete from an Accepted OSS Annual Report Submission triggers an update to the Target Assessment Date *Type A Target Decom and Actual Decom Dates for those sites that are showing as decommissioned prior to Dec 31, 2018 set the dates to Dec 31, 2018* Actual Decommission Stage Gate Complete to trigger date change to Target Assess Date to be 2 years after Actual Decom Date as of 31-Dec BUT cannot be greater than 31-Dec-2033	Type A Target Assess Date Type A Actual Decom Date Type A Actual Assess Date Type A Actual Restore Date

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--TYPE B SITES					
DMS	The System	Determine restoration activity (Decommission, Assess, Restore) required target completion dates for "Type B Sites"	so that the dormant sites team can communicate targets and timelines with applicable permit holders and so that we can report on activity level as well as compliance with targets.	Type B sites are those that become dormant between January 1, 2019 and December 31, 2023 or sites where the well permit was cancelled, declared spent or expired between January 1, 2019 and December 31, 2023 (Cancelled with Surface Disturbance flag in IRIS is currently the only means to identify Former Sites). Decommission: - By December 31 of the calendar year that is eight years after the site became dormant *(Site Dormancy Date)*, or the well permit was cancelled, declared spent, or expired *(Site Dormancy Date)* (e.g. if dormant on December 31, 2020, then the site must be decommissioned by December 31, 2028). Assess: 1) If the site is decommissioned prior to becoming dormant, then the Target Assessment date will be December 31 of the calendar year that is 10 years after the site dormancy date. *(The permit holder would include in their Annual Report declare decommissioning complete on a non-dormant SITE. If the SITE dormancy date is blank (decom prior to dormancy), and an annual report shows decom stage gate complete the Target Assess Date would only be computed after the SITE is deemed dormant and on Dec 31 of calendar year plus 10 years from the SITE Dormancy Year.)* 2) In any other case, by December 31 of the calendar year that is two (2) years after the site is decommissioned. *Otherwise, Target Assess Date would be the actual decom date plus two years.* Restore: - By December 31 of the calendar year that is 13 years after the site became dormant, or the well permit was cancelled, declared spent, or expired *A SITE that is not technically dormant at the time of decommissioning a Target Restore Date will not be calcuated until the SITE has been deemed dormant by the dormancy rules.*	Site Dormancy Date *This will not be set until all wells on the site have technically becomes dormant. Type B Target Decom Date (Site Dormancy Year + 8 Years) Type B Target Assess Date (Site Dormancy Year + 10 Years) Type B Target Restore Date (site Dormancy Year + 13 Years) Decommissioned Prior to Dormancy Flag
DMS	System	Update Type B "Target Assess Date" to be Dec 31 - 2 years after the decom stage gate complete date	So that regulatory targets and timelines can be properly calculated and compliance with the regualtion can be assessed.	Decommissioning Stage Gate Complete from an Accepted OSS Annual Report Submission triggers an update to the Target Assessment Date Actual Decommission Stage Gate Complete to trigger date change to Target Assess Date to be 2 years after Actual Decom Date as of 31-Dec BUT cannot be greater than Dec 31, 2033	Type B Target Assess Date Type B Actual Decom Date Type B Actual Assess Date Type B Actual Restore Date
DMS	System	"Site Decommissioned Prior to Dormancy" only update the Type B Target Assess Date when the site becomes dormant to be Dec 31 - 10 years after the Site Dormancy Date.	So that regulatory targets and timelines can be properly calculated and compliance with the regualtion can be assessed.	Type B Assess: 1) If the site is decommissioned prior to becoming dormant, then the Target Assessment date will be December 31 of the calendar year that is 10 years after the site dormancy date. (The permit holder would include in their Annual Report declare decommissioning complete on a non-dormant SITE. If the dormancy date is blank (decom prior to dormancy), and an annual report shows decom stage gate complete, the Target Assess Date would only be computed after the SITE is deemed dormant and on Dec 31 of calendar year plus 10 years of the Site Dormancy Date.)	Type B Target Assess Date Type B Actual Decom Date
--TYPE C SITES					
DMS	The System	Determine restoration activity (Decommission, Assess, Restore) required completion dates for "Type C Sites"	so that the dormant sites team can communicate targets and timelines with applicable permit holders and so that we can report on activity levels as well as compliance with targets.	Type C sites are those that become dormant after January 1, 2024, or sites where the well permit is cancelled, declared spent or expired after January 1, 2024 (Cancelled with Surface Disturbance flag in IRIS is currently the only means to identify Former Sites). Decommission: - By December 31 of the calendar year that is five years after the site became dormant, or the well permit was cancelled, declared spent, or expired (e.g. if dormant on December 31, 2025, then the site must be decommissioned by December 31, 2030). Assess: - If the site is decommissioned prior to becoming dormant, then the Target Assessment Date will be December 31 of the calendar year that is 7 years after the site dormancy date. *(The permit holder would include in their Annual Report declare decommissioning complete on a non-dormant SITE. If the Site dormancy date is blank (decom prior to dormancy), and an annual report shows decom stage gate complete, the Target Assess Date would only be computed after the SITE is deemed dormant and set to Dec 31 of calendar year plus 7 years from the SITE Dormancy Year.)* - In any other case, by December 31 of the calendar year that is two years after the site is decommissioned. *Otherwise, Target Assess Date would be the actual decom date plus two years.* Restore: By December 31 of the calendar year that is ten years after the site became dormant, or the well permit was cancelled, declared spent, or expired. *A SITE that is not technically dormant at the time of decommissioning, a Target Restore Date will not be calculated until the SITE has been deemed dormant by the dormancy rules.*	Site Dormancy Date *This will not be set until all wells on the site have technically becomes dormant. Type C Target Decom Date (Site Dormancy Year + 5 Years) Type C Target Assess Date (Site Dormancy Year + 7 Years) Type C Target Restore Date (Site Dormancy Year + 10 Years) Decommissioned Prior to Dormancy Flag
DMS	System	Update Type C "Target Assess Date" to be Dec 31, 2 years after the decom stage gate complete date	So that regulatory targets and timelines can be properly calculated and compliance with the regulation can be assessed.	Decommissioning Stage Gate Complete from an Accepted OSS Annual Report Submission triggers an update to the Target Assessment Date Actual Decommission Stage Gate Complete to trigger date change to Target Assess Date to be Dec 31 , 2 years after Actual Decom Date	Type C Target Assess Date Type C Actual Decom Date Type C Actual Assess Date Type C Actual Restore Date

