

Field Consents System | User Guidance



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FIELD CONSENTS SYSTEM

System description

The Field consents system is a module delivered through the UK Energy Portal. The UK Energy Portal is accessed from this URL:

https://itportal.decc.gsi.gov.uk/eng/fox/live/PORTAL_LOGIN/login

To access the UK Energy Portal you will need to be a registered user. For further information on the UK Energy Portal and the services provided please see <https://www.gov.uk/oil-and-gas-uk-oil-portal>

The field consents system allows operators to apply for, and manage, consents to Flare and Vent gas from UKCS fields and consent to produce hydrocarbons.

The regulatory regime is designed to maximise the recovery of Oil and Gas from UK fields and reduce the amount of Gas released to, or burnt off in the atmosphere

The operators submit an application to the department. The application, once received, is assigned an internal reference and then sent by The Consent Team to specialists (petroleum engineers, reservoir engineers, facilities engineers etc.) who review the application to ensure it meets OGA guidelines.

The specialists will either approve the application or reject it. If the application is approved the application is sent to an OGA Authorising Manager who will prepare .pdf documents, digitally sign them and send the consent documents back to the operator and other companies who may have an interest in the field for which the application relates. If the application is rejected it is sent back to the operator together with a note as to why the application has been rejected. Once the operator has made changes they are able to re-submit the applications to the OGA and the review process can start again.

Flaring and Venting consents usually cover one calendar year, running from 1st Jan to 31st Dec. Production consents can cover longer periods.

Short term consents for Flaring, Venting and Production are also available.

If an operator needs to revise the volumes only in an already authorised consent (I.E. no changes to dates) they must revise the consent. Otherwise a new consent application must be submitted.

Navigation within the UK Energy Portal

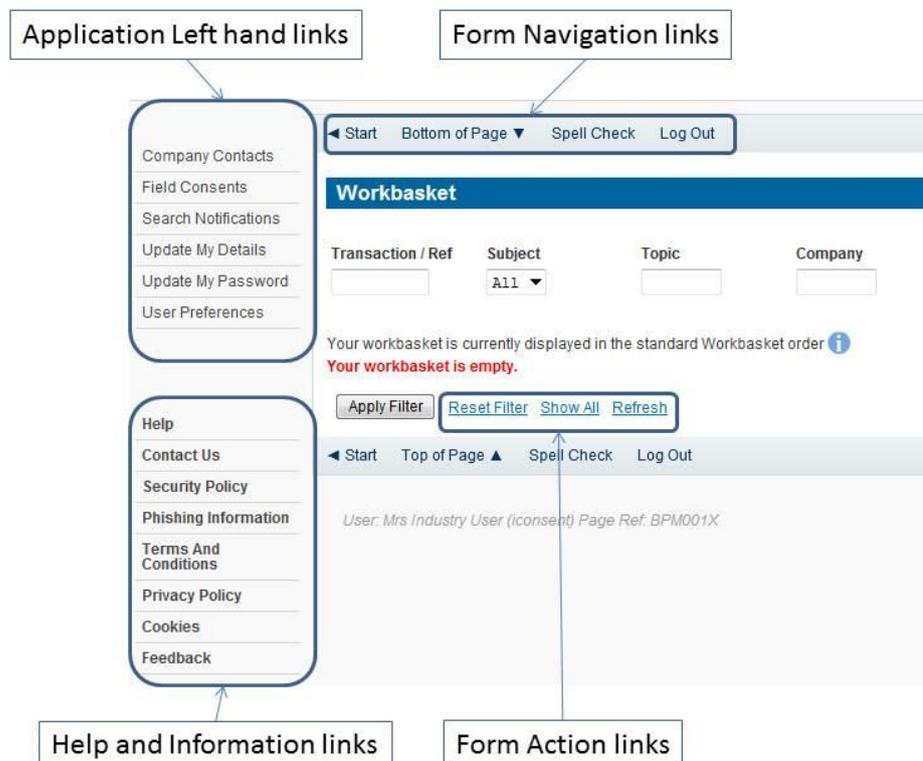
PLEASE DO NOT USE THE BROWSER BACK OR FORWARD BUTTONS WHEN NAVIGATING THROUGH AREAS OF THE PORTAL.

Navigation with the UK Energy Portal is achieved by clicking on links within each application area. The Portal uses on screen forms to record information relating to the operators submissions. Using the browser back and forward buttons will cause the data forms to fail and cause errors when completing applications.

The Application Left hand links allow the Operator to navigate through the different pages within an application

The Form navigation links allow the Operator to move sequentially through the application by using the Next and Previous page links, opt to save the application and resume at a later time, save and go back to their workbasket or save and log out from the Portal

Action links perform actions within the screen displayed.



When using the Energy Portal you will frequently see this information icon displayed  at various positions on the screen. If you click on this, information relating to your current activity and business context will be displayed which will help clarify what you need to do.

When you submit applications or notifications to the OGA the data you have entered is validated. If errors or problems are discovered your screen will be displayed showing a cross  against the items found in error. To find out what is wrong hover with the cursor over the cross and a message box will be displayed giving details. Enter corrections and re-submit. Alternatively the error message will be displayed in red against the data in error.

Some submissions to the OGA are complex and long and may need to be **ASSEMBLED** on the Portal over a period of days. You may save your data entry session and resume this at a later stage. Another registered user in your organisation may also resume your session provided they have the appropriate access rights.

Every effort has been made to protect your data and ensure that it is not lost in the event that your pc, browser on local network fails. We aim to save all of your work each time your Portal page refreshes.

Searching the Field consents System

The Operator must log in to the UK Energy Portal at this URL:

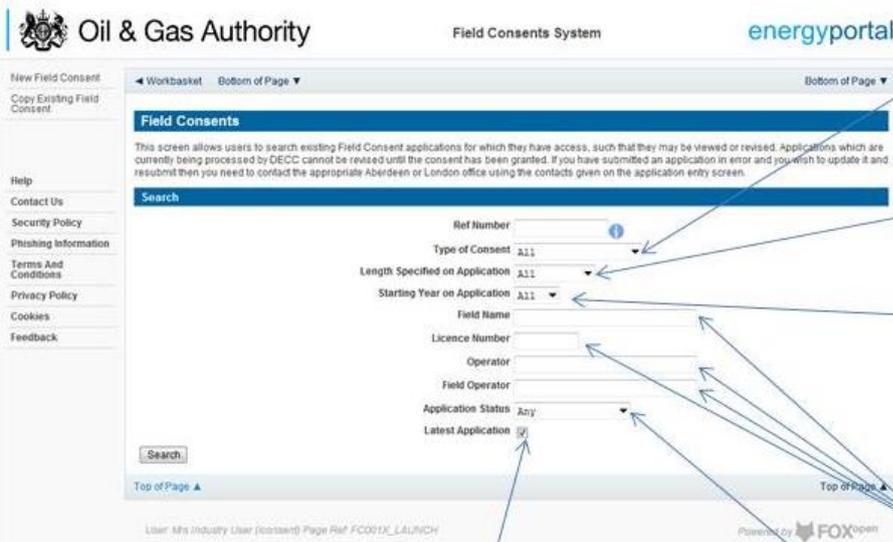
https://itportal.decc.gov.uk/eng/fox/live/PORTAL_LOGIN/login

After logging in the Operator will be taken to their Portal Workbasket. The workbasket will contain all notifications and actions for transactions made using the UK Energy Portal.

From the workbasket click on 'Field Consents' from the left hand menu

This takes the operator into the Field Consents system search screen.

This screen allows users to search existing Field Consent applications for which they have access, such that they may be viewed or revised. Applications which are currently being processed by the OGA cannot be revised until the consent has been granted. If you have submitted an application in error and you wish to update it and resubmit then you need to contact the appropriate Aberdeen or London office using the contacts given on the application entry screen.



SEARCH OPTIONS

- Type of consent**
 - Flare Consent
 - Vent Consent
 - Production Consent
- Consent Length**
 - Short term
 - Annual
 - Long Term
- Starting Year**
 - From drop down list
- Field Name**
 - E.G. 'Brent'
- Licence Number**
 - E.G. 'P100'
- Operator**
 - E.G. 'BP'
- Field Operator**
 - E.G. 'BP'

Latest Application Filter
Returns on the latest application that satisfies the search criteria.
(uncheck this box to show ALL consents)

Application Status
In Progress
Received by DECC
Completed

All these items are free text inputs

Controlling access using Field Consents Teams and Contacts

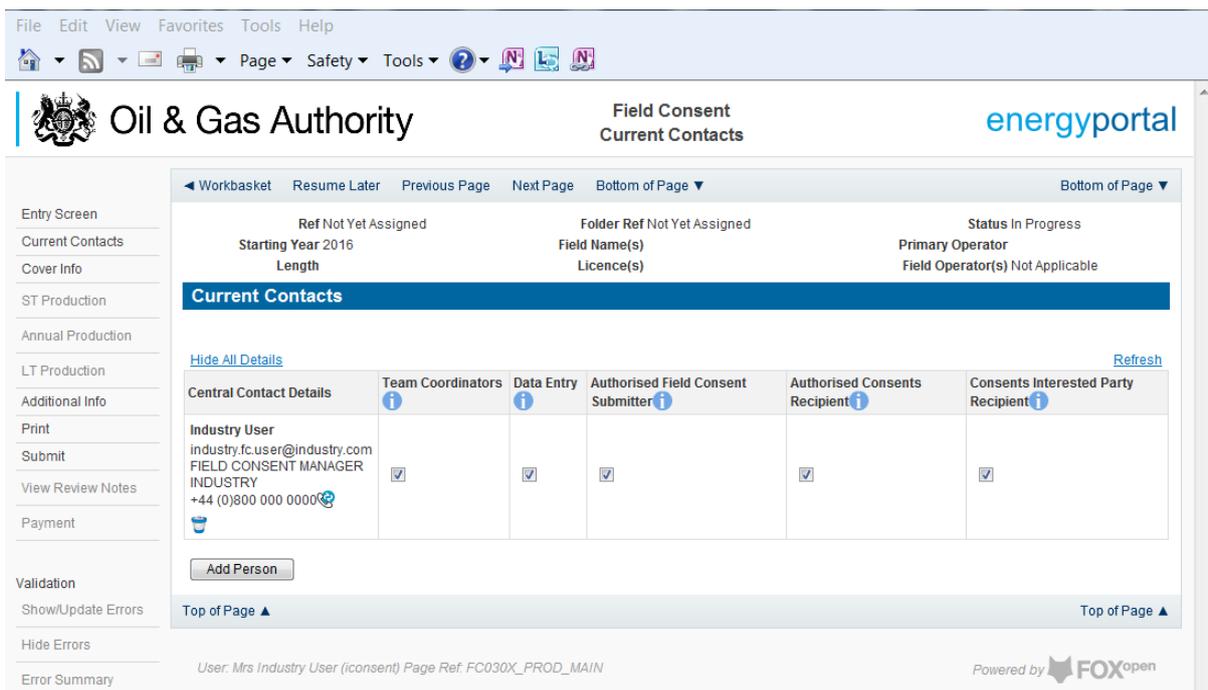
Access to the field consent application is controlled using a team of Organisation contacts. By default the person creating the consent application is enrolled in the team and has all available roles granted to them.

IT IS STRONGLY RECOMMENDED THAT MORE THAN ONE PERSON IS ENROLLED IN THE CONSENTS TEAMS TO AVOID DELAYS IN THE SUBMISSION AND APPROVAL PROCESS.

To manage team membership you must have the Team Coordinator roll granted. To add or remove team members for an application click on the 'Current Contacts' on the left hand menu



This will show the current team who are involved with the management of the consent and show their allocated roles



File Edit View Favorites Tools Help

Oil & Gas Authority Field Consent Current Contacts energyportal

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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) Primary Operator
 Length Licence(s) Field Operator(s) Not Applicable

Current Contacts

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators	Data Entry	Authorised Field Consent Submitter	Authorised Consents Recipient	Consents Interested Party Recipient
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000	<input checked="" type="checkbox"/>				

[Add Person](#)

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

The roles available to team members are:

Team Coordinators – People with this role are able to change members who are added or removed from this team and can manage and allocate the different roles for each team member

Data Entry - Users listed here are allowed to start Revision or Update Applications for this Field Consent. They may also enter or correct data on started Field Consent Applications that have not yet been submitted to the OGA. They can view previous Consents and previous Applications relating to this Field Consent. You must nominate at least ONE Data Entry User.

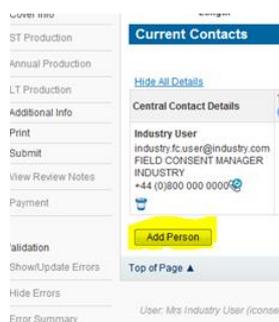
Authorised Field Consent Submitter - Users listed here are required to check Applications relating to this Field Consent and are authorised to submit it to the OGA on behalf of the owner organisation. They are allowed to start Revision or Update Applications. They may also enter or correct data on started Field Consent Applications that have not yet been submitted to the OGA. They can also view previous applications relating to this Field Consent. You must nominate at least ONE Authorised Field Consent Submitter.

Authorised Consents Recipient - Users listed here will receive the Consents resulting from Applications for this Field Consent. The Consents are issued to the organisation and are subject to appropriate legislation. Thus users listed here must be authorised to receive these documents on behalf of the above organisation and know what to do with them. Users here can view previous Consents and also view previous Field Consent Applications. You must nominate at least ONE Authorised Consents Recipient.

Consents Interested Party Recipient - Users listed here will receive a copy of the Consents resulting from Applications for this Field Consent for information only purposes. They may not work on the Field Consent directly. This list is purely for your convenience to let other users see the notifications. Information only Consent recipients do not have to be entered.

Adding additional team members

To add another member to the team click on the add person button at the bottom of the list of current contacts





The operator must supply the contact details for the person they wish to add to the team. Mandatory information that needs to be supplied is marked with *

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Add Person

Please enter an Email Address, Forename and Surname of the person you want to add then click Add Person

The values entered must all match those of the person you would like to add. If a match cannot be found, the best suggestion will be presented, at which point you may accept the suggestion, or create a new record with your entered values.

*Email Address

*Forename

*Surname

*Organisation

*Telephone Number

- OR -

You may select yourself as the person

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Once the information has been entered click on the 'Add Person' button to add them to the team.

Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length	Folder Ref Not Yet Assigned Field Name(s) Licence(s)	Status In Progress Primary Operator Field Operator(s) Not Applicable			
Current Contacts					
Hide All Details Refresh					
Central Contact Details	Team Coordinators i	Data Entry i	Authorised Field Consent Submitter i	Authorised Consents Recipient i	Consents Interested Party Recipient i
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000 i 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Industry User industry.user@test.com TEST +44 (0)111 0000 i 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="button" value="Add Person"/>					

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Allocate the roles for the new team member by checking the boxes beneath the relevant roles. Click on the 'Add Person' button to add further people to the team. To remove a member from the team please uncheck all the roles allocated to the user and save the team by clicking on 'save changes'

Submitting a new Production Consent application

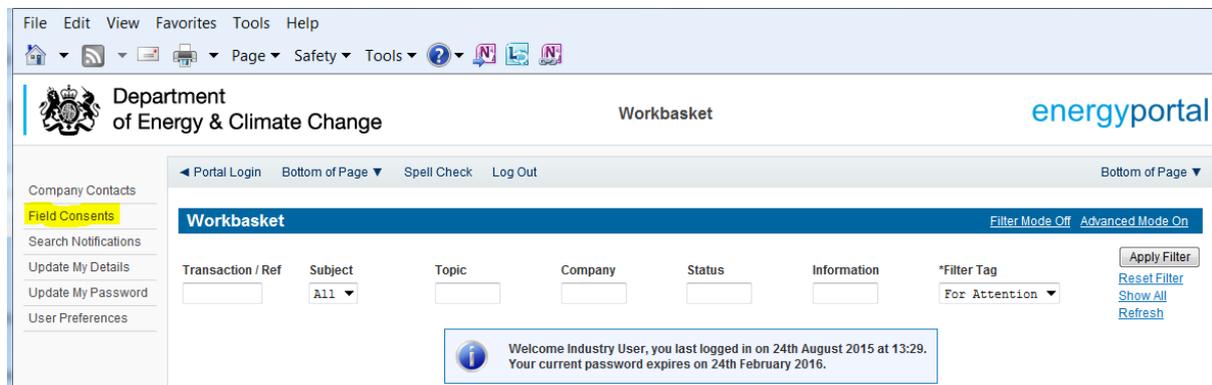
New Production Consents consent can be submitted for UK Fields on a short term, Annual or long term basis

The Operator must log in to the UK Energy Portal at this URL:

https://itportal.decc.gov.uk/eng/fox/live/PORTAL_LOGIN/login

After logging in the Operator will be taken to their Portal Workbasket. The workbasket will contain all notifications and actions for transactions made using the UK Energy Portal.

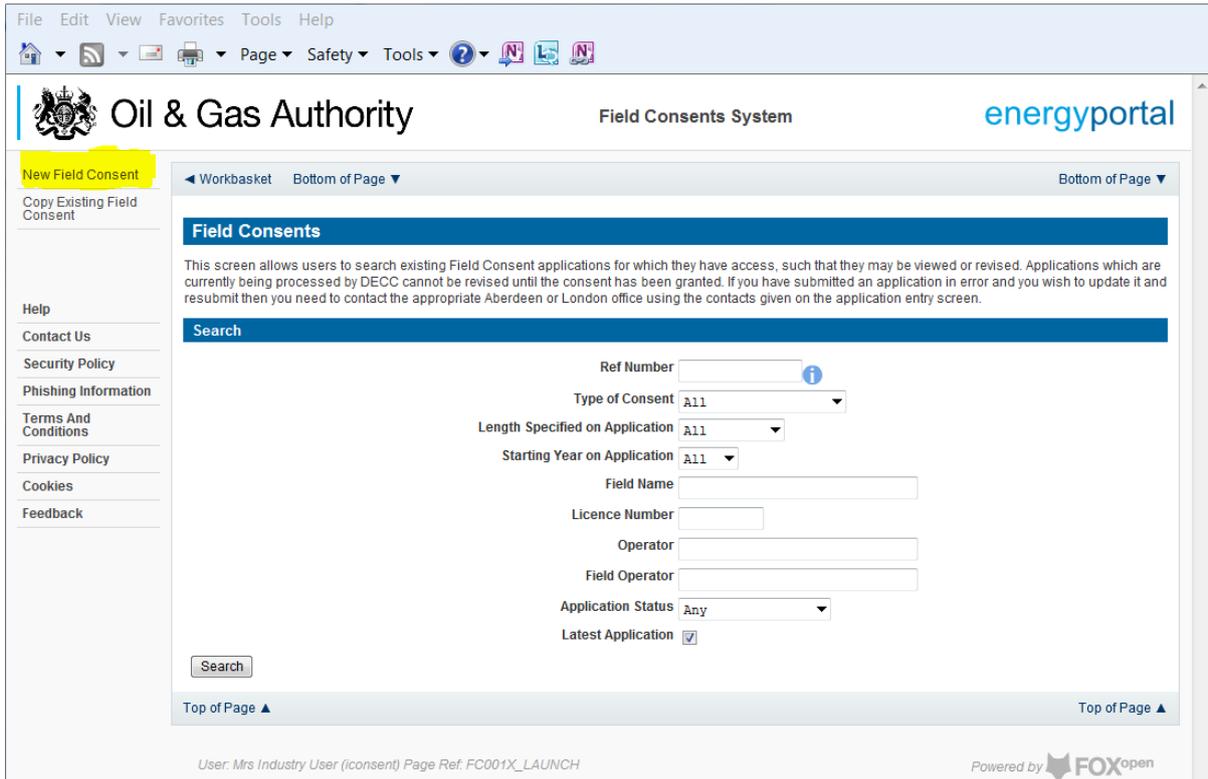
From the workbasket click on 'Field Consents' from the left hand menu



This takes the operator into the Field Consents System search screen.

From the search screen you are able to search for all field consents which have been submitted on behalf of the operators company. The Operator is able to set various search option parameters before requesting the results.

To begin a new consent application click on 'New Field Consent' from the left hand menu from the Field Consents System search screen.

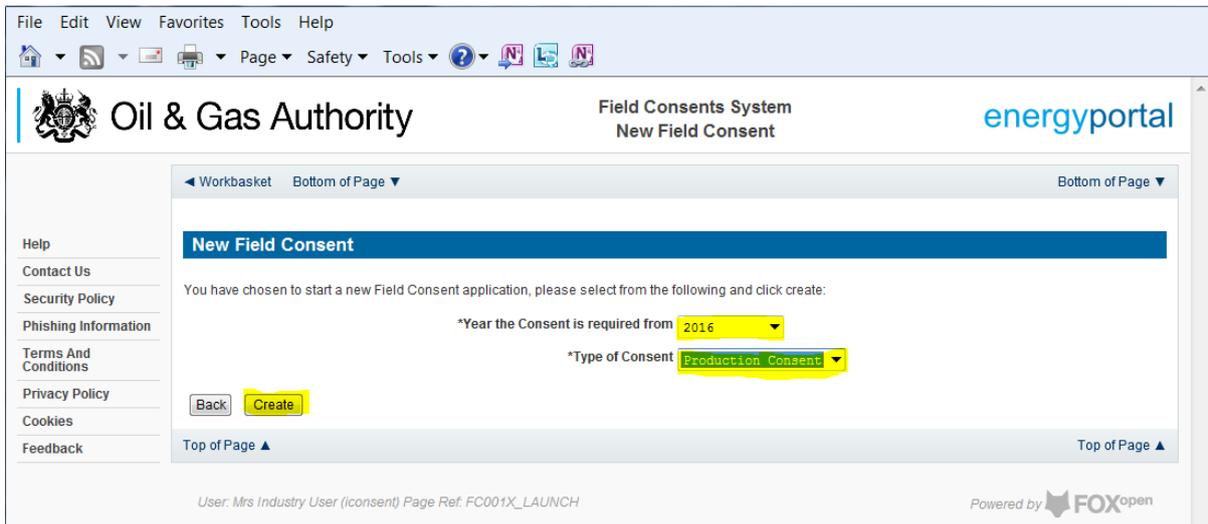


The screenshot shows the 'Field Consents' search interface. The page title is 'Field Consents System' and 'energyportal'. The main content area is titled 'Field Consents' and contains a search form with the following fields:

- Ref Number:
- Type of Consent:
- Length Specified on Application:
- Starting Year on Application:
- Field Name:
- Licence Number:
- Operator:
- Field Operator:
- Application Status:
- Latest Application:

A 'Search' button is located below the form. The page footer indicates the user is 'Mrs Industry User (iconsent)' and the page reference is 'FC001X_LAUNCH'. The page is powered by FOXopen.

From the New Field Consent screen select the year for the start of the consent period from the drop down list. Select the type of consent, Production, from the drop down list. Click on 'Create' to generate a new blank Production Consent.



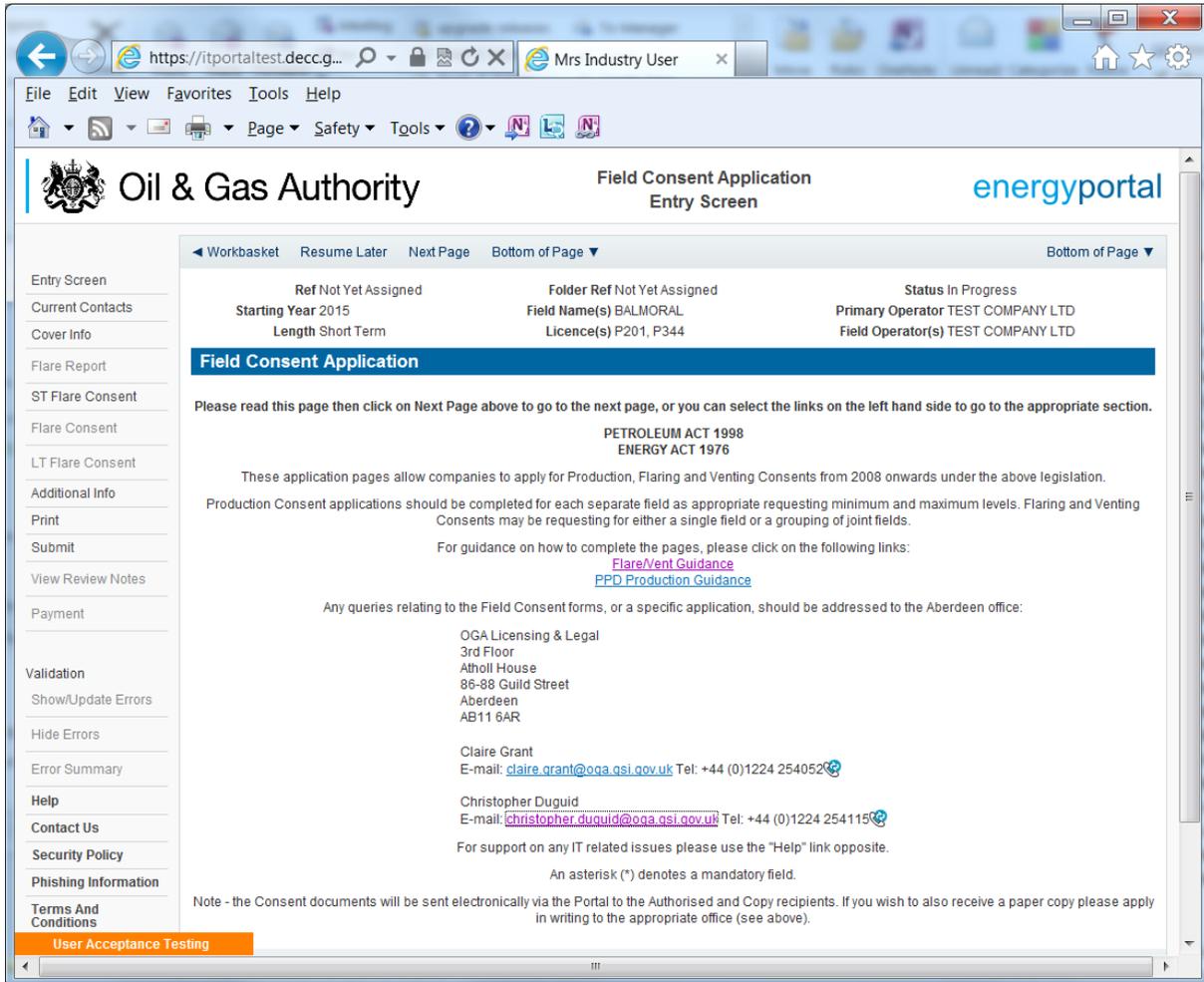
The screenshot shows the 'New Field Consent' screen. The page title is 'Field Consents System' and 'New Field Consent'. The main content area is titled 'New Field Consent' and contains the following text:

You have chosen to start a new Field Consent application, please select from the following and click create:

- *Year the Consent is required from:
- *Type of Consent:

Buttons for 'Back' and 'Create' are visible below the form. The page footer indicates the user is 'Mrs Industry User (iconsent)' and the page reference is 'FC001X_LAUNCH'. The page is powered by FOXopen.

This will have created a new Production Consent application which needs to be populated with the required data. The new application will open on the Entry Screen which gives the Operator a list of OGA contacts and links to guidance on completing flaring, venting and production consent application.



Use the navigation bar at the top of the form to navigate to the next page to display the Operators team of people who will be involved in the preparation and submission of this application. By default the person creating the application is enrolled in the team with all available roles

IT IS STRONGLY RECOMMENDED THAT MORE THAN ONE PERSON IS ENROLLED IN THE CONSENTS TEAMS TO AVOID DELAYS IN THE SUBMISSION AND APPROVAL PROCESS.

