



# **Greenhouse Gas Industrial Reporting & Control Act - Webinar**

**Updates:  
2016 GHG Emission Regulations and  
Single Window Reporting System**

**February 16, 2017**

# Webinar Context

## Purpose

- Provide updates on regulations under GGIRCA
- Highlight changes to Single Window Reporting System (SWIM)
- Review lessons learned from last year's reporting cycle

## Who might be interested?

- Reporting Operations
- Validation and Verification Bodies

## Questions/Support

- [GHGRegulator@gov.bc.ca](mailto:GHGRegulator@gov.bc.ca)

# Agenda

## **Part 1: GHG Emission Regulations**

- Emission Report
- Compliance Report
- Verification Requirements
- Administrative Penalties

## **Part 2: System Updates**

- Single Window Reporting System (SWIM)
- BC GHG Updates for the 2016 cycle

## **Part 3: Lessons Learned**

# Part 1 - Reporting Regulation: Emission Report

- **New for 2016 Reporting Year**
  - GHG Emission Reporting Regulation replaced the Reporting Regulation, effective January 1, 2016
- **Key Changes**
  - Clarification and rules for reporting with respect to:
    - Multiple Operators
    - Change in Control
  - New reporting requirements for facility dispositions, closures and acquisitions

# Part 1 - Reporting Regulation: Emission Report

## Key Changes (continued)

- Alignment of emission report and verification due dates to May 31
- Schedule A:
  - Table 1 – Single Facility Operation
    - New sources for petroleum refining
    - Addition of carbonate use
  - Table 2 – Linear Facility Operation
    - Detailed oil and gas source types
    - Addition of LNG activities

# Part 1 - Reporting Regulation: Compliance Report

## **Compliance Report**

- Now required for regulated operations (2016 reporting year)

## **Regulated Operation**

- A reporting operation with an emission limit set out in the Schedule of the Act.

## **Attributable Emissions**

- Emissions attributable to the regulated operation set out in section 4 of the Regulation.

## **Compliance Reporting**

- Builds on emissions reporting by adding electricity used; total emissions attributable; difference between emissions and limit; compliance through available compliance units; and
- Adds specific-to-LNG requirements (e.g. amount of LNG)

# Part 1 - Reporting Regulation: Verification

## Key Changes - Verification Process

- Verification body may not do verifications for an operation for more than 6 of last 9 reporting periods
- Director may refuse to accept a verification if the verification body is under investigation
- Operators may provide at one time 2 verification statements for emission reports for two consecutive reporting periods under certain conditions (delayed verification)

# Part 1 - Reporting Regulation: Verification

## Delayed Verification - Conditions

- Verification statements have been positive and without qualifications for the 2 most recent reporting periods
- No significant changes to processes or activities at the facility or changes to the facility itself; and
- The operator includes a statement with the emission report certifying conditions are met

# Part 1 - Reporting Regulation: Verification

## Delayed Verification – Criteria for Significance of Changes

- **Single Facility Operations:**
  - New processes, activities, or physical changes are considered significant
  - Replacement processes, activities or physical changes are considered significant if any of the following is true:
    - Change in production capacity is greater than 5%
    - Change in emissions after adjusting for energy inputs (fuel amounts etc.) is greater than 5% compared to the previous year's emission report.

# Part 1 - Reporting Regulation: Verification

## Delayed Verification – Criteria for Significance of Changes

- **Linear Facilities Operations:**
  - New processes, activities or physical changes are considered significant if any of the following is true:
    - Change in total production capacity is greater than 5%
    - Change in total emissions after adjusting for energy inputs (fuel amounts etc.) is greater than 5% compared to the previous year's emission report.
  - Replacement processes, activities or facilities are not considered significant changes

# Part 1 - Administrative Penalties and Appeals Regulation

## Penalties and Appeals

- Maximum \$50,000 administrative penalty for failure to submit:
  - emission report
  - compliance report
  - verification statement
  - supplementary report
- Regulation provides fair process rules:
  - notice of intent, and
  - opportunity to be heard
  - appeal to Environmental Appeal Board

# Part 2 – System Updates: Single Window Reporting System

## Single Window Reporting System (System)

- Website: <https://ec.ss.ec.gc.ca>

## Current Modules

- SWIM (Single Window Information Manager) manages administrative information for programs
  - No major change made to SWIM module this cycle
- BC GHG Module
  - Updates this year
- Other programs