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DMS	System	"Site Decommissioned Prior to Dormancy" only update the Type C Target Assess Date when the site becomes dormant to be Dec 31, 7 years after the Site Dormancy Date.	So that regulatory targets and timelines can be properly calculated and compliance with the regulation can be assessed.	Type C Assess: - If the site is decommissioned prior to becoming dormant, then the Target Assessment Date will be December 31 of the calendar year that is 7 years after the site dormancy date. (The permit holder would include in their Annual Report declare decommissioning complete on a non-dormant well. If the dormancy date is blank (decom prior to dormancy), and an annual report shows decom stage gate complete the Target Assess Date would only be computed after the well is deemed dormant and on Dec 31 of calendar year plus 7 years.)	Type C Target Assess Date Type C Actual Decom Date

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DMS	The System	Determine restoration activity (Decommission, Assess, Restore) <u>required</u> completion dates for "Priority Sites"	so that the dormant sites team can communicate targets and timelines with applicable permit holders and so that we can report on activity levels as well as compliance with targets.	Info from OGC Website related to Priority Sites - The identification year for these priority sites thus far is 2021 and as a result all restoration activities at the sites must be completed by December 31, 2026 (five calendar years after the identification year). ***Where the designated Priority Site is the permit holder's only dormant site the default date under section 15(3) of the DSR applies (the site must be restored by December 31, 2024).*** Priority sites are those sites the Commission has identified as a priority. <u>Decommission</u>: By the earlier of the default requirement (Type A,B,C Classification) for the original site type prior to Priority Designation OR December 31 of the calendar year that is two (2) years after the site was identified as a priority (Priority Site Designation Year). <u>Assess</u>: By the earlier of the default requirement (Type A,B,C Classification) or December 31 of the calendar year that is three years after the site was identified as a priority. <u>Restore</u>: By the earlier of the default requirement (Type A,B,C Classification) or December 31 of the calendar year that is five (5) years after the site was identified as a priority. *MVP - Priority Site, Exclusions and Exemptions target dates could be manually managed by the Closure Manager.*	Priority Site Designation Identification Year Priority Target Decom Date (Priority Year + 2 Years) Priority Target Assess Date (Priority Year + 3 Years) Priority Target Restore Date (Priority Year + 5 Years) Site Dormancy Date *Sites will have both Dormancy Type of A,B,C and Priority Site dates
DMS	Closure Manager/Analyst	Identify the requester type for all priority site designations	I can track commitments towards restoration and target timelines made to various stakeholders.	Who requested the site to be designated, high level description of reasoning, i.e. was it a restoration agreement. Drop down with requester type including: Landowner, local government, FN, Other, include a free form field to have additional info such as FN Community, city, town, etc.	Priority Type Requester Type Priority Type Requester Description

