

**Guidelines
for
Annual Status Report
for
Fields in Production**

**Cf. Section 47 of the Regulations to Act relating to petroleum activities
and Section 29 of the Resource management regulations**

Rev. August 2019

31.08.2019

Introduction

The Annual Status Report (ASR) for fields in production shall be submitted to the Norwegian Petroleum Directorate (NPD) by November 1st each year, cf. [Section 47](#) of the Regulations to Act relating to Petroleum activities and [Section 35](#) of the Resource management regulations.

The information given in the ASR shall conform to prognoses and resource estimates given in the reporting to Revised National Budget (RNB).

From 2016, the ASR refers to the standard [Joint Operation Agreement](#) (JOA) set by the Ministry of Petroleum and Energy. Also starting in 2016, more emphasis was put on governance, including risk management and time criticality, ref chapter 2, Governance.

Only one chapter is changed compared to last year's Guidelines, see later in this chapter..

The ASR forms an important basis for the authorities' evaluation of whether a field is being operated in accordance with the preconditions in the legal framework, cf. [Section 4-1](#) of Act 29 November 1996 No. 72 relating to petroleum activities (Petroleum Act):

Production of petroleum shall take place in such a manner that as much as possible of the petroleum in place in each individual petroleum deposit, or in several deposits in combination, will be produced. The production shall take place in accordance with prudent technical and sound economic principles and in such a manner that waste of petroleum or reservoir energy is avoided. The licensee shall carry out continuous evaluation of production strategy and technical solutions and shall take the necessary measures in order to achieve this.

The ASR also forms the basis for evaluation of the production permission, cf. [Section 4-4](#) of the Petroleum Act, Stipulation of production schedule etc. and [Section 23](#) of the Regulations to Act relating to Petroleum activities, Stipulation of production schedule etc. This includes permissions relating to burning and cold venting.

Actions related to possible synergies through collaboration with licensees of other license areas (JOA Article 11.3) should be described and highlighted in the relevant chapter(s) of the ASR.

The ASR shall also explain deviations from the existing production permission(s) and reported prognosis. For actual vs previous prognosis, explanations should reflect the past 12 months, unless otherwise specified. Preferred period is 1st October last year to 1st October this year, contingent on the availability of data Deviations should be commented on.

Other relevant information available to the NPD (detailed studies, etc.) may be referred to. Data for fields with several installations and an extensive number of activities may be provided as attachments to the report.

Only one chapter is changed compared to last year's Guidelines, chapter 3.2 Reserves and resources, In total, less information is requested for STOOIP- Oil in Place (Table 3.1). Further, as we experience some deviations from RNB-reporting, we **for this year's version of the reporting** accept deviations, if necessary, as long as these deviations are clearly explained.

Besides, NPD for ASR2019 requests the operator to enclose the most recent Long Term Plan (LTP).

In the guidelines for ASR 2016 the following was introduced:

“The ASR must be submitted electronically in text format (such as Microsoft Word, not PDF). Please do not include requested tables as pictures.

Please do not delete any text in this guideline when answering the requests and questions stated.

Do not delete any chapter or table not applicable to the field; indicate instead “Not applicable”. If further subchapters are included, keep the chapters according to this guideline.“

This still applies. Note:

“Any text” refers to **blue** text.

Also, headings and table lead texts are in **blue**.

Comments should not be restricted by the size of the tables.

Please note that NPD, may ask for revised submission of ASR if the initial submission is not in accordance with the above.

Annual Status Report 2019
for
< Field name >

Field name:				
PL:				
Operator and licensee (name and %-interest):				
Approvals				
	Name:	Title:	Date:	Signature:
Main Author	Name			
Responsible:	Name			
Approval:	Name			

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1 General field status

This chapter should reflect the content of the other chapters of the ASR.

Give a short summary of the overall status for the field, significant work performed the last 12 months, and the key future activities, short and long-term.

Describe key challenges that may justify increased or decreased attention to the field. Elaborate on evaluations of production strategy and technical solutions implemented since the previous report. Describe the plan for the next period, including measures taken or planned to achieve identified goals. Briefly describe identified gaps.

