

Welcome!

**To the
Carbon Sequestration (CS) -
Crown Mineral Activity (CMA)**

Online Training Course

In this module, you will learn how to:

- Create and submit CS CMA application
- Upload required geological information
- Review and retrieve documents

Revisions Table

Date	Revisions Type	Page Number
December 16, 2024	Initial Creation	

INTRODUCTION

The Crown Mineral Activity (CMA) form was modified to include the submission of CMA relating to Carbon Sequestration agreement.

CS CMA includes the following sequestration-related activities:

- **Sequestration Evaluation (SEV)** – As part of a Carbon Sequestration Evaluation Agreement (CSEA), an industry is granted the right to evaluate their rights to assess suitability for permanent carbon sequestration. This means that industry can drill into and conduct some tests within those rights. However, to better understand how the carbon dioxide will behave post-injection, some industries want to extract core and conduct tests in zones above the rights granted in their CSEA. Approval can be granted to do this in the form of a CMA authorization, provided that the applicable rights are undisposed.
- **Sequestration Monitoring/Observation (SMO)** – Industries are required to have Measurement, Monitoring and Verification (MMV) plan as part of their operations. The Alberta Energy Regulator is responsible for assessing MMV plans. However, the 'monitoring' component of MMV may require drilling wells in undisposed Crown rights to allow for ongoing monitoring of the subsurface.

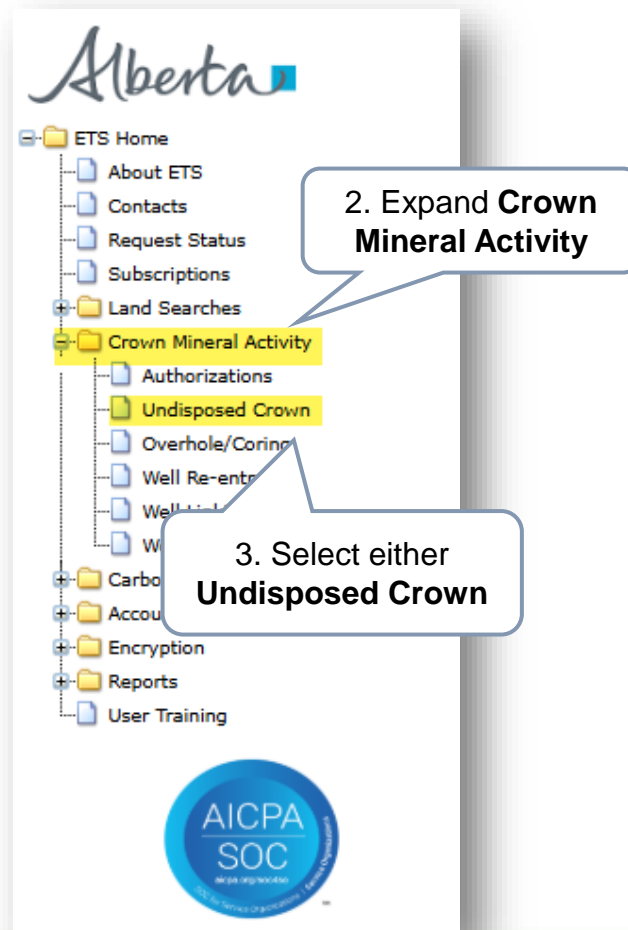
LOGIN TO ETS



The screenshot shows the 'Electronic Transfer System' login page. It includes the Alberta logo, an AICPA SOC logo, and a message about clearing the browser's cache. The login fields are labeled 'User Name:' and 'Password:'. A 'Login' button is at the bottom, along with a 'Save my user name' checkbox and a 'Forgot Password/Reset Password' link. A callout bubble points to the login fields with the text: '1. Login to ETS with your user name and password'.

Undisposed Crown form

Use this form to submit request on **Sequestration Evaluation** OR **Sequestration Monitoring and Observation**.



The screenshot shows the 'ETS Home' page with a sidebar menu. The menu items are: About ETS, Contacts, Request Status, Subscriptions, Land Searches, Crown Mineral Activity, Authorizations, Undisposed Crown, Overhole/Coring, Well Re-entry, Well..., W..., Carbon..., Account..., Encryption, Reports, and User Training. The 'Crown Mineral Activity' and 'Undisposed Crown' items are highlighted. A callout bubble points to 'Crown Mineral Activity' with the text: '2. Expand Crown Mineral Activity'. Another callout bubble points to 'Undisposed Crown' with the text: '3. Select either Undisposed Crown'. The AICPA SOC logo is at the bottom right.