# Part 2 – System Updates: BC GHG Module

## BC GHG Module

With the new compliance report, the module now consists of 3 types of reports:

1. Facility Sale, Close or Purchase Report - i.e. facility status change report (updates)
2. Facility GHG Emission Report (updates)
3. LNG Compliance Report (new for the 2016 reporting cycle)

# Part 2 – System Updates: Facility Status

## Submitting a status change report (i.e. Sale, Close or Purchase Report)

- **Reporting Dashboard** page, click the down-arrow to select **Sale, Close or Purchase Report** under **Report Category**, and click  to select a facility or through **Add New Report** to submit a report.

### Reporting Dashboard

Welcome to the British Columbia Greenhouse Gas reporting module. Click "Help" then "Toggle In-Context Help" for more information. 

Report(s) 

**Company List** TESTORG\_CA-BC (20 facilities)  **Year** 2016  **Report Category** Sale, Close or Purchase Report  

Status	Facility Name	Report Type	Status	Actions
	▶ Test CA-BC Facility 0	Shut-in facility	Ready to Submit	
	▶ Test CA-BC Facility 13	Sale	Submitted (01/10/2017 18:40:47)	

Custom Fuel List Prepopulation **Add New Report**

# Part 2 – System Updates: Facility Status

## New status type added

- “Shut-in facility” and “Temporary closure/closed” facilities

**Reporting Details**  
Test CA-BC Facility 0

Activities

Sale, Close or Purchase

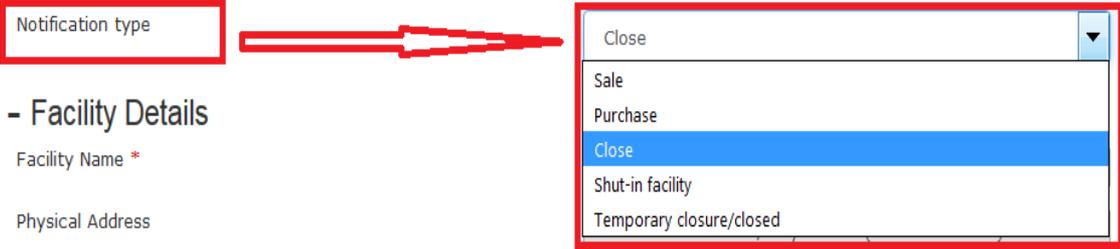
**Sale, Close or Purchase**

Report Progress: 1/1 Page Status: Complete

**- Company Information**

Legal Name \* TESTORG\_CA-BC (20 facilities)

Address Line 1 6456 1234 Lane Southwest, Victory City (British Columbia)

Notification type 

**- Facility Details**

Facility Name \*

Physical Address

Effective Date for sale, closure or purchase (YYYY-MM-DD) \* .....

Close  
Sale  
Purchase  
Close  
Shut-in facility  
Temporary closure/closed

# Part 2 – System Updates: Facility Status

## For “Shut-in” or “Close Report”

- enter **N/A** in the “**Other Company Information**” and “**Other Company Contact Information**” sections

For “Shut-in” and “Temporary Closure/Closed” report, this information is not required and will be removed next cycle

### – Other Company Information

Company Name \*\*

n/a

Address Line1 \*\*

n/a

City \*\*

n/a

Province/Territory \*\*

British Columbia

Postal Code/Zip Code \*\*

n/a

Country \*\*

Canada

### – Other Company Contact Person

Given Name \*\*

n/a

Email Address \*\*

n/a

Phone Number \*\*

n/a

Ext

# Part 2 – System Updates

## GHG Emission Report

### Submitting report

- Click the down-arrow under **Report Category** and select “**Annual Report**”, then click  or **Add New Report** to proceed

#### Reporting Dashboard

Welcome to the British Columbia Greenhouse Gas reporting module. Click "Help" then "Toggle In-Context Help" for more information. 