Fill in below (black font 12):

2 Governance

2.1 Reference documents

List the licensee's current main joint venture(s)/unit shared documents (ref. JOA Article 11). Examples of such documents are long-term plans (LTP), documents including key performance indicators (KPI), reservoir development plan, licence technology strategy plan, licence digital roadmap, area studies, increased recovery reports, reports on energy efficiency measures, reports on prospectivity and decommissioning plan.

Fill in table below:

Table 2-1 Reference documents

<i>Title of document</i>	<i>Current version (date)</i>	<i>Next revision (at earliest)</i>	<i>Formal status (Operator/ Licensees)</i>	<i>Comment</i>
	xx.xx.xxxx	yy.yy.yyyy		

Formal Status: Operator or Licensees' document: A licensee document is understood to be approved by the Licensees, whereas Operator documents are not for approval, but shared with the Licensees.

For ASR2019, please enclose the most recent Long Term Plan (LTP).

2.2 Risk management

Include a short summary of risk management principles (ref. JOA article 11.6). If available for the field, present the most recent, highest level risk matrix with explanations (use table below). The scales should be explained.

Fill in below (black font 12):

Fill in tables below:

Table 2-2 Risk matrix parameters – current

Operator's ID	Name/ description of risk factor	Probability/ likelihood	Consequence/ Impact	ASR reference (chapter)

Table 2-3 Risk matrix parameters - one year ago

Operator's ID	Name/ description of risk factor	Probability/ likelihood	Consequence/ impact	ASR reference (chapter)

Please state in which chapter in this ASR (if any) risk is commented on, or give comments in this chapter. Mitigating actions should be described.

Fill in below (black font 12):

2.3 Time critical projects

Time critical projects are those defined by the operator in the Revised National Budget reporting (RNB). Copy attributes from the RNB file for those projects that are considered time critical. Please also state in which chapter in this ASR (if any) these projects are commented on, or comment on them in this chapter.

Fill in tables below:

Table 2-4 Time critical projects

Name of project (from RNB file)	Time criticality (Contingent on infrastructure. Contingent on reservoir or other)	ASR reference(s)

Comments should include consequences and risk of delay, and mitigating actions (ref risk matrix).

Fill in below (black font 12):

2.4 Contact with the NPD

State any planned contact with the NPD regarding legal framework requirements for the coming year.

Fill in below (black font 12):

3 Reservoir

3.1 Reservoir description

Give a summary of relevant issues related to reservoir behaviour and current main strategy for reservoir management.

Fill in below (black font 12):

Give a short summary covering recent data acquisition, reservoir monitoring, new mapping, interpretations and/or studies/research projects completed within the last 12 months. For completed activities, please refer to already reported or available documentation.

Fill in below (black font 12):

3.2 Reserves and resources - status

Give a summary of reserves and changes in reserves in the field and explain significant changes in original resources in place and recoverable reserves.

Fill in below (black font 12):

Explain changes in resource estimates or resource categories in reporting to the RNB, compared with last year. New resources discovered within the existing area of the production license that contains the field should be described.

Use tables as required. Include a table giving uncertainty of volumes in place.

Fill in below (black font 12):

Give the current field volumes in the table below. Volumes should be reported according to the subdivision made in the RNB reporting on STOOIP (RNB - 2a in the Reporting file). Any deviations from RNB definitions must be explained (see end of Introduction).

Fill in table below:

Table 3-1 Current field volumes (Oil)

	Field volumes (mill Sm3) and recovery factor (%)			
Reservoir/Formation	A	B	C	D
STOOIP (Mill Sm3)				
STOOIP(d) (Mill Sm3)				
Mobile oil (Mill Sm3)				
Immobile oil (Mill Sm3)				
Current recovery factor (%)				
Planned recovery factor (%) RC 0-3				
Planned recovery factor (%) RC 0-5				