ADMIN TAB



This tab is required for all requests.

The Company Name and Creator is autopopulated based on the login information of the creator.

Undisposed Crown 532335

Geological Discussion should be attached
 At least one formation should be added to the application.
 At least one well should be added to the application.
 You must select at least one well type.
 You must select at least one substance.

Status: **Work in Progress** [View Report](#)

Admin

Wells Details

Geological Data

1. Add the **Contact Information either by selecting from the dropdown list or entering it manually.**

Comment:
 Company Name:
 Creator:

Contact Information

First Name:
 Last Name:
 Phone: Ext
 Fax:
 Email:

Technical Contact	Title of Technical Contact	Phone	E-mail	
Robin Williams	Engineer	(999)999-9999	robin@test.com	X

Add Technical Contact

Submit

Save

Delete

2. Click **Add Technical Contact. Input the Technical Contact info on the grid.**

3. Click **Save. ETS request number is generated at the header.**

To delete a contact entry, click the X.

WELLS DETAILS TAB - WELL TYPE and FORMATION (SEQUESTRATION EVALUATION and SEQUESTRATION MONITORING AND OBSERVATION)

Undisposed Crown 532335

Status: **Work in Progress** View Report

Admin
Wells Details
Geological Data

Well Type

☐ Disposal
 ☐ Injection
 ☒ **Observation**
☐ Source

Formations

In the: ▼
Add

Substance

☐ Water

Carbon Sequestration

☐ Wells

ARCS MBR

ARCTOMYS FM

BADHEART-MUSKIKI

BAKKEN FM

BALDONNEL & UPPER CHARLIE LK

BALDONNEL FM

BANFF FM

BASAL BELLY RIVER SD

BASAL BLAIRMORE

BASAL COLO & MANNVILLE

BASAL COLORADO SD

1. Well Type, checkmark **Observation**

2. Click **Formation** dropdown to choose an option

3. Click **Add**

WELLS DETAILS TAB – SUBSTANCE and CS CMA TYPE (SEQUESTRATION EVALUATION and SEQUESTRATION MONITORING AND OBSERVATION)

Undisposed Crown 532335

Status: **Work in Progress**
View Report

Admin
Wells Details
Geological Data

Well Type

☐ Disposal
 ☐ Injection
 ☒ Observation
 ☐ Source

Formations

In the: Add

Formations

BASAL SANDSTONE UNIT

Substance

☐ Water
 ☐ Acid Gas
 ☐ Natural Gas
 ☐ Solvent
 ☒ Other

Carbon Sequestration

CS Evaluation

CS Monitoring / Observation

☐ Upload from file ☐ Select from dropdown

Add Well(s)

Well ID

Agreement Number

Submit
Save
Delete
Close

1. Substance, checkmark **Other**

2. Click **Carbon Sequestration** dropdown to choose a CS CMA type wanting to apply.

WELLS DETAILS TAB – SEARCH and ADD CS AGREEMENT (SEQUESTRATION EVALUATION and SEQUESTRATION MONITORING AND OBSERVATION)

Undisposed Crown 532335

Status: **Work in Progress**

Admin

Wells Details

Geological Data

Well Type

☐ Disposal
 ☐ Injection
 ☒ Observation
 ☐ S

Formations

In the:

Formations

BASAL SANDSTONE UNIT

Substance

☐ Water
 ☐ Acid Gas
 ☒ Other

Carbon Sequestration

CS Evaluation

Wells

☐ Well ID: / - - - W /

Agreement Number: ...

☐ Upload from File: Choose File No file chosen

Add Well(s)

Well ID	Agreement Number

Submit

Save

Delete

Close

1. Add CS Agreement. Click the (...)

Agreements Found

Agreement No.	Designated Representative
<input checked="" type="checkbox"/> 058 5824100024	

