

Welcome!

To the Carbon Sequestration Evaluation Agreement (CSEA) Application

Online Training Course

In this module you will learn how to:

- Enter a CSEA application into ETS.
- Import land from Carbon Sequestration map.
- Update a CSEA application by adding or removing information while the application is in a Work in Progress status.
- Retrieve and view agreement documents.

Revisions Table

Date	Revisions Type	Page Number
August 25, 2025	Initial Creation	All

INTRODUCTION

Carbon Sequestration Evaluation Agreement (CSEA) allows lessee to evaluate suitability of the location by conducting tests in the pore space. CSEA grants the right to apply for a Carbon Sequestration Agreement, which allows a lessee to sequester Carbon Dioxide (CO₂) into the pore space.

The lessee is required to submit a CSEA application via the Electronic Transfer System (ETS).



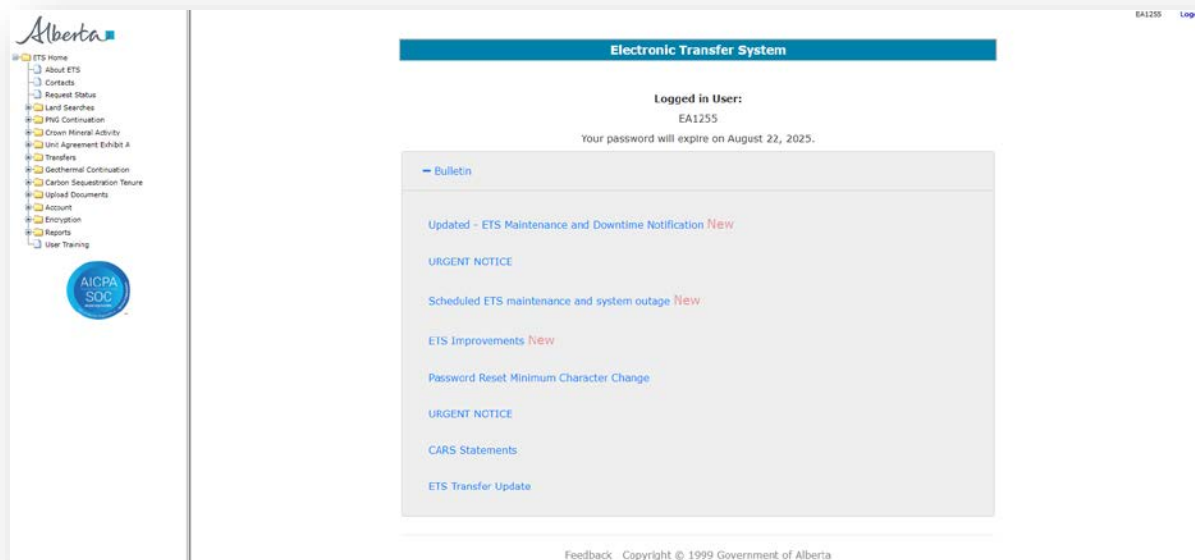
LOGIN TO ETS

1. Go to ETS (<https://ets.energy.gov.ab.ca/logon.aspx>)
2. Enter your login credentials: User Name (EN account) and Password.



The screenshot shows the login page for the Electronic Transfer System (ETS). It features the Alberta logo at the top, followed by the title "Electronic Transfer System". On the left is the AICPA SOC logo. The main area contains two input fields: "User Name:" and "Password:". Below these fields is a checkbox labeled "Save my user name" and a blue "Login" button. At the bottom, there is a link for "Forgot Password/Reset Password".

Once logged in, the screen below is displayed.



The screenshot shows the dashboard after a successful login. The left sidebar contains a navigation menu with items like "ETS Home", "About ETS", "Contacts", "Request Status", "Land Searches", "FWG Continuation", "Crown Mineral Activity", "Uml Agreement Exhibit A", "Transfers", "Geothermal Continuation", "Carbon Sequestration Tenure", "Upload Documents", "Account", "Encryption", "Reports", and "User Training". The main content area displays the "Electronic Transfer System" header, the user's login status ("Logged in User: EA1255"), and a password expiration notice ("Your password will expire on August 22, 2025."). Below this is a "Bulletin" section with several items: "Updated - ETS Maintenance and Downtime Notification New", "URGENT NOTICE", "Scheduled ETS maintenance and system outage New", "ETS Improvements New", "Password Reset Minimum Character Change", "URGENT NOTICE", "CARS Statements", and "ETS Transfer Update". The footer includes a "Feedback" link and copyright information for 1999 Government of Alberta.

