



Indian Oil and Gas Canada (IOGC)
Pétrole et gaz des Indiens du Canada

RECLAMATION APPLICATION FORM

- This form has been modified by IOGC from Alberta Environment's Wellsite Reclamation Certification Application Form.
IOGC follows Alberta reclamation criteria in all provinces.
A Remediation Action Plan must be submitted to IOGC and the First Nation for review and approval prior to initiating remediation activities.
See section 3 or www.iogc.gc.ca for more information on requirements.

1. GENERAL INFORMATION
1.1. IOGC Agreement Number (OS-#### or RW-####):
First Nation/Band:
Reserve Name and Number:
Surrender type: Partial [] Full []
1.2. Surface Legal Land Survey Description of Primary Site and Associated Sites included in this Reclamation Application (for associated sites not part of the reclamation application, see section 1.6):
Facility Description(s) (wellsite, access road, battery, sump, riser, pipeline, etc.)
Quarter Section Township Range Meridian
Latitude: Longitude:
1.3. Contact Information
Lessee or Grantee Name:
Contact Name: Office Phone #: ()
Title: Cell Phone #: ()
E-mail: Fax #: ()
Mailing Address:
Environmental Consultant Company Name:
Contact Name: Office Phone #: ()
Title: Cell Phone #: ()
E-mail: Fax #: ()
Mailing Address:
First Nation Name:
Contact Name: Office Phone #: ()
Title: Cell Phone #: ()
E-mail: Fax #: ()
Mailing Address:
1.4. Provincial/Territorial Information
Province/Territory:
Unique well/facility identifier(s): or [] Not Applicable
Licence numbers(s): or [] Not Applicable
Total area of land to be surrendered/reclaimed (in hectares):

1.5. Agreement/Activity Type (check all that apply):										
<input type="checkbox"/> No Surface Disturbance (surveyed only) ¹					<input type="checkbox"/> Prepared Wellsite (not drilled)					
<input type="checkbox"/> Drilled and Abandoned (D&A) Wellsite ²										
<input type="checkbox"/> Wellsite: Oil <input type="checkbox"/> Gas <input type="checkbox"/> Sweet <input type="checkbox"/> Sour <input type="checkbox"/> Disposal <input type="checkbox"/>										
<input type="checkbox"/> Battery					<input type="checkbox"/> Compressor					
<input type="checkbox"/> Riser					<input type="checkbox"/> Pipeline					
<input type="checkbox"/> Borrow Site					<input type="checkbox"/> Remote Sump					
<input type="checkbox"/> Access Road: year round <input type="checkbox"/> seasonal <input type="checkbox"/> temporary <input type="checkbox"/>										
<input type="checkbox"/> Other (describe): _____										
1.5.1. Well or pipeline abandonment date(s): _____										
1.6. Associated Facilities and Infrastructure										
Does the Primary Site have any of the following associated facilities or infrastructure not part of this Reclamation Application?										
Facility Description (wellsite, access road, battery, sump, pipeline)	Yes	No	IOGC OS-#### or RW-####	Status (active, undergoing reclamation, abandoned, surrendered)	Quarter	Section	Township	Range	Meridian	
Wellsite(s)	<input type="checkbox"/>	<input type="checkbox"/>								
Flowline(s)/Pipeline(s)	<input type="checkbox"/>	<input type="checkbox"/>								
Battery	<input type="checkbox"/>	<input type="checkbox"/>								
Compressor	<input type="checkbox"/>	<input type="checkbox"/>								
Year-round Access Road	<input type="checkbox"/>	<input type="checkbox"/>								
Temporary Access Road	<input type="checkbox"/>	<input type="checkbox"/>								
Seasonal Access Road	<input type="checkbox"/>	<input type="checkbox"/>								
Remote Sump	<input type="checkbox"/>	<input type="checkbox"/>								
Riser	<input type="checkbox"/>	<input type="checkbox"/>								
Borrow Site	<input type="checkbox"/>	<input type="checkbox"/>								
Log Deck/Storage	<input type="checkbox"/>	<input type="checkbox"/>								
Campsite	<input type="checkbox"/>	<input type="checkbox"/>								
Other (describe):	<input type="checkbox"/>	<input type="checkbox"/>								
<i>Note: This section assists IOGC track the status of associated facilities and infrastructure.</i>										
1.7. Reclamation Criteria Selected										
<input type="checkbox"/> Alberta's 2010 Reclamation Criteria for Wellsites and Associated Facilities										
<input type="checkbox"/> Access road portion of Alberta's 2010 Reclamation Criteria for Wellsites and Associated Facilities										
<input type="checkbox"/> Alberta's Reclamation Assessment Criteria for Pipelines – 2001 Draft										
<input type="checkbox"/> Other (describe): _____										
1.8. Reclamation Criteria Land Category										
<input type="checkbox"/> Cultivated	Construction Date: _____									
<input type="checkbox"/> Peatlands	Construction Date: _____									
<input type="checkbox"/> Native Grasslands										
Constructed Before January 1, 1993					Site Abandoned and/or Reclaimed Date ³ :					