OK

Cancel

4. Checkmark the agreement

5. Click OK

Search Agreements

Search by Agreement Number

Number

5824100024

Search

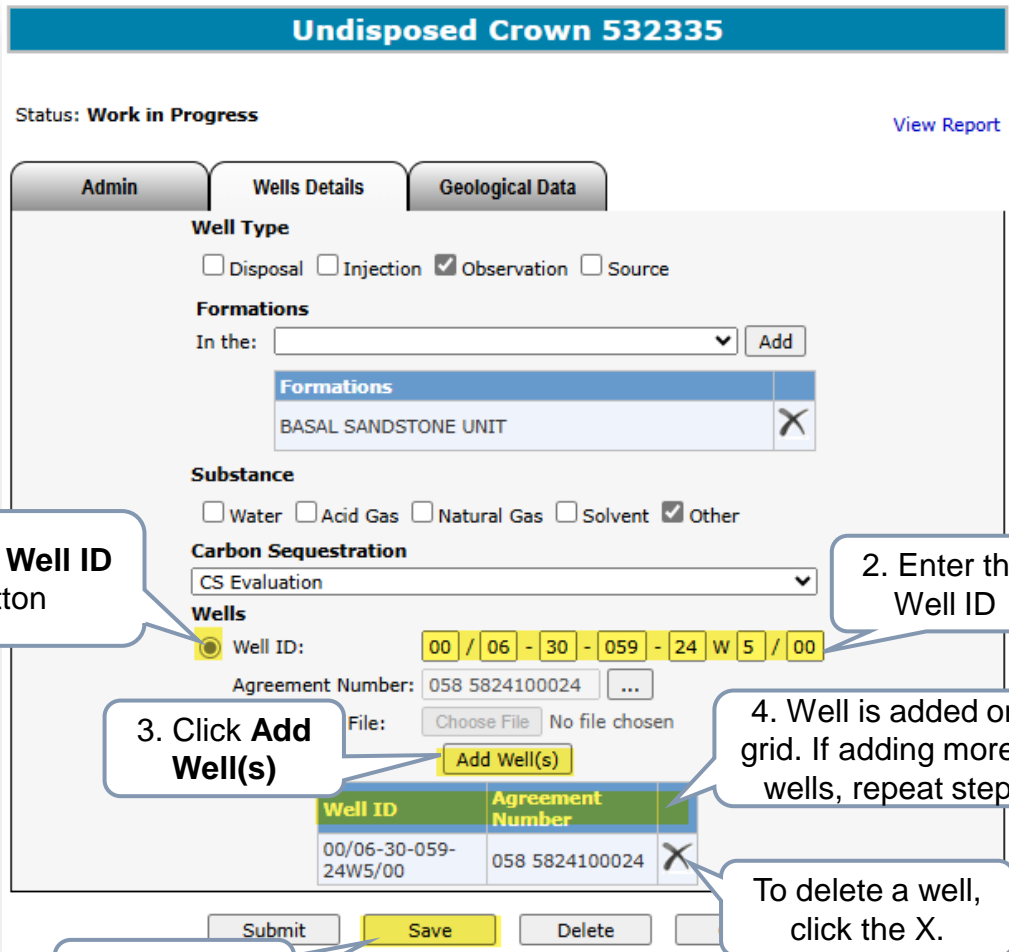
Reset

Close

2. Enter the CS Agreement number

3. Click Search

WELLS DETAILS TAB – ADD WELL(S) (SEQUESTRATION EVALUATION and SEQUESTRATION MONITORING AND OBSERVATION)



Undisposed Crown 532335

Status: **Work in Progress** [View Report](#)

Admin **Wells Details** **Geological Data**

Well Type
☐ Disposal ☐ Injection ☒ Observation ☐ Source

Formations
 In the:

Formations
 BASAL SANDSTONE UNIT

Substance
☐ Water ☐ Acid Gas ☐ Natural Gas ☐ Solvent ☒ Other

Carbon Sequestration
 CS Evaluation

Wells
☒ Well ID: 00 / 06 - 30 - 059 - 24 W 5 / 00

Agreement Number: 058 5824100024

File: No file chosen

Well ID	Agreement Number	
00/06-30-059-24W5/00	058 5824100024	<input type="button" value="X"/>

Annotations:

1. Click **Well ID** button
2. Enter the Well ID
3. Click **Add Well(s)**
4. Well is added on the well grid. If adding more than one wells, repeat steps 1 to 3.
5. Click **Save**

To delete a well, click the X.

GEOLOGICAL DATA TAB

Undisposed Crown 532409

Status: **Work in Progress** [View Report](#)

Admin
Wells Details
Geological Data

Applications must describe the need for the proposed activity and how it will be used to support a carbon sequestration hub or activities carried out under a pore space lease.

Geological Discussion Choose File No file chosen

Following options are available:

☒ No data to follow

☐ Data being sent by courier or mail

Submit
Save
Delete
Close

2. Check the appropriate box

1. **Browse** and upload document. Once document is uploaded, click **Save**.

4. Click **Submit**

3. Click **Save**



You may click on the **View Report** link to review the details of this CMA Application.