Please see the section “[Controlling Access using Field Consents Teams and Contacts](#)”



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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) Primary Operator
 Length Licence(s) Field Operator(s) Not Applicable

Current Contacts

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators <i>i</i>	Data Entry <i>i</i>	Authorised Field Consent Submitter <i>i</i>	Authorised Consents Recipient <i>i</i>	Consents Interested Party Recipient <i>i</i>
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Industry User industry.user@test.com TEST +44 (0)111 0000 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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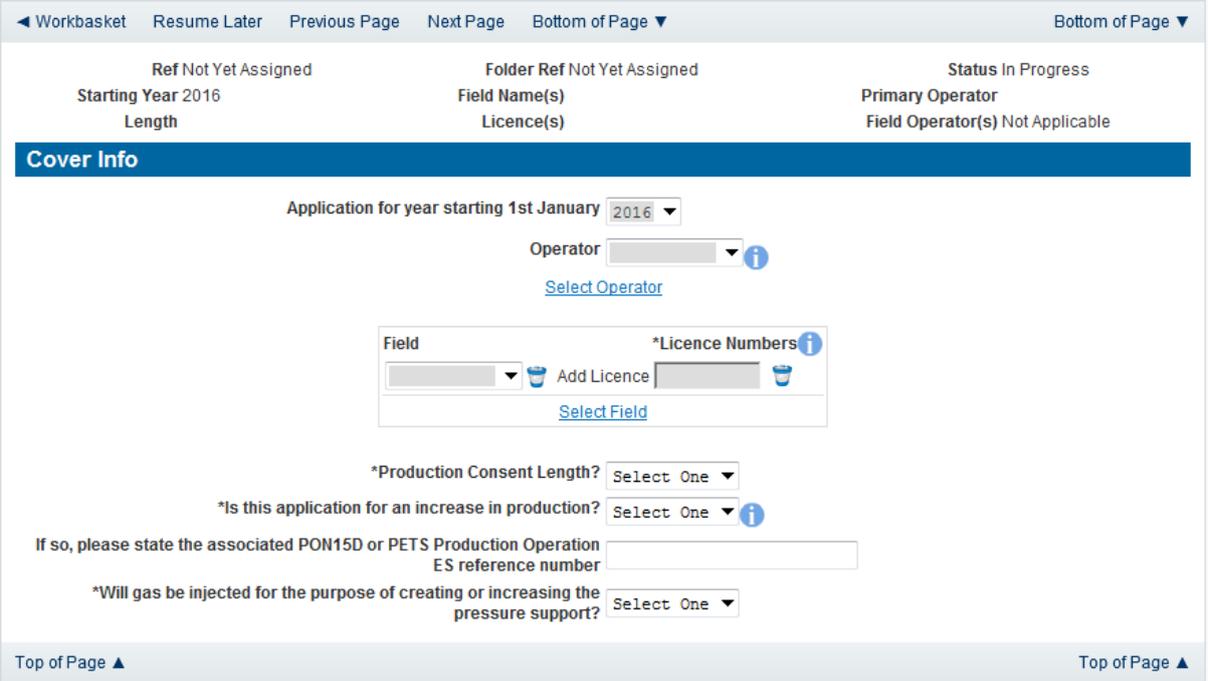
Click the 'Next page' link to proceed with the application.

On the next screen, Cover Info, the operator will define the length of time for which the Production Consent is being applied. There are three terms for which a Production Consent requested: Short Term, Annual, and Long term.

The process differs slightly in the data required for each type of consent length.

New Short term Production Consent

The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



Ref Not Yet Assigned
Starting Year 2016
Length

Folder Ref Not Yet Assigned
Field Name(s)
Licence(s)

Status In Progress
Primary Operator
Field Operator(s) Not Applicable

Cover Info

Application for year starting 1st January 2016

Operator [Select Operator](#)

Field [Select Field](#)

*Licence Numbers [Add Licence](#)

*Production Consent Length?

*Is this application for an increase in production?

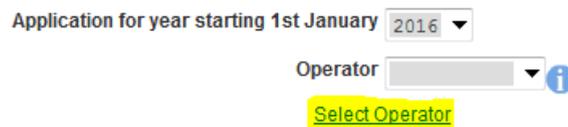
If so, please state the associated PON15D or PETS Production Operation ES reference number

*Will gas be injected for the purpose of creating or increasing the pressure support?

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN

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The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



Application for year starting 1st January 2016

Operator [Select Operator](#)

This will open the Organisation Directory Search Screen

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Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ

Show Duplicate Records ⓘ

Include Closed Organisations ⓘ

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User: Mrs Industry User (i consent) Page Ref: DEC010X Powered by 

Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering 'tes' as the organisation and clicking on 'Search' will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the 'Select' link to inset the Organisation into the application.

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ

Show Duplicate Records ⓘ

Include Closed Organisations ⓘ

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (i consent) Page Ref: DEC010X Powered by 

Add the field for which the production consent is being prepared. To add the field click on the 'Select Field' link on the screen.

Field *Licence Numbers i

Add Licence

[Select Field](#)

This will open the DEVUK Field Search Screen

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name i

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering ‘bren’ as the Field Name and clicking on ‘Search’ will return search results of BRENDA and BRENT. Click on the ‘Select’ link to the right of the correct Field Name to inset the Field into the application

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name i

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

Field	*Licence Numbers 
BRENT   Add Licence	P10000  P10001 
Select Field	

To add further Fields into the application click the ‘Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the Production consent Length as ‘Short Term’ from the drop down menu and this will display information that will be generated when production data is entered later in the application process.

*Production Consent Length?	Short Term 
Consent Start Date	<input type="text"/> 
Consent End Date	<input type="text"/> 
Oil Production - Short Term Consent Requested Minimum (kscm/day)	<input type="text"/> 
Oil Production - Short Term Consent Requested Maximum (kscm/day)	<input type="text"/> 
Gas Production - Short Term Consent Requested Minimum (kscm/day)	<input type="text"/> 
Gas Production - Short Term Consent Requested Maximum (kscm/day)	<input type="text"/> 

The operator must indicate if the Production Consent application is due to an increase in production. If the answer to this question is ‘Yes’ the P.E.T.S. reference for the environmental permit for this field should be entered

*Is this application for an increase in production?	Yes  
If so, please state the associated PON15D or PETS Production Operation ES reference number	<input type="text" value="MAT/1234"/>

The last item to enter on this screen is the indication as to whether the Gas is being injected to help maintain reservoir pressure. Select ‘Yes’ or ‘No’ from the drop down menu.

*Will gas be injected for the purpose of creating or increasing the pressure support?	Yes 
---	---

The screen should now be completely populated. Click on ‘Next Page’ on the navigation bar to continue the application process.

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Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2016	Field Name(s)	Primary Operator
Length	Licence(s)	Field Operator(s) Not Applicable

Cover Info

Application for year starting 1st January

Operator [Select Operator](#)

Field	*Licence Numbers
<input type="text" value="BRENT"/> Add Licence	<input type="text" value="P10000"/>
	<input type="text" value="P20000"/>

[Select Field](#)

*Production Consent Length?

Consent Start Date

Consent End Date

Oil Production - Short Term Consent Requested Minimum (kscm/day)

Oil Production - Short Term Consent Requested Maximum (kscm/day)

Gas Production - Short Term Consent Requested Minimum (kscm/day)

Gas Production - Short Term Consent Requested Maximum (kscm/day)

*Is this application for an increase in production?

If so, please state the associated PON15D or PETS Production Operation ES reference number

*Will gas be injected for the purpose of creating or increasing the pressure support?

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The next screen is the Short Term Production Request screen where the Short Term Consent period is created.

Enter the dates for which the consent is due to start and end by using the calendar widget or manually entering the dates, then clicking on the 'Initialise Term' button

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Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2016	Field Name(s) BRENT	Primary Operator TEST COMPANY LTD
Length Short Term	Licence(s) P119, P257	Field Operator(s) Not Applicable

Short Term Oil and Gas Production Request (2016)

i The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start

 *End

Please refer to the Implementation of the Public Participation Directive (PPD) Guidance notes regarding PON15D/ES requirements for production consent increases ([PPD Production Guidance](#)).

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Once the Initialise term button has been pushed the screen will display the areas where the Operators requested production allowances are recorded. For each period on the screen the Operator must enter the Minimum and Maximum Gas and Oil production figures

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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) BRENT Primary Operator TEST COMPANY LTD
 Length Short Term Licence(s) P119, P257 Field Operator(s) Not Applicable

Short Term Oil and Gas Production Request (2016)

i The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start 01-JAN-2016 *i* *End 15-MAR-2016 *i*

Year	Month	Days	Consent Days <i>i</i>	Minimum Oil (scm/month) <i>i</i>	Maximum Oil (scm/month) <i>i</i>	Minimum Gas (kscm/month) <i>i</i>	Maximum Gas (kscm/month) <i>i</i>
2016	January	31	31	1000	1502.34	100.00	200.45
2016	February	29	29	987	1500.00	96.00	177.23
2016	March	31	15	456	733.56	45.01	88.88
Total							
Daily Average							
Daily Average Oil (kscm per day)							

Please refer to the Implementation of the Public Participation Directive (PPD) Guidance notes regarding PON15D/ES requirements for production consent increases ([PPD Production Guidance](#)).

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

Once figures have been entered click on the 'Calculate Totals' button to populate the total and Average figures on the screen.

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Ref Not Yet Assigned **Folder Ref** Not Yet Assigned **Status** In Progress
Starting Year 2016 **Field Name(s)** BRENT **Primary Operator** TEST COMPANY LTD
Length Short Term **Licence(s)** P119, P257 **Field Operator(s)** Not Applicable

Short Term Oil and Gas Production Request (2016)

ⓘ The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start ⓘ *End ⓘ

Year	Month	Days	Consent Days ⓘ	Minimum Oil (scm/month) ⓘ	Maximum Oil (scm/month) ⓘ	Minimum Gas (kscm/month) ⓘ	Maximum Gas (kscm/month) ⓘ
2016	January	31	31	<input type="text" value="1000"/>	<input type="text" value="1502.34"/>	<input type="text" value="100.00"/>	<input type="text" value="200.45"/>
2016	February	29	29	<input type="text" value="987"/>	<input type="text" value="1500.00"/>	<input type="text" value="96.00"/>	<input type="text" value="177.23"/>
2016	March	31	15	<input type="text" value="456"/>	<input type="text" value="733.56"/>	<input type="text" value="45.01"/>	<input type="text" value="88.88"/>
Total				<input type="text" value="2443"/>	<input type="text" value="3735.9"/>	<input type="text" value="241.01"/>	<input type="text" value="466.56"/>
Daily Average				<input type="text" value="32.573"/>	<input type="text" value="49.812"/>	<input type="text" value="3.213"/>	<input type="text" value="6.221"/>
Daily Average Oil (kscm per day)				<input type="text" value="0.033"/>	<input type="text" value="0.05"/>		

Please refer to the Implementation of the Public Participation Directive (PPD) Guidance notes regarding PON15D/ES requirements for production consent increases ([PPD Production Guidance](#)).

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by 

Clicking the 'Calculate Totals' button will also populate the requested Oil and Gas Production figures on the Cover Info screen

*Production Consent Length? ▼

Consent Start Date ⓘ

Consent End Date ⓘ

Oil Production - Short Term Consent Requested Minimum (kscm/day) ⓘ

Oil Production - Short Term Consent Requested Maximum (kscm/day) ⓘ

Gas Production - Short Term Consent Requested Minimum (kscm/day) ⓘ

Gas Production - Short Term Consent Requested Maximum (kscm/day) ⓘ

*Is this application for an increase in production? ⓘ

*If so, please state the associated PON15D or PETS Production Operation ES reference number

*Will gas be injected for the purpose of creating or increasing the pressure support? ▼

Click on 'Next Page' on the navigation bar to move to the next screen, 'Additional Info'.



◀ Workbasket Resume Later Previous Page Next Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2016	Field Name(s) BRENT	Primary Operator TEST COMPANY LTD
Length Short Term	Licence(s) P119, P257	Field Operator(s) Not Applicable

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
By
Date

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC			
File Type	Status	Uploaded By	Actions
Add Supporting Document			

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (i consent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

Additional notes can be added in the notes box using free text. These notes are automatically saved when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page



◀ Workbasket Resume Later Previous Page Next Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Short Term	Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) Not Applicable
---	---	---

Notes

Please add additional information to support the application in the box provided below:

added note by Mrs Industry User. Freehand text or pasted from other applications

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 28-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC					
File Type	Status	Uploaded By		Actions	
Supporting Document	Received By DECC	Industry User 28 AUG 2015 12:02	Filename	Dummy word document.docx	Delete
			File Size	12.38 KB	
			Description	dummy word document in support of Consent Application	
			<input type="button" value="View..."/> <input type="button" value="Save as..."/> <input type="button" value="Replace file..."/>		
Add Supporting Document					

Top of Page ▲ Top of Page ▲

Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Production Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate Document' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

◀ Workbasket Resume Later Previous Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Short Term	Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) Not Applicable
---	---	---

[Select all](#)

Entry Screen <input checked="" type="checkbox"/>	Last pdf document generated on 28 AUG 2015 at 12:21. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.
Current Contacts <input checked="" type="checkbox"/>	
Cover Info <input checked="" type="checkbox"/>	
Short Term Production <input checked="" type="checkbox"/>	
Additional Info <input checked="" type="checkbox"/>	

 [View PDF Application](#) 

Document Generated 28 AUG 2015 at 12:21

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by 

If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.

- Entry Screen
- Current Contacts
- Cover Info
- ST Production
- Annual Production
- LT Production
- Additional Info
- Print
- Submit**
- View Review Notes
- Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any error must be rectified before the application can be submitted.

◀ Workbasket Resume Later Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Short Term	Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) Not Applicable
---	---	---

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Maximum Gas (kscm/month)	Invalid decimal value none

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by 

Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross. 

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.

- Validation
- Show/Update Errors
- Hide Errors
- Error Summary**

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

◀ Workbasket Resume Later Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Short Term	Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) Not Applicable
---	---	---

Error Summary

There are no errors to be displayed.
The application is valid and ready for submission to the Department.

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by 

Click on the Submit link on the left hand menu to go to the submission screen



◀ Workbasket Resume Later Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2016	Field Name(s) BRENT	Primary Operator TEST COMPANY LTD
Length Short Term	Licence(s) P119, P257	Field Operator(s) Not Applicable

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned
 Operator TEST COMPANY LTD i
 Field Name(s) BRENT

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators i	Data Entry i	Authorised Field Consent Submitter i	Authorised Consents Recipient i	Consents Interested Party Recipient i
Industry User industry.user@test.com TEST +44 (0)111 0000 i	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000 i	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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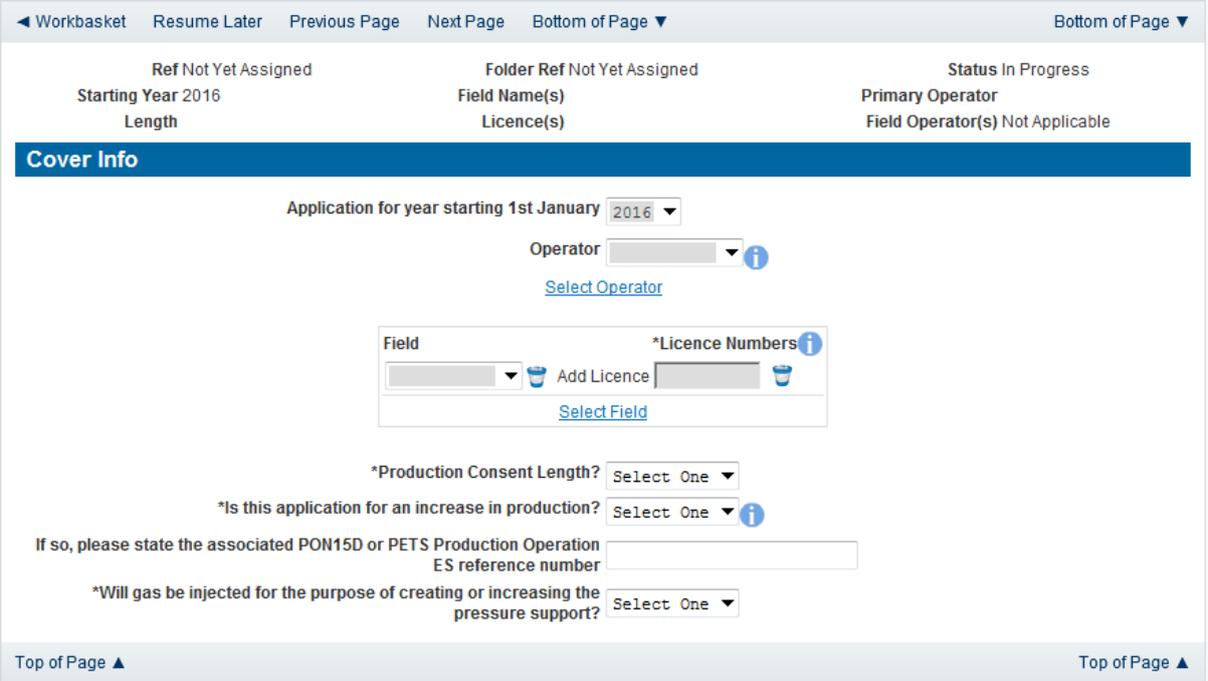
User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO PAY FOR THIS APPLICATION AND FINALISE THE SUBMISSION PROCESS

Clicking the 'Submit' button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in "[Processing Payments](#)" section later in this guide document.

New Annual Production Consent

The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



Ref Not Yet Assigned
Starting Year 2016
Length

Folder Ref Not Yet Assigned
Field Name(s)
Licence(s)

Status In Progress
Primary Operator
Field Operator(s) Not Applicable

Cover Info

Application for year starting 1st January 2016

Operator [Select Operator](#)

Field [Add Licence](#) [Select Field](#)

*Licence Numbers

*Production Consent Length?

*Is this application for an increase in production?

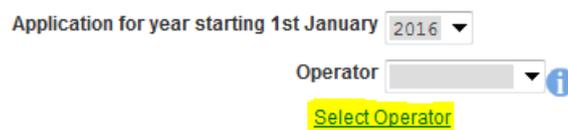
If so, please state the associated PON15D or PETS Production Operation ES reference number

*Will gas be injected for the purpose of creating or increasing the pressure support?

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN

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The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



Application for year starting 1st January 2016

Operator [Select Operator](#)

This will open the Organisation Directory Search Screen

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC010X Powered by  FOXopen

Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering ‘tes’ as the organisation and clicking on ‘Search’ will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the ‘Select’ link to inset the Organisation into the application.

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC010X Powered by  FOXopen

Add the field for which the production consent is being prepared. To add the field click on the ‘Select Field’ link on the screen.

Field *Licence Numbers i

Add Licence

[Select Field](#)

This will open the DEVUK Field Search Screen

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name i

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering ‘bren’ as the Field Name and clicking on ‘Search’ will return search results of BRENDA and BRENT. Click on the ‘Select’ link to the right of the correct Field Name to inset the Field into the application

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name i

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

Field	*Licence Numbers 
BRENT   Add Licence	P10000  P10001 
Select Field	

To add further Fields into the application click the ‘Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the Production consent Length as ‘Annual’ from the drop down menu and this will display information that will be generated when production data is entered later in the application process.

*Production Consent Length? 

Oil Production - Annual Consent Requested Minimum (kscm/day) 

Oil Production - Annual Consent Requested Maximum (kscm/day) 

Gas Production - Annual Consent Requested Minimum (kscm/day) 

Gas Production - Annual Consent Requested Maximum (kscm/day) 

The operator must indicate if the Production Consent application is due to an increase in production. If the answer to this question is ‘Yes’ the P.E.T.S. reference for the environmental permit for this field should be entered

*Is this application for an increase in production?  

If so, please state the associated PON15D or PETS Production Operation ES reference number

The last item to enter on this screen is the indication as to whether the Gas is being injected to help maintain reservoir pressure. Select ‘Yes’ or ‘No’ from the drop down menu.

*Will gas be injected for the purpose of creating or increasing the pressure support? 

The screen should now be completely populated. Click on ‘Next Page’ on the navigation bar to continue the application process.



◀ Workbasket Resume Later Previous Page **Next Page** Bottom of Page ▼

Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
Starting Year 2015 Field Name(s) Primary Operator
Length Licence(s) Field Operator(s) Not Applicable

Cover Info

Application for year starting 1st January 2015 ▼
Operator INDUSTRY ▼ ⓘ
[Select Operator](#)

Field	*Licence Numbers ⓘ
FORTIES ▼ ⓘ	P84 ⓘ
Add Licence	P246 ⓘ
	P57 ⓘ

[Select Field](#)

*Production Consent Length? Annual ▼

Oil Production - Annual Consent Requested Minimum (kscm/day) ⓘ

Oil Production - Annual Consent Requested Maximum (kscm/day) ⓘ

Gas Production - Annual Consent Requested Minimum (kscm/day) ⓘ

Gas Production - Annual Consent Requested Maximum (kscm/day) ⓘ

*Is this application for an increase in production? Select One ▼ ⓘ

If so, please state the associated PON15D or PETS Production Operation ES reference number

*Will gas be injected for the purpose of creating or increasing the pressure support? Select One ▼

Top of Page ▲

User: Mrs Industry User (i consent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

The next screen is the Annual Production Request screen where the Operator must sup the figures that they are requesting for the Annual Production Consent application

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[Resume Later](#)
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[Bottom of Page](#)
[Bottom of Page](#)

Ref Not Yet Assigned
 Starting Year 2015
 Length Annual

Folder Ref Not Yet Assigned
 Field Name(s) FORTIES
 Licence(s) P57, P84, P246

Status In Progress
 Primary Operator INDUSTRY
 Field Operator(s) Not Applicable

Annual Oil and Gas Production Request (2015)

Month	Days	Minimum Oil (scm/month) 	Maximum Oil (scm/month) 	Minimum Gas (kscm/month) 	Maximum Gas (kscm/month) 
January	31	0	0	0	0
February	28	100	700	100	700
March	31	100	800	100	800
April	30	97.75	799.77	88.88	1000.23
May	31	111.29	1033.33	90.23	1123.55
June	30	100	700	100	700
July	31	100	700	100	700
August	31	100	700	100	700
September	30	150	800	150	800
October	31	200	1500	250	1500
November	30	200	1500	250	1500
December	31	200	1500	225	1450
Total		1459.04	10733.1	1554.11	10973.78
Daily Average		3.997	29.406	4.258	30.065
Daily Average Oil (kscm per day)		0.004	0.029		

Calculate Totals

Please refer to the Implementation of the Public Participation Directive (PPD) Guidance notes regarding PON15D/ES requirements for production consent increases ([PPD Production Guidance](#)).

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN

Powered by 

Clicking the 'Calculate Totals' button will also populate the requested Oil and Gas Production figures on the Cover Info screen

*Production Consent Length?

Oil Production - Annual Consent Requested Minimum (kscm/day) 

Oil Production - Annual Consent Requested Maximum (kscm/day) 

Gas Production - Annual Consent Requested Minimum (kscm/day) 

Gas Production - Annual Consent Requested Maximum (kscm/day) 

*Is this application for an increase in production? 

If so, please state the associated PON15D or PETS Production Operation ES reference number

Will gas be injected for the purpose of creating or increasing the pressure support?

Click on 'Next Page' on the navigation bar to move to the next screen, 'Additional Info'.



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Ref Not Yet Assigned Starting Year 2015 Length Annual	Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246	Status In Progress Primary Operator INDUSTRY Field Operator(s) Not Applicable
---	---	---

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
By
Date

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC			
File Type	Status	Uploaded By	Actions
Add Supporting Document			

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

Additional notes can be added in the notes box using free text. These notes are automatically saved when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page

◀ Workbasket Resume Later Previous Page Next Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2015 Length Annual Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246 Status In Progress Primary Operator INDUSTRY Field Operator(s) Not Applicable

Notes

Please add additional information to support the application in the box provided below:

freehand text note to give further information on this application

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 28-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC				
File Type	Status	Uploaded By		Actions
Supporting Document	Received By DECC	Industry User 28 AUG 2015 13:50	Filename: Dummy word document.docx	Delete
			File Size: 12.38 KB	
			Description: Sample word document uploaded to support the production consent application	
			View... Save as... Replace file...	

[Add Supporting Document](#)

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Production Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate PDF' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

◀ Workbasket Resume Later Previous Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2015 Length Annual Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246 Status In Progress Primary Operator INDUSTRY Field Operator(s) Not Applicable

[Select all](#)

Entry Screen
 Current Contacts
 Cover Info
 Annual Production
 Additional Info

Last pdf document generated on 28 AUG 2015 at 13:52. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.

 [View PDF Application](#) 

Document Generated 28 AUG 2015 at 13:52

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.

Entry Screen
Current Contacts
Cover Info
ST Production
Annual Production
LT Production
Additional Info
Print
Submit
View Review Notes
Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any error must be rectified before the application can be submitted.

◀ Workbasket Resume Later Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2015	Field Name(s) FORTIES	Primary Operator INDUSTRY
Length Annual	Licence(s) P57, P84, P246	Field Operator(s) Not Applicable

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Maximum Gas (kscm/month)	Invalid decimal value N/A

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by  FOXopen

Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross. 

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.

- Validation
- Show/Update Errors
- Hide Errors
- Error Summary

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

◀ Workbasket Resume Later Bottom of Page ▼
Bottom of Page ▼

Ref Not Yet Assigned

Starting Year 2015

Length Annual

Folder Ref Not Yet Assigned

Field Name(s) FORTIES

Licence(s) P57, P84, P246

Status In Progress

Primary Operator INDUSTRY

Field Operator(s) Not Applicable

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Maximum Gas (kscm/month)	Invalid decimal value N/A

Top of Page ▲
Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN
Powered by FOXopen

Click on the Submit link on the left hand menu to go to the submission screen

◀ Workbasket Resume Later Bottom of Page ▼
Bottom of Page ▼

Ref Not Yet Assigned

Starting Year 2015

Length Annual

Folder Ref Not Yet Assigned

Field Name(s) FORTIES

Licence(s) P57, P84, P246

Status In Progress

Primary Operator INDUSTRY

Field Operator(s) Not Applicable

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned

Operator INDUSTRY ⓘ

Field Name(s) FORTIES

[Hide All Details](#)
[Refresh](#)

Central Contact Details	Team Coordinators ⓘ	Data Entry ⓘ	Authorised Field Consent Submitter ⓘ	Authorised Consents Recipient ⓘ	Consents Interested Party Recipient ⓘ
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000 ⓘ	✓	✓	✓	✓	✓

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Top of Page ▲

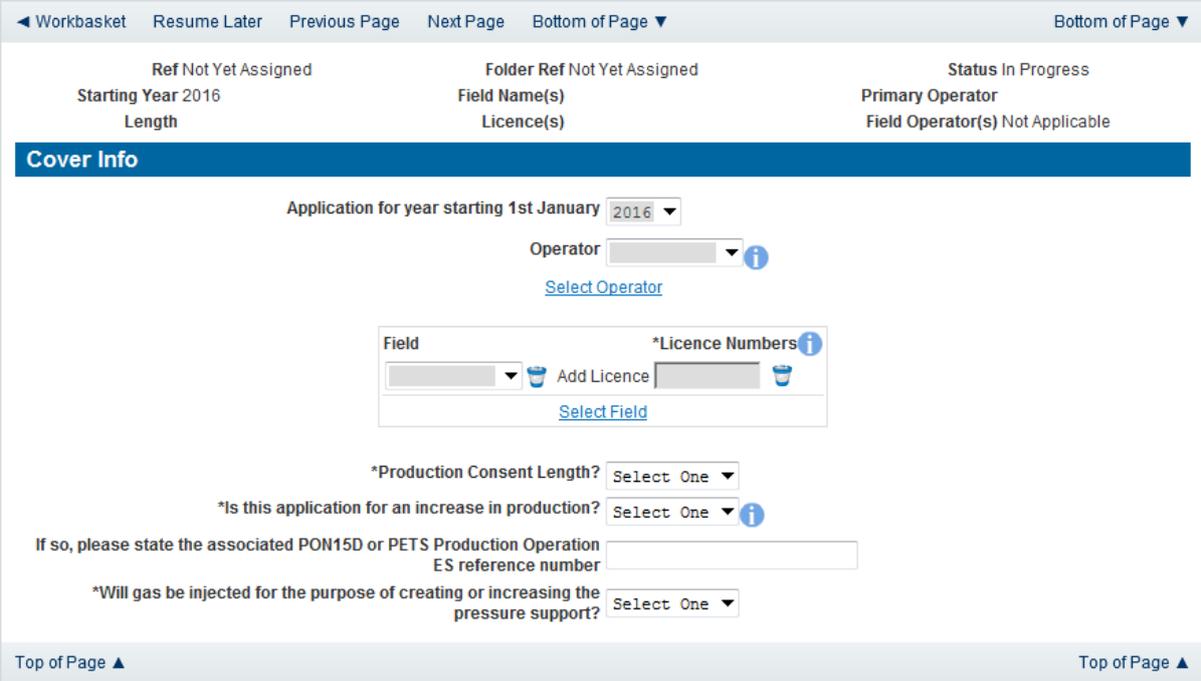
User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN
Powered by FOXopen

YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO PAY FOR THIS APPLICATION AND FINALISE THE SUBMISSION PROCESS

Clicking the 'Submit button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in ["Processing Payments"](#) section later in this guide document.

New Long Term Production Consent

The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



Ref Not Yet Assigned
Starting Year 2016
Length

Folder Ref Not Yet Assigned
Field Name(s)
Licence(s)

Status In Progress
Primary Operator
Field Operator(s) Not Applicable

Cover Info

Application for year starting 1st January 2016

Operator [Select Operator](#)

Field [Add Licence](#) [Select Field](#)

*Licence Numbers

*Production Consent Length?