¹ "No surface disturbance" or "surveyed only" means the land has not been used in any way for "construction, operation or reclamation of a wellsite" as defined in Alberta's *Conservation and Reclamation Regulation, 2012* (i.e. the site has had no physical disturbance including but not limited to construction, brush and timber clearing, access road construction, and the soil has not been disturbed, compacted, damaged or contaminated).

² The well was abandoned (downhole abandonment and wellbore cut and capped) as part of the initial drilling period.

Constructed from January 1, 1993 to April 30, 1994	Site Abandoned and/or Reclaimed Date ³ :	
Constructed On or After April 30, 1994	Site Abandoned and/or Reclaimed Date ³ :	
<input type="checkbox"/> Forested Lands		
Constructed Before January April 30, 1994	Site Abandoned and/or Reclaimed Date ³ :	
Constructed from January April 30, 1994 to June 1, 2007	Site Abandoned and/or Reclaimed Date ³ :	
Constructed On or After June 1, 2007	Site Abandoned and/or Reclaimed Date ³ :	
1.8.1 Have the criteria used to assess the site been changed or defaulted to another? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, indicate the new criteria category and attach documentation in Schedule One (Section 8) showing acceptance through a <u>written prior approval</u> by IOGC and a <u>First Nation Band Council Resolution (BCR)</u>.		

2. ADDITIONAL SITE INFORMATION
2.1. Partial Surrender/Memorandum of Partial Surrender (MoPS)
<i>Notes:</i> <ul style="list-style-type: none"> For a MoPS to be processed, IOGC requires an amending agreement to be submitted for the portion that will be excluded from the partial surrender. The MoPS and the amending agreement will be executed simultaneously. See pages 11 and 12 for <i>Guide to Completing an IOGC Memorandum of Partial Surrender (MoPS)</i>
2.1.1. Is the application for a partial surrender (MoPS)? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, a) provide rationale for a partial and not full surrender: b) has an amending agreement been submitted to IOGC? <input type="checkbox"/> Yes <input type="checkbox"/> No If No, the reclamation application and MoPS will be not be processed until the amending agreement is received.
2.2. Land Use
2.2.1. What is the current surrounding land use? <input type="checkbox"/> Agricultural <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Residential/Parkland <input type="checkbox"/> Other: _____
2.2.2. Has the end land use for the site changed? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, a) indicate previous land use: <input type="checkbox"/> Agricultural <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Residential/Parkland <input type="checkbox"/> Other: _____ b) was the proposed end land use discussed with the First Nation and IOGC and is the criteria consistent with those discussions?

³ Site abandonment or reclamation date is the date when the final reclamation of the soils was completed (re-spreading of the soils, seeding if applicable).

Yes No

For either answer, include Land Use Criteria Change Authorization⁴ with written authorization from IOGC and BCR from First Nation.