Delete – This deletes the entire application. The Status changes to Client Deleted.

Close – This closes the application form.

INDEMNIFICATION

In order to continue to submit the application, click Yes on the Indemnification box.

Indemnification

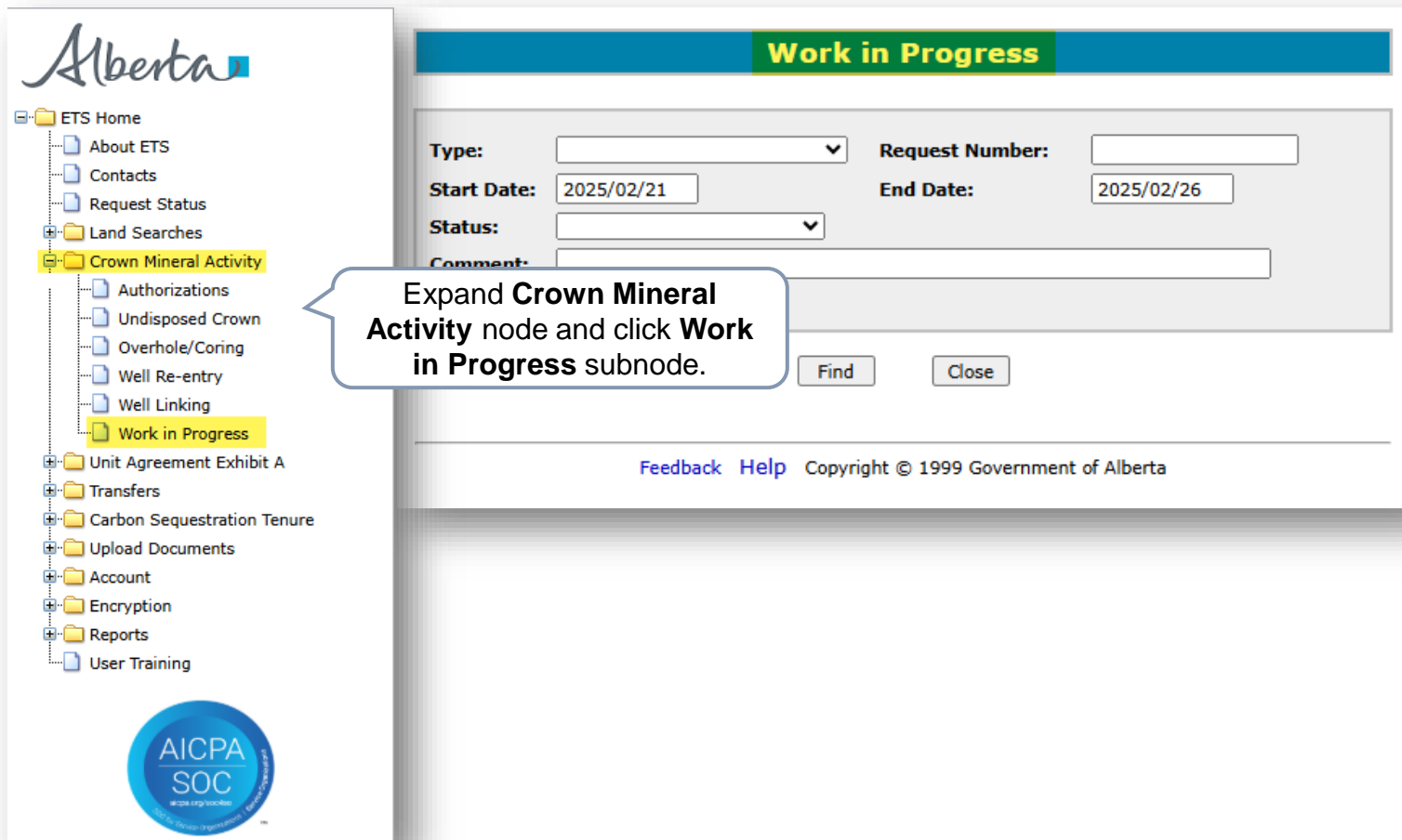
ABC COMPANY indemnifies the Crown for any loss, cost, claims or damages
 suffered by the Crown and in respect of any claims made against it by reason of anything done by
 ABC COMPANY or any one on our behalf in the exercise or purported
 exercise of the rights granted therein. Are you sure you want to Submit Application?

Do you wish to continue to submit the application?

Click **Yes**

WORK IN PROGRESS

The **Work In Progress** functionality of CMA enables you to retrieve a request/documents and view the request status.