Definitions

- STOOIP = STOOIP(d) + STOOIP(u); "d" is the volume of STOOIP accessed by wells; "u" is the volume of STOOIP not accessed by wells (Pockets)
- Npc = Produced volume of oil up to time of reporting (use estimate end of reporting year)
- Npf = Final expected volume of produced oil
- Sor = End point of relative permeability curve
- Swi = Initial water saturation
- Mobile oil, Mob = $STOOIP(d) * (1-Swi-Sor)/(1-Swi)$
- Immobile oil, Immob = $STOOIP(d) - Mob$
- Current recovery factor (%) = $Npc / STOOIP$
- Planned recovery factor (%) = $Npf / STOOIP$
- RC = Resource Class according to NPD system (as used in RNB)

4 Production and injection

4.1 Production and injection – last 12 months

Provide a brief account of how targets (production, injection, pressure maintenance) have been fulfilled the last 12 months. Discuss factors that have caused significant deviations.

Fill in below (black font 12):

Production profile, injection and pressure development in the reservoirs should be presented by curve diagram. Compare the production profile with the current production permission and explain substantial deviations.

Fill in below (black font 12):

Revisions related to the last production permission and significant changes in relation to previous forecasts (RNB) and preconditions must be summarized. This also includes updates in relation to possible special production permissions for gas. For fields with separate production permissions for gas, include information on any permission carry-forward of October 1st. Explain deviations in production and injection volumes, including figures and tables as illustration.

Fill in below (black font 12):

4.2 Production and injection - plans

Describe the production strategy that forms the basis for planned activities next year and the basic production forecasts. Describe the expected pressure development in the reservoirs. Include figures and tables as appropriate for illustration.

Fill in below (black font 12):

Explain changes in relation to the premises for the previous production permission, and changes in the planned disposal of produced gas from the field. Explain whether the changes can take place within the current gas production permission period.

Fill in below (black font 12):

4.3 Reservoir management / Improved oil recovery (IOR)

Describe the key elements of the reservoir management plan in a short and long-term perspective. Refer to relevant information available to the NPD.

Fill in below (black font 12):

Describe what kind of activities (data acquisition, studies, model work, new wells etc.) that have been undertaken to fulfil the plan. Initiatives related to digitalization should be highlighted. Recent developments in actual and planned collection, usage, storing and sharing of production and reservoir data (including 3. Party sharing), should be commented on.

Describe the key IOR-related projects and challenges in short and long term. The projects described should refer to RNB serial numbers, if possible.

Fill in below (black font 12):

4.3.1 Qualifying new, advanced technologies (Enhanced oil recovery (EOR))

Describe the key EOR-related projects and challenges for the field, short and long term. Describe key activities that have contributed to qualify new, advanced technologies. The projects described should refer to RNB serial numbers, if possible.

Fill in below (black font 12):

List relevant methods and include information of analyses about potentials, laboratory work, simulations, commercial studies and plans for EOR pilots/field tests. Describe any known showstoppers for field tests that have been considered. For methods studied, that are not regarded as relevant, give a short description.

Fill in below (black font 12):

5 Drilling, completion and intervention

5.1 Drilling, completion and intervention – status and last 12 months

Describe the main challenges related to drilling and well intervention activities for the field, including mitigating actions / technologies (here and/or refer to 5.3 on Improvements).

Fill in below (black font 12):

Give a summary of the drilling and well strategy, how the strategy has been implemented and the main results.

Fill in below (black font 12):

Describe the well activity program for the field, such as drilling, completion, well interventions (data acquisition, well maintenance, production enhancement). Explain deviations between planned drilling program last 12 months and actual progress for the period. Describe any new well technologies that have been used. New wells should be illustrated by a map.

Fill in below (black font 12):

Fill in table below:

Table 5-1 Drilling and completion activity last 12 months

Well name (planned and drilled)	Well type (production, injection)	Date on production, planned	Date on production, actual	Days used, planned	Days used, actual	MPD (Yes/no)	Zonal control (Yes/no)	Short comment: slot recovery, deviation, achievement etc. .

MPD = Managed Pressure Drilling used, “Yes” or “No”

Zonal control (planned or completed) for the wells in the table:

“Yes” to be used for completions including (a) Manually operated valves (sliding sleeves on coil/wireline/balldrop); (b) Passive Inflow Control Devices; (c) Surface controlled valves, (d) Autonomous valves and (e) Other relevant completion.

