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OIL SANDS INFORMATION BULLETIN 2013-01

Subject: OASIS Royalty Release Implementation and Registration for OASIS Discussion Forum #8

Further to [Information Bulletin 2012-12](#), the Royalty Release of the Oil Sands Administrative and Strategic Information System (OASIS) will be implemented at the start of the January 2013 Reporting Period (calendar month of February 2013). At that time, Oil Sands Project royalty in non-statute barred Periods (2009 to 2012) will be revalidated in OASIS. The royalty revalidations may result in additional royalty payable or a royalty refund. Project operators will be notified of any royalty adjustments through the new royalty information reports that they will receive from OASIS through Alberta Energy's Electronic Transfer System (ETS).

Oil Sands operators paying non-Project well royalty were advised in [Information Bulletin 2012-13](#) of the changes to non-Project royalty reporting and processes. Non-Project well royalty in non-statute barred Periods will not be revalidated in OASIS and will remain subject to manual reviews.

Appendix A provides an outline of key dates associated with the transition to OASIS royalty processes.

Appendix B describes the new royalty information reports that operators will receive or can request through ETS starting February 2013.

All ETS client accounts that currently have the Oil Sands Royalty Reporting role will be able to submit project and non-project royalty forms, request on-demand information reports, and view all of the related royalty information reports that are generated for their company. A notification will be sent to the e-mail addresses of the ETS client accounts when royalty information is sent to their accounts. Operators should refer to the report schedule in Appendix A to check for reports and should not rely on the email notifications, as there can be unforeseen e-mail interruptions. Individuals in each company can contact their company's ETS site administrator if they wish to change their e-mail notifications.

Operators who are new to royalty reporting should refer to the *Oil Sands Royalty Submission and Report Retrieval in ETS* document @ <http://www.energy.alberta.ca/OilSands/3114.asp> (OASIS Resources for Operators) for additional information on the new process.

The OASIS Discussion Forum #8 will focus on implementation readiness and will be held on **Tuesday, January 15, 2013, 1:15 pm to 3:30 pm**, at **AMEC Place, 801-6th Avenue S.W., Room 315, Calgary Alberta.**

Session Topics for the OASIS Discussion Forum #8 will cover:

- Q & A related to the new reports and implementation
- Monthly Processing Schedule
- Reporting of Cost Allocation Orders

Operators are encouraged to attend this session but must register to ensure we can offer sufficient seating. Please register by e-mail to OSODMailbox@gov.ab.ca before January 14, 2013.

Questions regarding this Information Bulletin may be directed to:

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Appendix A Implementation Schedule for OASIS' Royalty Release

The schedule reflects approximate dates only.

Date	Event
February 1-4, 2013	Systems Conversion and Revalidation of 2009-2012 Royalty.
February 5-11, 2013	Revalidation of 2009-2012 Project Royalty, review and release to operators.
February 11, 2013 and onward	Regular processing in OASIS commences. Operators will receive their submission related information reports (Appendix B) after system processing of each submission. <i>Information reports from royalty submissions made between February 1 to 10 will be released to operators after the 2009-2012 royalty revalidation.</i>
March 6, 2013	First Statement of Account will be released to operators.

The regular processing schedule, which will begin in March 2013, will be released to operators in the near future.

Appendix B Royalty Information Reports

Information Reports after a royalty submission	
Submission Confirmation Report	Confirms receipt of the royalty submission and provides submission details such as request number, submission form type, file name and date and time.
Information Reports after system processing and validation of the royalty submission	
Submission Turnaround Report	Identifies Project royalty submission validation and royalty calculation results. Report provides submission validation warnings and errors, operator reported and Alberta Energy's calculated variable comparisons, and calculations on costs, revenues, royalty and charges. Project royalty charges on this report and related interests, where applicable, will appear in the corresponding Statement of Account.
Payout Balance Statement	Identifies the net cumulative balance for a pre-payout Period of a Project. Report is produced upon the processing of the pre-Payout End of Period (EOP) statement. The pre-payout EOP statement can be filed by the operator or amended by Alberta Energy through audit adjustments or internal recalculations.
NPR Submission Validation Report	Identifies non-Project royalty submission validation results. Non-Project well royalty submissions that pass the submission validation process will appear in the NPR Transaction Detail report, where royalty charge and related interest, if applicable, will be identified.
Failed Submission Report	Identifies processing failure in the royalty submission. The royalty submission must then be resubmitted to be revalidated.
Information Reports that are not dependent on a royalty submission	
NPR Transaction Detail	Identifies non-Project royalty charges and related interest details. Non-Project royalty charges and related interest, if applicable, will appear in the corresponding Statement of Account.
NPR Discrepancy Report	Identifies content reporting discrepancies in non-Project royalty submissions.
Payout Date Change Report	Identifies the initial or revised date of Project payout, filing amendment and royalty adjustment details.
Project Termination Report	Identifies project termination date, filing amendment and royalty adjustment details.
Statement of Account	Identifies the financial transactions that occurred in an operator's account in a given period.
On Demand Reports (must be requested by operators through ETS)	
Project Royalty Submission Status	Identifies royalty submissions which have upcoming filing deadlines and indicates whether the submissions have been processed by ETS.
Production Volume Reconciliation Detail	Identifies variances between operator reported production in a Project and the corresponding production according to Alberta Energy's information.