**Guidelines for Annual Status Report**

**for**

**fields in production**

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| Utarbeidet av Oljedirektoratet |
| Revidert: April 2023 |
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Introduction

The purpose of this guideline is to describe the topics with the required details set by the authorities for the content of the Annual Status Report (ASR) as well as the framework that applies to submission of the report.

The ASR for fields in production shall be submitted to the Norwegian Petroleum Directorate (NPD) by October 15th each year, cf. [Section 47](https://www.npd.no/en/Regulations/Regulations/Petroleum-activities/#Section-47) of the Regulations to Act relating to Petroleum activities and [Section 35](https://www.npd.no/en/regulations/regulations/resource-management-in-the-petroleum-activities/#Chapter-4) of the Resource management regulations.

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

The ASR forms an important basis for the authorities' evaluation of whether a field is being operated in accordance with the preconditions in the legal framework, cf. [Section 4-1](https://www.npd.no/en/regulations/acts/act-29-november-1996-no2.-72-relating-to-petroleum-activities/#Section-4-1) of Act 29 November 1996 No. 72 relating to petroleum activities (Petroleum Act):

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

The ASR also forms the basis for evaluation of the production permit(s), cf[. Section 4-4](https://www.npd.no/en/regulations/acts/act-29-november-1996-no2.-72-relating-to-petroleum-activities/#Section-4-4) of the Petroleum Act, Stipulation of production schedule etc. and [Section 23](https://www.npd.no/en/regulations/regulations/petroleum-activities/#Section-23) of the Regulations to Act relating to Petroleum activities. This includes permit(s) relating to flaring and venting.

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

Other relevant information available to the NPD (detailed studies etc.) may be referred to. Data for fields with several installations and an extensive number of activities may be provided as attachments to the report. If a joint ASR is preferred for two or more fields, please contact the NPD for advice.

The ASR and the Excel attachment shall be reported to postboks@npd.no. Please name the Excel attachment ASR(Year)-(Field name), for example: ASR2023-Snorre

NPD requests the operator to enclose the most recent Long Range Plan (LRP), and the technology plan for the field, if any. If possible, show where main activities/projects are linked to the LRP.

NPD may ask for further requirements to the content and design of the ASR.

Annual Status Report 2023

for

< Field name >

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| --- |
| Field name:      |
| PL:      |
| Operator and licensee (name and %-interest):      |
|  |
|  | **Name** | **e-mail** | **Date** |  |
| Contact |  |  |  |  |
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***Attachment***

*Excel sheet - Guidelines for Annual Status Report for fields in production*

# General field status

*Give a short summary of the overall status for the field reflected in the content of this report. Describe significant work performed during the last 12 months, the key future activities and key challenges to the field, including:*

*Field production/recovery status (is it at plateau, decline or tail end) and main challenges*

*Measures/plans affecting the recovery and any changes to drainage strategy*

*Any plans for further development of the field*

*Any plans for production shutdown (permanent or temporary)*

*Part of the information provided in this chapter will be used for updating of the field status on* [*NPD’s factpages*](https://factpages.npd.no/en/field/pageview) *and* [*norskpetroleum.no*](https://www.norskpetroleum.no/fakta/felt/)*.*

# Governance

## Reference documents

*List the licensee’s current main joint venture(s)/unit shared documents (ref. JOA Article 11). Examples of such documents are Long Range Plan, Reservoir management plan, Area studies, Increased recovery plan etc.*

## Risk management

*Include**a short summary of risk management principles (ref. JOA article 11.6). Present the most recent and highest-level risk matrix. Include mitigating actions and comment on changes from previous year.*

## Time critical projects

*Time critical projects are those defined by the operator in the Revised National Budget (RNB) reporting. Describe the time critical projects including a plan for how to realize the projects. Consequences and risk of delay, as well as mitigating actions (risk matrix), should be included.*

# Reservoir management and increased recovery

## Reservoir management

*Give a summary and the key elements related to reservoir behaviour and current main strategy for reservoir management. Describe what kind of activities (data acquisition, studies, model work, new wells etc.) that have been undertaken to fulfil the field ambitions. Also describe any changes to the current drainage strategy (e.g. gas blowdown, low-pressure production, cease of injection).*

