



COGCC STANDARD OPERATING PRACTICES (SOP) **IMMEDIATE OPERATOR NOTIFICATION GUIDANCE**

Document Control:

Created Date:	December 16, 2015
Last Updated Date:	December 16, 2015
Last Updated By:	Dave Kulmann
Review Cycle:	Yearly Review
Systems Used:	Field Inspection Report
Document Owner:	Dave Kulmann

Background

Purpose of this Document:

The purpose of this standard operating practice (SOP) is to provide guidance for when the COGCC staff conducting field inspections shall provide immediate notification to the operator when critical, urgent, and time-sensitive issues are identified on the oil and gas location.

Introduction:

At times during routine inspections, COGCC personnel are the “eyes” in the field. There are instances when immediate notification to the operator by COGCC staff is necessary.

Overview of the Process

If COGCC staff identifies any of the following conditions when on an oil and gas location, COGCC staff must immediately notify the operator via phone:

- Visual observation of an ongoing leak, with or without standing fluid.
- Visual observation of standing fluids related to oil and gas development.
- Fire on location.
- Compromised berm.
- Compromised liner.
- Animal in pit (live or dead).
- Smoking combustor or excessive opacity from heater or engine.

IMMEDIATE OPERATOR NOTIFICATION GUIDANCE

- Uncontrolled gas release.
- Oil or condensate on a pit without a net.
- Active or imminent release of sediments to live waters.
- Observed release of E&P waste (produced water, oil, condensate, cuttings, etc.) to waters of the state.
- Observed damage or vandalism to equipment (wells, tanks, berms, separators, etc.).
- Potential trespass, unauthorized, or suspected illegal activities occurred.
- Detection of potential H₂S.
- Pits with less than two-feet of freeboard.

To facilitate this immediate contact, operators will be required to maintain an up-to-date contact list with the COGCC.

Document Change Log:

Change Date	Description of Changes
December 16, 2015	Document created and finalized