2.3. Non-Oilfield Waste

2.3.1. Is there any non-oilfield waste buried on site (e.g., concrete, gravel, debris)?

Unknown

No

Yes

If Yes, provide details, First Nation BCR approval, and confirm location(s) identified on attached survey plan or map:

2.4. Facilities or Features to Remain in Place

2.4.1. Are there any facilities or features (e.g., water well, access road, Texas gate, approaches, culverts, fences, others) to remain in place? Yes No

If Yes,

a) describe what feature(s) are to remain and their purpose:

b) are the facilities or features stable and non-hazardous? Yes No

If No, describe:

c) has a First Nation BCR been secured⁵? Yes No

If Yes, is the BCR and copy of the existing survey plan outlining which facilities are to remain in place attached? Yes No

If No, the application will be deemed incomplete until the BCR is received.

2.5. Surface Land Information

2.5.1 Was the surface agreement granted on or after 1977? Yes No

If Yes, provide the approved Canadian Land Survey Registry (CLSR) Plan #⁶:

3. ENVIRONMENTAL SITE ASSESSMENT AND CONTAMINATION INFORMATION

Notes:

- *A Phase I and/or Phase II Environmental Site Assessment (ESA) must accompany all applications **except**: 1) sites that were surveyed only; and/or 2) wellsites that were prepared but not drilled.*
- *Use Alberta Environment's Phase 1 Environmental Site Assessment Form (AENV 2010); earlier versions will not be accepted.*
- **A Remediation Action Plan must be submitted to IOGC and the First Nation for review prior to initiating remediation activities. Contact IOGC for additional**

⁴ Alberta's 2010 Reclamation Criteria for Wellsites and Associated Facilities (AENV 2010) provides for justification when the reclamation criteria for the appropriate end land use cannot be achieved due to site-specific conditions.

⁵It is the responsibility of the Lessee/Grantee to obtain the BCR. The Lessee/Grantee must attach a copy of the existing survey plan outlining which facilities are to remain in place to the BCR. Photos of the facilities are also recommended.

⁶ A Surface Land Administrator with the Lessee/Grantee should be able to provide this information or the information can be obtained from the CLSR (<http://clss.nrcan.gc.ca/index-eng.php>). If there is no registered CLSR #, the Lessee/Grantee is responsible for applying for and securing a CLSR #. **The application will be deemed incomplete until the CLSR# is received.**

information.

3.1. Environmental Site Assessment (ESA) Work Completed – check off all appropriate boxes

- Phase 1 ESA not completed as wellsite was prepared, but not drilled or the site was surveyed only.
- The Phase 1 ESA showed no contamination was likely present, so no Phase 2 ESA or remediation was completed.
- The Phase 1 ESA showed contamination was likely present so a Phase 2 ESA was completed.
- The Phase 1 ESA showed insufficient information to determine if contamination was likely present, so a Phase 2 ESA was completed.
- The Phase 1 ESA showed contamination was likely present so remediation was completed in consultation with IOGC and the First Nation.
- The Phase 2 ESA showed contamination was not present or was within acceptable values⁷.
- The Phase 2 ESA showed contamination was present so remediation was completed in consultation with IOGC and First Nation.
- Site was known to be contaminated so remediation was completed in consultation with IOGC and First Nation, and a Phase 1 ESA completed.

3.1.1. Remediation Activities and Confirmatory Sampling⁷

- 3.1.1.1. Were remediation activities ever undertaken? Yes No (go to 4)
If Yes, was confirmatory testing/sampling undertaken following remediation? Yes No
If No, provide details:
If Yes,
a) are report(s) attached? Yes No
b) were the Canadian Environmental Quality Guidelines of the Canadian Council of Ministers of the Environment (CCME)⁸ used? Yes No
c) Were any other guidelines used in the absence of CCME guidelines? Yes No
If Yes, list guideline(s) and parameter(s) used:
d) Is there any remaining contamination above CCME Guidelines? Yes No
If Yes, this will be deemed a non-routine application and will warrant additional information.
- 3.1.1.2. Identify contamination type(s):
 Hydrocarbons Metals Salts Pesticides/Sterilants
 Other: _____

⁷ Acceptable values are identified in the *Canadian Environmental Quality Guidelines of the Canadian Council of Ministers of the Environment (CCME Guidelines)*. IOGC requires that the **most stringent criteria** be used unless it can be demonstrated that site-specific conditions justify the use of other criteria.