Report(s) 

Company List: BC MoE Corp  Year: 2016  Report Category: Annual Report  

Status	Facility Name	Report Type	Status	Actions
	Pro Handmgt	IF_a	<input type="text"/> (1/13)	 
	OG Pro 1	SFO	<input type="text"/> (0/15)	 

Custom Fuel List  Prepopulation  **Add New Report**

# Part 2 - System Updates

## GHG Emission Report

### Two New Activities

are added to the Facility Activities list:

- **Carbonate Use** in Table 1
- **LNG Activities** in Table 2

#### Reporting Details

Test CA-BC Facility 8  
BCGHG Reporting Lead - All Facilities

Facility Reporting Options  
Select the Facility Contacts  
1 Verify Facility Information  
**Facility Activities**

Activities  
1 General Stationary Combustion  
1 Non-attributable emissions  
1 Captured CO2  
Emissions Summary

Attachments  
1 Comments  
1 Confidentiality Request  
Uploaded Documents

#### Facility Activities

##### - Activity - Table 1

- Mobile Combustion
- Aluminum or Alumina Production
- Ammonia Production
- Cement Production
- Coal Mining from Underground Mines
- Coal Storage at Facilities that Combust Coal
- Copper or Nickel Smelting or refining
- Electricity Generation
- Electronics Manufacturing
- Ferroalloy Production
- Glass, Glass Fibre and Mineral Wool Manufacturing
- Hydrogen Production
- Wastewater Processing
- Lead Production
- Lime Manufacturing
- Magnesium Production
- Nitric Acid Manufacturing
- Petrochemical Production
- Petroleum Refining
- Phosphoric Acid Production
- Pulp and Paper Production
- Refinery Fuel Gas Combustion
- Zinc Production
- Coal mining from open pit mines
- Storage of petroleum products
- Carbonate Use**

##### - Activity - Table 2

- General Stationary Combustion
- O/G Extraction and Processing
- Electricity Transmission
- Natural Gas Transmission
- Oil Transmission
- Carbon Dioxide Transportation
- LNG Activities**

# Part 2 - System Updates

## GHG Emission Report

### LNG Activities

- LNG production emission sources are categorized as Flaring, Fugitive and Venting
- For Flaring, “**other Flaring Sources**” information is required.

LNG Production	Other Flaring Sources	Emissions (t)**	Emissions (t CO2e)
N/A	Gas		
	CO2 nonbio	<input type="text"/>	<input type="text"/>
	CH4	<input type="text"/>	<input type="text"/>
	N2O	<input type="text"/>	<input type="text"/>

Please specify the flaring sources included in the above "Other Flaring Sources": \*\*

such as ABC Flaring

# Part 2 - System Updates

## GHG Emission Report

### Carbonate Use

- emissions from the use of carbonate materials not covered or consumed in other activities set out in Column 2 of Table 1.

#### Carbonate Use

Report Progress: 0/8 Page Status: Incomplete

##### - Carbonate Emissions

Carbonate used but not consumed in other activities set out in column 2 of table 1

N/A

Gas

Emissions (t) \*\*

Emissions (t  
CO<sub>2</sub>e)

CO<sub>2</sub> nonbio

Back

Validate

Save/Continue

Version: 3.8.0

# Part 2 - System Updates

## GHG Emission Report

### Lime Manufacturing

- Emission information divided into several entry sections depending on whether CEMS is used.
- Emission calculation information is provided

#### Lime Manufacturing

Report Progress: 0/9 Page Status: Incomplete

When a facility is equipped with CEMS, which is used in measurement, the emissions can be quantified as below from the calcination of raw materials and oxidization of organic carbon contained in the raw materials:  $E_{C+O} = E_{CEMS} - E_{fuel}$ , where  $E_{C+O}$  is the emissions for calcination of raw materials and oxidization of organic carbon contained in the raw materials,  $E_{CEMS}$  is the total emissions measured by CEMS and  $E_{fuel}$  is the emissions from fuels combustion in the kiln, which can be calculated following the methods in WCI.20.

#### – (a) Emissions from the calcination of carbonate materials and oxidization of organic carbon contained in the raw materials in Lime Manufacturing

Complete if CEMS was used (enter process emissions only, i.e. subtract the combustion component)

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	<input type="text"/>

Complete if CEMS was not used: Calcination

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	<input type="text"/>

Complete if CEMS was not used: Oxidation of organic carbon

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	<input type="text"/>

# Part 2 - System Updates

## GHG Emission Report

### Table 2 - General Stationary Combustion

- **Combustion: Field gas or Process vent gas** added to differentiate the emissions from conventional combustion equipment in fields.