*Is this application for an increase in production?

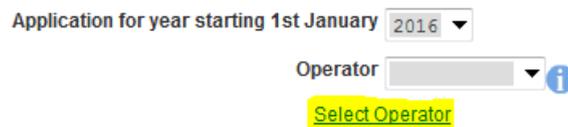
If so, please state the associated PON15D or PETS Production Operation ES reference number

*Will gas be injected for the purpose of creating or increasing the pressure support?

User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN

Powered by FOXopen

The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



Application for year starting 1st January 2016

Operator [Select Operator](#)

This will open the Organisation Directory Search Screen

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC010X Powered by 

Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering 'tes' as the organisation and clicking on 'Search' will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the 'Select' link to inset the Organisation into the application.

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC010X Powered by 

Add the field for which the production consent is being prepared. To add the field click on the 'Select Field' link on the screen.

Field *Licence Numbers i

Add Licence

[Select Field](#)

This will open the DEVUK Field Search Screen

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name i

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering ‘bren’ as the Field Name and clicking on ‘Search’ will return search results of BRENDA and BRENT. Click on the ‘Select’ link to the right of the correct Field Name to inset the Field into the application

◀ Workbasket ◀ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name i

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

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The Licence Number(s) associated with the Field are automatically entered into the application.

Field	*Licence Numbers i
BRENT Add Licence	P10000 i
	P10001 i
Select Field	

To add further Fields into the application click the ‘Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the Production consent Length as ‘Long Term’ from the drop down menu.

The operator must indicate if the Production Consent application is due to an increase in production. If the answer to this question is ‘Yes’ the P.E.T.S. reference for the environmental permit for this field should be entered

*Is this application for an increase in production? Yes i

If so, please state the associated PON15D or PETS Production Operation ES reference number

The last item to enter on this screen is the indication as to whether the Gas is being injected to help maintain reservoir pressure. Select ‘Yes’ or ‘No’ from the drop down menu.

*Will gas be injected for the purpose of creating or increasing the pressure support? Yes i

The screen should now be completely populated. Click on ‘Next Page’ on the navigation bar to continue the application process.

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Resume Later
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Ref Not Yet Assigned Starting Year 2015 Length Long Term	Folder Ref Not Yet Assigned Field Name(s) LEMAN BANK Licence(s) P100	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) Not Applicable
--	--	---

Cover Info

Application for year starting 1st January

Operator i

[Select Operator](#)

Field	*Licence Numbers i
LEMAN BANK Add Licence	P100 i
Select Field	

*Production Consent Length? Long Term i

*Is this application for an increase in production? Yes i

*If so, please state the associated PON15D or PETS Production Operation ES reference number

*Will gas be injected for the purpose of creating or increasing the pressure support? Yes i

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User: Mrs Industry User (i consent) Page Ref: FC030X_PROD_MAIN
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The Long Term Production page is where the operator defines the length of the consent and provides the expected minimum and maximum production figures for Oil and Gas for the selected years.

The long term Production Consent is to cover period longer than one year. By default the Long Term Production screen will begin with the year indicated on the Cover Info screen and the following year.

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Ref Not Yet Assigned
Starting Year 2015
Length Long Term

Folder Ref Not Yet Assigned
Field Name(s) LEMAN BANK
Licence(s) P100

Status In Progress
Primary Operator TEST COMPANY LTD
Field Operator(s) Not Applicable

Long Term Oil and Gas Production Request

Year	*Minimum Oil (kscm/day) ⓘ	*Maximum Oil (kscm/day) ⓘ	*Minimum Gas (kscm/day) ⓘ	*Maximum Gas (kscm/day) ⓘ
2015	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2016	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Remove Year [Add Year](#)

Please refer to the Implementation of the Public Participation Directive (PPD) Guidance notes regarding PON15D/ES requirements for production consent increases ([PPD Production Guidance](#)).

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN
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Further years may be added to the application by clicking on the ‘Add Year’ link on this page. Each time the link is clicked one year will be added to the length of the consent application. Once extra years have been added to the consent they can be removed by using the ‘Remove Year’ link. Clicking the ‘Remove Year’ link the last year which had been added to the consent application is removed. Any number of years may be removed providing there is a minimum of two years remaining.

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Ref Not Yet Assigned
Starting Year 2015
Length Long Term

Folder Ref Not Yet Assigned
Field Name(s) LEMAN BANK
Licence(s) P100

Status In Progress
Primary Operator TEST COMPANY LTD
Field Operator(s) Not Applicable

Long Term Oil and Gas Production Request

Year	*Minimum Oil (kscm/day) ⓘ	*Maximum Oil (kscm/day) ⓘ	*Minimum Gas (kscm/day) ⓘ	*Maximum Gas (kscm/day) ⓘ
2015	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2016	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2017	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2018	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2019	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2020	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2021	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

[Remove Year](#) [Add Year](#)

Please refer to the Implementation of the Public Participation Directive (PPD) Guidance notes regarding PON15D/ES requirements for production consent increases ([PPD Production Guidance](#)).

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN
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The expected minimum and maximum expected production for Oil and Gas must be entered for each year selected for this Consent application.

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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2015 Field Name(s) LEMAN BANK Primary Operator TEST COMPANY LTD
 Length Long Term Licence(s) P100 Field Operator(s) Not Applicable

Long Term Oil and Gas Production Request

Year	*Minimum Oil (kscm/day) <i>i</i>	*Maximum Oil (kscm/day) <i>i</i>	*Minimum Gas (kscm/day) <i>i</i>	*Maximum Gas (kscm/day) <i>i</i>
2015	100	350	1000	5000
2016	80.99	300	955	4789
2017	50	200	500	3456

[Remove Year](#) [Add Year](#)

Please refer to the Implementation of the Public Participation Directive (PPD) Guidance notes regarding PON15D/ES requirements for production consent increases ([PPD Production Guidance](#)).

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by 

Click on the 'Next Page' link in the navigation bar to save the figures and move on to the next screen, 'Additional Info'.

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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2015 Field Name(s) LEMAN BANK Primary Operator TEST COMPANY LTD
 Length Long Term Licence(s) P100 Field Operator(s) Not Applicable

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
 By Mrs Industry FC User
 Date 28-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC			
File Type	Status	Uploaded By	Actions
Add Supporting Document			

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by 

Additional notes can be added in the notes box using free text. These notes are automatically saved when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page



◀ Workbasket Resume Later Previous Page Next Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2015 Length Long Term Folder Ref Not Yet Assigned Field Name(s) LEMAN BANK Licence(s) P100 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) Not Applicable

Notes

Please add additional information to support the application in the box provided below:

Additional notes can be added in the notes box using free text. These notes are automatically saved when the Operator navigates away from the page. Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 28-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC													
File Type	Status	Uploaded By		Actions									
Supporting Document	Received By DECC	Industry User 28 AUG 2015 15:10	<table border="1"> <tr><td>Filename</td><td>Dummy word document.docx</td></tr> <tr><td>File Size</td><td>12.38 KB</td></tr> <tr><td>Description</td><td>uploaded file to support the application</td></tr> <tr> <td>View...</td> <td>Save as...</td> <td>Replace file...</td> </tr> </table>	Filename	Dummy word document.docx	File Size	12.38 KB	Description	uploaded file to support the application	View...	Save as...	Replace file...	Delete
Filename	Dummy word document.docx												
File Size	12.38 KB												
Description	uploaded file to support the application												
View...	Save as...	Replace file...											

[Add Supporting Document](#)

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Production Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate PDF' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

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Ref Not Yet Assigned Starting Year 2015 Length Long Term Folder Ref Not Yet Assigned Field Name(s) LEMAN BANK Licence(s) P100 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) Not Applicable

[Select all](#)

Entry Screen
 Current Contacts
 Cover Info
 Long Term Production
 Additional Info

Last pdf document generated on 28 AUG 2015 at 15:11. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.

[View PDF Application](#)

Document Generated 28 AUG 2015 at 15:11

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by FOXopen

If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.

Entry Screen
Current Contacts
Cover Info
ST Production
Annual Production
LT Production
Additional Info
Print
Submit
View Review Notes
Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any error must be rectified before the application can be submitted.

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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
Starting Year 2015 Field Name(s) LEMAN BANK Primary Operator TEST COMPANY LTD
Length Long Term Licence(s) P100 Field Operator(s) Not Applicable

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Maximum Gas (kscm/day)	Invalid decimal value N/A
Licence Number	This licence has expired

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN Powered by 

Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross. 

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.

- Validation
- Show/Update Errors
- Hide Errors
- Error Summary**

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

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Ref Not Yet Assigned

Starting Year 2015

Length Long Term

Folder Ref Not Yet Assigned

Field Name(s) LEMAN BANK

Licence(s) P752

Status In Progress

Primary Operator TEST COMPANY LTD

Field Operator(s) Not Applicable

Error Summary

There are no errors to be displayed.

The application is valid and ready for submission to the Department.

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN
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Click on the Submit link on the left hand menu to go to the submission screen

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Ref Not Yet Assigned

Starting Year 2015

Length Long Term

Folder Ref Not Yet Assigned

Field Name(s) LEMAN BANK

Licence(s) P752

Status In Progress

Primary Operator TEST COMPANY LTD

Field Operator(s) Not Applicable

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned

Operator TEST COMPANY LTD ⓘ

Field Name(s) LEMAN BANK

[Hide All Details](#)
[Refresh](#)

Central Contact Details	Team Coordinators ⓘ	Data Entry ⓘ	Authorised Field Consent Submitter ⓘ	Authorised Consents Recipient ⓘ	Consents Interested Party Recipient ⓘ
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000📞	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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User: Mrs Industry User (iconsent) Page Ref: FC030X_PROD_MAIN
Powered by  FOXopen

YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO PAY FOR THIS APPLICATION AND FINALISE THE SUBMISSION PROCESS

Clicking the 'Submit button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in ["Processing Payments"](#) section later in this guide document.

Submitting a new Flaring Consent application

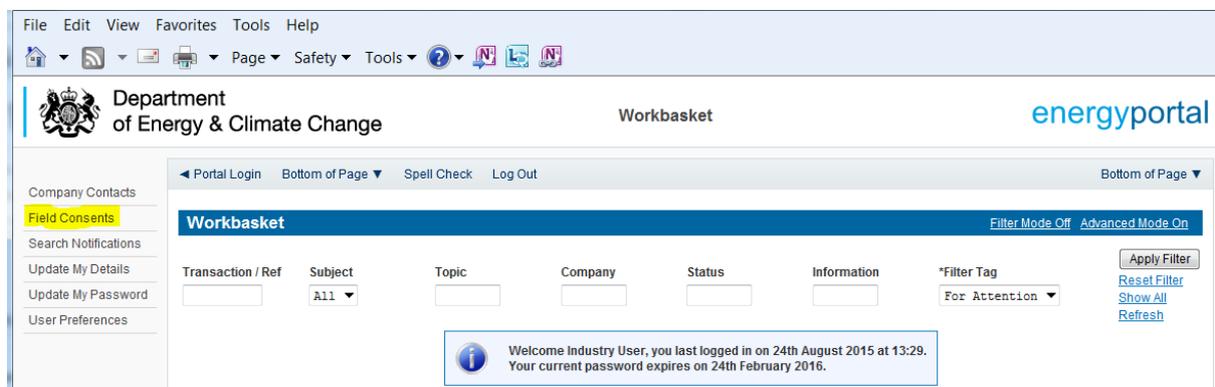
New Flaring Consents applications can be submitted for UK Fields on a short term, Annual or long term basis

The Operator must log in to the UK Energy Portal at this URL:

https://itportal.decc.gov.uk/eng/fox/live/PORTAL_LOGIN/login

After logging in the Operator will be taken to their Portal Workbasket. The workbasket will contain all notifications and actions for transactions made using the UK Energy Portal.

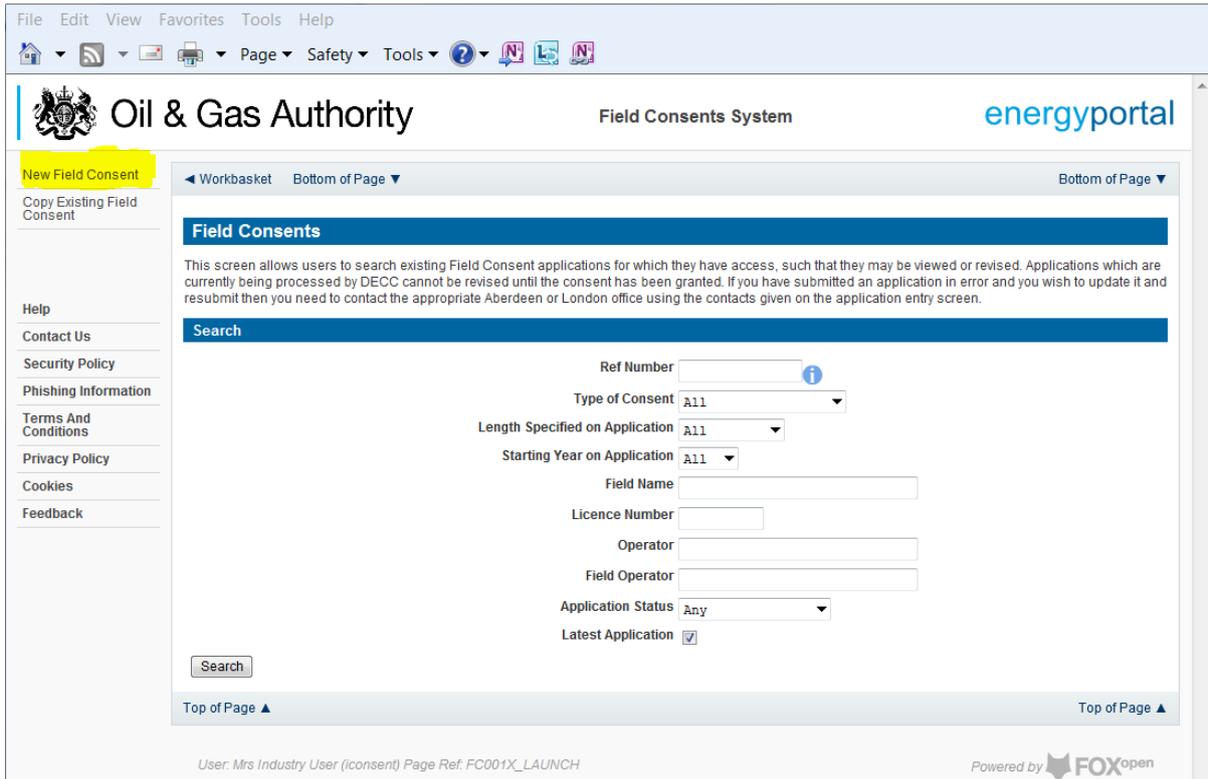
From the workbasket click on 'Field Consents' from the left hand menu



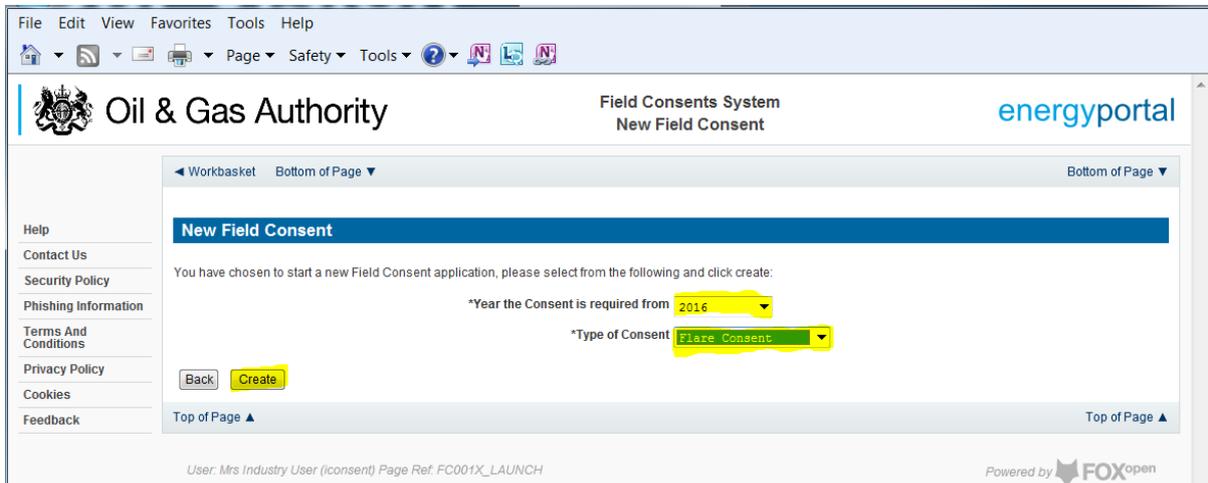
This takes the operator into the Field Consents System search screen.

From the search screen you are able to search for all field consents which have been submitted on behalf of the operators company. The Operator is able to set various search option parameters before requesting the results.

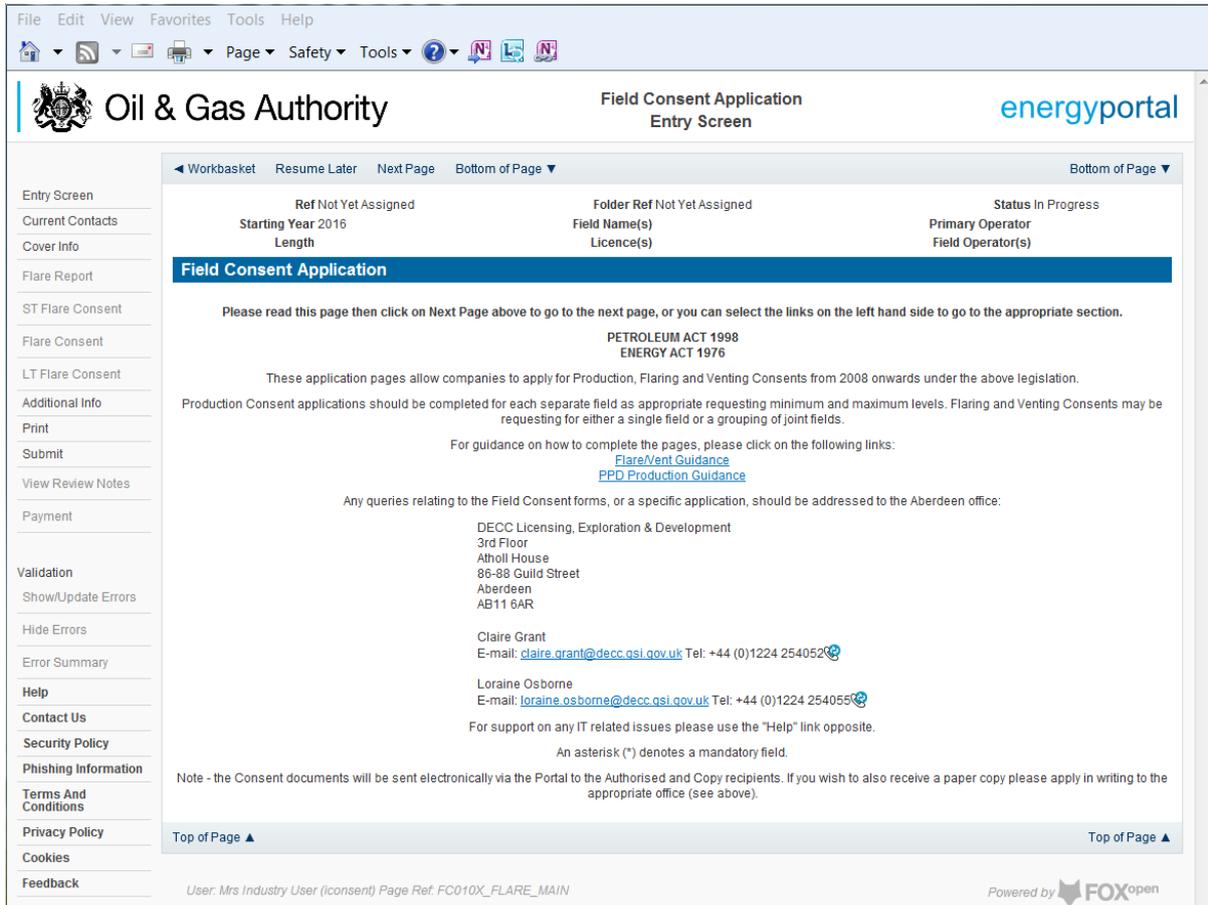
To begin a new consent application click on 'New Field Consent' from the left hand menu from the Field Consents System search screen



From the New Field Consent screen select the year for the start of the consent period from the drop down list. Select the type of consent, Production, from the drop down list. Click on 'Create' to generate a new blank Flaring Consent



This will have created a new Flare Consent application which needs to be populated with the required data. The new application will open on the Entry Screen which gives the Operator a list of OGA contacts and links to guidance on completing flaring, venting and production consent applications.



Use the navigation bar at the top of the form to navigate to the next page to display the Operators team of people who will be involved in the preparation and submission of this application. By default the person creating the application is enrolled in the team with all available roles

IT IS STRONGLY RECOMMENDED THAT MORE THAN ONE PERSON IS ENROLLED IN THE CONSENTS TEAMS TO AVOID DELAYS IN THE SUBMISSION AND APPROVAL PROCESS.

Please see the section “[Controlling Access using Field Consents Teams and Contacts](#)”



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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) Primary Operator
 Length Licence(s) Field Operator(s)

Current Contacts

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators <i>i</i>	Data Entry <i>i</i>	Authorised Field Consent Submitter <i>i</i>	Authorised Consents Recipient <i>i</i>	Consents Interested Party Recipient <i>i</i>
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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User: Mrs Industry User (i consent) Page Ref: FC010X_FLARE_MAIN Powered by

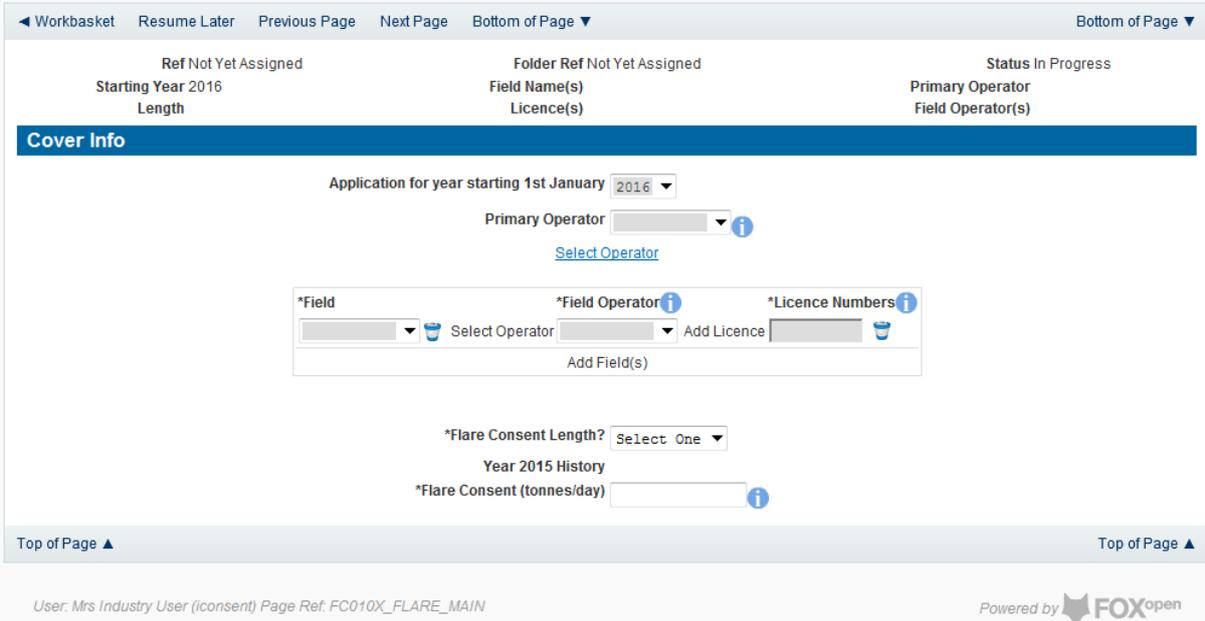
Click the 'Next page' link to proceed with the application.

On the next screen, Cover Info, the operator will define the length of time for which the Flare Consent is being applied. There are three terms for which a Flare Consent may be requested: Short Term, Annual, and Long term.

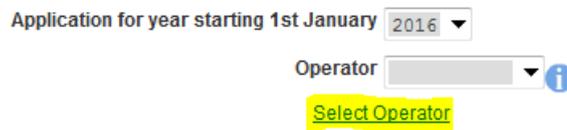
The process differs slightly in the data required for each type of consent length.

New Short Term Flare Consent

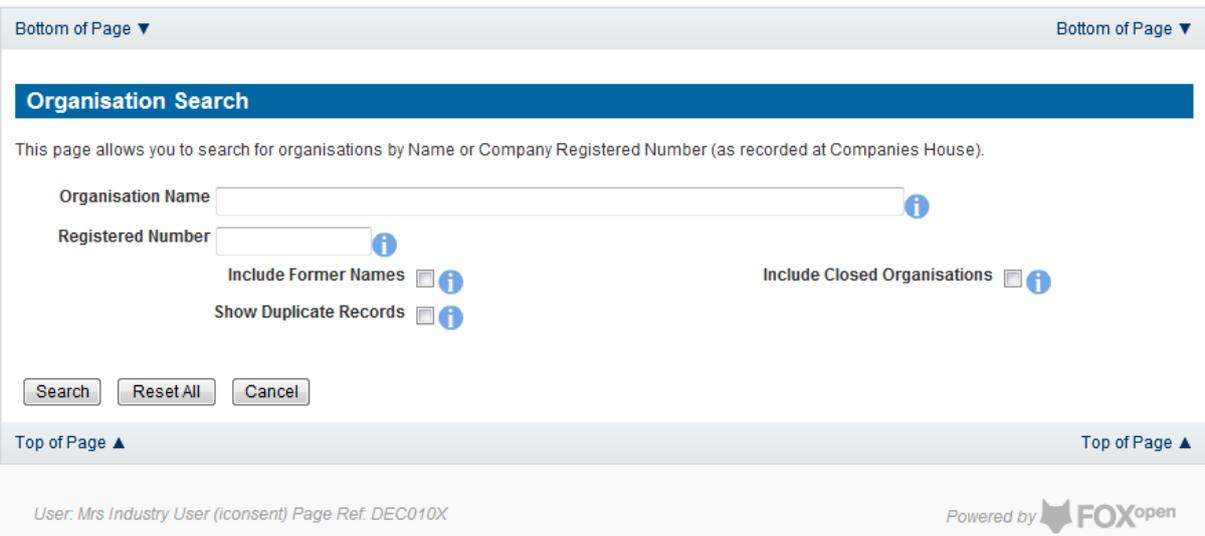
The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



This will open the Organisation Directory Search Screen



Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering ‘tes’ as the organisation and clicking on ‘Search’ will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the ‘Select’ link to inset the Organisation into the application.

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Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name i

Registered Number i

Include Former Names i
Include Closed Organisations i

Show Duplicate Records i

Search
Reset All
Cancel

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

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User: Mrs Industry User (iconsent) Page Ref: DEC010X
Powered by FOXopen

Add the field for which the production consent is being prepared. To add the field click on the ‘Add Field’ link on the screen.