Provide a short summary of drilling rig utilization compared to the rig capacity in the last 12 months) for different well activities. Comment on any actions to improve the capacity, performance or utilization of the rigs.

Fill in below (black font 12):

Give an overview of well intervention activities to maintain or enhance production on the field in the period.

Fill in the table below:

Table 5-2 Well interventions planned compared to interventions actually conducted

Well name (wells in need of intervention)	Well type (production, injection)	Type of well intervention (purpose) planned	Type of well intervention conducted	Comment; results, deviations

List temporarily closed wells and wells planned to be re-opened for production or injection. Closed wells are here defined as wells that have been closed during part of the last 12 months.

Fill in the table below:

Table 5-3 Temporarily closed production and injection wells last 12 months

Well name (wells in need of intervention)	Main reason for closed well:	Estimated production loss due to closed well (bbls or o.e.):	Actions implemented or planned	Comment

List the closed wells planned to be permanently plugged and abandoned (P&A) as the next well activity. Provide explanation if relevant.

Fill in the table below:

Table 5-4 Closed production and injection wells ready for P&A

Closed well	Main reason for closed well:	P&A challenge	Planned or estimated P&A method

List the permanent closed wells on the field, not available for re-entry (top cement plug set and wellhead removed). Provide explanation if relevant.

Fill in the table below:

Table 5-5 Wells permanently plugged and abandoned (All, not only last 12 months)

List wells P&A, name of well (indicate P or S for platform or subsea well)	Main reason for plugged well	Year of plugging	Comment

5.2 Drilling, completion and intervention – plans

Describe the drilling and well intervention strategy of the field for the upcoming three-year period.

Fill in below (black font 12):

Give an overview of planned new wells in the next three-year period.

Fill in the table below:

Table 5-6 New wells planned

Well name	Platform or subsea	Production or injection	Date on production planned	Comment

Illustrate the new wells on a map.

Fill in below (black font 12):

5.3 Drilling, completion and intervention – improvements

Give a short description if any new technology, applied or tested (pilots), in drilling, completion, intervention and permanent plugging has been performed the last 12 months, or is planned for. Initiatives related to digitalization/automation should be highlighted. Recent developments in actual and planned collection, usage, storing and sharing of drilling and well data (Including 3. Party sharing) should be commented on.

Describe to what extent best practice from other fields or operators is implemented. Refer to the RNB if relevant.

Fill in below (black font 12):

6 Operation, maintenance and modification (OMM)

OMM, as defined here, includes operating investments and operating costs, excluding well maintenance, reservoir and business development and tariffs (ref. JOA article 12.4, budget items 5.2). For burning and cold venting, see 6.5.

Different measures in OMM may increase the overall performance of a field/ installation. Measures may include integrated operation concepts, organizational changes, new equipment, new contract philosophies, major modifications, increased competencies, increased capacities, new maintenance strategies etc. The measures may also include coordination with other fields (e.g. logistics).

Reduced costs, improved regularity, increased production, reduced burning and cold venting, better HSE performance, better availability for third parties, reduced tariffs for external processing and transportation etc. are possible effects.

6.1 Operation, maintenance and modification – status and last 12 months

Provide a summary of the situation and activity within the area of OMM for the last 12 months. Describe the key challenges, mitigating actions / technologies, here and/or refer to 6.4, on Improvements, and provide an explanation for deviations from plans.

Fill in below (black font 12):

State the expected and actual regularity for the field for the last 12 months. Discuss factors that have had an impact on regularity. Significant unexpected shutdowns must be explained. Events that have significantly impacted volumes of gas burned or cold vented, should be commented on.

Fill in below (black font 12):

6.2 Operation, maintenance and modification – key performance indicators (KPI)

Describe the main KPIs in OMM.

For production efficiency/ regularity, a comparison between plan/forecast and actuals for the last 12 months should be included, together with a forecast for the next 12 months. Please show numbers both with and without any turnaround. If the field has several production facilities, relevant and available numbers should be included.