#### General Stationary Combustion

Report Progress: 0/9 Page Status: Incomplete

##### (a) general stationary combustion, useful energy

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>			
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	0
<input type="checkbox"/>	CO2 bio-nC	<input type="text"/>	0
<input type="checkbox"/>	CO2 bio-C	<input type="text"/>	0
<input type="checkbox"/>	CH4	<input type="text"/>	0
<input type="checkbox"/>	N2O	<input type="text"/>	0

##### (b) general stationary combustion, no useful energy

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>			
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	0
<input type="checkbox"/>	CO2 bio-nC	<input type="text"/>	0
<input type="checkbox"/>	CO2 bio-C	<input type="text"/>	0
<input type="checkbox"/>	CH4	<input type="text"/>	0
<input type="checkbox"/>	N2O	<input type="text"/>	0

##### (c) Combustion: Field gas or Process Vent Gas

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>			
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	0
<input type="checkbox"/>	CH4	<input type="text"/>	0
<input type="checkbox"/>	N2O	<input type="text"/>	0

# Part 2 - System Updates

## GHG Emission Report

### Other Flaring Sources

- Other flaring source information is added for oil and gas extraction and processing, natural gas transmission and distribution etc.

Other flaring sources		Emissions (t) **	Emissions (t CO2e)
N/A	Gas		
<input type="checkbox"/>			
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	CH4	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	N2O	<input type="text"/>	<input type="text"/>

Please provide detailed information on these "other flaring sources": \*\*

# Part 2 - System Updates

## GHG Emission Report

**Additions to the fugitive emission category** from oil and gas extraction and processing and LNG production activities:

- Produced water dissolved/associated gases and
- Enhanced oil recovery hydrocarbon liquids dissolved/associated gases

### Onshore petroleum and NG Production: EOR Hydrocarbon liquids dissolved/associated gases

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>			
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	CH4	<input type="text"/>	<input type="text"/>

### Onshore petroleum and NG Production: Produced Water Dissolved Carbon Dioxide and Methane

N/A	Gas	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>			
<input type="checkbox"/>	CO2 nonbio	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	CH4	<input type="text"/>	<input type="text"/>

# Part 2 - System Updates

## GHG Emission Report

### Emissions from **Oil-water separators at Refinery** added to Petroleum Refining

- (g) Emissions from oil-water separators at refineries

N/A	Gas	Methodology **	Emissions (t) **	Emissions (t CO2e)
<input type="checkbox"/>	CH4	Measured conversion factor ▼	345.87657	

Replacement/Alternative Methodology Description (Mandatory if Replacement Methodology or Alternative Parameter Measurement selected as a methodology above. Otherwise, not saved.) \*\*

# Part 2 - System Updates

## GHG Emission Report

Emissions from  
**wastewater  
processing using  
anaerobic  
digestion at  
refineries** reported  
under Table 1  
**(Industrial)  
wastewater  
processing activity**

### Facility Activities

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#### - Activity - Table 1

- Mobile Combustion
- Aluminum or Alumina Production
- Ammonia Production
- Cement Production
- Coal Mining from Underground Mines
- Coal Storage at Facilities that Combust Coal
- Copper or Nickel Smelting or refining
- Electricity Generation
- Electronics Manufacturing
- Ferroalloy Production
- Glass, Glass Fibre and Mineral Wool Manufacturing
- Hydrogen Production
- Wastewater Processing**
- Lead Production
- Lime Manufacturing
- Magnesium Production
- Nitric Acid Manufacturing
- Petrochemical Production

# Part 2 - System Updates

## GHG Emission Report

**Mandatory Additional Reportable Information for Aluminum Production** is required and must be reported when applicable.