⁸ These include both soil and water quality guidelines (e.g., *Canada-Wide Standard (CWS) for Petroleum Hydrocarbons (PHC) in Soil* (January, 2008)).

4. ROUTINE vs. NON-ROUTINE APPLICATIONS

Notes:

- *If "Yes" is checked off in any of the following questions, this application will be processed as non-routine.*
- *For **non-routine** applications, contact IOGC and the First Nation prior to submitting the reclamation application.*

Yes No A. If standard criteria were unable to be met, was professional judgment used to provide justification to explain a "pass"?

Yes No If Yes, and justifications were used were they discussed with an IOGC Environmental Representative?
 If Yes, provide
 Environmental Analyst's Name:
 Date of discussion:
 Summary of discussion (describe or attach email/correspondence):
If No, the application will be deemed incomplete.

Yes No If Yes, and justifications were used were they discussed with the First Nation?
 If Yes, provide
 First Nation Representative's Name:
 Date of discussion:
 Summary of discussion (describe or attach email/correspondence):
If No, the application will be deemed incomplete.

Yes No B. Is there any remaining contamination above CCME Guidelines?

Yes No C. Has a Memorandum of Surrender or reclamation certificate for this site been executed and then cancelled?
 If Yes, provide additional detail:

Yes No D. Should this be considered a non-routine application for any other reason not listed above?
 If Yes, provide additional detail:

5. PROFESSIONAL ASSURANCE

Professional members who signed off on the reclamation and/or remediation assessments.

Assessment	Date	Company	Professional's Name	*Professional Designation(s) and Registration No(s).
Phase 1 ESA:				
Drilling Waste Disposal/ Compliance Option(s):				
Phase 2 ESA – Site Investigation:				
Remediation and Confirmatory Results:				
Landscape Assessment:				
Vegetation Assessment:				
Soil Assessment:				
Other:				

*A professional is identified as an individual who possesses a post-secondary degree or a technical diploma in biological, environmental or natural resources science from an accredited college or university, or equivalencies; has technical knowledge and experience in the assessment of vegetation, wildlife, soils and/or hydrology; and is acting within his/her area of expertise.

Work should be completed by an assessor who is a registered member in good standing of a regulated professional association constituted under an act of the provincial Legislature or the assessor's work is reviewed by a member of a regulated professional association.

6. LESSEE/GRANTEE/SURFACE CONTRACT HOLDER DECLARATION

The Declaration must be signed by the Lessee/Grantee/Surface Contract Holder (consultant signatures are NOT acceptable).

I, _____ of _____ declare that,
(Print Name) (Lessee/Grantee/Surface Contract Holder)

This application was prepared and completed under my direction. Based on my inquiries of the person or persons who managed the application components required to complete this application the information is, to the best of my knowledge and belief, true, accurate and complete. The following tasks have been completed⁹:

- We contacted the First Nation and inquired about any outstanding concerns with the site and documented their response in the application;
- We conducted a reclamation Detailed Site Assessment (DSA)⁹ of the site and all requirements described in the appropriate reclamation certification criteria have been met;
- We have attached a copy of the Notification of Drilling Waste Disposal form or equivalent, the appropriate drilling waste compliance option Checklist, and/or Phase II Environmental Site Assessment that includes sampling of drilling waste disposal areas.
- We carried out a Phase I, and/or Phase II Environmental Site Assessment (copy attached);
- We identified and remediated all contamination resulting from the use of this site to meet IOGC requirements and there are no soil chemical or physical conditions that resulted from our use of this land that may adversely affect soil, vegetation or groundwater on or off the site described in this application package¹⁰;
- We included the listing of people who performed the reclamation and remediation assessments and their professional designation; and
- We provided the First Nation a complete copy of this application package.

I understand that incomplete applications will not be accepted and we will have to reapply once the missing information has been added. I also declare that, to the best of my knowledge, all of the information contained within this Application is accurate and includes a complete representation of all the information that is required to be submitted in this IOGC Reclamation Application. I am aware that it is an offense to provide false or misleading information.