*Field
*Field Operator i
*Licence Numbers i

Select Operator

Add Licence

Add Field(s)

This will open the DEVUK Field Search Screen

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name ⓘ

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering 'bren' as the Field Name and clicking on 'Search' will return search results of BRENDA and BRENT. Click on the 'Select' link to the right of the correct Field Name to inset the Field into the application

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name **bren** ⓘ

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

*Field **BRENT** ⓘ [Select Operator](#) *Field Operator **INDUSTRY** ⓘ [Add Licence](#) *Licence Numbers ⓘ

ⓘ

ⓘ

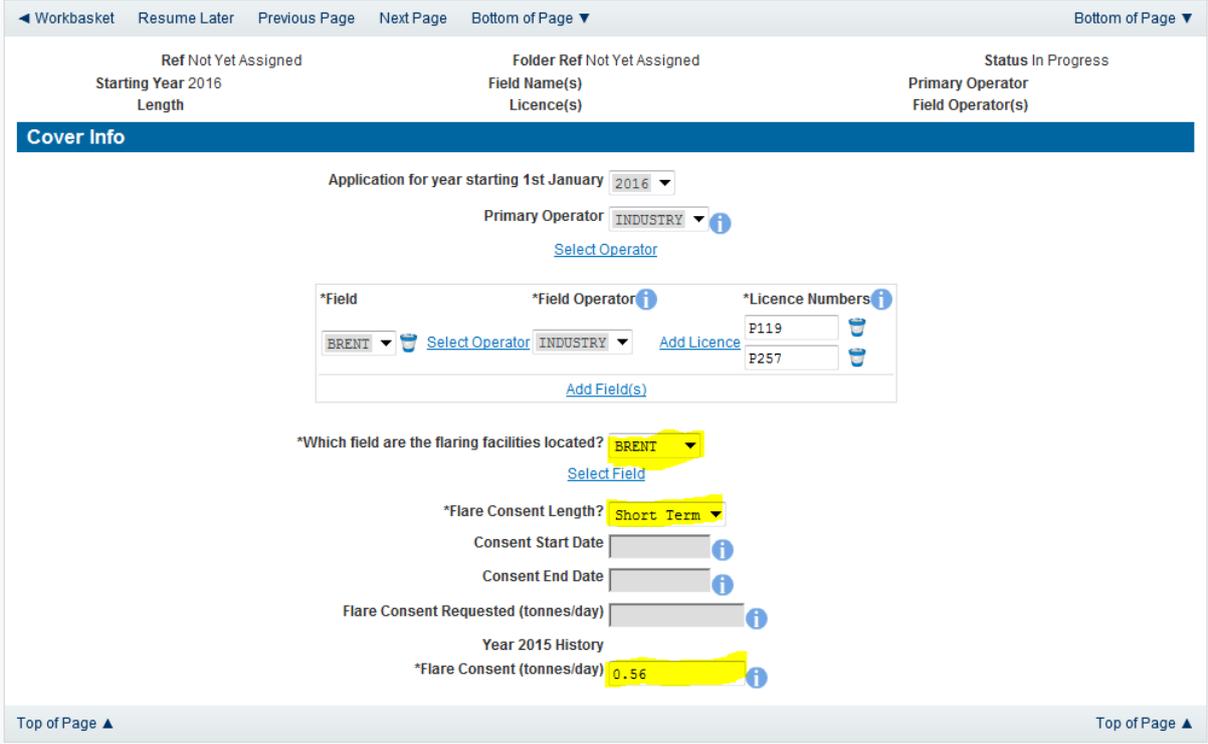
[Add Field\(s\)](#)

To add further Fields into the application click the 'Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the field at which the flaring is going to take place by clicking the drop down menu next to the question “Which field are the flaring facilities located?” and selecting the correct Field name.

Set the Flare Consent Length to ‘Short Term’ by selecting this option from the drop down menu.

Finally, enter the figure which was granted for the previous Consent Period



The screenshot shows a web application interface for flare consent. At the top, there is a navigation bar with links: Workbasket, Resume Later, Previous Page, Next Page, and Bottom of Page. Below this is a header section with three columns: 'Ref Not Yet Assigned' (Starting Year 2016, Length), 'Folder Ref Not Yet Assigned' (Field Name(s), Licence(s)), and 'Status In Progress' (Primary Operator, Field Operator(s)). A blue bar labeled 'Cover Info' is below the header. The main form area contains the following fields and options:

- Application for year starting 1st January: 2016 (dropdown)
- Primary Operator: INDUSTRY (dropdown) with a 'Select Operator' link below it.
- *Field: BRENT (dropdown) with a 'Select Operator' link below it.
- *Field Operator: INDUSTRY (dropdown) with an 'Add Licence' link below it.
- *Licence Numbers: P119 and P257 (text boxes) with 'Add Licence' links below each.
- *Which field are the flaring facilities located?: BRENT (dropdown) with a 'Select Field' link below it.
- *Flare Consent Length?: Short Term (dropdown)
- Consent Start Date: (text box) with an information icon.
- Consent End Date: (text box) with an information icon.
- Flare Consent Requested (tonnes/day): (text box) with an information icon.
- Year 2015 History: (text box)
- *Flare Consent (tonnes/day): 0.56 (text box) with an information icon.

At the bottom of the form, there is a 'Top of Page' link on the left and right. The footer contains the text 'User: Mrs Industry User (i consent) Page Ref: FC010X_FLARE_MAIN' and 'Powered by FOXopen'.

The screen should now be completely populated. Click on ‘Next Page’ on the navigation bar to continue the application process.

Enter the dates for which the consent is due to start and end by using the calendar widget or manually entering the dates, then clicking on the ‘Initialise Term’ button

[Workbasket](#) [Resume Later](#) [Previous Page](#) [Next Page](#) [Bottom of Page](#) [Bottom of Page](#)

Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) BRENT Primary Operator INDUSTRY
 Length Short Term Licence(s) P119, P257 Field Operator(s) INDUSTRY

Short Term Flare Consent (2016)

ⓘ The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start ⓘ *End ⓘ

[Top of Page](#)

User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by FOXopen

Once the Initialise term button has been pushed the screen will display the areas where the Operators requested flare allowances are recorded. For each period on the screen the Operator must enter the requested figure for Categories 1, 2 and 3. If the Operator wishes to add a comment to the figures for a requested month it can be entered in the comments box on the right hand side of the monthly figures

[Workbasket](#) [Resume Later](#) [Previous Page](#) [Next Page](#) [Bottom of Page](#) [Bottom of Page](#)

Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) BRENT Primary Operator INDUSTRY
 Length Short Term Licence(s) P119, P257 Field Operator(s) INDUSTRY

Short Term Flare Consent (2016)

ⓘ The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start ⓘ *End ⓘ

Year	Month	Days	Consent Days ⓘ	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month) ⓘ	Comments
2016	January	31	31	<input type="text" value="15"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text"/>	<input type="text" value="Operators comments here"/>
2016	February	29	29	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text" value="4"/>	<input type="text"/>	<input type="text"/>
2016	March	31	13	<input type="text" value="4"/>	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text"/>	<input type="text" value="New consent to be applied for after 13th March"/>
Total Daily Average				<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by FOXopen

Once figures have been entered click on the 'Calculate Totals' button to populate the total and Average figures on the screen.



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Ref Not Yet Assigned Starting Year 2016 Length Short Term Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Short Term Flare Consent (2016)

i The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start 01-JAN-2016 *i* *End 13-MAR-2016 *i*

Year	Month	Days	Consent Days <i>i</i>	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month) <i>i</i>	Comments
2016	January	31	31	<input type="text" value="15"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="15"/>	Operators comments here
2016	February	29	29	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text" value="4"/>	<input type="text" value="14"/>	
2016	March	31	13	<input type="text" value="4"/>	<input type="text" value="5"/>	<input type="text" value="5"/>	<input type="text" value="14"/>	New consent to be applied for after 13th March
Total				<input type="text" value="24"/>	<input type="text" value="10"/>	<input type="text" value="9"/>	<input type="text" value="43"/>	
Daily Average				<input type="text" value="0.59"/>				

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by FOXopen

Clicking the 'Calculate Totals' button will also populate the Consent start and end dates and the requested flare consent information on the Cover Info page.

*Which field are the flaring facilities located? [Select Field](#)

*Flare Consent Length?

Consent Start Date *i*

Consent End Date *i*

Flare Consent Requested (tonnes/day) *i*

Click on 'Next Page' on the navigation bar to move to the next screen, 'Additional Info'



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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
Starting Year 2016 Field Name(s) BRENT Primary Operator INDUSTRY
Length Short Term Licence(s) P119, P257 Field Operator(s) INDUSTRY

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
By
Date

Improvement Studies/Projects

Please provide details in the box below:

Updated For Not Yet Assigned
By
Date

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC			
File Type	Status	Uploaded By	Actions
Add Supporting Document			

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User: Mrs Industry User (iconsent) Page Ref: FO010X FLARE MAIN Powered by FOXopen

Additional notes can be added in the notes box using free text or copied and pasted from other applications. These notes are automatically saved when the Operator navigates away from the page.

Details can also be recorded relating to improvement studies and projects on this page. These details can be typed as free text or pasted from other applications. Any added details are automatically saved when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page.

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Ref Not Yet Assigned Starting Year 2016 Length Short Term

Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257

Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Notes

Please add additional information to support the application in the box provided below:

Additional information can be entered here as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Improvement Studies/Projects

Please provide details in the box below:

details about Improvement studies can be entered here as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC										
File Type	Status	Uploaded By		Actions						
Supporting Document	Received By DECC	Industry User 29 AUG 2015 20:38	<table border="1"> <tr><td>Filename</td><td>Dummy word document.docx</td></tr> <tr><td>File Size</td><td>12.38 KB</td></tr> <tr><td>Description</td><td>Uploaded file to support his application</td></tr> </table>	Filename	Dummy word document.docx	File Size	12.38 KB	Description	Uploaded file to support his application	Delete
Filename	Dummy word document.docx									
File Size	12.38 KB									
Description	Uploaded file to support his application									

[Add Supporting Document](#)

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Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Flare Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate Document' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

◀ Workbasket Resume Later Previous Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Short Term

Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257

Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

[Select all](#)

Entry Screen
 Current Contacts
 Cover Info
 Short Term Flare Consent
 Additional Info

Last pdf document generated on 29 AUG 2015 at 20:44. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.

 [View PDF Application](#) 

Document Generated 29 AUG 2015 at 20:44

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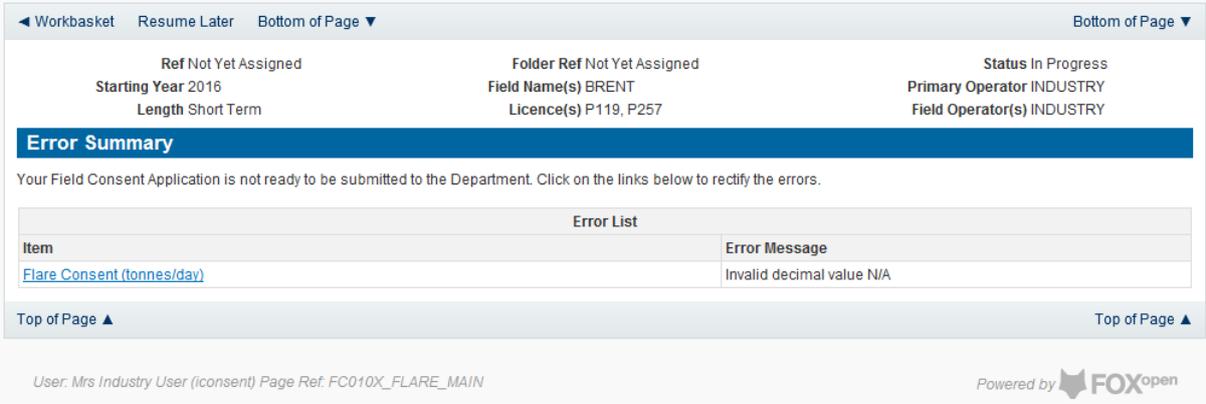
User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN

Powered by 

If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.



Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any error must be rectified before the application can be submitted.



The screenshot shows the application interface with the following details:

- Navigation: Workbasket, Resume Later, Bottom of Page ▼
- Metadata:
 - Ref Not Yet Assigned
 - Starting Year 2016
 - Length Short Term
 - Folder Ref Not Yet Assigned
 - Field Name(s) BRENT
 - Licence(s) P119, P257
 - Status In Progress
 - Primary Operator INDUSTRY
 - Field Operator(s) INDUSTRY
- Error Summary** (blue header)
- Message: Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.
- Error List** table:

Item	Error Message
Flare Consent (tonnes/day)	Invalid decimal value N/A
- Navigation: Top of Page ▲
- Footer: User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN, Powered by FOXopen

Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross. 

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.



Validation
Show/Update Errors

Hide Errors

Error Summary

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

◀ Workbasket Resume Later Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Short Term Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P 119, P257 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Error Summary

There are no errors to be displayed.
The application is valid and ready for submission to the Department.

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by FOXopen

Click on the Submit link on the left hand menu to go to the submission screen

◀ Workbasket Resume Later Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Short Term Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P 119, P257 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Submit

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the Submit button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on Resume Later above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned
Operator INDUSTRY
Field Name(s) BRENT

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators	Data Entry	Authorised Field Consent Submitter	Authorised Consents Recipient	Consents Interested Party Recipient
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000	<input checked="" type="checkbox"/>				

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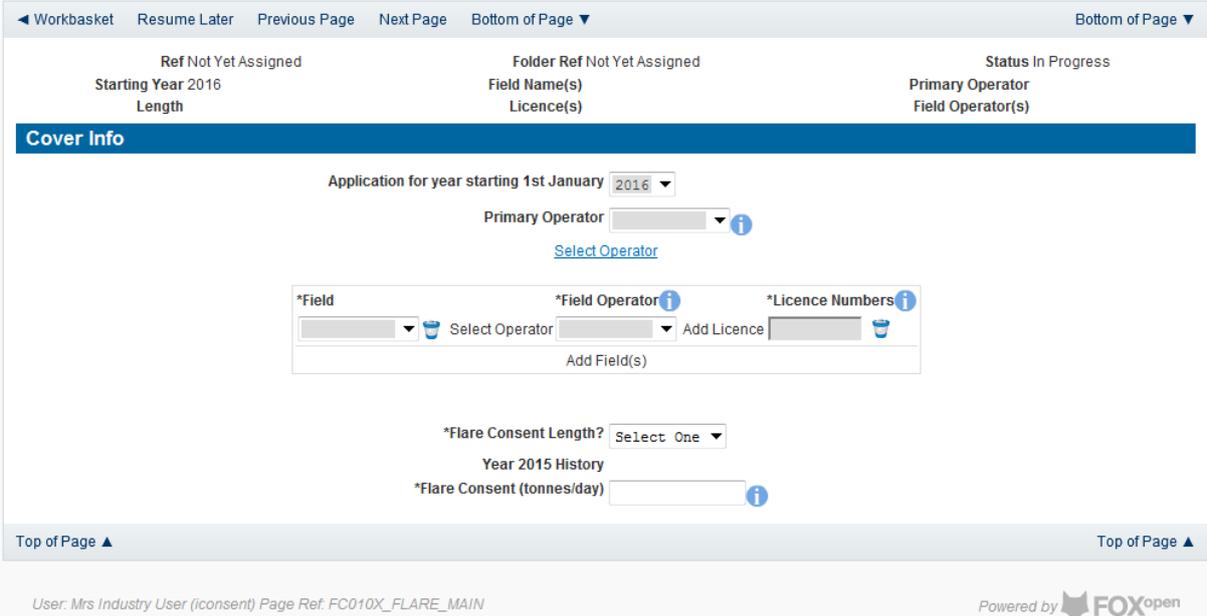
User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by FOXopen

YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO FINALISE THE SUBMISSION PROCESS

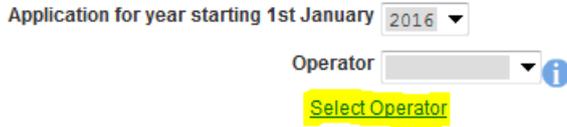
Clicking the 'Submit button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in ["Processing Payments"](#) section later in this guide document.

New Annual Flare Consent

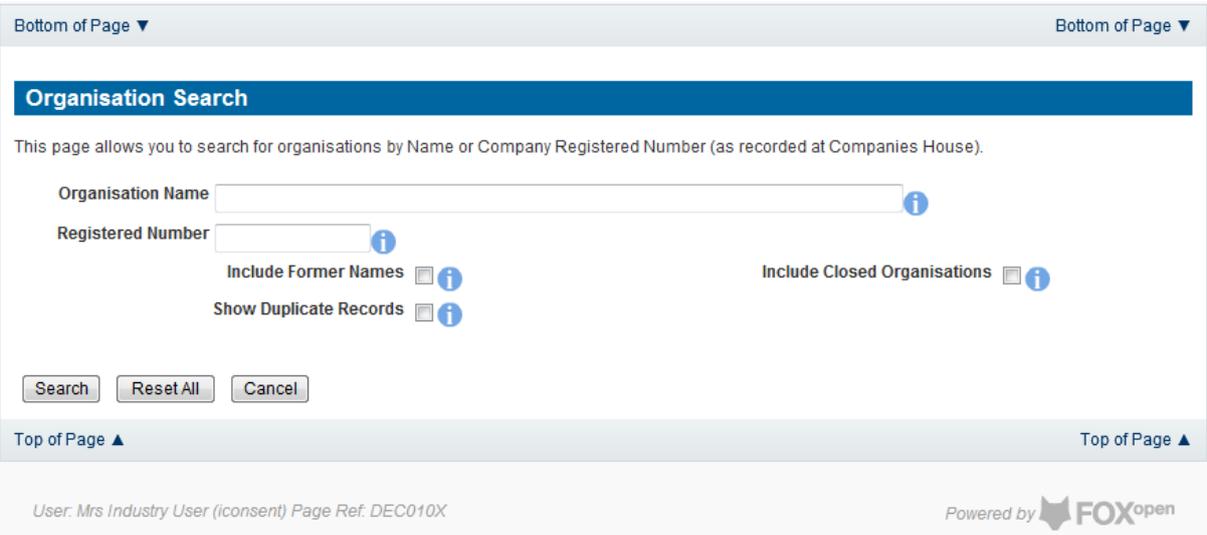
The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



This will open the Organisation Directory Search Screen



Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering ‘tes’ as the organisation and clicking on ‘Search’ will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the ‘Select’ link to inset the Organisation into the application.

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Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name i

Registered Number i

Include Former Names i

Include Closed Organisations i

Show Duplicate Records i

Search
Reset All
Cancel

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

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User: Mrs Industry User (iconsent) Page Ref: DEC010X
Powered by FOXopen

Add the field for which the production consent is being prepared. To add the field click on the ‘Add Field’ link on the screen.

*Field
*Field Operator i
*Licence Numbers i

Select Operator

Add Licence

Add Field(s)

This will open the DEVUK Field Search Screen

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name ⓘ

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering 'bren' as the Field Name and clicking on 'Search' will return search results of BRENDA and BRENT. Click on the 'Select' link to the right of the correct Field Name to inset the Field into the application

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name **bren** ⓘ

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

*Field **BRENT** ⓘ [Select Operator](#) **INDUSTRY** ⓘ [Add Licence](#)

*Licence Numbers ⓘ

P119 ⓘ

P257 ⓘ

[Add Field\(s\)](#)

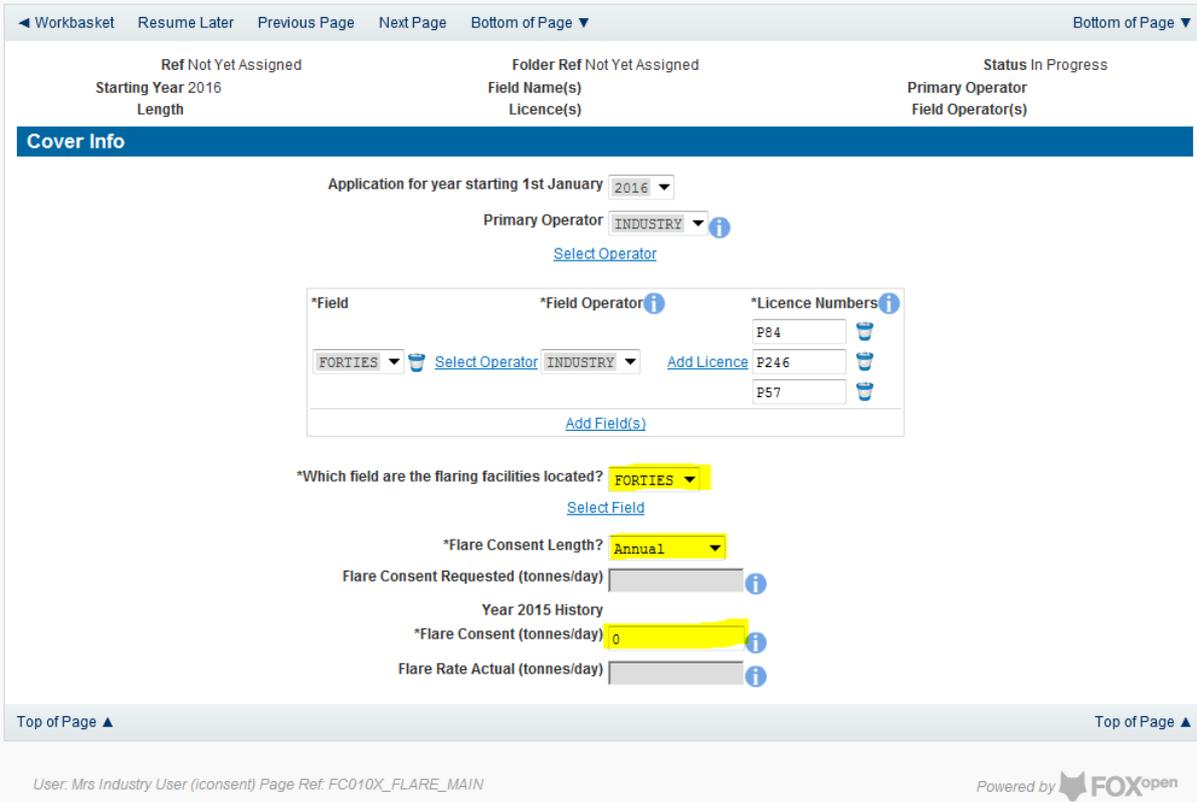
To add further Fields into the application click the 'Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the field at which the flaring is going to take place by clicking the drop down menu next to the question “Which field are the flaring facilities located?” and selecting the correct Field name.

Set the Flare Consent Length to ‘Short Term’ by selecting this option from the drop down menu.

Finally, enter the figure which was granted for the previous Consent Period.

The Figure for the requested Flare quantity for this new application and Flare rate for the previous (or current) period are not enterable. These figures are automatically generated from the Flare Report and the Flare Request date supplied later in the process.



The screenshot shows a web application interface for flaring consent. At the top, there is a navigation bar with links: Workbasket, Resume Later, Previous Page, Next Page, Bottom of Page. The main header area contains three columns of information: 'Ref Not Yet Assigned' (Starting Year 2016, Length), 'Folder Ref Not Yet Assigned' (Field Name(s), Licence(s)), and 'Status In Progress' (Primary Operator, Field Operator(s)). Below this is a 'Cover Info' section with a blue header. The form includes:

- 'Application for year starting 1st January' with a dropdown set to 2016.
- 'Primary Operator' dropdown set to INDUSTRY, with a 'Select Operator' link.
- A table for field and licence information:

*Field	*Field Operator	*Licence Numbers
FORIES	INDUSTRY	P84
		P246
		P57

 There are 'Select Operator' and 'Add Licence' links, and an 'Add Field(s)' link at the bottom of the table.
- '*Which field are the flaring facilities located?' dropdown set to FORIES, with a 'Select Field' link.
- '*Flare Consent Length?' dropdown set to Annual.
- 'Flare Consent Requested (tonnes/day)' input field.
- 'Year 2015 History' section with:
 - '*Flare Consent (tonnes/day)' input field containing 0.
 - 'Flare Rate Actual (tonnes/day)' input field.

 The footer shows 'User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN' and 'Powered by FOXopen'.

The screen should now be completely populated. Click on ‘Next Page’ on the navigation bar to continue the application process.

The next stage in the process to supply details of the amount of flaring reported for the previous (or current) consent period along with details of the measuring method used for recording the reported figures

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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) FORTIES Primary Operator INDUSTRY
 Length Annual Licence(s) P57, P84, P246 Field Operator(s) INDUSTRY

Flare Report (2015)

Flares

Type	Description	*Metered?	Comments
HP Flare		Select One	
MP Flare		Select One	
LP Flare		Select One	
LLP Flare		Select One	

Add Flare

Month	Days	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month)	Days of total shutdown	Comments
January	31						
February	28						
March	31						
April	30						
May	31						
June	30						
July	31						
August	31						
September	30						
Total							
Daily Average							
Stream Mol Wt							
Inert Gas Content (mol %) (or specify full composition)							
Hydrocarbon content (mol %) (or specify full composition)							

Add Month To End Remove Month From End Calculate Totals

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Enter the details of the recorded flare figures

Flare Report (2015)

Flares

Type	Description	*Metered?	Comments
HP Flare		Select One	
MP Flare		Select One	
LP Flare		Select One	
LLP Flare		Select One	

Add Flare

Items on this list may be removed by click the remove icon to the right hand side of the entry 

Extra entries may be added if needed by clicking on the 'Add Flare button

Each item in the list should contain an optional description and a mandatory indication of if this flare was metered or not. An optional comments box is available to allow freehand text comments.

Flare Report (2015)

Flares

Type	Description	*Metered?	Comments
HP Flare	Reported HP Flare	Yes	added comment relating to this item

Add Flare

Details of the monthly flaring activity is recorded in the next section along with details of days a Field may have been shut in and a comments box to add notes relating to the entry.

Month	Days	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month)	Days of total shutdown	Comments
January	31					<input type="checkbox"/>	
February	28					<input type="checkbox"/>	
March	31					<input type="checkbox"/>	
April	30					<input type="checkbox"/>	
May	31					<input type="checkbox"/>	
June	30					<input type="checkbox"/>	
July	31					<input type="checkbox"/>	
August	31					<input type="checkbox"/>	
September	30					<input type="checkbox"/>	
Total							
Daily Average							
Stream Mol Wt							
Inert Gas Content (mol %) (or specify full composition)							
Hydrocarbon content (mol %) (or specify full composition)							

By default the screen request details for January to September. If figures are not available for the whole period months can be removed from this list by clicking the 'Remove Month From End' button.

The reported figures should be populated in the appropriate sections on the screen



Month	Days	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month) ¹	Days of total shutdown	Comments
January	31	10	0	0		<input type="checkbox"/>	
February	28	10	1	1		<input type="checkbox"/>	
March	31	10	2	3.5		<input type="checkbox"/>	large trip 10/3/15
April	30	10	3	2		<input type="checkbox"/>	
May	31	0	0	0		31	Field shut in for the month fo annual maintenance
June	30	5	5	3		<input type="checkbox"/>	ramp up
July	31	10	1	1		<input type="checkbox"/>	
August	31	11	2	0		<input type="checkbox"/>	
September	30	10	3	1		<input type="checkbox"/>	
Total							
Daily Average							
Stream Mol Wt							
Inert Gas Content (mol %) (or specify full composition)							
Hydrocarbon content (mol %) (or specify full composition)							

Once the data has been populated click on the 'Calculate Totals' and the Field Consents system will calculate the monthly totals and the totals for the whole of the period being reported.

Month	Days	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month) ¹	Days of total shutdown	Comments
January	31	10	0	0	10	0	
February	28	10	1	1	12	0	
March	31	10	2	3.5	15.5	0	large trip 10/3/15
April	30	10	3	2	15	0	
May	31	0	0	0	0	31	Field shut in for the month fo annual maintenance
June	30	5	5	3	13	0	ramp up
July	31	10	1	1	12	0	
August	31	11	2	0	13	0	
September	30	10	3	1	14	0	
Total		76	17	11.5	104.5	31	
Daily Average					0.43		
Stream Mol Wt							
Inert Gas Content (mol %) (or specify full composition)							
Hydrocarbon content (mol %) (or specify full composition)							

The system will also populate the actual Flare rate item contained on the Cover Info page which was previously greyed out and could not be entered manually

Year 2015 History

*Flare Consent (tonnes/day) 

Flare Rate Actual (tonnes/day) 

Click on 'Next Page' on the navigation bar to continue the application process. This will take the Operator Flare Consent request page. The Operator must supply a realistic estimate of the quantity which will be needed to be flared during the period of new consent

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Ref Not Yet Assigned

Starting Year 2016

Length Annual

Folder Ref Not Yet Assigned

Field Name(s) FORTIES

Licence(s) P57, P84, P246

Status In Progress

Primary Operator INDUSTRY

Field Operator(s) INDUSTRY

Flare Consent (2016)

Add Month To Start
Remove Month From Start

Month	Days	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month) 	Comments
January	31	<input type="text" value="15"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
February	29	<input type="text" value="13"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
March	31	<input type="text" value="15"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
April	30	<input type="text" value="12"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
May	31	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
June	30	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
July	31	<input type="text" value="11"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
August	31	<input type="text" value="11"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
September	30	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
October	31	<input type="text" value="11"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
November	30	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
December	31	<input type="text" value="10"/>	<input type="text" value="0"/>	<input type="text" value="0"/>		
Total						
Daily Average						

Add Month To End
Remove Month From End
Calculate Totals

Top of Page ▲
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Click on the 'Calculate Totals' button to populate the totals on this screen

[Workbasket](#)
[Resume Later](#)
[Previous Page](#)
[Next Page](#)
[Bottom of Page ▼](#)
[Bottom of Page ▼](#)

Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) FORTIES Primary Operator INDUSTRY
 Length Annual Licence(s) P57, P84, P246 Field Operator(s) INDUSTRY

Flare Consent (2016)

Month	Days	Base Load Flare Category 1 (tonnes/month)	Operational/Mode Change Category 2 (tonnes/month)	ESD/Trips Category 3 (tonnes/month)	Total Flare Gas (tonnes/month) i	Comments
January	31	15	0	0	15	
February	29	13	0	0	13	
March	31	15	0	0	15	
April	30	12	0	0	12	
May	31	10	0	0	10	
June	30	10	0	0	10	
July	31	11	0	0	11	
August	31	11	0	0	11	
September	30	10	0	0	10	
October	31	11	0	0	11	
November	30	10	0	0	10	
December	31	10	0	0	10	
Total		138	0	0	138	
Daily Average					0.38	

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Clicking the 'Calculate Totals' button will also populate the Requested Flare Consent figure on the Cover Info page which were greyed out and could not be entered manually

*Flare Consent Length? Annual ▼
 Flare Consent Requested (tonnes/day) 0.38 i

Click on 'Next Page' on the navigation bar to continue the application process and move to the Additional info screen



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Ref Not Yet Assigned Starting Year 2016 Length Annual Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) F57, F84, F246 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
By
Date

Improvement Studies/Projects

Please provide details in the box below:

Updated For Not Yet Assigned
By
Date

Supporting Documents

Please upload documents which are appropriate to support your application.