**- Mandatory Additional Reportable Information for WCI.72(j) - (q)**

*Attach a file here.*

Annual Aluminum Production (t) \*

Type of smelter technology used \*

Annual anode consumption for prebake cells (t)

Annual CF4 emissions from anode consumption for Prebake cells (t)

Annual C2F6 emissions from anode consumption for Prebake cells (t)

Annual anode paste consumption for Søderberg cells (t)

Annual CF4 emissions from anode consumption for Søderberg cells (t)

Annual C2F6 emissions from anode consumption for Søderberg cells

File Name \*

Date \*



# Part 2 - System Updates

## GHG Emission Report

### General Stationary Combustion and Electricity Generation – “Measured Emission Factor Unit” - added after “Measured Emission factor”

- May be required dependent on the fuels and methodology used

Municipal Solid Waste - non-biomass component (tonnes)

**!**

Fuel \*\* Municipal Solid Waste - non-biomass component (to)

Annual Fuel Amount \* 453.44

Annual Weighted Average High Heating Value (GJ/unit fuel) \*\*\*

Annual Weighted Average Carbon Content (weight fraction) \*\*\*

Annual Steam Generation (kg) \*\* 324560

Measured Emission Factor \*\* 1.98237

Measured Emission Factor Unit \*\* For example, Kg CO2 per tonne

Emissions for Fuel		Methodology **	Emissions (t) ***	Emissions (t CO2e)
N/A	Gas			

# Part 2 - System Updates

## LNG Compliance Report

To locate the “**LNG Compliance Report**”, login to the system and then the **BC GHG Module**

- In **Reporting Dashboard**, click drop-down arrow under **Report Category**, select “**LNG Compliance Report**”, click  or “**Add New Report**”

Reporting Details

Reporting Dashboard

### Reporting Dashboard

Welcome to the British Columbia Greenhouse Gas reporting module. Click "Help" then "Toggle In-Context Help" for more information. 

Report(s) 

Company List

BC MoE Corp

Year

2016

Report Category

LNG Compliance Report



Status

Facility Name

Report Type

Status

Actions

No results found.

Custom Fuel List

Prepopulation

Add New Report

# Part 2 - System Updates

## LNG Compliance Report

### On the Facility Reporting Options page

- Confirm **“LNG Compliance”** for **“Facility Type”** and **“Standard Report”** for **“Report Version”**
- Click **“Save/Continue”** to continue

The screenshot displays the 'Facility Reporting Options' page. On the left, a sidebar titled 'Reporting Details' for 'Test CA-BC Facility 10' shows a checklist of tasks: 'Facility Reporting Options' (selected), 'Select the Facility Contacts', 'Verify Facility Information' (checked), 'Activities' (A. Electricity Information during compliance period, B. LNG Production Information during compliance period, Emissions Information during compliance period, Captured CO2 - all checked), and 'Attachments' (Comments - checked). The main content area is titled 'Facility Reporting Options' and contains the following information:

- Company**  
TESTORG\_CA-BC (20 facilities)  
5678 1203 ST Boulevard East, NS City (Manitoba)
- Facility**  
Test CA-BC Facility 10  
456 206 Avenue East, Lukvile (British Columbia)
- Options**  
Facility Type \*  
LNG Compliance  
Report Version \*\*  
Standard Report

At the bottom of the page, there are two buttons: a grey 'Back' button and a blue 'Save/Continue' button, both highlighted with red boxes.

# Part 2 - System Updates LNG Compliance Report

Enter the **LNG Permit Number** on **SWIM Validation** page, specifically designed for **LNG Compliance Report**

## Reporting Details

Test CA-BC Facility 10

BCGHG Reporting Lead - All Facilities

Facility Reporting Options

Select the Facility Contacts

Verify Facility Information

### Activities

- A. Electricity Information during compliance period
- B. LNG Production Information during compliance period
- Emissions Information during compliance period
- Captured CO2

### Attachments

- Comments

## SWIM Validation

Report Progress: 6/6 Page Status: Complete

Please verify the following information.

Always Save To SWIM On Commit

### - Company Information

Legal Name \*

TESTORG\_CA-BC (20 facilities)

English Trade Name

TESTORG\_CA-BC (20 facilities)

Business Number \*

345678921

DUNS Number \*

987654321

Mailing Address

6456 1234 Lane Southwest, British Columbia, 5

### - Facility Details

Facility Name \*

Test CA-BC Facility 10

NPRI ID

BCGHG ID \*\*

0 (BCGHG ID to be assigned by British Columbia MOE)

Number of Permit issued to the LNG operation under section 25 of the Oil and Gas Activities Act \*

LNG-001

NAICS Code \*

237310

Physical Address

456 206 Avenue British Columbia

# Part 2 - System Updates

## LNG Compliance Report

Follow the on-screen instructions to complete the **LNG Compliance Report** by entering required data

- The report **Status** shows **Ready to Submit** on the **Reporting Dashboard** after all data entered correctly.