*Describe implemented and planned improvements for reservoir management and production monitoring (e.g. seismic acquisition, reservoir modelling etc). Give a summary of in-place volumes and reserves in the field and explain significant changes since last year.*

*Include a map with current field outline and location of installations and wells.*

*Fill in table 3.1-Recovery in Excel attachment.*

## Improved recovery

*Describe projects for increased recovery (IOR) and enhanced recovery (EOR) under implementation or evaluation for the field. Describe plans for how to implement the projects in short and long term, including associated challenges and any known showstoppers for field tests that have been considered. Give a short explanation of EOR methods studied but not regarded as relevant for the field.*

*Fill in table 3.2-Resource Class 7 in Excel attachment for resources where production has not been evaluated yet.*

# Production and injection

## Production and injection status

*Provide a brief account of how targets (production, injection, pressure maintenance) have been fulfilled during the last 12 months.*

*Compare and illustrate the actual production/injection volumes with the prognosed production/injection volumes and discuss factors that have caused significant deviations. Figures and tables may be included if appropriate.*

*Summarize revisions related to the current annual production permits and/or separate production permits for gas, including long-term production permits. Significant changes in relation to previous forecasts (RNB) and preconditions must also be summarized. For fields with separate production permit for gas, include status for any accumulated volumes (carry-forward) by October 1st.*

## Production and injection plans

*Describe the production strategy that forms the basis for production forecasts and planned activities during the upcoming years. Describe and illustrate the expected pressure development in the reservoirs, and explain the uncertainty and challenges related to the production profiles.*

*Illustrate the future production and injection forecasts.*

*The information supplied in this chapter provides a basis for evaluation and approval of the annual production permits, for more information see chapter 4 in [Guidelines for production permit applications](https://www.npd.no/globalassets/1-npd/regelverk/veiledninger/guidelines-for-production-permit-applications.pdf)*[.](https://www.npd.no/globalassets/1-npd/regelverk/veiledninger/guidelines-for-production-permit-applications.pdf)

# Drilling, completion and intervention

## Drilling, completion and intervention – status and plans

*Describe the main challenges related to drilling and well intervention activities for the field, including mitigating actions/technologies.*

*Describe the well activity program for the field and explain deviations between planned drilling program last 12 months and actual progress for the period. Describe any new well technologies that have been used or are planned. Location of new and planned wells should be shown in a map.*

*Describe the drilling and well intervention strategy (if possible) for the upcoming 3-year period.*

*Fill in tables 5.1-Drilled and planned wellbores and 5.2-Well interventions in Excel attachment.*

*Table 5.1 would give an overview of drilled wells the last 12 months and planned wells for the upcoming next 3 years. Table 5.2 would give* *an overview of performed (the last 12 months) and planned (for the next 12 months) interventions into the wellbores.*

## Drilling, completion and intervention – improvements

*Give a short description of any new technology within drilling, completion, intervention and permanent plugging that has been applied or tested the last 12 months or is planned for the field in the future.*

*Describe to what extent “best practice” from other fields or operators is considered/implemented.*

# Operation, maintenance and modification (OMM)

*OMM, as defined here, includes operating investments and operating costs, excluding well maintenance, reservoir and business development and tariffs (ref. JOA article 12.4, budget items 5.2). For flaring and venting, see chapter 6.4.*

*For subsea developed fields, limit the description to own infrastructure and any dedicated modules on host platform(s).*

## Operation, maintenance and modification – status

*Provide a summary of the current situation and activity within the area of OMM for the last 12 months. Describe the key challenges, mitigating actions and improvements.*

*Provide a description of ongoing modification projects. Explain relevant implemented new technologies, methods, operational management, changes in operating philosophy and strategically important decisions. Initiatives related to digitalization/automation should be highlighted.*

