GUIDELINES FOR LICENCE RELINQUISHMENT REPORTS
(UPDATED APRIL 2019)

If requested at the time a Relinquishment is processed through the Oil and Gas Portal, the Licence Operator shall send OGA a Relinquishment Report within three months of the licence being relinquished.

Please e-mail Relinquishment Reports to:
- Seaward Licence Reports to relinquishment.reports@ogauthority.co.uk
- Landward Licence Reports to onshore@ogauthority.co.uk

This report should contain a full summary of the work carried out on the Licence, including descriptions of any newly acquired seismic and reprocessed data, any studies and the results from these, and an account of the prospectivity for the relinquished area. OGA require a Report that provides sufficient, credible information within an acceptable format (preferably PDF). The report should include:

1. Licence Information:
Licence Number: (e.g. P.????; PEDL??? etc)
Licence Round:
Licence Type: Landward/Traditional/Frontier/Promote/Innovate Phase A or B/Innovate C
Block Number/s:

2. Licence Synopsis:
Licence status (e.g. *end Phase A or Phase B; end of Initial Term; other reasons for relinquishment).*
Include a summary of the award and participants, the work obligations (depending on the Term of the Licence) and any significant Licensee/Operator changes and licence extensions agreed. Outline the prospectivity identified at the time of application and were any undeveloped discoveries analysed?

3. Work Programme Summary:
If the Licence was in the Initial Term, specify the exact Work Programme agreed for the licence, and what was undertaken.

If the work programme included reprocessing seismic data, give clear seismic examples of pre- and post-processing as Figures, and describe where there were any noticeable uplifts in the seismic data. Similarly, for new seismic data acquired and interpreted give clear seismic comparison examples of older and newly acquired seismic data as Figures. Specify whether the data was of sufficient quality to address the geology of the block/s. Where there were new wells drilled on the licence give brief details of the results.

4. Database:
The report should include a map of the seismic and well database utilised in the evaluation of prospectivity and/or discoveries.

5. Prospectivity Update:
Provide a brief review of all prospectivity presented in the original licence application (Lead and Prospect summaries provided in Appendix B of the application document would suffice), and a more detailed review of prospectivity following any reprocessing/new seismic data etc. This should include structure maps and examples of the seismic interpretation. If any drilling has taken place,

show examples of the revised or new interpretation/mapping incorporating the well results.

6. Further technical work undertaken:

Give a summary of any further detailed technical analysis or studies undertaken to de-risk the prospectivity on the licence. This may include (for example) inversion, rock physics, AVO, spectral decomposition, more detailed well analysis etc**.**

7. Resource and Risk Summary:

Include a summary table of recoverable resources associated with the remaining undrilled prospects and Leads. An example is shown below.

8. Conclusions:

Comment on any remaining potential prospectivity on the licence, and the reason for relinquishment.

9. Clearance:

It is important that the submitting Operator or Administrator confirms, within the Report (see over – Licence
Information) that *OGA is free to publish the Report and that all 3rd party ownership rights (on any contained data and/or interpretations) have been considered and appropriately cleared for publication purposes.*

OGA will consider withholding publication of the report until after the next licensing Round, **ONLY** on a clear request in the covering email from the Operator.

10. Maps and Figures:

As a minimum, provide a Location plat; a Structure Map (which can be cut and pasted into the text) at an appropriate scale (but must cover for Offshore 2 Minutes of Latitude and 2 Minutes of Longitude, or, for Onshore, sufficient National Grid co-ordinates to enable georeferencing of the prospects within the Licence) on appropriate horizon(s); illustrative seismic sections (see above); and illustrative geoseismic cross section(s). All figures including maps and seismic lines need to be of suitable resolution to be clearly legible in the final report. Maps and seismic examples should not be less than full page width. Maps should follow standard geoscience best practices and must include at a minimum: A scale bar; Suitable and legible grid coordinates; Block outlines; Outlines of the licence and where appropriate any Lead(s) and Prospect(s); Contours with legible contour labels and contour interval clearly marked.

Resource and Risk Summary										
Prospect Lead Discovery Name	PLD	Stratigraphic level	Unrisked recoverable resources						Geological Chance of Success %	Risked P50 MMboe
			Oil MMbbls			Gas BCF				
			Low	Central	High	Low	Central	High		
Venus	P	Paleocene	4	6	10	90	130	160	22	
Pluto	P	Piper	5	11	21				17	
Mars	L	Cretaceous	3	17	33				12	
Earth	D	Jurassic	5	7	9				100	