File Type	Status	Uploaded By	Actions
Add Supporting Document			

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User: Mrs Industry User (iconsent) Page Ref: F0010X FLARE MAIN Powered by FOXopen

Additional notes can be added in the notes box using free text or copied and pasted from other applications. These notes are automatically saved when the Operator navigates away from the page.

Details can also be recorded relating to improvement studies and projects on this page. These details can be types as free text or pasted from other applications. Any added details are automatically save when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page.

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Ref Not Yet Assigned Starting Year 2016 Length Annual Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Notes

Please add additional information to support the application in the box provided below:

Additional information can be pasted here or entered as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Improvement Studies/Projects

Please provide details in the box below:

Information on improvement studies and projects can be pasted here or entered as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC				
File Type	Status	Uploaded By		Actions
Supporting Document	Received By DECC	Industry User 29 AUG 2015 22:51	Filename: Dummy word document.docx File Size: 12.38 KB Description: word document containing information to support the application. <input type="button" value="View..."/> <input type="button" value="Save as..."/> <input type="button" value="Replace file..."/>	Delete

[Add Supporting Document](#)

Top of Page ▲ Top of Page ▲

Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Flare Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate PDF' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

◀ Workbasket Resume Later Previous Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Annual Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

[Select all](#)

Entry Screen
 Current Contacts
 Cover Info
 Flare Report
 Flare Consent
 Additional Info

Tick the sections required and then click on the **Generate PDF** button to generate a PDF version of your application to save to your computer. This may take some time, please be patient.

 Document Not Yet Generated

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by 

- Entry Screen
- Current Contacts
- Cover Info
- Flare Report
- ST Flare Consent
- Flare Consent
- LT Flare Consent
- Additional Info
- Print
- Submit**
- View Review Notes
- Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any error must be rectified before the application can be submitted.

◀ Workbasket Resume Later Bottom of Page ▼
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Ref Not Yet Assigned
Starting Year 2016
Length Annual

Folder Ref Not Yet Assigned
Field Name(s) FORTIES
Licence(s) P57, P84, P246

Status In Progress
Primary Operator INDUSTRY
Field Operator(s) INDUSTRY

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Flare Consent (tonnes/day)	Invalid decimal value Zero

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN
Powered by FOXopen

Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross.

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.

- Validation
- Show/Update Errors
- Hide Errors
- Error Summary**

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

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Ref Not Yet Assigned

Starting Year 2016

Length Annual

Folder Ref Not Yet Assigned

Field Name(s) FORTIES

Licence(s) P57, P84, P246

Status In Progress

Primary Operator INDUSTRY

Field Operator(s) INDUSTRY

Error Summary

There are no errors to be displayed.

The application is valid and ready for submission to the Department.

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN
Powered by 

Click on the Submit link on the left hand menu to go to the submission screen

◀ Workbasket Resume Later Bottom of Page ▼
Bottom of Page ▼

Ref Not Yet Assigned

Starting Year 2016

Length Annual

Folder Ref Not Yet Assigned

Field Name(s) FORTIES

Licence(s) P57, P84, P246

Status In Progress

Primary Operator INDUSTRY

Field Operator(s) INDUSTRY

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned

Operator INDUSTRY ⓘ

Field Name(s) FORTIES

[Hide All Details](#)
[Refresh](#)

Central Contact Details	Team Coordinators ⓘ	Data Entry ⓘ	Authorised Field Consent Submitter ⓘ	Authorised Consents Recipient ⓘ	Consents Interested Party Recipient ⓘ
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000📞	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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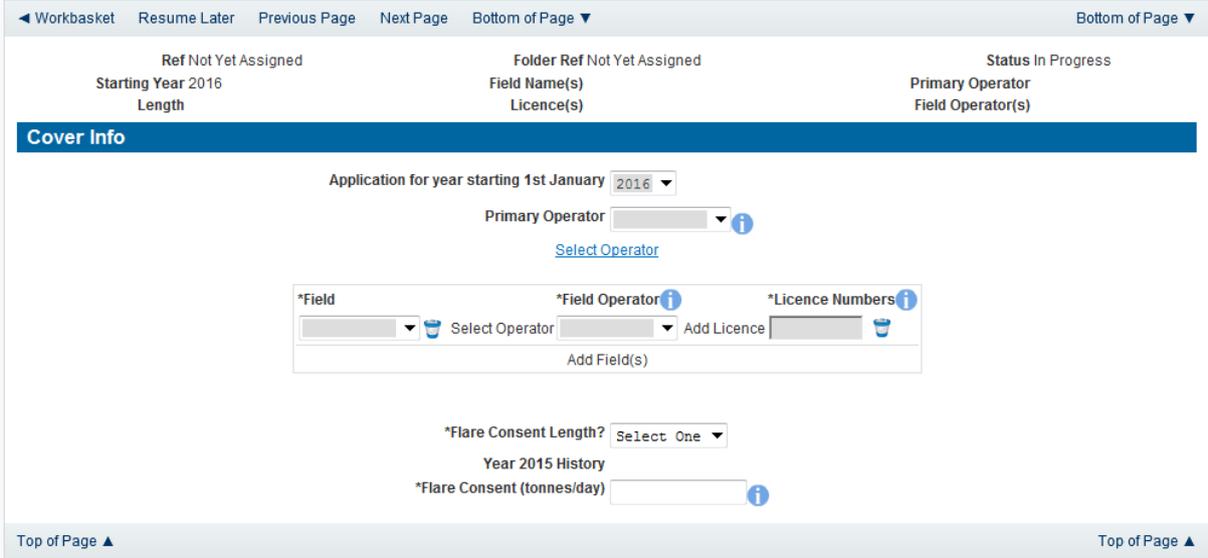
YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO MAKE THE PAYMENT AND FINALISE THE SUBMISSION PROCESS

Clicking the 'Submit' button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in "[Processing Payments](#)" section later in this guide document.

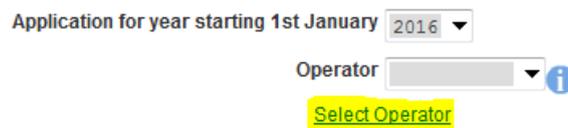
New Long Term Flare Consent

Long term flare consents are currently only granted for onshore Fields and Terminals.

The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



This will open the Organisation Directory Search Screen

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC010X Powered by  FOXopen

Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering 'tes' as the organisation and clicking on 'Search' will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the 'Select' link to inset the Organisation into the application.

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

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User: Mrs Industry User (iconsent) Page Ref: DEC010X Powered by  FOXopen

Add the field for which the production consent is being prepared. To add the field click on the 'Add Field' link on the screen.

*Field *Field Operator *Licence Numbers

Select Operator Add Licence

Add Field(s)

This will open the DEVUK Field Search Screen

Workbasket Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

Workbasket Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering 'bren' as the Field Name and clicking on 'Search' will return search results of BRENDA and BRENT. Click on the 'Select' link to the right of the correct Field Name to inset the Field into the application

Workbasket Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

Workbasket Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

*Field	*Field Operator 	*Licence Numbers 
BRENT   Select Operator	INDUSTRY  Add Licence	P119  P257 
Add Field(s)		

To add further Fields into the application click the ‘Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the field at which the flaring is going to take place by clicking the drop down menu next to the question “Which field are the flaring facilities located?” and selecting the correct Field name.

Set the Flare Consent Length to ‘Long Term’ by selecting this option from the drop down menu.

Enter the figure for which the Operator was granted in the previous (or current) flaring consent.

This last item on the Cover Info screen is the actual quantity reported by the operator for the previous (or current) consent period in tonnes per day

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Ref Not Yet Assigned

Starting Year 2016

Length

Folder Ref Not Yet Assigned

Field Name(s)

Licence(s)

Status In Progress

Primary Operator

Field Operator(s)

Cover Info

Application for year starting 1st January 2016 ▼

Primary Operator INDUSTRY ▼ 

[Select Operator](#)

*Field	*Field Operator 	*Licence Numbers 
GLENELG   Select Operator	INDUSTRY  Add Licence	P752 
Add Field(s)		

*Which field are the flaring facilities located? GLENELG ▼

[Select Field](#)

*Flare Consent Length? Long Term ▼

Year 2015 History

*Flare Consent (tonnes/day) 0.52 

*Flare Rate Actual (tonnes/day) 0.456 

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by  FOXopen

The screen should now be completely populated. Click on ‘Next Page’ on the navigation bar to continue the application process.

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[Resume Later](#)
[Previous Page](#)
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[Bottom of Page ▼](#)
[Bottom of Page ▼](#)

Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2016	Field Name(s) GLENELG	Primary Operator INDUSTRY
Length Long Term	Licence(s) P752	Field Operator(s) INDUSTRY

Long Term Flare Consent Request

Year	*Gas (tonnes/day) i
2016	<input type="text"/>
2017	<input type="text"/>
2018	<input type="text"/>
2019	<input type="text"/>
2020	<input type="text"/>

[Add Year](#)
[Remove Year](#)

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[Top of Page ▲](#)

User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN
 Powered by FOXopen

By default the Long Term Flare request screen allocates a maximum of a five year period for which the Operator may submit a long term Flare Consent. This period may be reduced to a minimum of two years by clicking on the ‘Remove Year’ link on this page.

The operator must provide an average figure that they reasonably expect to need to Flare per day for each year for the consent period.

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[Resume Later](#)
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[Bottom of Page ▼](#)
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Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2016	Field Name(s) GLENELG	Primary Operator INDUSTRY
Length Long Term	Licence(s) P752	Field Operator(s) INDUSTRY

Long Term Flare Consent Request

Year	*Gas (tonnes/day) i
2016	<input type="text" value="0.48"/>
2017	<input type="text" value="0.44"/>

[Add Year](#)
[Remove Year](#)

[Top of Page ▲](#)
[Top of Page ▲](#)

User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN
 Powered by FOXopen

Click on ‘Next Page’ on the navigation bar to continue with the application.

This will take the operator to the Additional Information screen where the operator can provide further information to support their Flare Consent application.



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Ref Not Yet Assigned Starting Year 2016 Length Long Term Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
By
Date

Improvement Studies/Projects

Please provide details in the box below:

Updated For Not Yet Assigned
By
Date

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC			
File Type	Status	Uploaded By	Actions
Add Supporting Document			

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User: Mrs Industry User (iconsent) Page Ref: F0010X FLARE MAIN Powered by FOXopen

Additional notes can be added in the notes box using free text or copied and pasted from other applications. These notes are automatically saved when the Operator navigates away from the page.

Details can also be recorded relating to improvement studies and projects on this page. These details can be types as free text or pasted from other applications. Any added details are automatically save when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page.



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Ref Not Yet Assigned Starting Year 2010 Length Long Term Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752 Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Notes

Please add additional information to support the application in the box provided below.

Additional information can be pasted here or entered as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Improvement Studies/Projects

Please provide details in the box below:

details of Improvement Studies or projects can be pasted here or entered as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

File Type	Status	Uploaded By	Upload to DECC	Actions						
Supporting Document	Received By DECC	Industry User 29 AUG 2015 23:54	<table border="1"><tr><td>Filename</td><td>Dummy word document.docx</td></tr><tr><td>File Size</td><td>12.38 KB</td></tr><tr><td>Description</td><td>uploaded document to support this long term consent application</td></tr></table> <p>View... Save as... Replace file...</p>	Filename	Dummy word document.docx	File Size	12.38 KB	Description	uploaded document to support this long term consent application	Delete
Filename	Dummy word document.docx									
File Size	12.38 KB									
Description	uploaded document to support this long term consent application									

[Add Supporting Document](#)

User: Mrs Industry User (liconsent) Page Ref: FC010X FLARE MAIN Powered by FOXopen

Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Flare Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate PDF' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

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Ref Not Yet Assigned Starting Year 2016 Length Long Term	Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752	Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY
--	---	---

[Select all](#)

Entry Screen
Current Contacts
Cover Info
Long Term Flare Consent
Additional Info

Last pdf document generated on 29 AUG 2015 at 23:56. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.

 [View PDF Application](#) 

Document Generated 29 AUG 2015 at 23:56

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by  FOXopen

If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.

- Entry Screen
- Current Contacts
- Cover Info
- Flare Report
- ST Flare Consent
- Flare Consent
- LT Flare Consent
- Additional Info
- Print
- Submit**
- View Review Notes
- Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any errors must be rectified before the application can be submitted.

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Ref Not Yet Assigned Starting Year 2016 Length Long Term

Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752

Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Flare Rate Actual (tonnes/day)	You can not enter more than 2 digits after the decimal point

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by 

Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross. 

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.

Validation

Show/Update Errors

Hide Errors

Error Summary

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

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Ref Not Yet Assigned Starting Year 2016 Length Long Term

Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752

Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Error Summary

There are no errors to be displayed.

The application is valid and ready for submission to the Department.

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by 

Click on the 'Submit' link on the left hand menu to go to the submission screen.



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Ref Not Yet Assigned Starting Year 2016 Length Long Term

Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752

Status In Progress Primary Operator INDUSTRY Field Operator(s) INDUSTRY

Submit

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned
Operator INDUSTRY
Field Name(s) GLENELG

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators	Data Entry	Authorised Field Consent Submitter	Authorised Consents Recipient	Consents Interested Party Recipient
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000	<input checked="" type="checkbox"/>				

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User: Mrs Industry User (iconsent) Page Ref: FC010X_FLARE_MAIN Powered by FOXopen

YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO MAKE THE PAYMENT AND FINALISE THE SUBMISSION PROCESS

Clicking the 'Submit' button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in "[Processing Payments](#)" section later in this guide document.

Submitting a new Venting Consent application

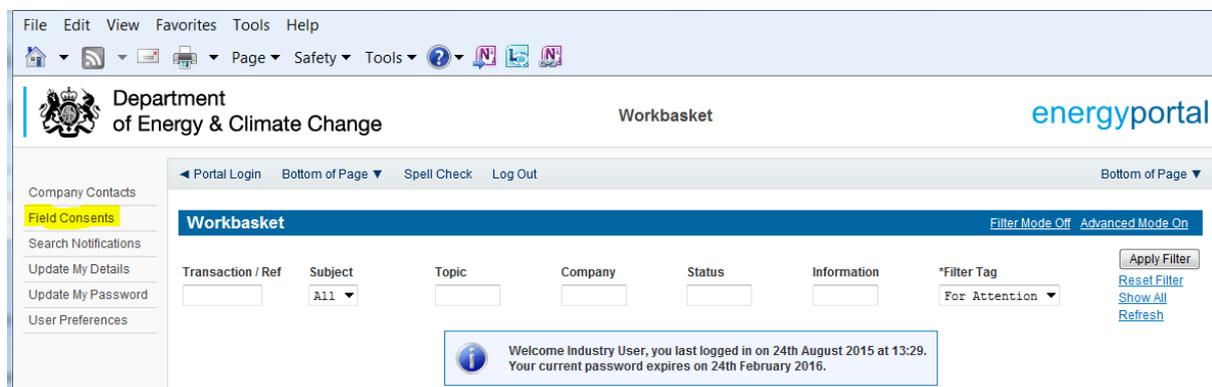
New Venting Consent applications can be submitted for UK Fields on a short term, Annual or long term basis

The Operator must log in to the UK Energy Portal at this URL:

https://itportal.decc.gov.uk/eng/fox/live/PORTAL_LOGIN/login

After logging in the Operator will be taken to their Portal Workbasket. The workbasket will contain all notifications and actions for transactions made using the UK Energy Portal.

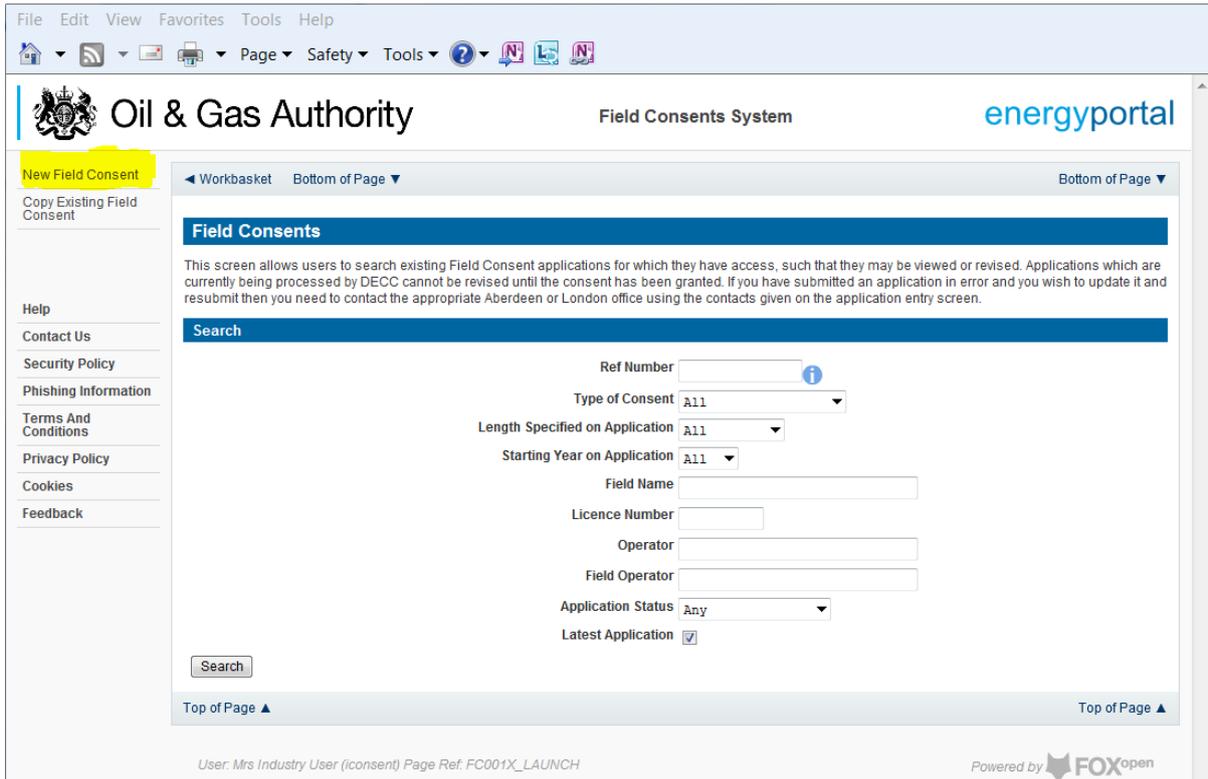
From the workbasket click on 'Field Consents' from the left hand menu



This takes the operator into the Field Consents System search screen.

From the search screen you are able to search for all field consents which have been submitted on behalf of the operators company. The Operator is able to set various search option parameters before requesting the results.

To begin a new consent application click on 'New Field Consent' from the left hand menu from the Field Consents System search screen



File Edit View Favorites Tools Help

Oil & Gas Authority Field Consents System energyportal

New Field Consent

Workbasket Bottom of Page Bottom of Page

Field Consents

This screen allows users to search existing Field Consent applications for which they have access, such that they may be viewed or revised. Applications which are currently being processed by DECC cannot be revised until the consent has been granted. If you have submitted an application in error and you wish to update it and resubmit then you need to contact the appropriate Aberdeen or London office using the contacts given on the application entry screen.

Search

Ref Number

Type of Consent

Length Specified on Application

Starting Year on Application

Field Name

Licence Number

Operator

Field Operator

Application Status

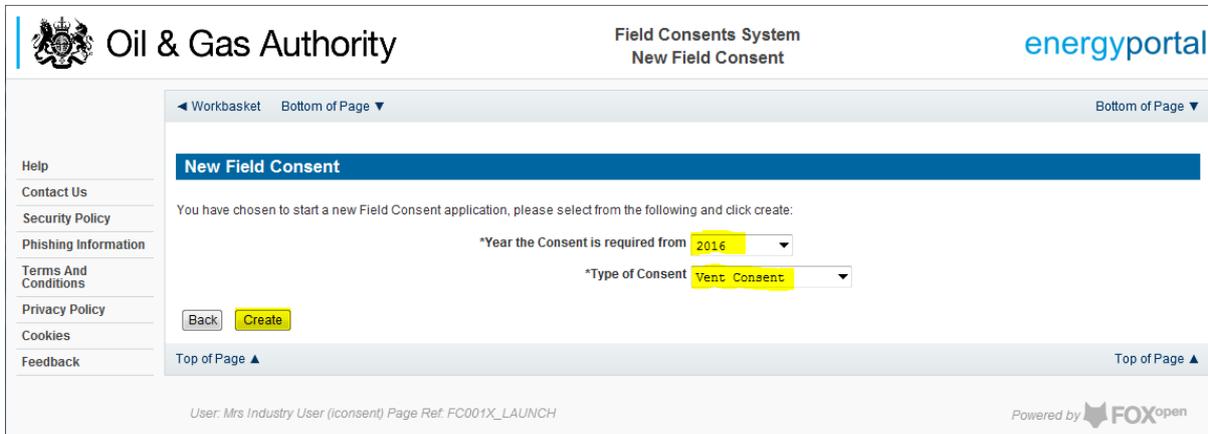
Latest Application

Search

User: Mrs Industry User (iconsent) Page Ref: FC001X_LAUNCH

Powered by FOXopen

From the New Field Consent screen select the year for the start of the consent period from the drop down list. Select the type of consent, 'Vent Consent', from the drop down list. Click on 'Create' to generate a new blank Venting Consent.



Oil & Gas Authority Field Consents System energyportal

New Field Consent

Workbasket Bottom of Page Bottom of Page

New Field Consent

You have chosen to start a new Field Consent application, please select from the following and click create:

*Year the Consent is required from

*Type of Consent

Back Create

User: Mrs Industry User (iconsent) Page Ref: FC001X_LAUNCH

Powered by FOXopen

This will have created a new Vent Consent application which needs to be populated with the required data. The new application will open on the Entry Screen which gives the Operator a list of OGA contacts and links to guidance on completing flaring, venting and production consent application



- Entry Screen
- Current Contacts
- Cover Info
- Vent Report
- ST Vent Consent
- Vent Consent
- LT Vent Consent
- Additional Info
- Print
- Submit
- View Review Notes
- Payment
- Validation
- Show/Update Errors
- Hide Errors
- Error Summary
- Help
- Contact Us
- Security Policy
- Phishing Information
- Terms And Conditions
- Privacy Policy
- Cookies
- Feedback

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Ref Not Yet Assigned	Folder Ref Not Yet Assigned	Status In Progress
Starting Year 2016	Field Name(s)	Primary Operator
Length	Licence(s)	Field Operator(s)
Field Consent Application		
Please read this page then click on Next Page above to go to the next page, or you can select the links on the left hand side to go to the appropriate section.		
PETROLEUM ACT 1998 ENERGY ACT 1976		
These application pages allow companies to apply for Production, Flaring and Venting Consents from 2008 onwards under the above legislation.		
Production Consent applications should be completed for each separate field as appropriate requesting minimum and maximum levels. Flaring and Venting Consents may be requesting for either a single field or a grouping of joint fields.		
For guidance on how to complete the pages, please click on the following links: Flare/Vent Guidance PPD Production Guidance		
Any queries relating to the Field Consent forms, or a specific application, should be addressed to the Aberdeen office:		
DECC Licensing, Exploration & Development 3rd Floor Atholl House 86-88 Guild Street Aberdeen AB11 6AR Claire Grant E-mail: claire.grant@decc.gsi.gov.uk Tel: +44 (0)1224 254052		
Loraine Osborne E-mail: loraine.osborne@decc.gsi.gov.uk Tel: +44 (0)1224 254055		
For support on any IT related issues please use the "Help" link opposite.		
An asterisk (*) denotes a mandatory field.		
Note - the Consent documents will be sent electronically via the Portal to the Authorised and Copy recipients. If you wish to also receive a paper copy please apply in writing to the appropriate office (see above).		

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN Powered by FOXopen

Use the navigation bar at the top of the form to navigate to the next page to display the Operators team of people who will be involved in the preparation and submission of this application. By default the person creating the application is enrolled in the team with all available roles

IT IS STRONGLY RECOMMENDED THAT MORE THAN ONE PERSON IS ENROLLED IN THE CONSENTS TEAMS TO AVOID DELAYS IN THE SUBMISSION AND APPROVAL PROCESS.

Please see the section “[Controlling Access using Field Consents Teams and Contacts](#)”



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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) Primary Operator
 Length Licence(s) Field Operator(s)

Current Contacts

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators <i>i</i>	Data Entry <i>i</i>	Authorised Field Consent Submitter <i>i</i>	Authorised Consents Recipient <i>i</i>	Consents Interested Party Recipient <i>i</i>
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000 	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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User: Mrs Industry User (i consent) Page Ref: FC020X_VENT_MAIN Powered by FOXopen

Click the 'Next page' link to proceed with the application.

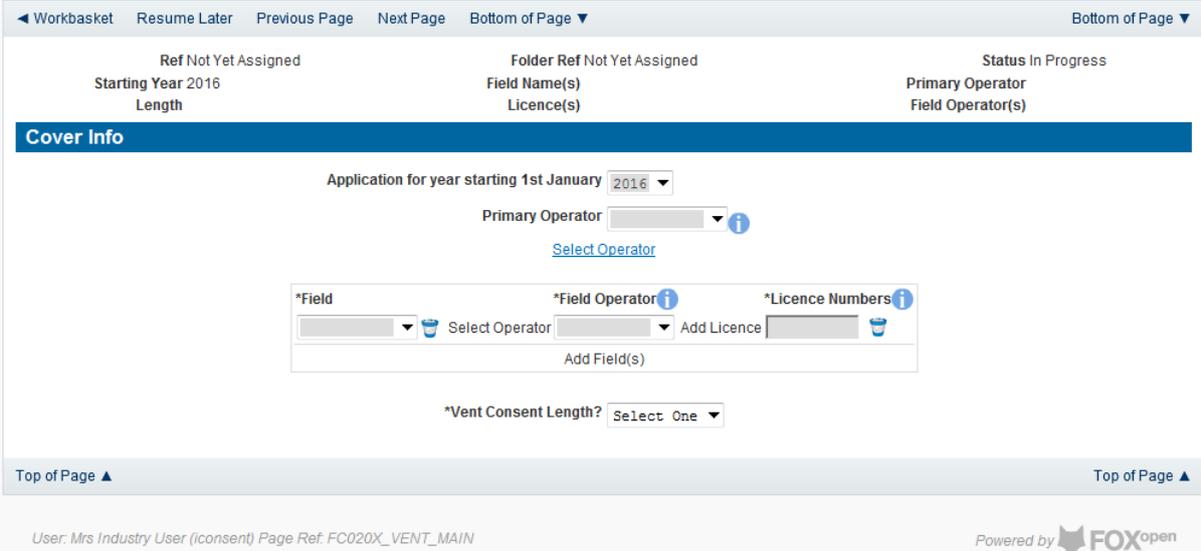
On the next screen, Cover Info, the operator will define the length of time for which the Vent Consent is being applied. There are three terms for which a Flare Consent may be requested: Short Term, Annual, and Long term.

The process differs slightly in the data required for each type of consent length.

New Short Term Vent Consent

Short term venting can be issued for occasions when, for operational or safety reasons the Operator needs to vent hydrocarbons in excess of their normal consent allowance or for periods where a new field is beginning to prepare for first production.

The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



Workbasket Resume Later Previous Page Next Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
Starting Year 2016 Length Field Name(s) Licence(s) Primary Operator Field Operator(s)

Cover Info

Application for year starting 1st January 2016 ▼

Primary Operator ▼ [Select Operator](#)

*Field	*Field Operator	*Licence Numbers
▼ Select Operator	▼ Add Licence	▼ Add Licence

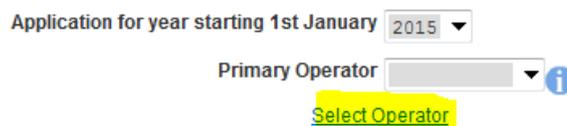
Add Field(s)

*Vent Consent Length? Select One ▼

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The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



Application for year starting 1st January 2015 ▼

Primary Operator ▼ [Select Operator](#)

This will open the Organisation Directory Search Screen

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

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Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering 'tes' as the organisation and clicking on 'Search' will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the 'Select' link to inset the Organisation into the application.