Name (Print)

Signature

Position

Date

⁹ For surveyed only sites, a DSA, Drilling Waste Disposal Checklist and Phase I ESA are not required to be completed. For prepared but not drilled sites, a DSA is required but the Drilling Waste Disposal Checklist and Phase I ESA are not required.

¹⁰ Lessees/Grantees/Surface Contract Holders remain liable for any contamination indefinitely.

7. APPLICATION SUBMISSION – Indian Oil and Gas Canada

A complete application package **must** be submitted and include the following, in order:

- Cover letter
- IOGC Surrender and Reclamation Application Form
- Band Council Resolution for any facilities/structures to remain in place
- Schedule One (Attachments) as per IOGC's Reclamation and Surrender Application Form
- Schedules Two to Five¹¹ (including all checklists and attachments) as per Alberta's *2010 Wellsite Reclamation Certification Application Form 2010 Reclamation Criteria for Wellsites and Associated Facilities* (<http://environment.gov.ab.ca/info/library/8356.pdf> pages 11-20).

Forward **one unbound hard copy** of the complete application and **one digital version (PDF Format on CD)** to the First Nation and:

Indian Oil and Gas Canada
Attn: Environment Unit
Suite 100, 9911 Chiila Blvd
Tsuu T'ina, AB T2W 6H6

Submission Considerations:

- *IOGC requires complete applications.*
- *Applications will be deemed **incomplete** until the required documentation is received.*
- *Incomplete applications may be submitted at the Applicant's risk.*
- *Incomplete applications will result in processing delays and may be returned to the Applicant.*
- *Lessees/Grantees are responsible for ensuring all annual rentals payments are made until the site passes the joint First Nation-IOGC-Lessee/Grantee site inspection and/or the MOS or MoPS is received.*
- *Applicants are responsible for tracking and submitting any missing documentation in a timely manner.*

¹¹ For pipelines, the access road portion of Alberta's *2010 Reclamation Criteria for Wellsites and Associated Facilities* or Alberta's *Reclamation Assessment Criteria for Pipelines – 2001 Draft* may be used.

8. SCHEDULE ONE - Attachments		
Check off appropriate boxes indicating which documents are included in the Schedule.		
Included?	Not Applicable	Item
<input type="checkbox"/>	<input type="checkbox"/>	A. Approved Survey Plan <ul style="list-style-type: none"> ▪ Area to be surrendered outlined in yellow. ▪ Survey plan must cover one quarter section. ▪ Details on the plan (or in the Detailed Site Assessment Report) must be sufficient to show the relationship of the site to the immediately surrounding area and the following (where applicable): <ul style="list-style-type: none"> ▪ surface drainage, slope and direction; ▪ land use; ▪ uncleared areas (bush); ▪ distance from wetlands/waterbodies and sensitive areas; ▪ roads and/or trails; ▪ buildings; ▪ fence lines; and ▪ any facilities or improvements to remain in place. ▪ Survey plans must be readable, and include site dimensions, distances and bearings.
<input type="checkbox"/>	<input type="checkbox"/>	B. For a Memorandum of Partial Surrender, include a survey plan outlining lands to remain in place
<input type="checkbox"/>	<input type="checkbox"/>	C. Criteria Change Authorization (section 1.8.1) including written authorization from IOGC and First Nation BCR <i>Alberta's 2010 Reclamation Criteria for Wellsites and Associated Facilities (AENV 2010)</i> provides for justification when the reclamation criteria for the appropriate end land use cannot be achieved due to site-specific conditions.
<input type="checkbox"/>	<input type="checkbox"/>	D. Land Use Criteria Change Documentation (section 2.2) from IOGC and First Nation BCR (e.g. from forested to cultivated)
		E. Non-oilfield waste burial Documentation from IOGC and First Nation (section 3)
		F. First Nation Band Council Resolution (BCR) to leave facilities in place and survey plan outlining facilities/improvements to remain (section 2.4.1)
<input type="checkbox"/>	<input type="checkbox"/>	G. Documentation of discussions with IOGC and the First Nation for a site that does not meet standard criteria (section 4(A) non-routine application)
<input type="checkbox"/>	<input type="checkbox"/>	H. Remediation documentation and/or reports
		Next steps: Four (4) executed originals of the Memorandum of Surrender (MOS) or Memorandum of Partial Surrender (MoPS) are to be submitted to IOGC following joint First Nation-IOGC-Lessee/Grantee reclamation inspection.