Fill in below (black font 12):

6.3 Operation, maintenance and modification – plans

Base this chapter on current long-term plan, budgets etc. Describe main challenges identified for the future, strategic goals, strategies, prioritized actions and activities, necessary achievements to realize goals and requirements according to laws and regulations. This includes actions to reduce burning and cold venting.

6.4 Operation, maintenance and modification – improvements

Describe relevant implemented or planned new technologies, methods, operational management etc. Initiatives related to digitalization/automation should be highlighted. Recent developments in actual and planned collection, usage, storing and sharing of facility and process data (including 3. Party sharing) should be commented on.

For implemented measures, give a short review of experiences or state if any review is planned. If relevant, refer to relevant information available to the NPD for more information.

Fill in below (black font 12):

6.5 Burning and cold venting

Give a short description of strategies for burning and cold venting related both to normal operations and unexpected events, including reference to documents where this is further described. Any change in strategies should be commented on.

Include a graph of the actual (9 months) and permitted burning and cold venting per month for current calendar year. In the same graph, include prognosis and application for the rest of the current calendar year, and coming year. If recent events may lead to an application for increased volumes for last quarter of current year, this should be commented on.

Fill in below (black font 12):

Give an estimate of the last 12 months' relative contribution to the total volume actual burnt or cold vented (sources). Table 6-1 should include sources such as expected shutdowns, unexpected shutdowns, pilot flare etc. State actual period (below table)

Table 6-1 Burnt and cold vent gas - Sources

Sources (see above)	Fraction of total burnt / cold vented gas
Total	100%

Period for estimated fractions:

7 Environment

Various initiatives can increase the overall environmental performance of a field/facility.

Possible measures may include electrification from shore, more energy-efficient technologies, reduced flaring, reduced use of chemicals, etc.

Reduced discharges to sea and to air are possible effects of different environmental measures. On the other hand, there may also be a conflict of the interest between e.g. production and injection strategies and environmental performance. Many environmental measures may also entail economic challenges.

7.1 Environment – status and last 12 months

Describe the key environmental challenges and how these challenges may have changed since the last ASR.

Describe key incidents on the field the last 12 months. Describe and explain any significant deviations from existing plans to improve environmental performance.

Fill in below (black font 12):

Describe the key critical success factors and planned actions necessary to meet the environmental challenges.

Fill in the table below:

Table 7-1 Environment initiatives

Strategic objectives	Action plans	Milestones

Describe the use of new technologies, pilots or R&D projects related to environment that are planned for the field or may be considered. Specify to what extent this technology is new (for the operator, for the field or for the NCS).

Fill in below (black font 12):

7.2 Environment – key performance indicators

Describe how environmental performance is followed up, and which KPIs are used. Specify the current status for the KPIs. Specify the targets and ambitions in terms of the same KPIs.

Fill in below (black font 12):

8 Field and Area Development

This chapter on field and area development includes activities according to JOA, Article 12.4, Exploration, Exploration drilling and testing, Field evaluation, Concept studies, Development investments, Business development and any activities relating to resources not yet decided to be developed (NPD resource classification RC4 and above).

Any initiatives related to digitalization/automation should be highlighted.

The ASR description should correspond with the RNB-reporting.

For information on time criticality, see chapter 2.3, Time critical projects. Time criticality on non-proven resources and third-party resources should also be commented on.

Please inform if risk matrixes are used for the different projects (matrixes may be included).

8.1 Field development - status

Briefly describe key projects that are part of the plans for the field, including key challenges, and progress. Reference should be made to previous ASR chapters, where appropriate.

Fill in below (black font 12):

8.2 Exploration

8.2.1 Exploration - status and last 12 months

Describe key exploration activities in the last 12-month period. Describe key challenges and explain deviations from planned exploration activity and forecast for the period.

Fill in below (black font 12):

8.2.2 Prospects and leads – inventory

With reference to the RNB table “Recoverable resources in resource category 8”, list prospects (resource category 8 including undrilled field segments) and leads (resource category 9), in the following table:

Table 8-1 Prospect and lead inventory

Name of prospect (RC8)/ lead (RC9)	RC (8 or 9)	Reservoir lithography top reservoir (expected)	Phase (oil/gas) (expected)	Status, plans

Please make reference to prospects or leads that are no longer part of the field's prospect inventory, compared to the last ASR, with an explanation.