### Reporting Dashboard

Welcome to the British Columbia Greenhouse Gas reporting module. Click "Help" then "Toggle In-Context Help" for more information. ✕

### Report(s)

Status	Facility Name	Report Type	Status	Actions
	▶ Test CA-BC Facility 10	LNG Compliance Report	<b>Ready to Submit</b>	
	▶ Test CA-BC Facility 1	LNG Compliance Report	Submitted (01/23/2017 14:09:30)	

# Part 2 - System Updates

## LNG Compliance Report

- Click  to submit the compliance report

### Reporting Dashboard

Welcome to the British Columbia Greenhouse Gas reporting module. Click "Help" then "Toggle In-Context Help" for more information. 

### Report(s)

Company List: TESTORG\_CA-BC (20 facilities) | Year: 2016 | Report Category: LNG Compliance Report 

Status	Facility Name	Report Type	Status	Actions
	▶ Test CA-BC Facility 10	LNG Compliance Report	Ready to Submit	
	▶ Test CA-BC Facility 1	LNG Compliance Report	Submitted (01/23/2017 14:09:30)	

# Part 2 - System Updates

## LNG Compliance Report

A **verification statement for a compliance report** may be submitted before or after the report submission

- Use the same process as for emission report

Welcome to the British Columbia Greenhouse Gas reporting module. Click "Help" then "Toggle In-Context Help" for more information. ✕

Report(s) +

Company List: TESTORG\_CA-BC (20 facilities) ▼    Year: 2016 ▼    Report Category: LNG Compliance Report ▼ 🔍

Status	Facility Name	Report Type	Status	Actions
	▶ Test CA-BC Facility 10	LNG Compliance Report	Ready to Submit	 <span style="border: 2px solid red; padding: 2px;">▼</span>
	▶ Test CA-BC Facility 1	LNG Compliance Report	Submitted (01/23/2017 14:09:30)	 <span style="border: 2px solid red; padding: 2px;">▼</span>

# Part 2 - System Updates

## LNG Compliance Report

- Click the down-arrow under the **Actions** column
- Select **Report Verification** will prompt a new window to upload a verification statement file

### Reporting Dashboard

Welcome to the British Columbia Greenhouse Gas reporting module. Click "Help" then "Toggle In-Context Help" for more information.

### Report(s)

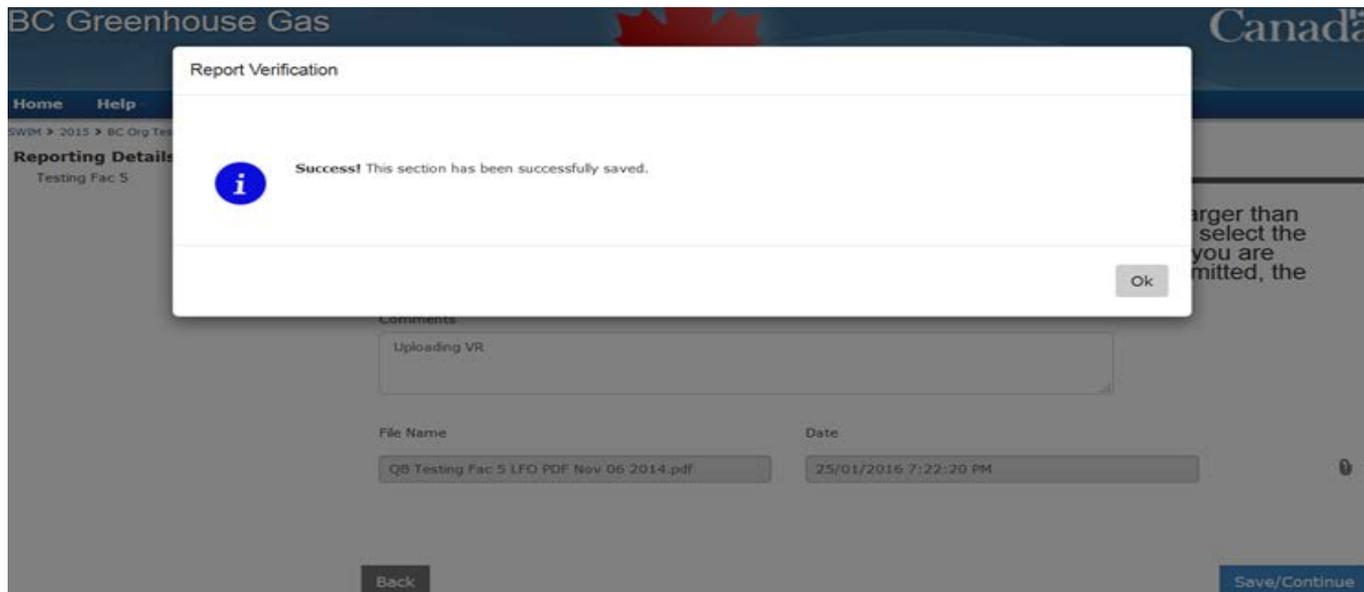
Company List: TESTORG\_CA-BC (20 facilities) | Year: 2016 | Report Category: LNG Compliance Report