The screenshot displays the Alberta CMA (Carbon Mineral Activity) interface. On the left is a navigation menu with the following items: ETS Home, About ETS, Contacts, Request Status, Land Searches, Crown Mineral Activity (highlighted), Authorizations, Undisposed Crown, Overhole/Coring, Well Re-entry, Well Linking, Work in Progress (highlighted), Unit Agreement Exhibit A, Transfers, Carbon Sequestration Tenure, Upload Documents, Account, Encryption, Reports, and User Training. At the bottom of the menu is the AICPA SOC logo. The main content area has a blue header with the text 'Work in Progress'. Below this is a form with the following fields: Type (dropdown), Request Number (text), Start Date (2025/02/21), End Date (2025/02/26), Status (dropdown), and Comment (text). There are 'Find' and 'Close' buttons at the bottom of the form. A callout bubble points to the 'Crown Mineral Activity' node in the menu, containing the text: 'Expand **Crown Mineral Activity** node and click **Work in Progress** subnode.' At the bottom of the page, there are links for 'Feedback' and 'Help', and a copyright notice: 'Copyright © 1999 Government of Alberta'.

WORK IN PROGRESS – RETRIEVE and VIEW REQUESTS

Work in Progress

Type:

Start Date:

Status:

Comment:

Request Number:

End Date:

ETS #	Application Type	Comment	Status	Files	Last YYYY, ...	For
532335	Undisposed Crown		Work in Progress	Report: Pdf Final: Pdf	2025/02/20 10:42	EA1255
532327	Overhole Crown		Completed	Report: Pdf Final: Pdf	2025/02/24 11:07:15	EA1255
532328	Overhole Crown		Completed	Report: Pdf Final: Pdf	2025/02/24 11:07:15	EA1255
532326	Undisposed Crown		Completed	Report: Pdf Final: Pdf	2025/02/24 10:56:16	EA1255
532325	Undisposed Crown		Completed	Report: Pdf Final: Pdf	2025/02/24 10:56:15	EA1255

Page 1

1. **Retrieve Requests.**
Choose the request **Type**.
Click the drop down arrow.
Enter other request
parameters to narrow your
search, if needed.

2. Click **Find**. Search
result is displayed in
the grid below.

Select the **Report: Pdf**
link to see the details of
your request.

Click on the ETS
request number link to
view each request.



All parameters are searchable. The Start and End dates default depending on the range of days chosen in your Account Preferences. To see all available requests remove the Start Date.

WORK IN PROGRESS – SEARCH RESULTS and EMAIL NOTIFICATION

Work in Progress

Type: Request Number:

Start Date: End Date:

Status: Comment:

ETS #	Application Type	Comment	Status	Files	Last Updated YYYY/MM/DD	Creator
532396	Undisposed Crown		Work in Progress	Report: Pdf Final: Pdf	2025/02/26 13:22:27	EA1255
532335	Undisposed Crown		Work in Progress	Report: Pdf Final: Pdf	2025/02/26 13:13:56	EA1255
532327	Overhole Crown		Completed	Report: Pdf Final: Pdf	2025/02/24 11:07:15	EA1255
532328	Overhole Crown		Completed	Report: Pdf Final: Pdf	2025/02/24 11:07:15	EA1255

The information on the screen can be re-sorted by clicking on the column headers.

For each request, there will be two PDF documents available in the Files column: **Report** and **Final**.

Report Pdf is the application summary report

Final Pdf is the Final letter in .PDF format uploaded from the department.

The request will remain at Processing until the Final Letter has been received from the department. Then, the Status changes to Complete.

When Final letter is uploaded, an email notification is sent to the client stating that the request has been completed.

Login to **ETS/CS Tenure Sequestration/Work in Progress**.

Enter the quoted Request Number from the email notification under the Request Number field.

ETS Crown Mineral Access Authorization



Energy ETS AT Support
To Energy Sequestration Help Desk

EXTERNAL SENDER. Do not open links or attachments that are unexpected. Do not give out User IDs or Passwords.

Your Mineral Access Authorization Request Number 532328 for account EA1255 has been Completed.

To review your request, sign on to Electronic Transfer System (ETS) website available through the alberta.ca.

Do not reply to this email. If you have questions or concerns, please contact WellAdmin.Energy@gov.ab.ca

Congratulations!

You have completed the
**CS CMA –
Evaluation, Monitoring and Observation
Online Training Course**

If you have any comments or questions on this training course,
please forward them to:
energy.sequestrationhelpdesk@gov.ab.ca