Also refer to information available to NPD for additional relevant information.

Fill in below (black font 12):

8.2.3 Exploration– plans

With reference to current long-term plans or similar documents, describe key elements in the future exploration strategy. Include major challenges/critical success factors for realizing the strategy. Indicate ambitions for resource growth from exploration.

In addition, comment on current expectations regarding fulfilment of goals and ambitions and relate this to the operator's current budget/ work program. Prospects/ leads included in the work program should be identified.

Fill in below (black font 12):

8.3 Capacities, tie-ins and new volumes

Give an overview of capacities (oil, gas, water, liquid, weight, space, risers, slots etc.) with focus on capacities that may restrict own resource development, and current and potential third-party users.

Please give reference to the latest report / study relating to spare/ limited capacity, if any, since the PDO.

Fill in below (black font 12):

Give an overview over existing and potential users, including both own new and third-party new resources, using the tables below. Provide additional text where appropriate. Requests according to the Regulations relating to the use of facilities by others that have been terminated should also be mentioned (not required in the tables).

If third-party volumes are relevant, describe special factors associated with receiving and treatment of petroleum from third parties, e.g. problems linked to the quality of third-party volumes received, capacity, increased costs, whether charged directly to the third-party, etc. Any measures implemented or initiated related to third-party volumes should also be discussed. Conflicts between realization of own and third-party resources, should be highlighted (ref table 8.4)

Fill in below (black font 12):

List documents available to NPD that may provide further information, including information on studies for increasing capacities (debottlenecking etc.).

Fill in the tables below:

Table 8-2 Existing third-party users*

Fields or other users	Agreed duration (to) (year/condition)	Current forecast (to) (year)	Reported according to §§14, 5 and 6? (Yes/No)	Comments:
User 1				
User 2				

Table 8-3 -Third-party users with current requests §5*

Progress	User 1 (N/A or date)	User 2 (N/A or date)	User 3 (N/A or date)
§5 request first received (No=No, Yes = date)			
§5 request answered (No=No, Yes = date first answer)			
§6 request first received (No=No, Yes = date)			
§6 request answered (No=No, Yes = date first answer)			
Date of first progress plan (ref §7)			
Deadline originally set in the progress plan			
Deadline in current progress plan			
User main possible needs requested (latest information)	User 1 (yes or no or N/A)	User 2 (yes or no or N/A)	User 3 (yes or no or N/A)
Wellstream processing			
Other processing			
Water injection			
Gas injection or gas lift			
Other			
Comments:			

* §§ refer to Regulations relating to the use of facilities by others

Table 8-4 Other possible new volumes in need of capacity, including owners resources

User: (Field / Discovery / Prospect)	Short description	Main challenges

For the field's own resources, in "Short description" please use reference to the RNB-reporting (sheet, project name, RC).

"Main challenges" should include conflicts between own and third-party existing and potential needs, including users in the tables above.

Please also include references to available to NPD that may provide more information.

Fill in below (black font 12):

9 Field and facility lifetime, and cessation

According to the Petroleum Act, Chapter 5, a decommissioning plan must be submitted to the Ministry of Petroleum and Energy within two to five years prior to the use of a facility ceases. If a decommissioning plan, for all or for any facility on the field, has been submitted, the plan should be referred to, and the reporting to this chapter may be simplified.

9.1 Field and facility lifetime

List current facility lifetime and compare this to the current expected economic lifetime of the field or facility. Describe the main factors influencing the economic lifetime of the actual facility.

Fill in below (black font 12):

9.2 Cessation and disposal

State current timeframe relating to preparation for cessation activities and disposal of facilities.

State any preparations for future decommissioning plan(s), and / or state significant deviations from the already submitted decommissioning plans (if any).

Give a short summary of planned method(s) for disposal of the facilities.

Include the main assumptions for cost estimates as in the RNB reporting.

Fill in below (black font 12):