

Five Year Reports – Code of Practice for Pits

January 11, 2021 Update

The department has modified the process for the review of Five Year Reports.

There have been no changes to regulatory requirements.

Why the change?

- In Dec 2019, the ASGA delivered a report entitled the “ASGA Permitting Delays Report”, and this process changes also aligns with a recommendation made in the report that states “Streamline the review approach for Five-Year Reports as a status update rather than a formal review.” pg. 5
- Achieve efficiencies in workload for department staff, also resulting efficiencies for processing and/or addressing other priorities for industry.
- Report management should be consistent for all types of industry.

What are the changes?

Reports will be managed as “reports” and not “applications”, which means that:

- The Registration number (-ex- 12345-01-02) will no longer change when the report is received and reviewed by the department.
- Report review letters will not be posted on the Authorization Viewer.

Letters following the review of a report will no longer be routinely sent to industry.

- Industry is encouraged to keep the confirmation email received when the report is sent to AEP.EPEAAPPLICATIONS@aov.ab.ca as a record of the report being sent.

What else do I need to know?

This does not change the requirements or format for Five Year Reports. For complete details, please see the Fact Sheet attached.

This will be an interim process as we move forward with Regulatory Transformation Project. With the new business design, reports will be submitted electronically as structured data. This will allow generation of a notice that a report is due; prompt a review by the department; and identify the appropriate regulatory response.

Whom do I contact for further information?

For further information please see the attached map to contact your local Conservation and Reclamation department staff member.

Code of Practice for Pits

Five Year Reports

What to Include

The information required is outlined in Schedule 4, Part 1 of the **Code of Practice for Pits**. Follow the format in the Guide to the Code of Practice for Pits:

- Checklist page 61
- Form page 62
- Scale Drawing (see example below)
- Security Update

When is the Report Due?

The report is due no later than 5 years after the date of the registration and every five years thereafter as per Section 6.1.4 of the *Code of Practice for Pits*.

Example

The date of initial pit registration is April 1, 2009
First Five Year Report Due by April 1, 2014
Second Five Year Report Due by April 1, 2019

Where do I send my Report?

The information must be submitted electronically to:
AEP.EPFAAPPLICATIONS@gov.ab.ca

What NOT to Include

Extraneous information that makes the report difficult for the department to find the required information

Updated Activities Plan information - this type of information must be contained in a SEPARATE submission and must be authorized in writing by the Director prior to undertaking the activities

Information that reflects a non-compliance and has not been self-reported to the Environmental Hotline

Tips and Tricks

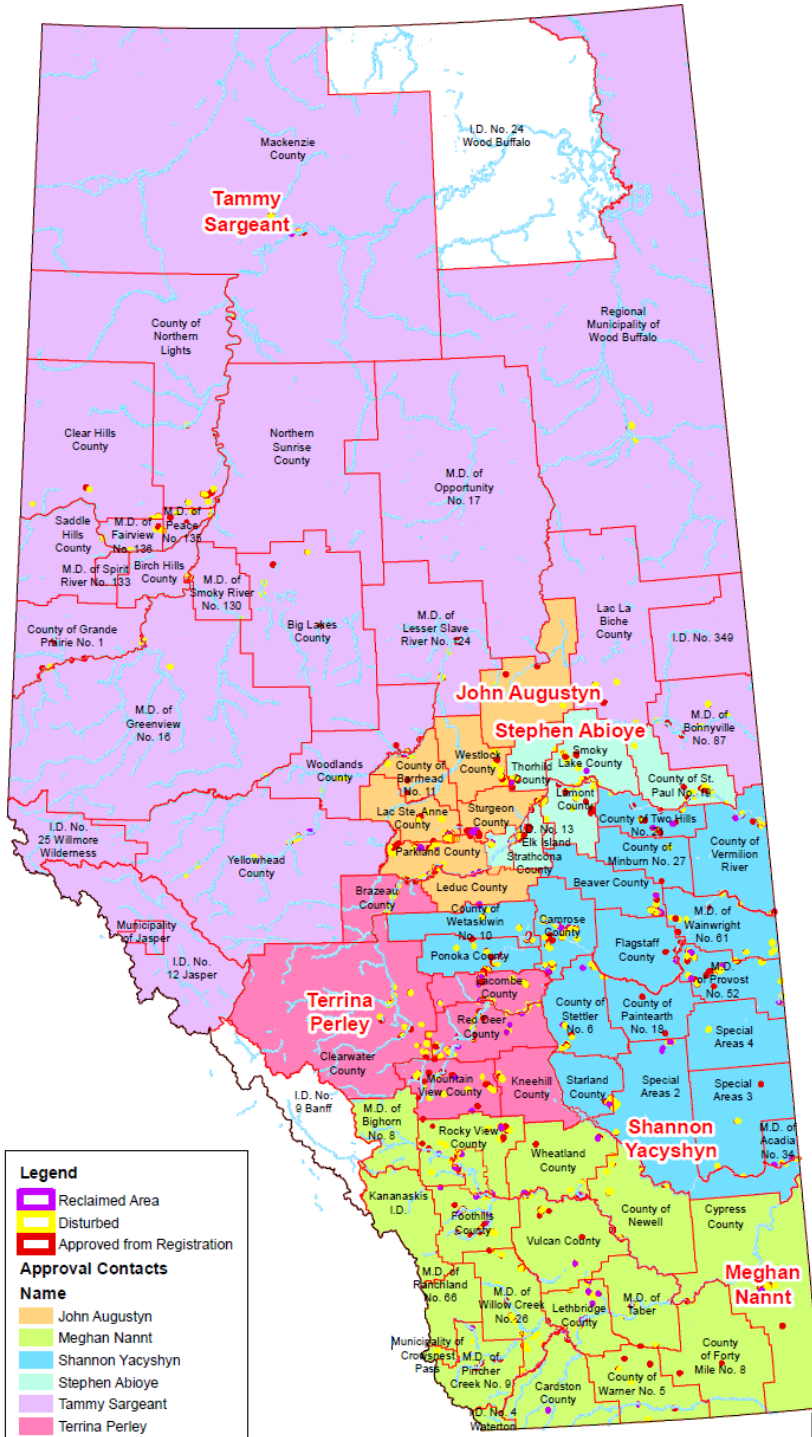
Review your registered activities plan to ensure the values in your report makes sense and is consistent with your registered plan

Ensure that measurement and drawing creation dates are less than 60 days prior to the report date

If a non-compliance is discovered during the review process, it must be self-reported to the Environmental Hotline 1-800-222-6514



Reclamation Co-ordinators and Private Pits



Legend

- Reclaimed Area
- Disturbed
- Approved from Registration

Approval Contacts

Name	Color
John Augustyn	Orange
Meghan Nannt	Green
Shannon Yacyshyn	Blue
Stephen Abioye	Light Blue
Tammy Sargeant	Purple
Terrina Perley	Pink

Date: 1/5/2021 1:3,549,884 0 85 170 Kilometers

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