



Ministry of Environment & Climate Change Strategy
Climate Action Secretariat
Regulated SFO Opt-In Application Form

Template Version 1.0 – January 2024

This form is prepared according to the requirements of the *Greenhouse Gas Industrial Reporting and Control Act* (the Act) and the Greenhouse Gas Emission Reporting Regulation (the Regulation). Operators should refer to the Act, the Regulation and any guidance documents provided on the Climate Action Secretariat [WEBSITE](#). Terms defined in the Act or Regulation are capitalized in this document.

Operators applying for designation as an opted-in **Single Facility Operation (SFO)** to the B.C. Output Based Pricing System (B.C. OBPS) as both a reporting operation and a regulated operation must complete their application using this form and submit to GHGRegulator@gov.bc.ca. The following formatting should be used:

- ✓ All explanatory blue text is deleted.
- ✓ All text is in black, Calibri 11 pt. font.
- ✓ The document file name in the following format:
 - Com-Reg-20YY-version (e.g., V1)
 - "Com" – three letters for Company or Operation
 - "Reg" – Leave as "Reg"
 - "20YY" –Reporting Period
 - "version" – version of the submitted Opt-in Application Form, e.g., V2
 - The document file name is in the footer of all pages
- ✓ The document must be provided in a 'searchable' PDF format

Contact GHGRegulator@gov.bc.ca for guidance, questions or template feedback.

If you are wanting to apply for designation as an opted-in Single Facility Operation (SFO) to the B.C. Output Based Pricing System (B.C. OBPS) as a reporting only operation, please contact GHGRegulator@gov.bc.ca for a different form.



Introduction

Under Section 41.1 of the Regulation, for the purpose of section 20.1 of the Act, the Operator of an industrial operation may apply to the Director, in accordance with the requirements of the Regulation, for designation as an opted-in operation that is a regulated operation. If the application is for a designation that is intended to be effective for April 1, 2024, this application must be completed **as soon as possible**. For the 2025 reporting year the application must be completed by August 1, 2024.

Before completing this application form, you must apply for a B.C OBPS Regulated Operation ID (BORO ID) on the [B.C. Industrial Emissions Reporting System](#) (BCIERS) web application.

Section 11.2(1)(b) of the Regulation requires an operation making an application under section 20.1 of the Act for designation as an opted-in operation to register in accordance with section 11.3 of the Regulation. The information required in the BC Industrial Emissions Reporting System (BCIERS) web application when applying for a BC OBPS Regulated Operation ID (BORO ID), as well as the completion of the additional registration fields in this form, fulfils that requirement. This form also contains additional fields to confirm eligibility and complete your application for designation as an opted-in operation.

B.C. INDUSTRIAL EMISSIONS REPORTING SYSTEM (BCIERS) INFORMATION

Please complete the fields below and ensure that they match the information provided when applying for a B.C. OBPS Regulated Operation (BORO ID) on the B.C. Industrial Emissions Reporting System (BCIERS) web application.

Legal Name	
Trade Name	
CRA Business Number	
Operation Name	

ADDITIONAL REGISTRATION FIELDS – SECTION 11.3

Please complete the additional registration fields below.

Current Date	
Name of Facility	
Facility Address	



Multiple Operators	
Operation Representative(s)	
Reporting Activities	
Geographic Coordinates – Largest point source of emissions	
Extraprovincial Company	

In order to complete your registration, you must prepare a Process Flow Diagram and a Facility Boundary Map in accordance with the regulation for your Operation and email these to GHGRegulator@gov.bc.ca as attachments when you submit this application form. Required forms and guidance on how to generate these documents are available on [our website](#).

OPT-IN ELIGIBILITY REQUIREMENTS – SECTION 41.2

By checking the boxes in the right column, please confirm that you understand and agree with the statements below.

The operation has emissions that are attributable to the operation for the purposes of section 3 of the Act.	
The operation is not an electricity import operation.	
The operation is not a part of a single facility operation or a linear facilities operation.	



The operation has emissions that are attributable to the operation for the purpose of section 6 of the Act.	
The operation is not an operation whose primary economic activity is classified by the following NAICS Code – 11, 22, or 562.	
The operation produces a regulated product listed in Table 1 of Schedule A.1 of the GGERR.	
This operation is capable of fulfilling the obligations of a reporting operation and a regulated operation under the Act and the regulations.	
The operator will notify the Director as soon as possible if this operation ceases to meet any of the criteria for the designation of the operation as a reporting operation and a regulated operation, if applicable.	
I have completed the Readiness Check-List for Opt-In Operations in the OBPS Program Guidance Document.	

STATUTORY DECLARATION BY THE OPERATION REPRESENTATIVE

CANADA FOR THE PROVINCE OF BRITISH COLUMBIA TO WIT	In the matter of an application for a B.C. OBPS Regulated Operation ID (the “Application”)	
	DATED:	
	BY:	
	(hereinafter referred to as the “Operation Representative” of the operation)	

I, _____ of _____ solemnly
 declare that:

1. I am an Operation Representative, as defined in the [Greenhouse Gas Emission Reporting Regulation](#),
 for _____.



2. I understand the requirements of the Greenhouse Gas Industrial Reporting Control Act (GGIRCA) and the Greenhouse Gas Emission Reporting Regulation (GGERR).
3. I understand that this application is subject to the provisions of the corresponding legislation and regulation; that any application based on information that is materially false or inaccurate may be denied, suspended and/or cancelled; and that there are penalties under the corresponding Act and Regulation for providing false or misleading information.
4. I authorize the British Columbia Ministry of Environment and Climate Change Strategy to verify any information contained in this form with any entity that holds such information.
5. All the information provided in this application for designation as an opted-in operation in the B.C. OBPS is accurate and true in substance and in fact.

AND I MAKE THIS SOLEMN DECLARATION, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED before me at: <hr/> in the Province of _____ this _____ day of _____, _____.	<hr/> Signature of the Operation Representative
A COMMISSIONER FOR OATHS/NOTARY PUBLIC <hr/> Print or Stamp Name Here My Appointment Expires:	