Status	Facility Name	Report Type	Status	Actions
	▶ Test CA-BC Facility 10	LNG Compliance Report	Ready to Submit	
	▶ Test CA-BC Facility 1	LNG Compliance Report	Submitted (01/23/2017 14:00)	Edit
	▶ Test CA-BC Facility 0	LNG Compliance Report	Submitted (01/23/2017 14:00)	Delete
	▶ Test CA-BC Facility 16	LNG Compliance Report	Submitted (01/19/2017 14:00)	Submit

- Generate Report
- Report Verification

# Part 2 - System Updates LNG Compliance Report

- Select the right file for the **Verification Statement** and click **OK** button
- Click **Save/Continue**, the **Verification Statement** will be submitted, and a successful message will display



# Part 2 - System Updates

## LNG Compliance Report

- Ignore the below statement - it does not apply to compliance reports – and will be updated next cycle

### Report Verification

---

- A verification statement is required if  $E \geq 25,000$  t CO<sub>2</sub>e or E has been larger than 25,000 t CO<sub>2</sub>e in the past 3 reporting periods. A verification statement must be prepared as required by the Greenhouse Gas Emission Reporting Regulation. Click the paperclip icon to select the document to upload. Then click Save/Continue to save the document. If you are uploading a verification statement for a report that has already been submitted, the report does not need to be submitted again.

Comments

File Name

Bugs Tracking Record File on Nov 23 2015.docx

Date

30/01/2017 7:07:04 PM



Back

Save/Continue

# Part 3 - Lessons Learned

## 1. Facility status change

- Remember to submit a status change report through the Single Window Reporting System.
- Must notify the Director within 90 days of change.

## 2. No BC GHG ID? - contact [GHGRegulator@gov.bc.ca](mailto:GHGRegulator@gov.bc.ca)

## 3. Ensure **Correct Contact Information** is entered

Some reports have same information for all three types of contacts which may not be accurate

### Select the Facility Contacts

#### - Contacts

Operator Contact \*

Joffré Bourgeois

Operation Representative \*

Jenn N

Person Primarily Responsible for Preparing the Report \*

Qinghan Bian

# Part 3 - Lessons Learned

4. **Ownership:** Enter ownership percentage for parent company(ies) in **SWIM**
5. **Company and Facility Names:** Ensure accuracy
6. **NAICS codes and Permit Numbers:** Do not enter the same NAICS code or Permit Number multiple times

```
- <NAICSCodeList >
- <NAICSCode >
  <NAICSClassification > Example Production </NAICSClassification >
  <Code >327410</Code >
  <NaicsPriority >Primary </NaicsPriority >
</NAICSCode >
- <NAICSCode >
  <NAICSClassification > Example Production </NAICSClassification >
  <Code >327410</Code >
  <NaicsPriority >Secondary </NaicsPriority >
</NAICSCode >
</NAICSCodeList >
```

# Part 3 - Lessons Learned

7. **Methodology:** Use WCI Methodology and/or industry consented standard as required
  - If no method exists contact [GHGRegulator@gov.bc.ca](mailto:GHGRegulator@gov.bc.ca)
  - *BC Best Practices Methodology for Quantifying Greenhouse Gas Emissions* guidance is for public sector operations only
  
8. **Captured CO<sub>2</sub>:** Report tonnes of carbon dioxide captured for on-site use, storage or transferred off-site.
  - Captured CO<sub>2</sub> is any CO<sub>2</sub> from any source stream that is captured and then used or stored