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

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Add the field for which the production consent is being prepared. To add the field click on the 'Add Field' link on the screen.

*Field *Field Operator *Licence Numbers

Select Operator Add Licence

Add Field(s)

This will open the DEVUK Field Search Screen

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering 'bren' as the Field Name and clicking on 'Search' will return search results of BRENDA and BRENT. Click on the 'Select' link to the right of the correct Field Name to inset the Field into the application.

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Field Search Criteria

Enter values and press search

Field Name **bren**

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

*Field	*Field Operator 	*Licence Numbers 
BRENT   Select Operator	INDUSTRY  Add Licence	P119  P257 
Add Field(s)		

To add further Fields into the application click the ‘Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the field at which the venting is going to take place by clicking the drop down menu next to the question “Which field are the venting facilities located?” and selecting the correct Field name.

Set the Vent Consent Length to ‘Short Term’ by selecting this option from the drop down menu.

The Consent Start Date and End date are not entered at this point. These items will be populated from information provided later in the application process.

Select the UKCS location of the Field for which the consent is being applied for. This is selected from the drop down menu.

Select the Field at which the venting will be recorded from the drop down menu.

*Which field are the venting facilities located? BRENT 

The Vent Consent Requested item is not entered at this point. This item will be populated from information provided later in the application process.

Enter the figure allocated to the Operator for venting at this facility from the consent issues for the previous period.

Vent Consent Requested (tonnes/day) 

Year 2014 History

*Vent Consent (tonnes/day) 0.12 

The screen should now be completely populated. Click on ‘Next Page’ on the navigation bar to move to the Short Term Vent Consent request page and continue the application process.

Enter the dates for which the consent is due to start and end by using the calendar widget or manually entering the dates, then clicking on the ‘Initialise Term’ button.

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Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2015 Length Short Term	Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD
---	---	---

Vent Consent (2015)

i The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start *i* *End *i*

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Once the Initialise term button has been pushed the screen will display the areas where the Operators' requested vent allowances are recorded. For each period on the screen the Operator must enter the requested figure. If the Operator wishes to add a comment to the figures for a requested month it can be entered in the comments box on the right hand side of the monthly figures.

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Ref Not Yet Assigned Starting Year 2015 Length Short Term	Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD
---	---	---

Vent Consent (2015)

i The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start *i* *End *i*

Year	Month	Days	Consent Days <i>i</i>	Unignited Vent(s) (tonnes/month) <i>i</i>	Comments
2015	September	30	14	<input type="text" value="2.78"/>	<input type="text" value="closure of export route for maintenance"/>
Total				<input type="text"/>	
Daily Average				<input type="text"/>	

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Once figures have been entered click on the 'Calculate Totals' button to populate the total and Daily Average figures on the screen.



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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2015 Field Name(s) BRENT Primary Operator TEST COMPANY LTD
 Length Short Term Licence(s) P119, P257 Field Operator(s) TEST COMPANY LTD

Vent Consent (2015)

i The 'Initialise Term' button must be clicked if the dates are changed, information already filled in will not be lost as long as the month remains within the consent period.

*Start 13-SEP-2015 *i* *End 26-SEP-2015 *i* Initialise Term

Year	Month	Days	Consent Days <i>i</i>	Unignited Vent(s) (tonnes/month) <i>i</i>	Comments
2015	September	30	14	2.78	closure of export route for maintenance
Total				2.78	
Daily Average				0.199	

Calculate Totals

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Clicking the 'Calculate Totals' button will also populate the Consent start and end dates and the requested vent consent information on the Cover Info page.

*Vent Consent Length? Short Term ▼

Consent Start Date 13-SEP-2015 *i*

Consent End Date 26-SEP-2015 *i*

*Where are the field(s) located? Northern North Sea/West of Shetlands ▼

*Which field are the venting facilities located? BRENT ▼

[Select Field](#)

Vent Consent Requested (tonnes/day) 0.199 *i*

Year 2014 History

*Vent Consent (tonnes/day) 0.12 *i*

Click on 'Next Page' on the navigation bar to move to the next screen, 'Additional Info'



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Ref Not Yet Assigned Starting Year 2015 Length Short Term Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
By
Date

Improvement Studies/Projects

Please provide details in the box below:

Updated For Not Yet Assigned
By
Date

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC			
File Type	Status	Uploaded By	Actions
Add Supporting Document			

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Additional notes can be added in the notes box using free text or copied and pasted from other applications. These notes are automatically saved when the Operator navigates away from the page.

Details can also be recorded relating to improvement studies and projects on this page. These details can be types as free text or pasted from other applications. Any added details are automatically save when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page.



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Ref Not Yet Assigned Starting Year 2015 Length Short Term Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD

Notes

Please add additional information to support the application in the box provided below:

notes can be added here by copying and pasting from other applications or by typing freehand text

Updated For Not Yet Assigned By Mrs Industry FC User Date 30-AUG-2015

Improvement Studies/Projects

Please provide details in the box below:

information on improvement studies can be added here by copying and pasting from other applications or by typing freehand text

Updated For Not Yet Assigned By Mrs Industry FC User Date 30-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

File Type	Status	Uploaded By	Upload to DECC	Actions						
Supporting Document	Received By DECC	Industry User 30 AUG 2015 11:28	<table border="1"> <tr><td>Filename</td><td>Dummy word document.docx</td></tr> <tr><td>File Size</td><td>12.38 KB</td></tr> <tr><td>Description</td><td>sample of a word document uploaded to support the Vent application</td></tr> </table> <p>View... Save as... Replace file...</p>	Filename	Dummy word document.docx	File Size	12.38 KB	Description	sample of a word document uploaded to support the Vent application	Delete
Filename	Dummy word document.docx									
File Size	12.38 KB									
Description	sample of a word document uploaded to support the Vent application									

[Add Supporting Document](#)

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Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Flare Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate pdf' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

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Ref Not Yet Assigned Starting Year 2015 Length Short Term Folder Ref Not Yet Assigned Field Name(s) BRENT Licence(s) P119, P257 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD

[Select all](#)

Entry Screen
 Current Contacts
 Cover Info
 Short Term Vent Consent
 Additional Info

Last pdf document generated on 30 AUG 2015 at 11:30. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.

[View PDF Application](#)

Document Generated 30 AUG 2015 at 11:30

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If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.

- Entry Screen
- Current Contacts
- Cover Info
- Vent Report
- ST Vent Consent
- Vent Consent
- LT Vent Consent
- Additional Info
- Print
- Submit**
- View Review Notes
- Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any error must be rectified before the application can be submitted.

◀ Workbasket Resume Later Bottom of Page ▼Bottom of Page ▼

Ref Not Yet Assigned
Starting Year 2015
Length Short Term

Folder Ref Not Yet Assigned
Field Name(s) BRENT
Licence(s) P 119, P257

Status In Progress
Primary Operator TEST COMPANY LTD
Field Operator(s) TEST COMPANY LTD

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Vent Consent (tonnes/day)	Invalid decimal value n/a

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Click on the item on the errors list and you will be taken to the screen containing the error.

The error will be indicated by a red cross. 

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.

- Validation
- Show/Update Errors
- Hide Errors
- Error Summary**

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

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Bottom of Page ▼

Ref Not Yet Assigned

Starting Year 2015

Length Short Term

Folder Ref Not Yet Assigned

Field Name(s) BRENT

Licence(s) P119, P257

Status In Progress

Primary Operator TEST COMPANY LTD

Field Operator(s) TEST COMPANY LTD

Error Summary

There are no errors to be displayed.

The application is valid and ready for submission to the Department.

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Click on the Submit link on the left hand menu to go to the submission screen.

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Bottom of Page ▼

Ref Not Yet Assigned

Starting Year 2015

Length Short Term

Folder Ref Not Yet Assigned

Field Name(s) BRENT

Licence(s) P119, P257

Status In Progress

Primary Operator TEST COMPANY LTD

Field Operator(s) TEST COMPANY LTD

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned

Operator TEST COMPANY LTD ⓘ

Field Name(s) BRENT

[Hide All Details](#)
[Refresh](#)

Central Contact Details	Team Coordinators ⓘ	Data Entry ⓘ	Authorised Field Consent Submitter ⓘ	Authorised Consents Recipient ⓘ	Consents Interested Party Recipient ⓘ
<p>Industry User</p> <p>industry.fc.user@industry.com</p> <p>FIELD CONSENT MANAGER</p> <p>INDUSTRY</p> <p>+44 (0)800 000 0000📞</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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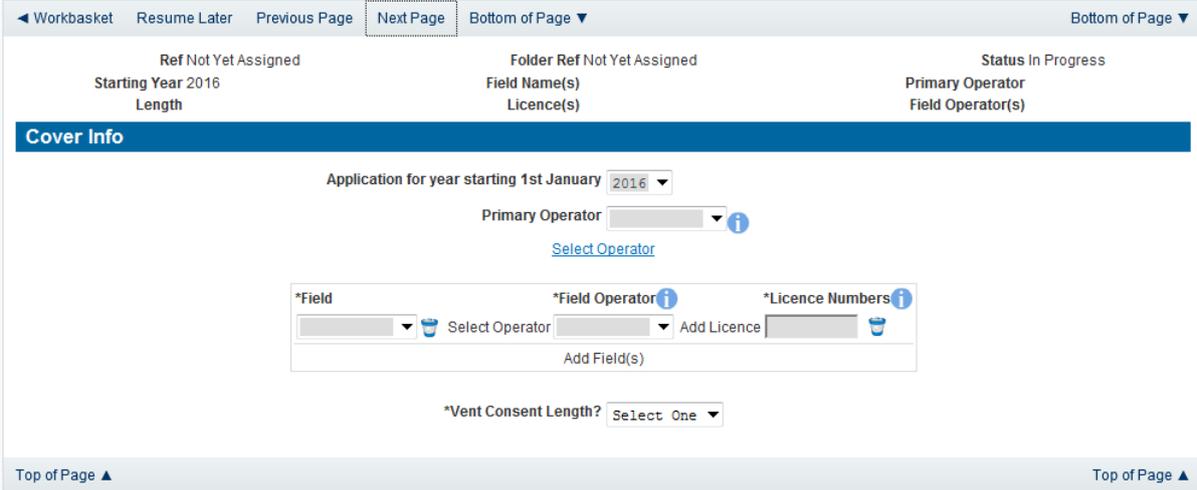
YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO PAY FOR THIS APPLICATION AND FINALISE THE SUBMISSION PROCESS

Clicking the 'Submit button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in "[Processing Payments](#)" section later in this guide document.

New Annual Vent Consent

Follow the process for creating a blank Venting Consent application [described above](#) and proceed to the Cover Info screen

The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) Primary Operator
 Length Licence(s) Field Operator(s)

Cover Info

Application for year starting 1st January 2016 ▼

Primary Operator ▼ ⓘ
[Select Operator](#)

*Field	*Field Operator	*Licence Numbers
▼ ⓘ	Select Operator ▼ ⓘ	Add Licence ▼ ⓘ
Add Field(s)		

*Vent Consent Length? Select One ▼

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User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN Powered by 

The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:

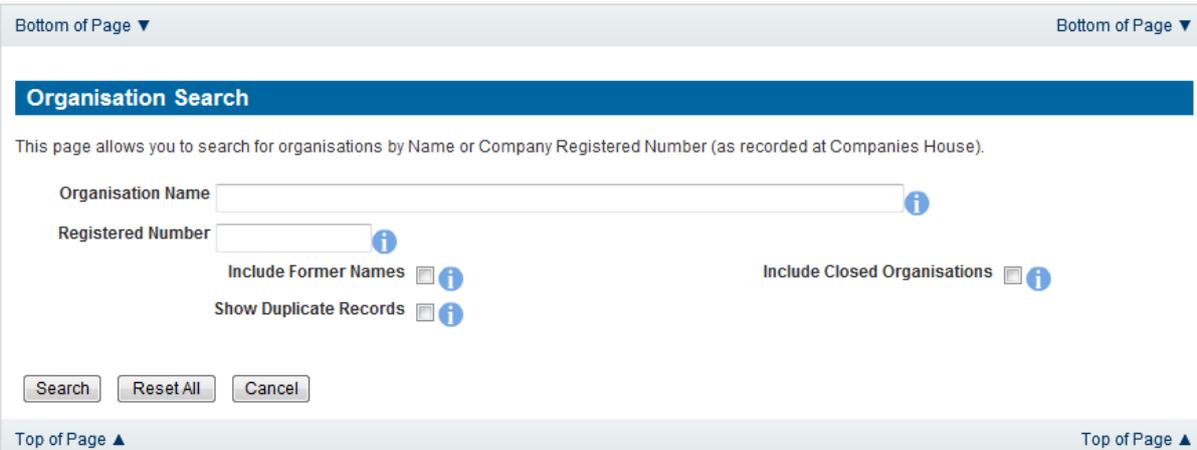


Application for year starting 1st January 2016 ▼

Operator ▼ ⓘ

Select Operator

This will open the Organisation Directory Search Screen



Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

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Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering 'tes' as the organisation and clicking on 'Search' will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the 'Select' link to inset the Organisation into the application.

Bottom of Page ▼
Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name i

Registered Number i

Include Former Names i
Include Closed Organisations i

Show Duplicate Records i

Search
Reset All
Cancel

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

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User: Mrs Industry User (iconsent) Page Ref: DEC010X
Powered by FOXopen

Add the field for which the venting consent is being prepared. To add the field click on the 'Add Field' link on the screen.

*Field
*Field Operator i
*Licence Numbers i

Select Operator

Add Licence

Add Field(s)

This will open the DEVUK Field Search Screen

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Field Search Criteria

Enter values and press search

Field Name ⓘ

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering 'bren' as the Field Name and clicking on 'Search' will return search results of BRENDA and BRENT. Click on the 'Select' link to the right of the correct Field Name to inset the Field into the application

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name **bren** ⓘ

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

*Field **BRENT** ⓘ

*Field Operator **INDUSTRY** ⓘ

*Licence Numbers ⓘ

[Select Operator](#) [Add Licence](#)

P119 ⓘ

P257 ⓘ

[Add Field\(s\)](#)

To add further Fields into the application click the 'Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Select the field at which the venting is going to take place by clicking the drop down menu next to the question “Which field are the venting facilities located?” and selecting the correct Field name.

Set the Vent Consent Length to ‘Annual’ by selecting this option from the drop down menu.

Adding the consent length will open further areas for which information is required.

Set the Field Location by selecting the area from the drop down box.

*Where are the field(s) located? Northern North Sea/West of Shetlands ▼

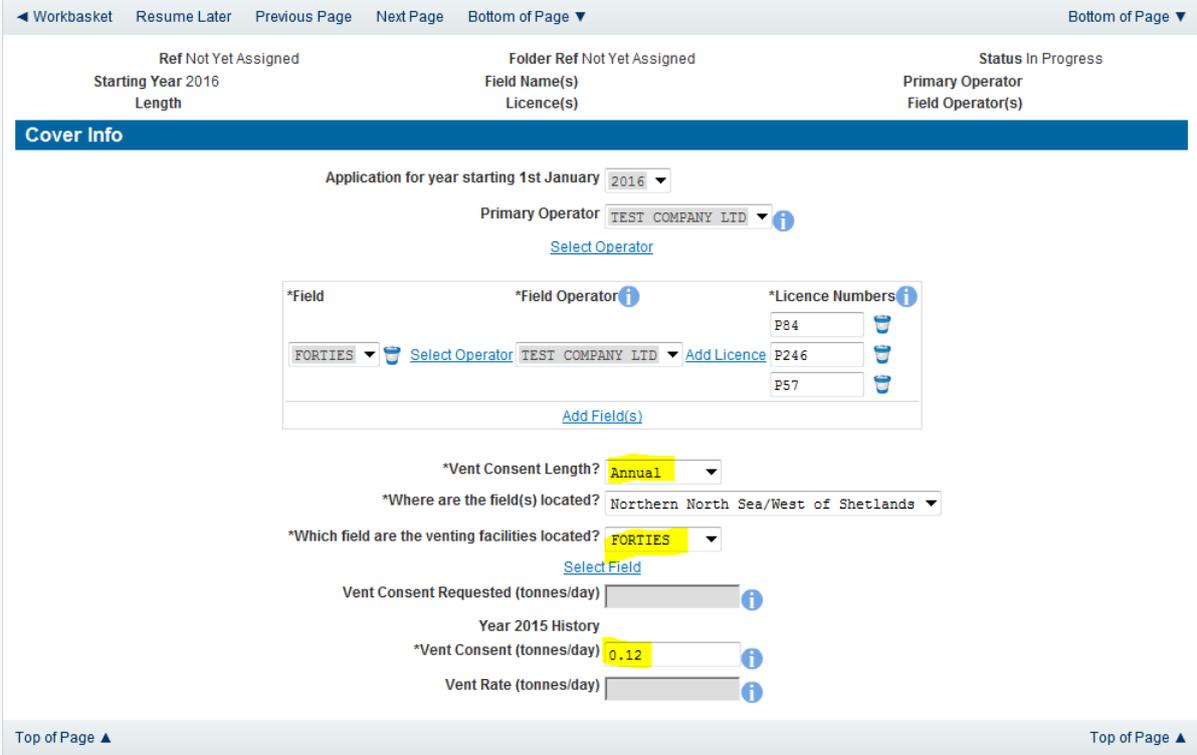
Select the field at which the venting will be taking place from the drop down list.

*Which field are the venting facilities located? FORTIES ▼

Finally, enter the figure which was granted for the previous Consent Period.

Year 2015 History
*Vent Consent (tonnes/day) 0.12 ⓘ

The Figure for the requested Vent quantity for this new application and Vent rate for the previous (or current) period are not enterable. These figures are automatically generated from the Vent Report and the Vent Request data supplied later in the process.



Navigation: ◀ Workbasket Resume Later Previous Page Next Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length
Folder Ref Not Yet Assigned Field Name(s) Licence(s)
Status In Progress Primary Operator Field Operator(s)

Cover Info

Application for year starting 1st January 2016 ▼
Primary Operator TEST COMPANY LTD ⓘ
[Select Operator](#)

*Field	*Field Operator ⓘ	*Licence Numbers ⓘ
FORTIES ▼ ⓘ	TEST COMPANY LTD ▼	P84 ⓘ
	Add Licence	P246 ⓘ
		P57 ⓘ

[Add Field\(s\)](#)

*Vent Consent Length? Annual ▼
*Where are the field(s) located? Northern North Sea/West of Shetlands ▼
*Which field are the venting facilities located? FORTIES ▼
[Select Field](#)

Vent Consent Requested (tonnes/day) ⓘ
Year 2015 History
*Vent Consent (tonnes/day) 0.12 ⓘ
Vent Rate (tonnes/day) ⓘ

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User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN Powered by FOXopen

The screen should now be completely populated. Click on 'Next Page' on the navigation bar to move to the vent report screen and continue the application process.

The next stage in the process to supply details of the amount of flaring reported for the previous (or current) consent period along with details of the measuring method used for recording the reported figures.

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Ref Not Yet Assigned
Starting Year 2016
Length Annual

Folder Ref Not Yet Assigned
Field Name(s) FORTIES
Licence(s) P57, P84, P246

Status In Progress
Primary Operator TEST COMPANY LTD
Field Operator(s) TEST COMPANY LTD

Vent Report (2015)

Vents

Type	Description	*Metered?	Comments
Vent		Select One	

Month	Days	Unignited Vent(s) (tonnes/month)	Days of total shutdown	Comments
January	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
February	28	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
March	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
April	30	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
May	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
June	30	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
July	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
August	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
September	30	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Total		<input type="text"/>	<input type="text"/>	
Daily Average		<input type="text"/>		
Stream Mol Wt		<input type="text"/>		
Inert Gas Content (mol %) (or specify full composition)		<input type="text"/>		
Hydrocarbon content (mol %) (or specify full composition)		<input type="text"/>		

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Enter the details of the recorded vent figures.

Vent Report (2015)

Vents

Type	Description	*Metered?	Comments
Vent	Platform Vent	No	unmetered vent

Extra entries may be added if needed by clicking on the 'Add Vent' button

Each item in the list of vents should contain an optional description and a mandatory indication of if this vent was metered or not. An optional comments box is available to allow freehand text comments.

Details of the monthly venting activity is recorded in the next section along with details of days a Field may have been shut in and a comments box to add notes relating to the entry.

Month	Days	Unignited Vent(s) (tonnes/month) 1	Days of total shutdown	Comments
January	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
February	28	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
March	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
April	30	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
May	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
June	30	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
July	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
August	31	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
September	30	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>
Total		<input type="text"/>	<input type="checkbox"/>	
Daily Average		<input type="text"/>		
Stream Mol Wt		<input type="text"/>		
Inert Gas Content (mol %) (or specify full composition)		<input type="text"/>		
Hydrocarbon content (mol %) (or specify full composition)		<input type="text"/>		

By default the screen request details for January to September. If figures are not available for the whole period months can be removed from this list by clicking the 'Remove Month From End' button.

The reported figures should be populated in the appropriate sections on the screen



Month	Days	Unignited Vent(s) (tonnes/month) i	Days of total shutdown	Comments
January	31	<input type="text" value="0"/>	<input type="checkbox"/>	
February	28	<input type="text" value="0"/>	<input type="checkbox"/>	
March	31	<input type="text" value="4.5"/>	<input type="checkbox"/>	emergency trip
April	30	<input type="text" value="0"/>	<input type="checkbox"/>	
May	31	<input type="text" value="1"/>	<input type="checkbox"/>	
June	30	<input type="text" value="1"/>	<input type="checkbox"/>	
July	31	<input type="text" value="1"/>	<input type="checkbox"/>	
August	31	<input type="text" value="2"/>	<input type="checkbox"/>	
September	30	<input type="text" value="2"/>	<input type="checkbox"/>	field shut in from 23/9/15
Total		<input type="text" value=""/>	<input type="text" value=""/>	
Daily Average		<input type="text" value=""/>		
Stream Mol Wt		<input type="text" value=""/>		
Inert Gas Content (mol %) (or specify full composition)		<input type="text" value=""/>		
Hydrocarbon content (mol %) (or specify full composition)		<input type="text" value=""/>		

Once the data has been populated click on 'Calculate Totals' and the Field Consents system will calculate the total and Daily Average for the whole of the period being reported.

Month	Days	Unignited Vent(s) (tonnes/month) i	Days of total shutdown	Comments
January	31	<input type="text" value="0"/>	<input type="text" value="0"/>	
February	28	<input type="text" value="0"/>	<input type="text" value="0"/>	
March	31	<input type="text" value="4.5"/>	<input type="text" value="0"/>	emergency trip
April	30	<input type="text" value="0"/>	<input type="text" value="0"/>	
May	31	<input type="text" value="1"/>	<input type="text" value="0"/>	
June	30	<input type="text" value="1"/>	<input type="text" value="0"/>	
July	31	<input type="text" value="1"/>	<input type="text" value="0"/>	
August	31	<input type="text" value="2"/>	<input type="text" value="0"/>	
September	30	<input type="text" value="2"/>	<input type="text" value="0"/>	field shut in from 23/9/15
Total		<input type="text" value="11.5"/>	<input type="text" value="0"/>	
Daily Average		<input type="text" value="0.042"/>		
Stream Mol Wt		<input type="text" value=""/>		
Inert Gas Content (mol %) (or specify full composition)		<input type="text" value=""/>		
Hydrocarbon content (mol %) (or specify full composition)		<input type="text" value=""/>		

The system will also populate the Vent Rate item contained on the Cover Info page which was previously greyed out and could not be entered manually.



*Vent Consent Length? Annual

*Where are the field(s) located? Northern North Sea/West of Shetlands

*Which field are the venting facilities located? FORTIES

Select Field

Vent Consent Requested (tonnes/day)

Year 2015 History

*Vent Consent (tonnes/day) 0.12

Vent Rate (tonnes/day) 0.042

Click on 'Next Page' on the navigation bar to continue the application process and move to the Vent Request screen.

The Operator must supply reasonable estimates of the amount of hydrocarbon the will required for venting purposes during the consent period.

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Ref Not Yet Assigned Folder Ref Not Yet Assigned Status In Progress
 Starting Year 2016 Field Name(s) FORTIES Primary Operator TEST COMPANY LTD
 Length Annual Licence(s) P57, P84, P246 Field Operator(s) TEST COMPANY LTD

Vent Consent (2016)

Add Month To Start Remove Month From Start

Month	Days	Unignited Vent(s) (tonnes/month)	Comments
January	31	3.23	
February	29	3.1	
March	31	3.23	
April	30	3.19	
May	31	1	Shut in for planned maintenance 2/5 - 29/5
June	30	3	
July	31	3	
August	31	3	
September	30	2.9	
October	31	3	
November	30	2.9	
December	31	3	
Total			
Daily Average			

Add Month To End Remove Month From End Calculate Totals

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Click on the 'Calculate Totals' button to populate the total and Daily Average on this screen.

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[Resume Later](#)
[Previous Page](#)
[Next Page](#)
[Bottom of Page ▼](#)
[Bottom of Page ▼](#)

Ref Not Yet Assigned **Folder Ref Not Yet Assigned** **Status In Progress**
Starting Year 2016 **Field Name(s) FORTIES** **Primary Operator TEST COMPANY LTD**
Length Annual **Licence(s) P57, P84, P246** **Field Operator(s) TEST COMPANY LTD**

Vent Consent (2016)

Month	Days	Unignited Vent(s) (tonnes/month) ⓘ	Comments
January	31	3.23	
February	29	3.1	
March	31	3.23	
April	30	3.19	
May	31	1	Shut in for planned maintenance 2/5 - 29/5
June	30	3	
July	31	3	
August	31	3	
September	30	2.9	
October	31	3	
November	30	2.9	
December	31	3	
Total		34.55	
Daily Average		0.094	

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[Top of Page ▲](#)

Clicking the 'Calculate Totals' button will also populate the Requested Vent Consent figure on the Cover Info page which were greyed out and could not be entered manually.

*Vent Consent Length?

*Where are the field(s) located?

*Which field are the venting facilities located?

[Select Field](#)

Vent Consent Requested (tonnes/day) ⓘ

Year 2015 History

*Vent Consent (tonnes/day) ⓘ

Vent Rate (tonnes/day) ⓘ

Click on 'Next Page' on the navigation bar to continue the application process and move to the Additional info screen.

Additional notes can be added in the notes box using free text or copied and pasted from other applications. These notes are automatically saved when the Operator navigates away from the page.



Details can also be recorded relating to improvement studies and projects on this page. These details can be types as free text or pasted from other applications. Any added details are automatically save when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the ‘Add Supporting Document’ Link on this page.

The screenshot shows a web application interface with a navigation bar at the top containing links: Workbasket, Resume Later, Previous Page, Next Page, and Bottom of Page. The main content area is divided into three sections:

- Notes:** A section with a header "Notes" and a sub-header "Please add addition information to support the application in the box provided below:". It contains a large text input area with a placeholder "Additional information can be pasted here or entered as free text". Below the input area, it says "Updated For Not Yet Assigned By Mrs Industry FC User Date 29-AUG-2015".
- Improvement Studies/Projects:** A section with a header "Improvement Studies/Projects" and a sub-header "Please provide details in the box below:". It contains a large text input area with a placeholder "Information on improvement studies and projects can be pasted here or entered as free text". Below the input area, it says "Updated For Not Yet Assigned By Mrs Industry FC User Date 29-AUG-2015".
- Supporting Documents:** A section with a header "Supporting Documents" and a sub-header "Please upload documents which are appropriate to support your application.". It features a table with columns: File Type, Status, Uploaded By, Upload to DECC, and Actions.

File Type	Status	Uploaded By	Upload to DECC	Actions
Supporting Document	Received By DECC	Industry User 29 AUG 2015 22:51	Filename: Dummy word document.docx File Size: 12.33 KB Description: word document containing information to support the application. <input type="button" value="View..."/> <input type="button" value="Save as..."/> <input type="button" value="Replace file..."/>	Delete

 Below the table is a link "Add Supporting Document".

Click on ‘Next Page’ on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Flare Consent application. Check the boxes for the areas of the application you wish to create or click the ‘Select all’ link to choose all parts of the application. Click on the ‘Generate PDF’ button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

◀ Workbasket Resume Later Previous Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Annual	Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD
---	---	---

[Select all](#)

- Entry Screen
- Current Contacts
- Cover Info
- Vent Report
- Vent Consent
- Additional Info

Last pdf document generated on 30 AUG 2015 at 13:59. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.