NAVIGATION TO CARBON SEQUESTRATION EVALUATION AGREEMENT (CSEA) APPLICATION

1. In the treenode (left-hand side of the screen), navigate to **Carbon Sequestration Tenure** node.
2. Expand **Carbon Sequestration Tenure node** to display its subnodes.
3. Click **Carbon Sequestration Evaluation Agreement Application** subnode.

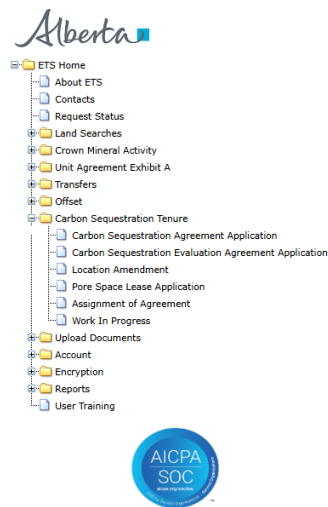


APPLICATION INFORMATION TAB

On the main screen, a blank application form is displayed. ETS auto populates the Company (if the ETS account is only for one company; if there are more than one company on the account, the field is converted to dropdown list) and Creator fields. These information are generated from the login account information.

At the creation stage, the status of the request is set to Work in Progress.

Note: Enter the required information indicated with asterisk (or outlined in red). Once information is entered, the outline turns in green).



EA1255 [Logout](#)

Carbon Sequestration Evaluation Agreement Application

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status

Work in Progress

Application Information [Contacts](#) [Documents](#) [Lands](#)

Administrative Information

*** Company**

Please select

Creator

EA1255 (Johnalynne Hebert)