# Part 3 - Lessons Learned

- 9. File Name:** File title starts with company name followed by facility name, if applicable
- **ABCCompany\_XYZFacility** [*use it as file naming convention*].
  - Only upload the file to specific place as required
  - Make sure **Verification Statement** is submitted through uploading from the **Reporting Dashboard**
  - Ensure an attached PDF file is readable and searchable (i.e. no restrictions)

# Part 3 - Lessons Learned

## 10. Useful and Non Useful Energy

- If the energy is being used, report it under the **Useful Energy**
- If the energy from combustion is not used, then report under **No Useful Energy**

**11. Footprints:** Do not leave “footprints” in the system after submitting a report, it will affect reports.

- For example, training after official submission - the system notified report **altered**

### Report Details

Report Status

Facility Name

Facility Type

Report Type

Report Update Comments

Ready to Submit

Plant

SFO

Standard Report

No updates, training to use SWIM

# Part 3 - Lessons Learned

## 12. ECCC Report: Don't use BC GHG Module to submit to ECCC report in whatever manner (e.g. update etc.)



- ECCC and BC have separate GHG reporting requirements but share the same data entry system in Single Window Reporting System.
- Login to Single Window Reporting System :
  - For **BC**: select **BC GHG** module
  - For **ECCC**: select **ECCC GHG** module

# Part 3 - Lessons Learned

## 13. Linear Facilities Operations

- Discrepancies exist between LFO and all other reports: IF\_a, IF\_b and L\_c
- Use same data from the same emission sources for both LFO and IF\_a, or IF\_b or L\_c reports

## 14. On Site Transportation

- Emissions reported under **Mobile Combustion** for **SFO facilities** cannot be categorized as “Non Attributable Emissions” unless they do not meet the definition for mobile equipment emissions

Non-attributable emissions

Non-attributable emissions larger than 100 t CO<sub>2</sub>e

Emissions

Activity \*

On Site  
Transportation

Source Type \*

Gasoline

Source Category

On-Site  
Transportation  
Emissions

GHG Types That  
Apply \*

CO<sub>2</sub>, CH<sub>4</sub>, N<sub>2</sub>O

# Part 3 - Lessons Learned

## 15. Pre-Population Function

- If using 2013 report to prepopulate a new report, extra attention is required for GSC/EG activity
- A system error is associated with an unfunctional new element added after 2013 cycle (located at the GSC/EG Unit child page only for 2013 report)
- To avoid this error, first **Validate** the entire GSC/EG page, fix existing errors and then open the Unit child page to proceed. Otherwise, the Unit child page is not saved.
- No issue with using 2014, 2015 report for pre-population

# Part 3 - Lessons Learned

## 16. Pre-Population Function (Oil and Gas Extraction and Processing or LNG Production activities)

- When using pre-population feature from a previous year's report, first "**Validate**" the entire page to open up the newly added fugitive emission sources for:
  - EOR Hydrocarbon liquids dissolved/associated gases
  - Produced Water Dissolved Carbon Dioxide and Methane

# Related Links

## 1. Single Window Reporting System:

<https://ec.ss.ec.gc.ca>

## 2. ECCC's **Single Window Reporting System User's**

**Guide:** <http://ec.gc.ca/gu-sw/> or

<https://ec.ss.ec.gc.ca/auth/en> by clicking

“Guidance” at the left panel.

# Related Links

**WCI Essential Requirements for Mandatory Reporting – 2013 Addendum to Canadian Harmonization Version**

<http://www2.gov.bc.ca/assets/gov/environment/climate-change/ind/quantification/wci-2013.pdf>

**WCI Final Essential Requirements for Mandatory Reporting – Amended for Canadian Harmonization (2011 Update)**

<http://www2.gov.bc.ca/assets/gov/environment/climate-change/ind/quantification/wci-2011.pdf>

**WCI Final Essential Requirements for Mandatory Reporting – Amended for Canadian Harmonization (2010)**

<http://www2.gov.bc.ca/assets/gov/environment/climate-change/ind/quantification/wci-2010.pdf>

# CONCLUSION

**QUESTIONS? / FEEDBACK**

Contact: [ghgregulator@gov.bc.ca](mailto:ghgregulator@gov.bc.ca)

**THANK YOU!**