Epic (Category)	User Story As a <Type of User>	User Story I want <goal>	User Story So that <reason>	Background/Business Rules	Data Considerations
DMS	The System	Determine restoration activity (Decommission, Assess, Restore) <u>required</u> completion dates for sites that were included in a permit holder's "Liability Reduction Plans"	the dormant sites team can track adherence to an approved LRP, and so that all stakeholders know the site specific timelines that are approved under an LRP.	An approved LRP is an order of the Commission. Permit holders with an approved LRP must comply with the requirements outlined in the Notification and Follow-up section. If a LRP is revoked, then all sites formerly covered by LRP become subject to the default program timelines. LRPs are a manual process that are approved by Commission. The proposed LRP must conform to the following timelines for assessment and restoration. A permit holder with dormant and former sites under a LRP must: <u>Assess</u>: - By December 31, 2033 for Type A sites decommissioned before December 31, 2018. - By December 31, 2033 for Type B sites decommissioned before the site became dormant. - In any other case, by December 31 of the calendar year that is two (2) years after the site is decommissioned. <u>Restore</u>: - By December 31, 2036 for Type A and Type B sites. - By December 31 of the calendar year that is 10 years after the dormancy date for Type C sites. # of sites for each Restoration Activity that they committed to. There will be only 1 LRP approved for a Permit Holder at one time. There are currently 3 LRPs in place: Bonavista (Expiry 2023), CNRL (Expiry 2024) and Petronas (Expiry 2025). New LRPs may be submitted for an expired LRP. Each Site will need a flag that identifies that a well was part of the LRP package and that FN consultation was performed - these sites would contain the LRP Target Dates for Decom, Assess and Restore. Sites that are transferred to a company with an LRP would not get the LRP Target dates unless they are explicitly listed in an LRP. There is no mechanism to change an LRP, a new LRP will be submitted and approved for expiring LRPs. **Priority Site timelines supercede timelines of the LRP.** *Note: LRPs may be the subject of a future OSS submission that would provide the information as required. This is not DMS scope.*	Site Dormancy Date *This will not be computed until all wells on the site have technically becomes dormant. LRP Target Decom Date (Same as Type Classification Target Dates) LRP Target Assess Date - Type A Decom prior to Dec 31, 2018 (31-Dec-2033) same as after Dec 31, 2018 LRP Target Assess Date - Type B (31-Dec-2033) LRP Target Restore Date - Type A & B (31-Dec-2036) LRP Target Restore Date - Type C (Site Dormancy Year + 10 years) Permit Holder Operating Under LRP Flag LRP Effective Dates Start and End LRP # Decom Type A, B, C Sites by Field Per Calendar Year LRP # Assess Type A, B, C Sites by Field Per Calendar Year LRP # Restore Type A, B, C Sites by Field Per Calendar Year LRP Site Flag

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DMS	Closure Manager/Analyst	Manage dormant Exclusions	track/monitor adherance to alternative closure activity timelines.	Exclusions are a manual process (no standard form) emailed to DormantSites@bcogc.ca In certain cases, a permit holder may apply for an exclusion from the Dormancy and Shutdown Regulation for a <u>site or a portion of a site</u>. In either case, the permit holder will need to submit reasons for an exclusion of the site or the portion of the site from the regulation. If the Commission is satisfied that an exclusion is appropriate, written notice of the exclusion will be sent to the permit holder by the Commission. If granted, an exclusion will last for two (2) years. When the exclusion expires the permit holder will need to apply for renewal of the exclusion. <u>Current dormancy regulatory requirements only apply to wells and their operating areas</u>. A portion of an operating area can only be excluded if a facility, pipeline, or oil and gas road not solely associated with the dormant well is present on the site.	Dormancy Exclusion Expiry Date Exclusion Comment

