



Innovation, Energy and Mines

April 9th, 2013.

Informational Notice 13-05 - Digital File Submission

Effective June 1st 2013, as part of our ongoing effort to reduce our environmental impact and maintain fast and efficient service to our clients, the Manitoba Petroleum Branch will no longer accept paper submissions under the Manitoba Drilling and Production Regulation, Crown Royalty and Incentive Regulation and The Oil & Gas Production Tax Act Regulation. All submissions are now required to be submitted in digital format. Please note that paper submissions under the Crown Disposition Regulation are still required and where inspector approval is required please follow the instructions in Informational Notice 11-04.

Submissions listed in Appendix 1 can be emailed to: petroleum@gov.mb.ca in the appropriate file format listed in Appendix 2. Required email subject line naming conventions and file naming conventions can be found in Appendix 3.

NOTE: Current e-mail limitations are 10MB in size (files can be zipped to facilitate this). *If confidentiality is a concern, or the file is larger than 10MB, files can be submitted by CD or other digital storage device, labelled with the company name, well licence number, well licenced location and the type of report being submitted.* These files can be sent to the appropriate Petroleum Branch field office in Virden or Waskada.

Any questions regarding digital log submission requirements or how to obtain LAS or image log data from the branch may be directed to Paul Legare, Manager, Digital Information Tel: (204) 748-4263 or e-mail: Paul.Legare@gov.mb.ca.

Keith Lowdon

Director, Petroleum Branch

Appendix 1 - List of submissions to submit digitally

The following reports, applications and measurements can be submitted digitally to **petroleum@gov.mb.ca**:

- Geological reports.
- Logs.
- Core analysis reports.
- Drill stem test results.
- Drilling Tour reports.
- New well summaries (including Well weekly status reports).
- Initial production and injection reports.
- Statement of purchaser of oil or gas.
- Reservoir pressure measurements.
- Completions and workover reports i.e. pump changes, treatments, recompletions, fracs, tubing repairs, etc...
- Tax and royalty submission calculations
- Final Directional Surveys

Note: For submission of items not on this list, such as Pipeline Construction Permits, Flowlines, Fire, Blow-out or Accident/Incident reports and Battery Operating permits please refer to our procedures described in our Guidelines at: www.manitoba.ca/petroleum

Appendix 2- Acceptable digital data formats

NOTE: All digital files must meet current Manitoba government software versioning.

Reports - All reports can be submitted to the branch in Adobe Reader format (.pdf). Where a report is submitted with large quantities of data in table format, this can be submitted in Excel format (.xls).

Flowline Applications - For sections 93(1) (a), (b), (c) of the Drilling and Production regulations, the information is to be submitted in PDF. A Shapefile must also be submitted showing the entire flowline under one licence drawn as one segment within the flowline right of way.

Logs - NOTE: The formats for logs listed below replaces Informational Notice 05-05

All logs are to be submitted as .tiff (tagged image file format) files (including cased, open hole and geological interpretive (strip) logs) and as LAS (Log ascii) version 2.0 or higher files.

These files must meet the following standards:

- Tiff files - Canadian Well Logging Society (CWLS) approved release dated December 17, 2004.
 - Group 4 TIFF containing all tags required for a baseline TIFF.
 - Minimum Resolution of 200 dpi.
 - Top left orientation.
 - Each entire log must be submitted as one tiff image.
 - Each log must be tested to ensure it opens in standard viewers such as Windows Picture and Fax Viewer and be submitted in colour where applicable.
- Las files - Version 2.0 or higher.
 - Must pass the LAS Certify Program found at: www.cwls.org
 - Must contain information on UWI, Licence, logging and operating companies, date, all the tested depths and tests (curves) run.
- Adobe files - These files will only be allowed for the lateral sections of horizontal wells as an alternative to the .tiff file requirements. All other logs must be submitted in both .tiff and .las format.

Appendix 3 - File and email naming conventions

Email subject line labelling convention

Tax and royalty submission calculations emails must have a subject line that contains the company name, month, year of submission, and type of submission (either Tax or Royalty). For example: ABC Oils October 2013 Royalty. The text of the email message must list the grand total for tax or royalty calculation for that month and year.

All other emailed submissions shall state in the subject line the company name, the well licence, the well licenced location and the type of report being submitted, i.e. “ABC Oil Licence 9999 05-09-08-29 Tour report”.

Log file naming convention

All digital log files are to be named with the following convention: Well licence number, well licenced location, log type, measurement type, pass type, log date (DD-MM-YY) i.e. 5555 05-09-08-29 IND TVD MP 10-09-2005.las

For all logs submitted under section 113(1) of the Drilling and Production Regulations, under Log type please use the abbreviation supplied in the left hand column of the following table:

Log Type Abbreviation	Log Type	Mandatory Curves to include
IND	Induction	Gamma ray, Induction/Resistivity, SP
POR	Porosity	Gamma ray, Bulk density, Density correction, Neutron porosity, Density porosity and Photoelectric. (On both a limestone and sandstone scale).

For logs types submitted under section 118(1)(c) of the Drilling and Production Regulations please use the abbreviations supplied in the left hand column of the following table:

<u>Log Type Abbreviation</u>	<u>Log Type</u>	<u>Curve and Log Types</u>
ABAND	Abandonment	Bridge/cement plugs
COMB	Combination	Combination
		Composite
COMP	Completion	Caliper
		Cement
		Collar
		Completion
		Perforation
		Thermal Decay Time (TDT)
		Temperature
DEN	Density	Density
		Induction / Density
		Density / Neutron
		Microlog / Density

DIP	Dipmeter/directional	Dipmeter / Directional
GR	Gamma	Gamma Ray
GEOL	Geological Log	Geological Strip Log
		Lithological
ML	Microlog	Guard Log
		Microlaterolog
		Microlog
		Mini Log
NEUT	Neutron	Compensated Neutron
		Gamma Ray Neutron
		Neutron
		Sidewall Neutron Porosity
		Laterolog / Neutron
SON	Sonic	Acoustilog
		Sonic
SL	Speciality Logs	Computed
		Fluid Density
		Speciality

*Note - If there is more than one log of any one type run on the same day please place an appropriate number designation after the log type. i.e. 5555 05-09-08-29 IND2 TVD MP 10-09-2005.las

Measurement type - this can be either TVD (True vertical depth) or MD (Measured depth). Both are required to be submitted for directional and horizontal wells. Vertical wells only require TVD logs.

Pass type - this can be either MP (main pass) or RP (repeat pass).

Log Date - this is the date logging was started in Day-Month-Year (DD-MM-YY).

All enquiries concerning log naming conventions **only** can be directed to P Fulton-Regula, Petroleum Geologist, Email: Pamela.Fulton-Regula@gov.mb.ca, Tel: (204) 945-6506.

All submissions are still required to be sent to the petroleum@gov.mb.ca email address.