Guide to Completing an IOGC Memorandum of Surrender (MOS) or Memorandum of Partial Surrender (MoPS)

1. Go to www.pgic-iogc.gc.ca.
2. On the right-hand side, click on 'Doing Business', then 'Forms', then 'Memorandum of Surrender (MOS)' or 'Memorandum of Partial Surrender (MoPS).'
3. Download the Word Version.
4. Follow instructions 4a to 4f in the text boxes below.
5. Make **FOUR (4)** original copies of the MOS or MoPS.
6. If Corporate Seal is **not** affixed, IOGC requires that the signature be witnessed by at least one person who is not a party to the Contract, and Affidavit of Witness (attached as a following page) completed before a Notary Public or Commissioner of Oaths holding a valid appointment for the Province within which the Reserve lands are located.
Note: If executed by Power of Attorney, Lessee/Grantee original Power of Attorney documentation is required to be forwarded to IOGC, if not previously provided (see www.iogc.gc.ca for form).
7. Submit **FOUR (4)** original copies MOS or MoPS and Affidavit of Witness documentation, if required, to IOGC.

Notes:

- *The site must pass a Joint Reclamation Inspection and rental payments must be up to date for IOGC to process the MOS or MoPS.*
- *Verification of the survey plan number from the Canadian Lands Survey Records (CLSR) is required..*
- *For MOS, no fee is required.*
- *For MoPS, include a \$25 fee payable to the Receiver General of Canada.*
- *See www.iogc.gc.ca for more information.*

INDIAN OIL AND GAS CANADA (Section 44 – <i>Indian Oil and Gas Regulations, 1995</i>)		4a. Enter the lease agreement number (e.g. OS-4968).
MEMORANDUM OF SURRENDER OR MEMORANDUM OF PARTIAL SURRENDER		4b. Enter the effective date of when the agreement was executed. It can be found in the lease agreement or by calling IOGC Surface Land Department (403.292.5625).
TO THE GOVERNMENT OF CANADA	IN THE MATTER OF Surface Agreement No. [OS-____, TS-____, FS-____, RW-____, TW-____ or FW-____] dated [Date] ("Contract") lands therein described.	
4c. Select Lessee for OS, TS and FS or Grantee for RW, TW or FW agreements.		
The undersigned, as [Lessee or Grantee], in the said Contract, hereby for good and sufficient consideration, unconditionally releases, surrenders and quitclaims unto the Government of Canada, its entire right, title, estate in the Contract.		
IN WITNESS WHEREOF [Corporate Name] has caused these presents to be executed, this ____ day of ____		
4e. Enter the full legal Corporate Name.	[CORPORATE NAME]	4d. Enter the current date/ calendar year (note: please amend the year from 200__ to 201__).
_____ Witness	_____	4f. Sign and affix Corporate Seal OR follow Step 6.
<i>The section below will be filled in by Indian Oil and Gas Canada</i>		
This surrender is effective as of the ____ day of _____ 201__ ("Effective Date").		
APPROVED AS OF THE EFFECTIVE DATE:		

AFFIDAVIT OF WITNESS
Re: Execution (Signing) of Document

Canada Province of _____

I _____

of the City of _____

of the Province of _____

to Wit

Make Oath and Say

1. That I was personally present and did see the attached instrument duly executed by
_____.

2. That I know the said party(ies), and that the said party(ies) in my belief is/are the full age of majority for the Province of _____.

3. That I am the subscribing witness to the said instrument.

Signature of Witness _____.

SWORN before me at the City of _____, Province of _____,

this _____ day of _____, _____.

A Notary Public, or a Commissioner for taking Oaths, in and for the Province of _____.

My commission expires: _____.