 [View PDF Application](#) 

Document Generated 30 AUG 2015 at 13:59

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User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN Powered by 

If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.

- Entry Screen
- Current Contacts
- Cover Info
- Vent Report
- ST Vent Consent
- Vent Consent
- LT Vent Consent
- Additional Info
- Print
- Submit**
- View Review Notes
- Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any error must be rectified before the application can be submitted.

◀ Workbasket Resume Later Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Annual	Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD
---	---	---

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Error List	
Item	Error Message
Vent Consent (tonnes/day)	Invalid decimal value N/A

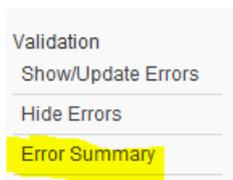
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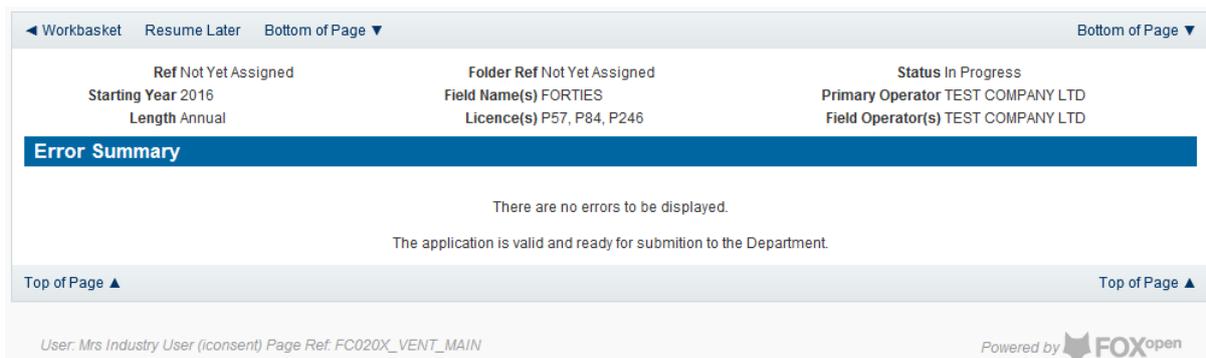
Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross. 

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.



If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.



The screenshot shows a web interface for an application. At the top, there are navigation links: 'Workbasket', 'Resume Later', and 'Bottom of Page'. Below this is a summary table with three columns: 'Ref Not Yet Assigned', 'Folder Ref Not Yet Assigned', and 'Status In Progress'. The 'Ref Not Yet Assigned' column contains 'Starting Year 2016' and 'Length Annual'. The 'Folder Ref Not Yet Assigned' column contains 'Field Name(s) FORTIES' and 'Licence(s) P57, P84, P246'. The 'Status In Progress' column contains 'Primary Operator TEST COMPANY LTD' and 'Field Operator(s) TEST COMPANY LTD'. Below the table is a blue header for 'Error Summary'. The content of the error summary is: 'There are no errors to be displayed.' and 'The application is valid and ready for submission to the Department.' At the bottom of the page, there is a footer with 'User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN' and 'Powered by FOXopen'.

Click on the Submit link on the left hand menu to go to the submission screen.

[Workbasket](#) [Resume Later](#) [Bottom of Page ▼](#)
[Bottom of Page ▼](#)

Ref Not Yet Assigned Starting Year 2016 Length Annual	Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246	Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD
--	--	--

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned
 Operator TEST COMPANY LTD ⓘ
 Field Name(s) FORTIES

[Hide All Details](#) [Refresh](#)

Central Contact Details	Team Coordinators ⓘ	Data Entry ⓘ	Authorised Field Consent Submitter ⓘ	Authorised Consents Recipient ⓘ	Consents Interested Party Recipient ⓘ
Industry User industry.fc.user@industry.com FIELD CONSENT MANAGER INDUSTRY +44 (0)800 000 0000 ⓘ	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN Powered by FOXopen

YOU MUST CLICK ON THE 'SUBMIT' BUTTON ON THIS PAGE TO PAY FOR THIS APPLICATION AND FINALISE THE SUBMISSION PROCESS

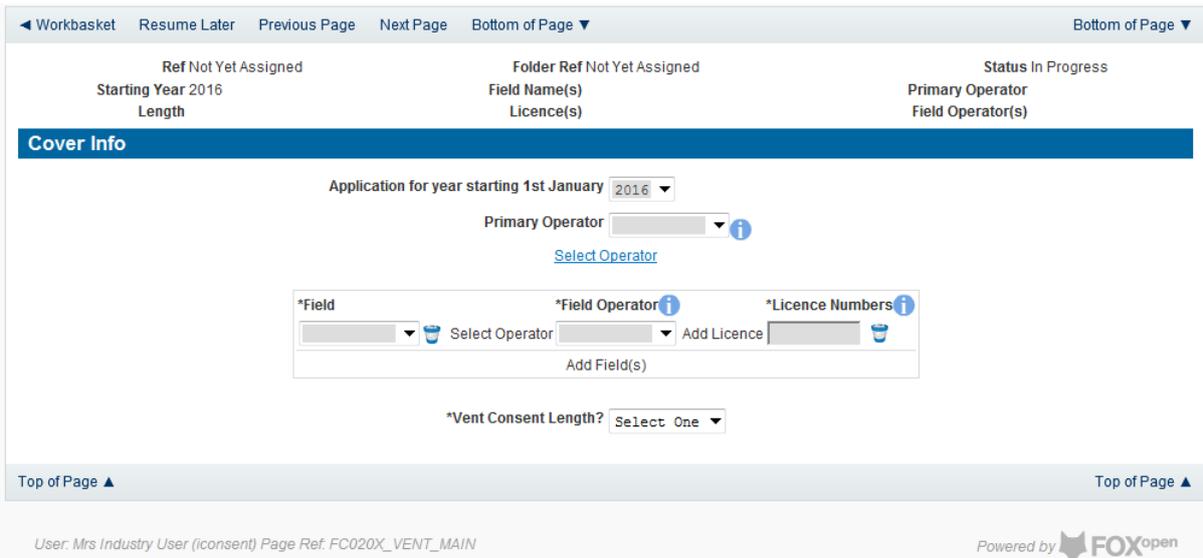
Clicking the 'Submit' button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the in "[Processing Payments](#)" section later in this guide document.

New Long Term Vent Consent

Long term vent consents are currently only granted for onshore Fields and Terminals.

Follow the process for creating a blank Venting Consent application [described above](#) and proceed to the Cover Info screen

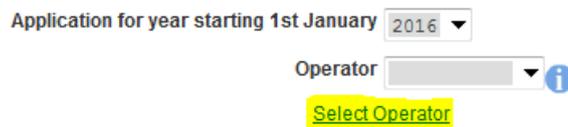
The Cover Info page is where the Operator is able to define the Field(s) and duration for the consent being applied for.



The screenshot shows the 'Cover Info' page with the following details:

- Navigation: Workbasket, Resume Later, Previous Page, Next Page, Bottom of Page ▼
- Metadata: Ref Not Yet Assigned, Starting Year 2016, Length; Folder Ref Not Yet Assigned, Field Name(s), Licence(s); Status In Progress, Primary Operator, Field Operator(s)
- Section Header: Cover Info
- Form Fields:
 - Application for year starting 1st January: 2016 ▼
 - Primary Operator: [Dropdown] ⓘ
 - Select Operator: [Link]
 - *Field: [Dropdown] ⓘ
 - *Field Operator: [Dropdown] ⓘ
 - *Licence Numbers: [Dropdown] ⓘ
 - Add Licence: [Dropdown] ⓘ
 - Add Field(s): [Link]
 - *Vent Consent Length?: Select One ▼
- Footer: User: Mrs Industry User (i consent) Page Ref: FC020X_VENT_MAIN; Powered by FOXopen

The Operator is chosen by searching for the operators name from the approved list of Operators registered with the UK Energy Portal. To use the search facility click on the select Operator link on the screen:



This close-up shows the 'Application for year starting 1st January' dropdown set to 2016, the 'Operator' dropdown menu, and the 'Select Operator' link highlighted in yellow.

This will open the Organisation Directory Search Screen

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

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Enter the name (or the beginning letters) of the name of the Operator Responsible for the Field for which the consent is being prepared. E.G. Entering 'tes' as the organisation and clicking on 'Search' will return search results of TESSENDERLO UK LIMITED and TEST COMPANY LTD. Click on the 'Select' link to inset the Organisation into the application.

Bottom of Page ▼ Bottom of Page ▼

Organisation Search

This page allows you to search for organisations by Name or Company Registered Number (as recorded at Companies House).

Organisation Name ⓘ

Registered Number ⓘ

Include Former Names ⓘ
 Include Closed Organisations ⓘ

Show Duplicate Records ⓘ

Search Results

Select	Organisation Name	Registered No. & Address	Branch No. & Address
Select	TESSENDERLO UK LIMITED	Reg No:04244527 BRIDGE END WORKS MACCLESFIELD ROAD LEEK STAFFORDSHIRE ST13 8LD	
Select	TEST COMPANY LTD	3 WHITEHALL PLACE LONDON SW1A 2AW	

Number of matches found:2

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Add the field for which the production consent is being prepared. To add the field click on the 'Add Field' link on the screen.

*Field *Field Operator *Licence Numbers

Select Operator Add Licence

Add Field(s)

This will open the DEVUK Field Search Screen

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

Enter the name (or the beginning letters) of the name of the Field name for which the consent is being prepared. E.G. Entering 'bren' as the Field Name and clicking on 'Search' will return search results of BRENDA and BRENT. Click on the 'Select' link to the right of the correct Field Name to inset the Field into the application

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Search Criteria

Enter values and press search

Field Name **bren**

Sub Type Any Sub Type ▼

Parent Field Name None ▼

*On or offshore? Any ▼

Search Reset Cancel

Field Result List

Select	Field Name ↑↓	Shore ↑↓	Sub Type	Status	Parent Field Name
Select	BRENDA	Offshore	DETERMINED	700 - PRODUCING	
Select	BRENT	Offshore	DETERMINED	700 - PRODUCING	

Number of matching rows: 2

◀ Workbasket ▶ Production Consent Application Save Now Revert Changes Spell Check Log Out Top of Page ▲

The Licence Number(s) associated with the Field are automatically entered into the application.

*Field	*Field Operator 	*Licence Numbers 
BRENT 	 Select Operator INDUSTRY 	Add Licence P119  P257 
Add Field(s)		

To add further Fields into the application click the 'Select Field link and repeat the process. Any additional fields added to the application will also add any further associated Licences to the application.

Set the vent Consent Length to 'Long Term' by selecting this option from the drop down menu.

When the duration had been set to 'Long Term' further items which need to be completed will be displayed on the screen.

Select the field at which the venting is going to take place by clicking the drop down menu next to the question "Which field are the venting facilities located?" and selecting the correct Field name.

*Which field are the venting facilities located? 

Enter the Consent figure for Venting which was granted during the current (or previous) consent period.

*Vent Consent (tonnes/day) 

Enter the actual vent rate reported by the Operator for the current (or previous) consent period.

*Vent Rate (tonnes/day) 

The screen should now be completely populated. Click on 'Next Page' on the navigation bar to continue to the Long Term Vent Request Page and continue the application process.



◀ Workbasket Resume Later Previous Page Next Page Bottom of Page ▼ Bottom of Page ▼

Ref Not Yet Assigned Starting Year 2016 Length Long Term Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD

Long Term Vent Consent Request

Year	*Gas (tonnes/day)
2016	<input type="text"/>
2017	<input type="text"/>
2018	<input type="text"/>
2019	<input type="text"/>
2020	<input type="text"/>

Add Year [Remove Year](#)

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Validation Show/Update Errors User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN Powered by FOXopen

By default the Long Term Vent request screen allocates a maximum of a five year period for which the Operator may submit a long term Vent Consent. This period may be reduced to a minimum of two years by clicking on the 'Remove Year' link on this page.

The operator must provide an average figure that they reasonably expect to need to Vent per day for each year for the consent period.

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Ref Not Yet Assigned Starting Year 2016 Length Long Term Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) P752 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD

Long Term Vent Consent Request

Year	*Gas (tonnes/day)
2016	0.0015
2017	0.0015

[Add Year](#) [Remove Year](#)

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Click on 'Next Page' on the navigation bar to continue to the additional Information screen and proceed with the application.



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Ref Not Yet Assigned Starting Year 2016 Length Long Term Folder Ref Not Yet Assigned Field Name(s) GLENELG Licence(s) F752 Status In Progress Primary Operator TEST COMPANY LTD Field Operator(s) TEST COMPANY LTD

Notes

Please add additional information to support the application in the box provided below:

Updated For Not Yet Assigned
By
Date

Improvement Studies/Projects

Please provide details in the box below:

Updated For Not Yet Assigned
By
Date

Supporting Documents

Please upload documents which are appropriate to support your application.

Upload to DECC			
File Type	Status	Uploaded By	Actions
Add Supporting Document			

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User: Mrs Industry User (iconsent) Page Ref: FC020X VENT MAIN Powered by FOXopen

Additional notes can be added in the notes box using free text or copied and pasted from other applications. These notes are automatically saved when the Operator navigates away from the page.

Details can also be recorded relating to improvement studies and projects on this page. These details can be types as free text or pasted from other applications. Any added details are automatically save when the Operator navigates away from the page.

Supporting documentation can also be uploaded by clicking on the 'Add Supporting Document' Link on this page.

Notes

Please add additional information to support the application in the box provided below:

Additional information can be pasted here or entered as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Improvement Studies/Projects

Please provide details in the box below:

Details of Improvement Studies or projects can be pasted here or entered as free text

Updated For Not Yet Assigned
By Mrs Industry FC User
Date 29-AUG-2015

Supporting Documents

Please upload documents which are appropriate to support your application.

File Type	Status	Uploaded By	Upload to DECC	Actions						
Supporting Document	Received By DECC	Industry User 29 AUG 2015 23:54	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Filename</td><td>Dummy word document.docx</td></tr> <tr><td>File Size</td><td>12.38 KB</td></tr> <tr><td>Description</td><td>uploaded document to support this long term consent application</td></tr> </table> <p style="font-size: x-small; margin-top: 2px;">View... Save as... Replace file...</p>	Filename	Dummy word document.docx	File Size	12.38 KB	Description	uploaded document to support this long term consent application	Details
Filename	Dummy word document.docx									
File Size	12.38 KB									
Description	uploaded document to support this long term consent application									

[Add Supporting Document](#)

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Click on 'Next Page' on the navigation bar to move to the next screen.

The Print Selection Screen allows the Operator to generate and print .pdf versions of the Flare Consent application. Check the boxes for the areas of the application you wish to create or click the 'Select all' link to choose all parts of the application. Click on the 'Generate PDF' button to produce the .pdf version of the Consent application. A copy will open in .pdf format in a new tab in the browser.

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Ref Not Yet Assigned
Starting Year 2016
Length Long Term

[Select all](#)

Entry Screen

Current Contacts

Cover Info

Long Term Vent Consent

Additional Info

Folder Ref Not Yet Assigned
Field Name(s) GLENELG
Licence(s) P752

Status In Progress
Primary Operator TEST COMPANY LTD
Field Operator(s) TEST COMPANY LTD

Last pdf document generated on 30 AUG 2015 at 15:00. To refresh this document with updated information on your application choose the required pages on the left and click the regenerate icon next to the PDF below.

[View PDF Application](#)

Document Generated 30 AUG 2015 at 15:00

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If the Consent application is ready to submit click on the submit button on the left hand menu to proceed to the next stage.

- Entry Screen
- Current Contacts
- Cover Info
- Vent Report
- ST Vent Consent
- Vent Consent
- LT Vent Consent
- Additional Info
- Print
- Submit
- View Review Notes
- Payment

Once the 'Submit' button is pressed the Field Consents System will check all the entries made on the consent application. If any on the entries are invalid or missing they will be displayed in an error summary. Any errors must be rectified before the application can be submitted.

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Ref Not Yet Assigned

Starting Year 2016

Length Long Term

Folder Ref Not Yet Assigned

Field Name(s) GLENELG

Licence(s) P752

Status In Progress

Primary Operator TEST COMPANY LTD

Field Operator(s) TEST COMPANY LTD

Error Summary

Your Field Consent Application is not ready to be submitted to the Department. Click on the links below to rectify the errors.

Item	Error Message
Gas (tonnes/day)	You can not enter more than 3 digits after the decimal point
Gas (tonnes/day)	You can not enter more than 3 digits after the decimal point

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Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN
Powered by FOXopen

Click on the item on the errors list and you will be taken to the screen where the error is contained.

The error will be indicated by a red cross.

Hovering over the cross will give an indication of what has caused the entry to be invalid. Correct the error and click on the 'Error Summary' link on the left hand menu.

- Validation
- Show/Update Errors
- Hide Errors
- Error Summary

If there are still errors on the application they will still appear in the errors list. Repeat the process to view and correct all errors until all corrections have been made. The error summary will be empty.

◀ Workbasket Resume Later Bottom of Page ▼
Bottom of Page ▼

Ref Not Yet Assigned

Starting Year 2016

Length Long Term

Folder Ref Not Yet Assigned

Field Name(s) GLENELG

Licence(s) P752

Status In Progress

Primary Operator TEST COMPANY LTD

Field Operator(s) TEST COMPANY LTD

Error Summary

There are no errors to be displayed.

The application is valid and ready for submission to the Department.

Top of Page ▲
Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN
Powered by 

Click on the ‘Submit’ link on the left hand menu to go to the submission screen.

◀ Workbasket Resume Later Bottom of Page ▼
Bottom of Page ▼

Ref Not Yet Assigned

Starting Year 2016

Length Long Term

Folder Ref Not Yet Assigned

Field Name(s) GLENELG

Licence(s) P752

Status In Progress

Primary Operator TEST COMPANY LTD

Field Operator(s) TEST COMPANY LTD

Submit

This Field Consent application has now passed validation checks and is about to be sent to the Department. Please check the details below carefully before submitting using the **Submit** button above. If the details are incorrect or you wish to return to previous pages, use the links opposite. You may also return to this work later by clicking on **Resume Later** above.

If this submission is a new Field Consent, a unique reference will be assigned after payment has been made. Please note this is for future reference and any communication with the Department.

Reference Not Yet Assigned

Operator TEST COMPANY LTD ⓘ

Field Name(s) GLENELG

[Hide All Details](#)
[Refresh](#)

Central Contact Details	Team Coordinators ⓘ	Data Entry ⓘ	Authorised Field Consent Submitter ⓘ	Authorised Consents Recipient ⓘ	Consents Interested Party Recipient ⓘ
<p>Industry User</p> <p>industry.fc.user@industry.com</p> <p>FIELD CONSENT MANAGER</p> <p>INDUSTRY</p> <p>+44 (0)800 000 0000</p>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Top of Page ▲
Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC020X_VENT_MAIN
Powered by 

YOU MUST CLICK ON THE ‘SUBMIT’ BUTTON ON THIS PAGE TO MAKE THE PAYMENT AND FINALISE THE SUBMISSION PROCESS

Clicking the ‘Submit’ button will send the application to the OGA Consents team and take the Operator to the payment screen. Details on how to make payments are contained in the [Processing Payments](#) section contained later in this guide document.

Acknowledging receipt of Consents and viewing notifications

Acknowledging receipt of a consent

When the review process has been completed The OGA will issue all the parties involved with a field for which the consents has been approved a digitally signed copy of the Consent Document.

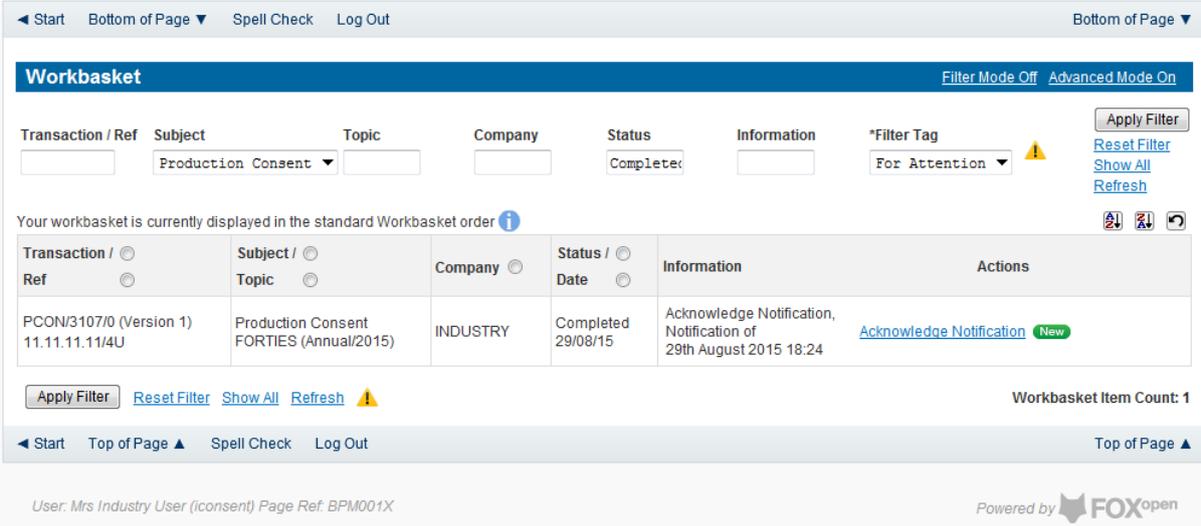
When the Consent is issued by The OGA, the interested parties will receive an email informing them that the consent has been issued and requesting that they acknowledge the receipt of the Consent.

It is the Operators responsibility to acknowledge the receipt of the consent document.

On receipt of the email the Operator should log into the UK Energy Portal.

In their Portal Workbasket they will see an entry for the completed and issued Consent.

If no entry is in the workbasket for the Consent listed in the notification email the Consent may have been acknowledged by another member of the Consent team. To check if a consent has been acknowledged by another team member please follow the [viewing notifications](#) guide below.



The screenshot shows the 'Workbasket' interface. At the top, there are navigation links: 'Start', 'Bottom of Page', 'Spell Check', and 'Log Out'. The 'Workbasket' header includes 'Filter Mode Off' and 'Advanced Mode On'. Below the header, there are filter fields for 'Transaction / Ref', 'Subject' (set to 'Production Consent'), 'Topic', 'Company', 'Status' (set to 'Completed'), 'Information', and '*Filter Tag' (set to 'For Attention'). There are also buttons for 'Apply Filter', 'Reset Filter', 'Show All', and 'Refresh'. A message states: 'Your workbasket is currently displayed in the standard Workbasket order'. Below this is a table with the following data:

Transaction / Ref	Subject / Topic	Company	Status / Date	Information	Actions
PCON/3107/0 (Version 1) 11.11.11.11/4U	Production Consent FORTIES (Annual/2015)	INDUSTRY	Completed 29/08/15	Acknowledge Notification, Notification of 29th August 2015 18:24	Acknowledge Notification New

At the bottom of the table, there are buttons for 'Apply Filter', 'Reset Filter', 'Show All', and 'Refresh'. The 'Workbasket Item Count' is 1. The footer includes 'User: Mrs Industry User (fconsent) Page Ref: BPM001X' and 'Powered by FOXopen'.

Click on the Acknowledge Notification link on the right hand side of the workbasket entry.



◀ Workbasket Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Consents

Reference 11.11.11.11/4U
Application Reference PCON/3107/0 (Version 1)
Type Production Consent
Issued To INDUSTRY

Authorised Contacts
Mrs Industry FC User

Information Contacts

Notification List

You have been issued with the following documents. Please view them and take any appropriate action.

Title	Document
Production Consent	View PDF

[Show System docs](#)

Acknowledgement of Receipt

Please Note

- Once you have acknowledged receipt you will be able to remove this entry from your workbasket.
- Once removed you will be able to view this notification using the Search Notifications option shown in the Workbasket left hand menu.
- Only Authorised Contacts may acknowledge receipt of notifications. Information Contacts can only view the notifications.

◀ Workbasket Save Now Revert Changes Spell Check Log Out Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC027X Powered by FOXopen

Clicking on the View PDF link will open an electronic copy of the signed Consent Document in .pdf format in a new tab within the browser.

Once the document has been checked the Operator must click the 'Acknowledge Receipt' button at the bottom of the page.

Any discrepancies with the information contained in the document should be raised with the OGA Consents team before the Acknowledge Receipt button is pressed. The contact details for the Consents team are contained in the Consent Application.

Once the button is pressed the acknowledgement is recorded against the Consent.

◀ Workbasket Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Field Consents

Reference 11.11.11.11/4U
 Application Reference PCON/3107/0 (Version 1)
 Type Production Consent
 Issued To INDUSTRY

Authorised Contacts
 Mrs Industry FC User
 Information Contacts

Notification List

You have been issued with the following documents. Please view them and take any appropriate action.

Title	Document
Production Consent	View PDF

[Show System docs](#)

Acknowledgement of Receipt

This notification has been acknowledged. Details below.

Acknowledgement By Mrs Industry User
 Acknowledgement Date 30-AUG-2015 15:29:00

◀ Workbasket Save Now Revert Changes Spell Check Log Out Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC027X Powered by  FOXopen

Click on Save now or Workbasket link in the navigation bar to return to the workbasket. The entry in the workbasket will now have a view notification link on the right hand side on the workbasket entry.

◀ Start Bottom of Page ▼ Spell Check Log Out Bottom of Page ▼

Workbasket

Filter Mode Off Advanced Mode On

Transaction / Ref Subject Topic Company Status Information *Filter Tag Apply Filter

Production Consent Complete: For Attention [Reset Filter](#)
[Show All](#)
[Refresh](#)

Your workbasket is currently displayed in the standard Workbasket order   

Transaction / Ref	Subject / Topic	Company	Status / Date	Information	Actions
PCON/3107/0 (Version 1) 11.11.11.11/4U	Production Consent FORTIES (Annual/2015)	INDUSTRY	Completed 29/08/15	Acknowledged Notification, Notification of 29th August 2015 18:24	View Notification New  Clear New 

Apply Filter [Reset Filter](#) [Show All](#) [Refresh](#)  Workbasket Item Count: 1

◀ Start Top of Page ▲ Spell Check Log Out Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: BPM001X Powered by  FOXopen

If the operator has no further actions to take on this Consent they should remove it from their workbasket by clicking the 'Clear' link on the right hand side of the workbasket entry.

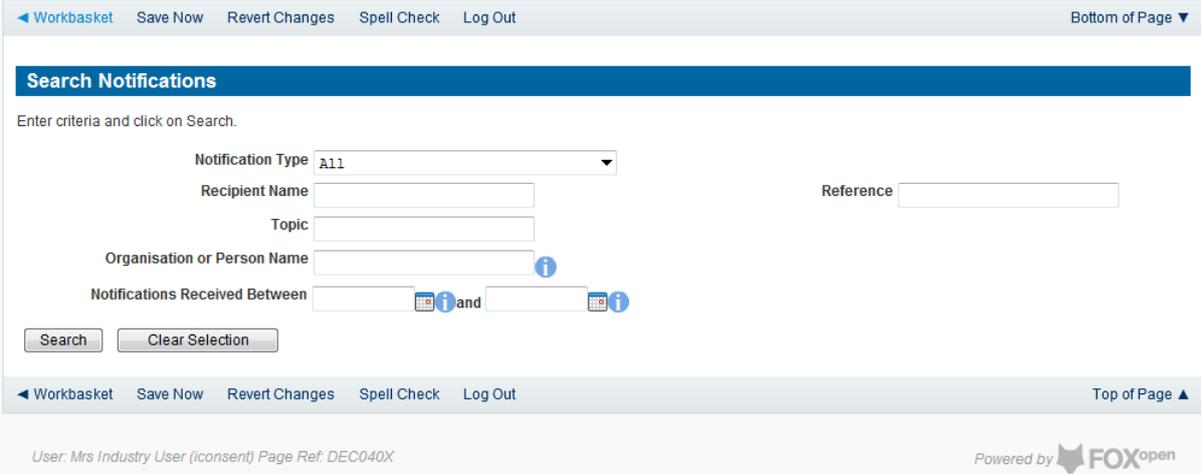
Viewing Field Consent notifications

To view previous notification log in to the UK Energy Portal.

On the left hand menu click on 'Search Notifications'

[Company Contacts](#)[Field Consents](#)[Payment Invoices / Receipts](#)[Search Notifications](#)[Update My Details](#)[Update My Password](#)[User Preferences](#)

This will open the Notification search screen.



◀ Workbasket Save Now Revert Changes Spell Check Log Out Bottom of Page ▼

Search Notifications

Enter criteria and click on Search.

Notification Type

Recipient Name

Reference

Topic

Organisation or Person Name

Notifications Received Between and

◀ Workbasket Save Now Revert Changes Spell Check Log Out Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: DEC040X Powered by FOXopen

Select the notification type of 'FC' from the drop down menu. Enter any other search criteria in the appropriate section and click on 'Search'.