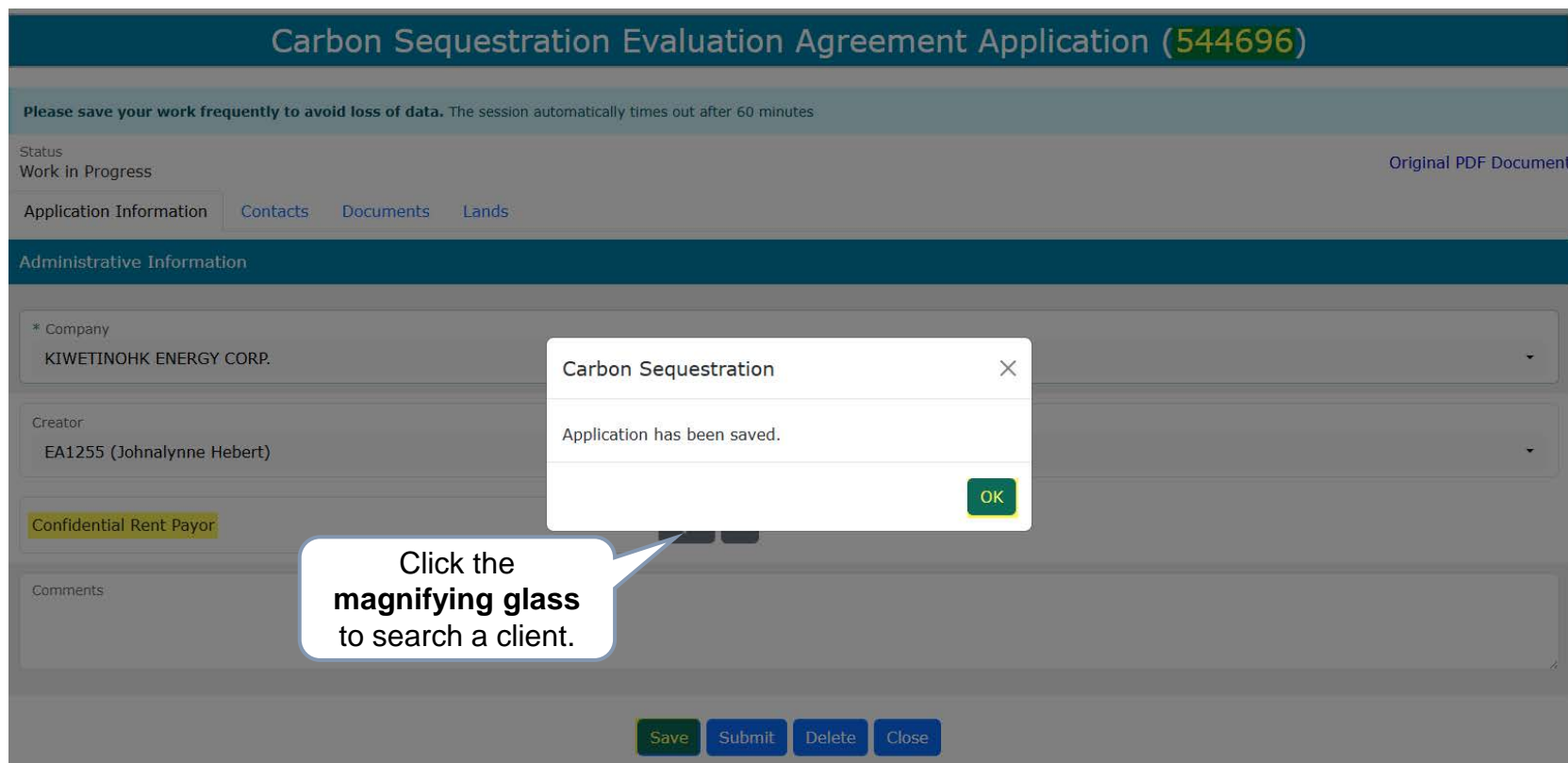
Confidential Rent Payor

Comments

APPLICATION INFORMATION TAB – ASSIGN ETS REQUEST NUMBER

Click **Save** at the bottom of the form. This will save the application and generate the ETS Request Number included in the heading.

Confidential Rent Payor field is optional. Only fill this in if payor is different than the agreement holder. This payor is responsible in paying the *first time* rent and issuance fee charges.



Carbon Sequestration Evaluation Agreement Application (544696)

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status: Work in Progress Original PDF Document

Application Information Contacts Documents Lands

Administrative Information

* Company: KIWETINOHK ENERGY CORP.

Creator: EA1255 (Johnalynne Hebert)

Confidential Rent Payor

Comments

Carbon Sequestration

Application has been saved.

