

APPENDIX E: DATA CAPTURE TEMPLATE

The following table illustrates the minimum technical standard for the data that should be captured via fugitive emission management programs. A sample data capture template is also attached to this report.

To request an Excel (.xls or .xlsx) version of these documents, please contact Michael D’Antoni, Vice President, GreenPath Energy Ltd at (250) 886 1751 or mdantoni@greenpathenergy.com.

DIRECTIONS

Step 1: Enter Process Unit ID Tab

Before commencing facility emission survey. Users should populate the Facility Process Unit ID tab. This is a listing of the facility process/production stages.

In Canadian climates, process/productions stages are usually defined by the building envelope that encloses the process.

For large process buildings, users should separate the major process, i.e. Dehydration, Refrigeration, Separation

Step 2: Fugitive Results Tab

Facility Location (LSD/NTS)	All locations need to be in 00-00-000-00W0 DLS or A-000-A/000-A-00 NTS format
Well Location ID (LSD/NTS)	All locations need to be in 00-00-000-00W0 DLS or A-000-A/000-A-00 NTS format
Field	Field is the names the geographical area in which oil & gas assets are located
Facility Name	Unique name of facility. Well sites usually do not count as a facility. Users should assign a facility name which production from the wellsite is attributed to.
Facility Type	Users assigns a facility type classification that closely matches the intended design and purpose of the facility
Regulatory License ID	Designates the facility regulatory license
Sour Facility	If facility is handling sour gas or oil users should select "Yes"
Date Emission Detected	This is the original date of detection of an emission source
Date Emission Last Inspected	This is the date of the last inspection of the emission source
Client Process Block (Step 1 Derived)	Based on input into Step 1. Users assign the emission source to appropriate process block
Equipment / Process ID #	This is the unique ID or description of the equipment / process in which the emission sources is emitting from. This selection is a subtype to the Process Unit ID previously defined
Emission Serialized Tag #	This is the serialized number printed on the tag that is physically attached to the emission source
Emission Media #	This is the serialized number as defined by the media capture device i.e. FLIR GF320, Digital Camera, etc.

Emission Type	If the emission source in "un-wanted" or "un-engineered" classify as leak. If the emission source is "wanted" or "engineered" classify as vent. Exception to the rule is if "vents" are cause of potential HSE issue, then classify as "Leak"
Emission HSE Issue?	If the emission source poses a threat or risk to people, equipment and/or the environment users select "yes"
Emission Description	Written description of the emission source. Users should use (3) points of reference in a combined sentence as to help demonstrate and locate emission source. Example "Compressor K100, Stage 1 Scrubber, Upper Sight Glass, Upper Isolation Valve, Stem Seal"
Component Type	Users select the component type the closely matches the component in which the fugitive emission source is associated with
Emission Service Type	Fuel = Emission sources associated with on-site fuel gas that powers pneumatic loops and combustion. Process = Emission sources associated with production. Liquid = Those component sources that are in hydrocarbon liquid service
Emission Composition	Users select a generic emission composition type based on the process / production type associated with the fugitive emission source
Make	Users define Make of equipment / device associated with emission source.
Model	Users define Model of equipment / device associated with emission source.
Serial #	Users define serial # of Make/Model of equipment / device associated with emission source
Quantification Rate (cfm)	Volumetric rate of emission source in cubic feet per minute
Quantification Method	The method is which the emission source was quantified
ATM TEMP (Deg C)	Atmospheric temperature in which the emission source was quantified. Allows users to standardized flow rates to 15 Deg C
ATM Pressure (Kpa)	Atmospheric barometric pressure in which the emission source was quantified. Allows users to standardized flow rates to 101.3 Kpa
DIM Recommendation	Users recommendation of when emission source should be repaired / eliminated. Process and facility design characteristics will influence user selection
Type of Repair Recommendation	Users assign the repair action that will be associated with repair activities
Status	Users select "Emitting" if emitting source is still active, "Non-Emitting" if emission source is not-active.
Repair BY	Name and/or Company that eliminated emission source
Repair WO#	WO# assigned to initiate repair/elimination activities

STEP 1: ENTER PROCESS UNIT ID

#	Facility Process Block Name
1	Compressor K100
2	Compressor K200
3	Dehy D100
4	Tank 101
5	Tank 202
6	Tank 303
7	Process Block 7
8	Process Block 8
9	Process Block 9
10	Process Block 10
11	Process Block 11
12	Process Block 12
13	Process Block 13
14	Process Block 14
15	Process Block 15
16	Process Block 16
17	Process Block 17
18	Process Block 18
19	Process Block 19
20	Process Block 20