Search Notifications

Enter criteria and click on Search.

Notification Type: FC

Recipient Name:

Reference:

Topic:

Organisation or Person Name:

Notifications Received Between: and

Search Clear Selection

Search Results

Click on the View link to view a particular notification and a list of documents issued.

Notification Ref	Notification Type / Topic	Organisation or Person / Recipients	Documents	Notification Date	Notifications Issued By	View
11.11.11.11/4U (PCON/3107/0 (Version 1))	FC FORTIES (Annual/2015)	INDUSTRY Mrs Industry FC User	Production Consent	29-AUG-2015	Christopher Duguid	View
11.11.11.11/4U (PCON/3107/0 (Version 1))	FC FORTIES (Annual/2015)	APACHE NORTH SEA LIMITED Dr Tina Massoura, Mr Simon Taylor	Licensee Cover Letter(s), Production Consent	29-AUG-2015	Christopher Duguid	View
11.11.11.11/4U (PCON/3107/0 (Version 1))	FC FORTIES (Annual/2015)	ESSO EXPLORATION AND PRODUCTION UK LIMITED Mrs Anne Nash	Licensee Cover Letter(s), Production Consent	29-AUG-2015	Christopher Duguid	View
11.11.11.11/4U (PCON/3107/0 (Version 1))	FC FORTIES (Annual/2015)	SHELL U.K. LIMITED Miss Morgan Smith, Mrs Alison McNeil, Ms Karen K Moore	Licensee Cover Letter(s), Production Consent	29-AUG-2015	Christopher Duguid	View

Number of notifications listed: 4

Click on 'view' to the right of entry in the search results list to go to the Field Consent Notification screen where the document can be viewed and details of who has acknowledged this notification.

Revising an existing Field Consent

The Operators have the ability to revise a Field Consent and re-submit it to The OGA for approval.

Only Field Consents which have been issued (Completed) and are current are able to be revised. The person who wishes to revise a consent must be a member of the team who manage the consent. [Please see Controlling access using Field Consent Teams and Contacts](#) in this document.

From the workbasket, Click on Field Consents on the Left Hand menu.

Select the Application Status of 'Completed' from the drop down list. Enter any further search criteria as required. Click on Search.

◀ Workbasket Bottom of Page ▼
Bottom of Page ▼

Field Consents

This screen allows users to search existing Field Consent applications for which they have access, such that they may be viewed or revised. Applications which are currently being processed by DECC cannot be revised until the consent has been granted. If you have submitted an application in error and you wish to update it and resubmit then you need to contact the appropriate Aberdeen or London office using the contacts given on the application entry screen.

Search

Ref Number

Type of Consent All

Length Specified on Application All

Starting Year on Application All

Field Name

Licence Number

Operator

Field Operator

Application Status Completed

Latest Application

Results

Count: 1

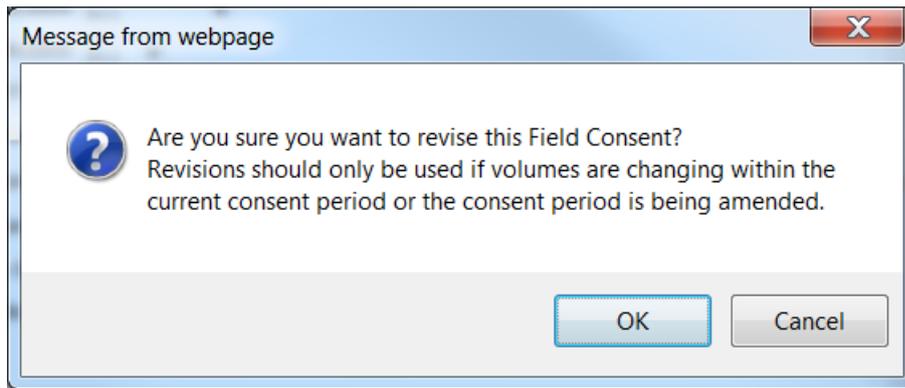
Ref Number	Type/Length/Starting Year	Operator/Fields/Licences	Field Operators	Created By/Date	Consent Start Date/Consent End Date	Submitted By/Date	Status	Actions
PCON/3107/0 (Version 1)	Production Consent Annual 2015	INDUSTRY FORTIES P57, P84, P246		Industry User 28-AUG-2015 13:20:48	01-JAN-2015 31-DEC-2015	Industry User 28-AUG-2015 14:10:08	Completed (Current)	View Application Edit Contacts View Notification Revise

Count: 1

Top of Page ▲
Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC001X_LAUNCH
Powered by FOXopen

Click on the 'Revise' link to the right of the entry in the results list to begin a revision. The operator will be given a message box as a warning that the Consent is about to be revised and an option to cancel the revision.



Click on OK to create the new revision.

At this point the original consent is still active. A revision has been created with a new reference number. The original version of the consent will have a reference number of PCON (or FCON or VCON for flaring and venting consents) a consent number, a revision number and a version number. An example is PCON/3107/0 (Version 1). The new revision will increase the revision number by 1. I.E PCON/3107/1 (Version 1)

The new revision may be edited and submitted to The OGA using the same process as a new Consent application.

Until the revised application is approved and issued the original Consent remains in force.

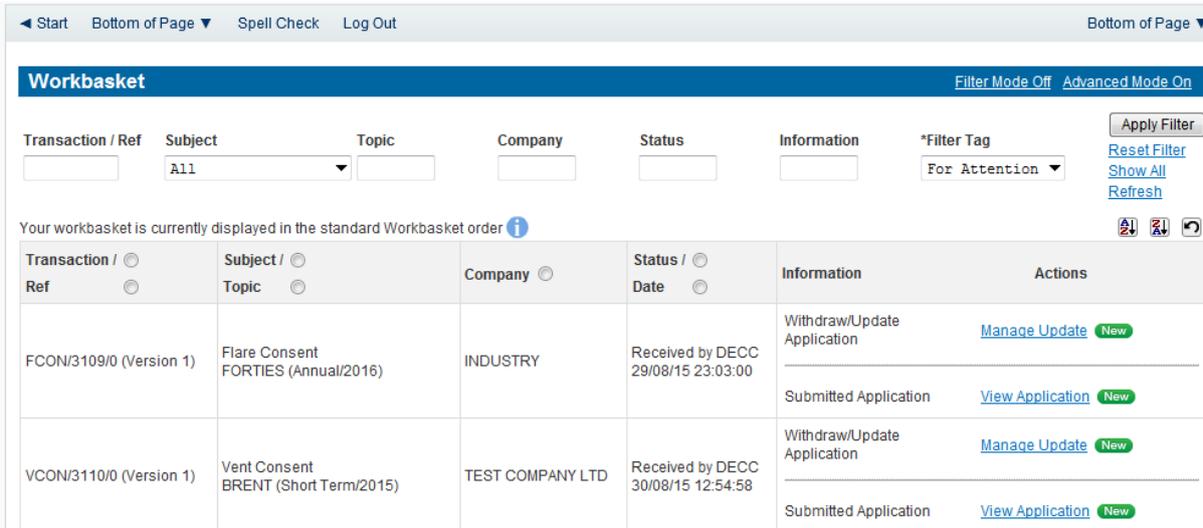
Applications returned for amendment or withdrawal

The OGA may request that changes are made to application submitted by Operators before they can approve them and issue consents.

In this case the Operator had the option to amend the application or to withdraw it. If the application is amended it may be re-submitted using the usual submission process. If the application is withdrawn a new consent application will need to be submitted for the Field(s) affected.

When an application is returned by The OGA the operator will receive an email informing them of OGA's request for an amendment. The email will ask the operator to take action on returned application(s) from their UK Energy Portal workbasket.

Applications returned for amendment will appear in the Operators workbasket



The screenshot shows the 'Workbasket' interface with the following components:

- Navigation: Start, Bottom of Page, Spell Check, Log Out, Bottom of Page
- Workbasket Header: Filter Mode Off, Advanced Mode On
- Filters: Transaction / Ref, Subject (All), Topic, Company, Status, Information, *Filter Tag (For Attention)
- Buttons: Apply Filter, Reset Filter, Show All, Refresh
- Message: Your workbasket is currently displayed in the standard Workbasket order
- Table of Applications:

Transaction / Ref	Subject / Topic	Company	Status / Date	Information	Actions
FCON/3109/0 (Version 1)	Flare Consent FORTIES (Annual/2016)	INDUSTRY	Received by DECC 29/08/15 23:03:00	Withdraw/Update Application	Manage Update New
				Submitted Application	View Application New
VCON/3110/0 (Version 1)	Vent Consent BRENT (Short Term/2015)	TEST COMPANY LTD	Received by DECC 30/08/15 12:54:58	Withdraw/Update Application	Manage Update New
				Submitted Application	View Application New

Clicking on the View application link will allow the Operator to view the application in the format that it was originally submitted to The OGA.

Clicking on the 'Manage Update' link will display any messages sent from the OGA Field Consents administration team to the Operator

◀ Workbasket Bottom of Page ▼
Bottom of Page ▼

Ref FCON/3109/0 (Version 1) Starting Year 2016 Length Annual	Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246	Status Received by DECC Primary Operator INDUSTRY Field Operator(s) INDUSTRY
--	---	--

Update Required

Actions Panel

[Update](#) [Withdraw](#)

Notes

Dear Mrs Industry User

We have considered your application and would like you to revise your Flaring fidgure for November and December

Regards

Christopher Duguid

OGA

Created By Display
Mr Christopher Duguid (30-AUG-2015 16:31:32)

Severity None

Status Closed

Top of Page ▲
Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC006X_MANAGE_CONSENTS
Powered by 

The Operator has the option to either update the application and resubmit or withdraw this application and submit a fresh application.

Withdrawing applications

To withdraw the application click on the 'Withdraw' link on the actions panel

◀ Workbasket Bottom of Page ▼
Bottom of Page ▼

Ref FCON/3109/0 (Version 1) Starting Year 2016 Length Annual	Folder Ref Not Yet Assigned Field Name(s) FORTIES Licence(s) P57, P84, P246	Status Received by DECC Primary Operator INDUSTRY Field Operator(s) INDUSTRY
--	---	--

Update Required

Actions Panel

[Update](#) [Withdraw](#)

Notes

Dear Mrs Industry User

We have considered your application and would like you to revise your Flaring fidgure for November and December

Regards

Christopher Duguid

OGA

Created By Display
Mr Christopher Duguid (30-AUG-2015 16:31:32)

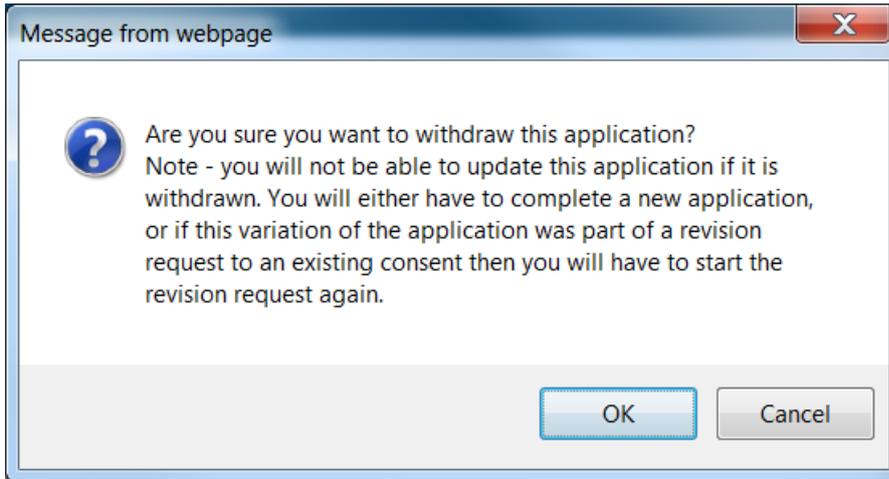
Severity None

Status Closed

Top of Page ▲
Top of Page ▲

User: Mrs Industry User (iconsent) Page Ref: FC006X_MANAGE_CONSENTS
Powered by 

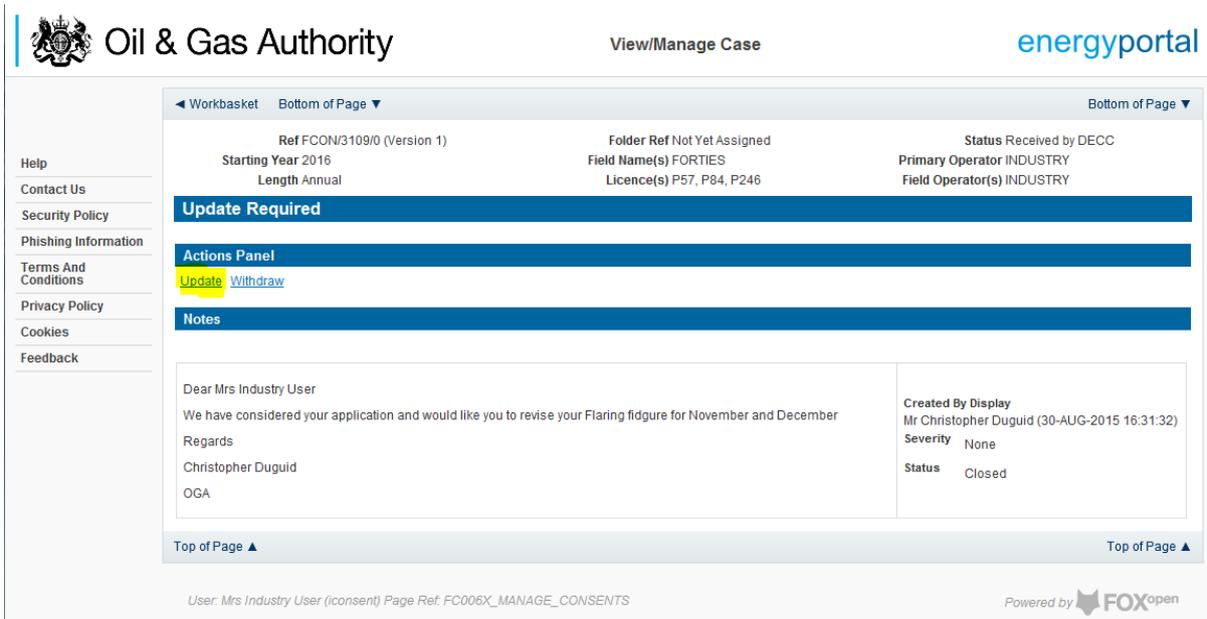
The operator will receive a warning message asking for confirmation of this action.



If the application is withdrawn the entry will be withdrawn from the workbasket and archived.

Amending applications

To amend the application the operator should click on 'Update' from the View/Manage Case screen.



Oil & Gas Authority View/Manage Case **energyportal**

Workbasket Bottom of Page ▼ Bottom of Page ▼

Ref FCON3109/0 (Version 1) Folder Ref Not Yet Assigned Status Received by DECC
 Starting Year 2016 Field Name(s) FORTIES Primary Operator INDUSTRY
 Length Annual Licence(s) P57, P84, P246 Field Operator(s) INDUSTRY

Update Required

Actions Panel
[Update](#) [Withdraw](#)

Notes

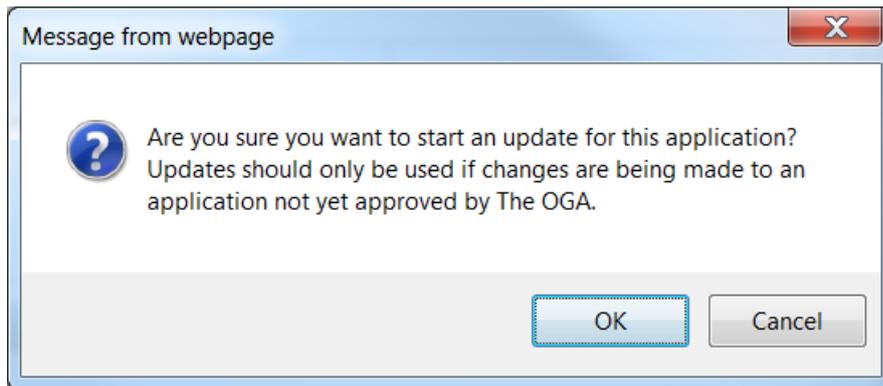
Dear Mrs Industry User
 We have considered your application and would like you to revise your Flaring figure for November and December
 Regards
 Christopher Duguid
 OGA

Created By Display
 Mr Christopher Duguid (30-AUG-2015 16:31:32)
 Severity None
 Status Closed

Top of Page ▲ Top of Page ▲

User: Mrs Industry User (i:consent) Page Ref: FC006X_MANAGE_CONSENTS Powered by 

The Operator will be given a warning message asking for confirmation of the amendment of this application.



Once the amendment is confirmed a new version of this application will be created. The Version number will be increased by 1. E.G FCON/3109/0 (Version **1**) will become FCON/3109/0 (Version **2**)

The application process should then be followed as if this were a new application. It should be noted that neither the original or the new version will be in force until they have been processed by The OGA and a Consent Document issued.

Processing Payments

Once you submit your application to The OGA you will be taken to the Payment screen

Payment

i This section holds payment details for your application. Once payment has been completed, a unique reference will be assigned. Please note this is for future reference and any communication with the Department.

Industry Ref Guidance.
Application Ref Not Yet Assigned

Invoice Summary

Invoice Ref EDUCL2/DCPR/PEARS/2
Description PEARS Application Fee

Item Ref	Description	Quantity	Subtotal
1	Subarea Beneficiary Change	2	GBP 4000.00
2	Licensee Change	1	GBP 2000.00
	Total		GBP 6000.00

[Display Invoice](#)

Card Billing Details

Please provide billing details relating to your payment card.

*Name [Use my details](#)

Address [Search for address](#)

*Postcode

*Email Address

Telephone No

Remember Details

Cards accepted:



Contact us:
EDU
3 Whitehall Place
London
SW1A 2HD
ukop@decc.qsi.gov.uk

Submit for payment

Clicking "Pay Now" will transfer you to an external server for payment processing.

payments powered by **WorldPay**

If you need to view/print the Payment Request (Invoice), you can click on the 'Display Invoice' link.

Invoice Summary

Invoice Ref EDUCL2/DCPR/PEARS/2
Description PEARS Application Fee

Item Ref	Description	Quantity	Subtotal
1	Subarea Beneficiary Change	2	GBP 4000.00
2	Licensee Change	1	GBP 2000.00
	Total		GBP 6000.00

[Display Invoice](#)

This will display the Payment Request in a PDF format.

Request for Payment

Request for Payment Number EDUCL2/DCPR/PEARS/2
Request for Payment Date 28th February 2013

For the attention of the Licensee:		From: (Charging Point)	
Company Address	DEMO OIL LTD 3 WHITEHALL PLACE LONDON SW1A 2AW	Contact Address	EDU 3 Whitehall Place London SW1A 2HD 0300 068 5738
		Telephone Fax Email	ukop@decc.gsi.gov.uk

Please provide payment for the following items:

Item Ref.	Description	Unit Price	VAT Amount	Total Cost
1	Subarea Beneficiary Change	GBP 2000.00	GBP 0.00	GBP 4000.00
2	Licensee Change	GBP 2000.00	GBP 0.00	GBP 2000.00
			TOTAL CHARGE:	GBP 6000.00

Vat registration no. N/A - Out of Scope

When you are ready to pay for your application you will need to select a Payment Method

[Card Payment](#)

[Alternative Payment Method](#)

You can choose either 'Card Payment' which allows you to pay using a credit card through our 'WorldPay' system or you can select 'Alternative Payment Method' which allows you to arranging a 'BACS or CHAPS' payment

WorldPay Payments

If you are using WorldPay as your payment method you will need to enter your card billing details. If you click on 'Use my details' it will import the details that are held against your Portal Account. When searching for your company address click on the 'Search for address' link



[Card Payment](#) [Alternative Payment Method](#)

Card Billing Details

Please provide billing details relating to your payment card.

*Name [Use my details](#)

Address [Search for address](#)

*Postcode [Search](#)

*Email

Telephone No

Remember Details

Cards accepted:

Contact us:
 EDU
 3 Whitehall Place
 London
 SW1A 2HD
ukop@dgcc.oil.gov.uk

Once you have entered your post code click on the 'Search' button

Address Search

UK Postcode Search

To search for a UK address enter the postcode and click 'Search'.

Post Code

New If you do not know the post code or the address does not have one, try using [Advanced Search](#). If you cannot find the address, you may manually enter one by selecting a country from the above dropdown list.

Overseas or Manual Address Entry

Select a country from the dropdown below to manually enter an address.

Country

Once your search results have returned, you need to click on the relevant address link

Search Results

Addresses found (1):

[Department Of Energy & Climate Change 3 Whitehall Place London City Of Westminster](#)

Once all your details have been entered you need to click on the 'Pay Now' button

Submit for payment

Clicking "Pay Now" will transfer you to an external server for payment processing.

payments powered by

Submit for payment

Clicking "Pay Now" will transfer you to an external server for payment processing.

payments powered by

You will now be directed to the WorldPay system

Please wait, redirecting...

You are currently being redirected to the WorldPay payment system.

[Click here if you are not automatically redirected.](#)

You will now need to select your Card Type by clicking on the relevant card icon



WorldPay

[Help](#) [FAQs](#) [Security](#)

Secure Payment Page

TEST MODE - This is not a live transaction.

Please review your purchase details, then select a payment method to continue.

Select language

English

Department of Energy and Climate Change (EDULCS Test Database)

Description

PEARS Application Fee

Amount

£6,000.00

Select your payment method



[Cancel](#)

payments powered by
WorldPay

For help with your payment visit the: [WorldPay Help](#).

You are now required to enter your card details and then click on the 'Make Payment' tick icon

WorldPay

[Help](#) [FAQs](#) [Security](#)

Secure Payment Page

TEST MODE - This is not a live transaction.

Select language

English

Department of Energy and Climate Change (EDULCS Test Database)

Payment method

MasterCard

Description

PEARS Application Fee

Amount

£6,000.00



Card details

* Indicates a required field

* Card number

Security Code

* Expiry date

* Cardholder's name

APP MANAGER INDUSTRY

Cardholder details

Billing address	3 WHITEHALL PLACE LONDON SW1A 2AW
Postcode/ZIP code	SW1A 2AW
Country	United Kingdom
Telephone	+44 (0)1224 000 0000
Fax	
Email address	ukop@decc.gsi.gov.uk

Start again

Cancel

Make payment

You will now receive a message stating that your payment has been submitted for processing



WorldPay

[Help](#) [FAQs](#) [Security](#)



Secure Payment Page

Your payment has been submitted for processing. Please wait for the result. If you do not receive a result in a few moments, please select continue.

[Continue](#) 

You will now receive a payment status informing you if your payment has been successful or not. You now need to click on the 'Return to the portal' button

Payment received, thank you

This was not a live transaction. No money has changed hands.

Thank you, your payment was successful.

Merchant's reference: **EDUCL2/DCPR/FEARS/2/1**

WorldPay Transaction ID: **141342029**

[Return to the portal](#)

You can now see the payment details as well as being able to view both the 'Payment Request (Invoice)' and 'Receipt' by clicking on the relevant button

Submission Notification

 Your application has been successfully submitted to DECC and is awaiting approval. Please note your application reference number below, this is for future reference and any communication with the Department.

Industry Ref Guidance.
Application Ref LAA2013/9/1

Transaction Result

Thank you for your payment.

Our Ref EDUCL2/DCPR/FEARS/2
WorldPay Ref 141342029
Status Completed - 28-Feb-2013 11:59:29
Amount 6000 (GBP)

[Display Invoice](#) [Display Receipt](#)

An example of a receipt is show below



Payment Receipt



Request for Payment Number EDUCL2/DCPR/PEARS/2
 Request for Payment Date 28th February 2013
 Paid/Received Date 28th February 2013

For the attention of the Licensee:		From: (Charging Point)	
Company Address	DEMO OIL LTD 3 WHITEHALL PLACE LONDON SW1A 2AW	Contact Address	EDU 3 Whitehall Place London SW1A 2HD 0300 068 5738
		Telephone Fax Email	ukop@decc.gsi.gov.uk

Payment has been provided for the following items:

Item Ref.	Description	Unit Price	VAT Amount	Total Cost
1	Subarea Beneficiary Change	GBP 2000.00	GBP 0.00	GBP 4000.00
2	Licensee Change	GBP 2000.00	GBP 0.00	GBP 2000.00
			TOTAL CHARGE:	GBP 6000.00

Vat registration no. N/A - Out of Scope

Payment Details

Payment Method(s):	Electronic payment via WorldPay
Payment Reference:	141342029
Amount Received:	GBP 6000.00
Date Paid/Received:	28th February 2013

Payment received, with thanks

BACS/CHAPS Payments

If you are using an alternative payment method, you will need to enter 'Payment' and 'Bank' details. You will also be required to enter a 'Security Code' from the 'Security Image' provided.

Once you have entered this information you need to click on the 'Submit Alternative Payment' button



Card Payment

Alternative Payment Method

Payment Information

Receiving credits in sterling in the UK

BACS & CHAPS (GBP 10,000+)

Bank Address: Citibank, 25 Canada Square, Canary Wharf, London.
Sort Code: 083300
Account No: 12480131
Account Name: GBS Re DECC Vote Account

Receiving credits from Overseas

Swift

Bank: Citibank London
BIC: CITIGB2L
IBAN: GB08CITI06330012480131
Beneficiary Reference: GBS Re DECC Vote Account

Alternative Payment Details

Please note the following information about alternative payments:

- To ensure these funds are received immediately, we recommend that you use a payment card (click on the "Card Payment" tab above).
- By declaring that you are using an alternative payment method (by clicking "Submit Alternative Payment") you are agreeing to arrange payment yourself and will no longer be given the opportunity to make an online card payment. **Please note:** Using this method may cause delays while we wait to receive your payment.
- When making your payment, if possible, please use your invoice reference "EDUCL2DCPR/PEARS/7" as the payment reference. This will help us to identify the source of the payment when it is received.

Please provide details relating to your preferred payment method.

*Payment Method

*Payment Instruction Date

*Expected Clear Date

*Bank Name

*Bank Address

*Payment Contact Name

*Payment Contact Telephone

*Payment Contact Email

Submit

By filling out the security check below, you are confirming that the details provided are correct to the best of your knowledge.

Security Image

[This image is unreadable, give me a new one](#)

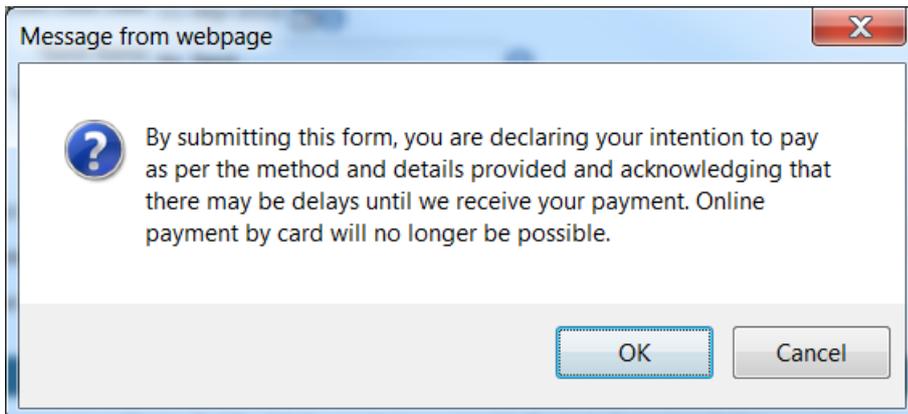
*Enter Security Code

Clicking "Submit Alternative Payment" will send us your intended payment method and details.

Submit Alternative Payment

Cancel This Payment

Opting to pay using this method will prevent the Operator from paying by Credit / Debit card in for this application.



You will now see your payment details



Submission Notification

Your application has been successfully submitted to DECC and is awaiting approval. Please note your application reference number below, this is for future reference and any communication with the Department.

Industry Ref Alternative Payment
test
Application Ref LAA/2013/12/1

Payment Details

When making your payment, if possible, please use your invoice reference "EDUCL2/DCPR/PEARS/7" as the payment reference. This will help us to identify the source of the payment when it is received.

A payment has been pledged (and is currently awaiting reconciliation) with the following details:

Payment Method Same Day Bank Transfer ⓘ
Payment Instruction Date 20-FEB-2013 ⓘ
Expected Clear Date 13-MAR-2013 ⓘ
Bank Name Test Bank ⓘ
Bank Address 123 Test Street ⓘ
Payment Contact Name Mr Smith ⓘ
Payment Contact Telephone 0207 111 2222 ⓘ
Payment Contact Email smith@testbank.com ⓘ