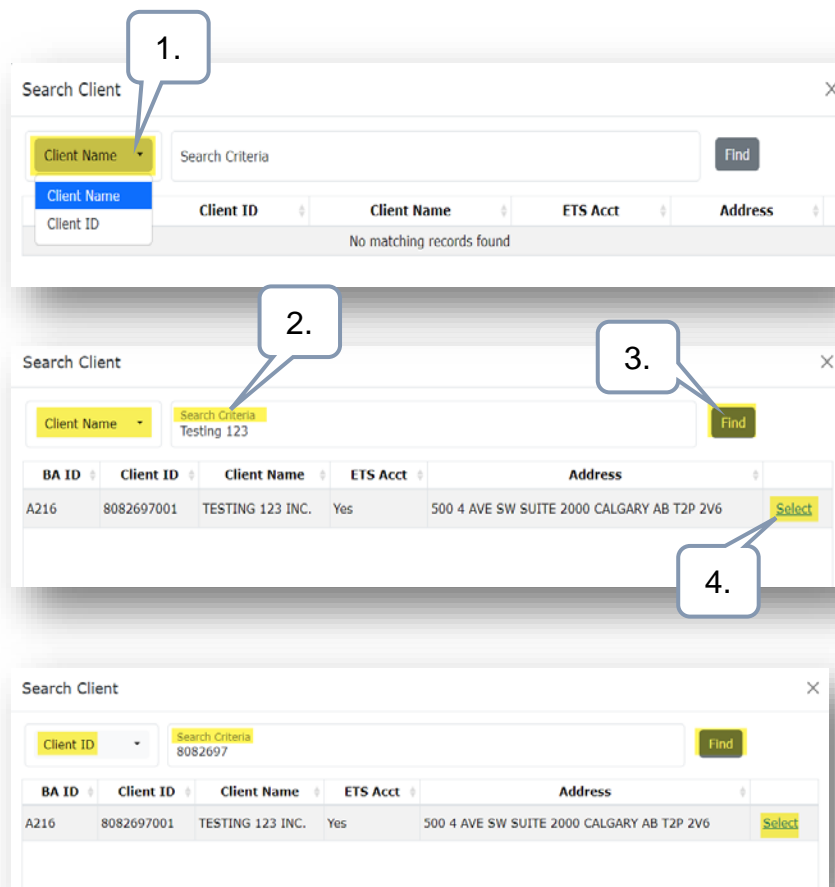
OK

Click the magnifying glass to search a client.

Save Submit Delete Close

APPLICATION INFORMATION TAB – CONFIDENTIAL RENT PAYOR

The Confidential Rent Payor can be searched by either the Client Name or the Client Number.



1. By default, Client Name search criteria displayed by default. Click the **dropdown** to select the desired search criteria.

2. Depending on the search criteria chosen, enter the **Client Name** OR the **Client ID** in the corresponding field.

3. Click **Find**.

4. Search result appears and displays the Business Associate ID, Client ID, Client Name, ETS Acct Yes/No, Address

Click **Select** to add the client as confidential rent payor.

1. By default, Client Name search criteria displayed by default. Click the **dropdown** to select the desired search criteria.
2. Depending on the search criteria chosen, enter the **Client Name** OR the **Client ID** in the corresponding field.
3. Click **Find**.
Search result appears and displays the Business Associate ID, Client ID, Client Name, ETS Acct Yes/No, Address
4. Click **Select** to add the client as confidential rent payor.

CONTACTS TAB – CONTACT INFORMATION AND PROPER SIGNING AUTHORITY

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress Original PDF Document

[Application Information](#) **Contacts** [Documents](#) [Lands](#)

Contact Information

* Job Title
Contact Job Title is required

* First Name
Peter

* Surname
Parker

* Office Phone Number
7804229249

Office Phone Number Extension

* Email Address
energy.sequestrationhelpdesk@gov.ab.ca

Proper Signing Authority

* Job Title
Signing Authority Job Title is required

* First Name
Signing Authority First Name is required

* Surname
Signing Authority Surname is required

Note: Enter the required information indicated with asterisk (or outlined in red). Once information is entered, the outline turns in green).

Contact Information section – ETS auto populates the Name and Contact information. These information are generated from the login account information. Update the Job Title.

Proper Signing Authority – Enter the required information indicated with asterisk. The Signing Authority is a person who has the authority to sign documents on behalf of the company.

CONTACTS TAB – REPRESENTATIVE PERSON

This person is the appointed representative by the company who is responsible in answering any questions regarding the application.

Note: Enter the required information indicated with asterisk (or outlined in red). Once information is entered, the outline turns in green)

Representative Person	
Job Title Manager	
First Name Lana	Surname Lane
* Address Line 1 143 Carbon Street	
Address Line 2	
* City/Town Edmonton	* Province/State Alberta
* Postal Code/Zip Code T5K2G6	* Country Canada
* Email Address lana@test.com	
* Office Phone Number 999-999-9999	Office Phone Number Extension
Mobile	

CONTACTS TAB – TECHNICAL CONTACTS

Technical Contacts

Technical Contact	Title of Technical Contact	Phone	Email
No matching records found			

Add Technical Contact...

1.

Save Submit Delete Close

Technical Contact

* Name

* Job Title

* Office Phone Number

* E-mail Address

2.

3.

Cancel OK

1. Click **Add Technical Contact...** A new window appears.
2. Enter the required information indicated with asterisk (or outlined in red). Once information is entered, the outline turns in green)
3. Click **OK** to add the Technical Contact in the main grid.
4. Back to the application form, scroll down and click **Save** to save all added information.

Technical Contacts

Technical Contact	Title of Technical Contact	Phone	Email
Floyd Smith	Engineer	888-888-8888	floyd@test.com

Add Technical Contact...

4.