*Explain eventual deviations from plans.*

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

*Describe the main key performance indicators (KPI) in OMM.*

*For production efficiency (PE)/regularity, a comparison between plan/forecast and actuals for the last 12 months should be included, together with a forecast for the next 12 months. An illustration showing development of the PE during recent years may be included. Please show numbers both with and without any turnaround. If the field has several production facilities, relevant and available numbers should be included. Discuss factors that had an impact on regularity. Significant unexpected shutdowns must be explained.*

## Operation, maintenance and modification – improvements

*Base this chapter on current long-term plan, new technology, budgets etc. Describe main challenges identified for the future, strategic goals, prioritized actions and activities including necessary achievements to realize goals and requirements.*

## Flaring and venting

*For fields with process facilities, give a short description of strategies for flaring and venting related both to normal operations and unexpected events, including reference to documents where this is further described. Any change in strategies should be commented on. Include a graph of the actual flared and cold vented volumes per month (first 9 months) for the current calendar year. In the same graph include the granted flare and cold vent volumes for the year as well as a prognosis of flare and cold vent for the remaining 3 months.*

*Events that have significantly impacted volumes of gas flared or vented, should be commented on. If recent events may lead to an application for increased volumes for last quarter of current calendar year, this should also be commented on.*

## Fiscal measurement

*Provide a brief account of how requirements in the measurement regulations have been fulfilled the last 12 months.*

### Target measurement uncertainties

*Describe the extent to which target measurement uncertainties have been met. Explain the reasons for any deviations and what measures have been taken or will be taken to deal with identified deviations.*

### Deviations from the measurement regulation

*Provide information on and explain open deviations registered in the division handling system.*

### Operation and Maintenance

*Describe the status of planned and corrective maintenance for measuring instruments and measuring system. Explain any delays in relation to specified deadlines.*

### Modifications

*Describe any ongoing and planned modifications including a tentative schedule for calibrations, acceptance tests and commissioning.*

# Environment

*Give a short status and improvements of the environmental aspects on the field. Describe the key environmental challenges regarding emissions to air and sea and how these challenges may have changed since the last ASR.*

*Various initiatives can increase the overall environmental performance of a field/facility. Explain possible measures that may have been studied including power from shore, more energy-efficient technologies, reduced flaring, reduced use of chemicals etc. Describe the use of new technologies, pilots or R&D projects related to the environment that are planned or are being considered for the field. Specify to what extent this technology is new (for the operator, for the field or for the Norwegian continental shelf).*

# Area Development

*This chapter should include activities according to JOA, Article 12.4, Exploration; Exploration drilling and testing, Field evaluation, Concept studies, Development investments, Business development and any activities relating to resources not yet decided to be developed.*

## Capacities, tie-ins and new volumes

*Give an overview of the infrastructure capacities (oil, gas, water, liquid, weight, space, risers, slots etc.) with focus on the capacities that may restrict own resource development, current and potential third-party users. State any plans for capacity upgrade.*

*Give an overview over existing and potential users, including both own and third-party resources.*

## Exploration

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

*Give a brief description of the plan to explore the prospects (including undrilled field segments) and leads in the area.*

*Also explain and make reference to prospects or leads that are no longer part of the field’s prospect inventory, compared to the last ASR.*

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

*A prospect map should be included.*

*Fill in table 8.1-Prospectivity in Excel attachment.*

# Field- and facility lifetime and cessation

*According to the Petroleum Act, Chapter 5, a decommissioning plan must be submitted to the Ministry of Petroleum and Energy within two to five years prior to the use of a facility ceases.*

*If a decommissioning plan has been submitted for one or several facilities on the field, refer to it in order to simplify the reporting to this chapter.*

## Field and facility lifetime

*List current facility lifetime and compare this to the current expected economic lifetime of the field or facility. Describe the main factors influencing the economic lifetime of the actual facility. Refer to lifetime studies, if any.*

## Cessation and disposal

*State current timeframe relating to preparation for cessation activities and disposal of facilities. Give a short summary of planned method(s) for disposal of the facilities.*

*Describe the main assumptions used in the RNB reporting for “Shut-down” and “Final disposal” cost estimates.*

*State any ongoing preparations to submit future decommissioning plan(s), and/or state significant deviations from already submitted decommissioning plans (if any).*