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DMS	Closure Manager/Analyst	Designate an exemption provision that overrides the default target timelines.	track/monitor adherance to alternative closure activity timelines.	Exemption provision requests should allow the override of the restoration activity dates (Section 26.1 DSR under exemptions new process in the latest DSR update to be effective Jan 1, 2023). Exempt from one or more target dates. Exemption Date for Decommissioning, Assessment and Restoration. Tracking of exemptions approvals is critical. *Note: Exemption Requests may be the subject of a future OSS submission that would provide the information as required. This is not DMS scope.*	Exemption Date (parse out the year).

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DMS	System	Update the Dormant Site Actual Restoration Activity Stage Gate Complete Dates from an Accepted OSS Annual Report (Actuals)	so that the dormant sites team can regularly report out on the number of dormant sites that are fully restored and so that the stewardship team can forecast the anticipated future volume of COR part 2 applications that will be coming in.	Actual Restoration Stage Gate Completion dates to be updated upon the <u>acceptance</u> of an Annual Report where an AR shows the Stage Gate as Complete. Stage Gate Completion Y/N is a mandatory field in the Annual Report but was only mandatory in 2021 submissions (see Historical Data story). *Note: Annual Report submissions from OSS are existing functionality. The DMS system will need to consume this data for the display in the user interface for the Closure Team.*	Annual Report Year (OSS) AR Decom Stage Gate Complete Date (OSS) AR Assess Stage Gate Complete Date (OSS) AR Restore Stage Gate Complete Date (OSS) Actual Decom Stage Gate Complete Date Actual Assess Stage Gate Complete Date Actual Restore Stage Gate Complete Date
DMS	System	Update the Site "Decommissioned Prior to Dormancy Flag" from an Accepted OSS Annual Report where a Non-Dormant Site shows Decom Stage Gate Complete	so that additional time to perform the Assessment Restoration Activity can be granted to a Permit Holder	Non-Dormant Sites that shows Decommissioning Stage Gate complete must be flagged so that the Type B and Type C Target Assessment Dates can be updated with additional timing given as a bonus for decommissioning early.	Decommissioned Prior to Dormancy Flag AR Decom Stage Gate Complete Date (OSS) Actual Decom Stage Gate Complete Date
DMS	System	Update the "Target Assess Date" when an Accepted OSS Annual Report shows Decom Stage Gate Complete with a Site Actual Restoration Activity Stage Gate Complete Date (Accepted Annual Report)	so that the dormant sites team can track the time it takes for a permit holder to complete their assessment work and determine compliance with the assessment timeline which requires assessment to be complete two-years after decommissioning.	Triggers the calculation of related Restoration Activity Target Dates stage gate completion, i.e. Assessment Target Date is calculated based on Decom Stage Gate Completion. See stories for Type A, B, C and Priority Sites for the rules for updating the Target Assess Dates.	Target Assess Date
DMS	System	To be able to remove Stage Gate Complete dates and calculated Assessment Target Dates when a subsequent Annual Report has been Accepted	so that the target dates can be corrected for assessment.	The Annual Report Reviewer checks that all the data is populated with attachments. Errors in a Annual Report submission particularly when a Stage Gate Complete flag is Yes would be difficult to flag during the reviewer process. See below a report that provides some verification that when a Stage Gate flag is complete that all wells on a site have received the same Stage Gate Complete flag. There is impact of accepting a Stage Gate Complete because it updates the actual dates for the restoration activities and recomputes the Target Assessment Date in the case of a Decom Stage Gate complete. Considered having a means for the Closure Manager to change the Target Assessment Dates with a comment of why it was modified to avoid poential data fixes. No decom date would exist then the assess date would have to be set back to its previous date. Ensure that all activities can be overridden.	