Save Submit Delete Close

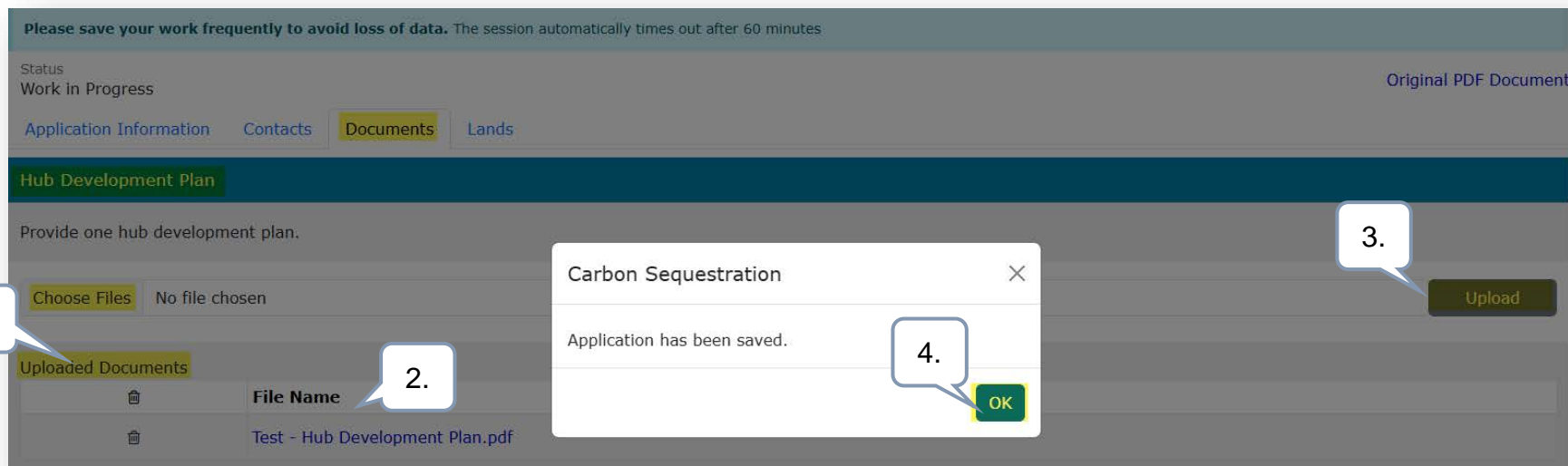
Note: Enter the required information indicated with asterisk (or outlined in red). Once information is entered, the outline turns in green)

DOCUMENT TAB – HUB DEVELOPMENT PLAN

1. Under **Hub Development Plan** section, click **Choose Files**. File Explorer folders opens. Locate the file to upload.
2. Back to the ETS request application, the name of the file is added on the 'No file chosen' field.
3. Click **Upload**.
4. Save prompt appears, click **OK**. The document is added in the Uploaded Documents grid.

To **delete** an uploaded document, simply click the corresponding **trash bin icon**.

To **add**, follow the **steps above**.



Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes.

Status: Work in Progress

Original PDF Document

Application Information | Contacts | **Documents** | Lands

Hub Development Plan

Provide one hub development plan.

1. **Choose Files** | No file chosen

2. **Uploaded Documents**

File Name
Test - Hub Development Plan.pdf

3. **Upload**

4. **Carbon Sequestration**

Application has been saved.