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DMS	Closure Manager/Analyst	To be able to view current Target Dates and Actuals Dates for a Site or by Permit Holder	ensure that permit holders are compliant with the DSR.	Allow searching of sites by activity ids (WAs) or Permit Holders	
DMS	Closure Manager/Analyst	To be able to view all history and current targets of a site where there was work planned and work completed for a calendar year	monitor that permit holder is compliant where work was planned but no completed.	BIL-XYZ Dormant Wells Tab Summarizes the sites where there was work planned and work completed for a calendar year. Does not not need to have stage gate complete, just that work was done in the calendar year. The history of the OSS Workplan may not be required in detail but just that it was planned or work done as the BIL report shows. Operationalize the Workplan and the Annual Report Data so that it can be viewed as a history on the well (i.e. Year 1 work was planned by XYZ Permit Holder but no work was done by XYZ Permit Holder, Year 2 work was planned by XYZ Permit Holder and (site was transferred) and no work was done by Permit Holder ZZZ, Year 3 work was not planned by Permit Holder ZZZ but stage gate was completed by Permit Holder ZZZ). Be able to explain, tell the decommissioning progression to external stakeholders (i.e. FNs for a particular site). Ability to look at individual wells and see site closure progression / work planned and completed over time (based on permit holder submissions). *Note: Annual Workplan and Annual Report submissions from OSS are existing functionality. The DMS system will need to consume this data for the display in the user interface for the Closure Team.*	
DMS	OGC Staff	To be able to view all history of a site where there was work planned and work completed for a calendar year	they can be informed of when dealing with internal and external stakeholders.	All Commission staff have read only access to the system.	
DMS	Closure Manager/Analyst	Adding comments for a site related to restoration activities	a full and comprehensive history of the site can be recorded and to enable better continuity between commission staff.	Track notes/comments for well and well site to support issue tracking and decisions on future restoration.	
DMS	Closure Manager/Analyst	Adding comments for a Permit Holder related to	a full and comprehensive history of the permit holder can be recorded and to enable better continuity between commission staff.	Track notes/comments associated with yearly permit holder targets. Numerous conversation with permit holder regarding compliance, see historic CMIS data.	

Epic (Category)	User Story As a <Type of User>	User Story I want <goal>	User Story So that <reason>	Background/Business Rules	Data Considerations
--OTHER					
DMS	Closure Manager/Analyst	To be informed of when a "Dormant Site" has changed to be Non-Dormant	so that I can report on the impact to the restoration activities within an operating area.	>.045% of wells that hit 5 years of inactivity are shown will be reactivated. There could a case where a new well is drilled on an existing site that has already been deemed dormant. This would include those well sites that are auto-determined to be dormant and/or voluntarily declared dormant. -This may become a manner of operation into the future due to contraints on land use. Could be a low priority story and more focused on future.	
DMS	The System	to manage sites that go from Dormant to Non-Dormant	the inventory of dormant sites can be maintained and so that the dormant sites team can report out on the percentage of dormant sites that are re-activated.	Type A, B, C, Priority Site back to non-dormant, then could become dormant as a B or C again. Low Priority item as this would be rare occurance. Need exception report where a site was dormant and then become non-dormant, to monitor this activity? *Reset Target Dates*	
DMS	The System	identify sites where the Restoration Stage Gate is declared to be complete which then requires additional work	the dormant sites team can track the effectiveness of restoration activity and confirm that re-entry for additional work is rare.	There is a possibility that a restoration stage gate has been completed that would have to go back, i.e. gas migration. Very rare scenario. The result would be that the well would become non-dormant as work had to be done to fix the gas migration. Reset the target dates.	
--HISTORICAL DATA / DATA CONVERSION					
DMS	The System (initial data population)	Historical Annual Workplan and Annual Report Data (Data Conversion)	populate the Dormancy Mgmt System with accurate data	DSR Started May 31, 2019 (T0): Pre-OSS Annual Workplans and Annual Report source data only from spreadsheet (2019 and 2020 Annual Workplans and 2019 Annual Reports) Early OSS submission did not have validation Stage Gate Complete checkbox was not mandatory, date fields were problematic, allowed data from other permit holders (2021 Annual Workplans and 2020 Annual Reports initial reports in OSS), required BIL to do some work to ensure it could be used to compare workplan versus report of completed work. Sites decommissioning prior to Dec 31, 2018 are in spreadsheet form only. *Operationalization of Annual Reports may be best to start with 2022 *Operationalization of Workplans may be best to start with 2023. SME will export the data from BI and verify against work he has already done the data for uploading.	