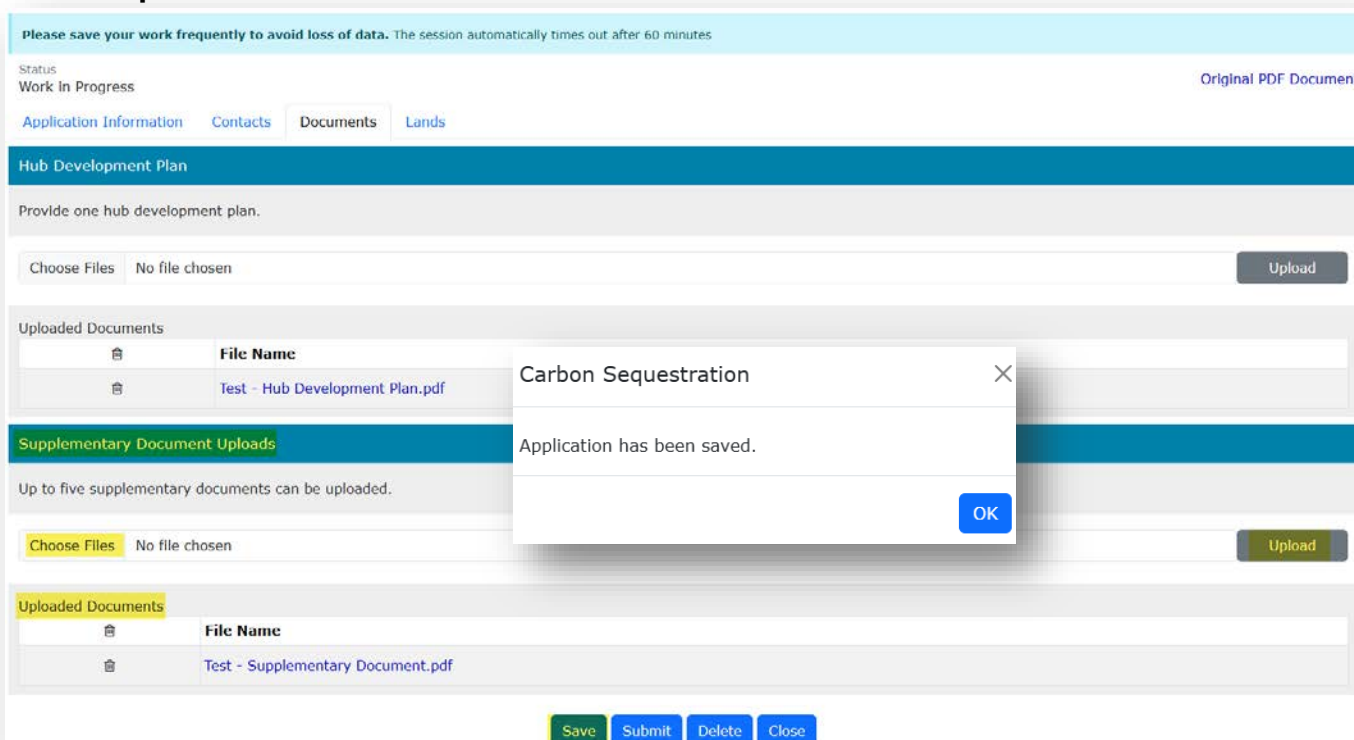
OK

DOCUMENT TAB – UPLOAD SUPPLEMENTARY DOCUMENT

1. Under **Supplementary Document Uploads section**, click **Choose Files**. File Explorer folders opens. Locate the file to upload. Note: up for 5 supplementary documents can be uploaded.
2. Back to the ETS request application, the name of the file is added on the 'No file chosen' field.
3. Click **Upload**.
4. Save prompt appears, click **OK**. The document is added in the Uploaded Documents grid.

To **delete** an uploaded document, simply click the corresponding **trash bin icon**.

To **add**, follow the **steps above**.



Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work In Progress

Application Information | Contacts | Documents | Lands

Hub Development Plan

Provide one hub development plan.

Choose Files | No file chosen

Upload

Uploaded Documents

File Name
Test - Hub Development Plan.pdf

Supplementary Document Uploads

Up to five supplementary documents can be uploaded.

Choose Files | No file chosen

Upload

Uploaded Documents

File Name
Test - Supplementary Document.pdf

Save | Submit | Delete | Close


Carbon Sequestration

Application has been saved.

OK

DOCUMENTS TAB – SAVE

Once your documents have been uploaded and displayed in the Uploaded Documents grid, select Save.

 Save your work frequently to avoid the loss of data. The session will automatically time out after 60 minutes.

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress Original PDF Document


[Application Information](#)
[Contacts](#)
[Documents](#)
[Lands](#)

Hub Development Plan

Provide one hub development plan.

Choose Files No file chosen Upload

Uploaded Documents


	File Name
	Test - Hub Development Plan.pdf

Supplementary Document Uploads

Up to five supplementary documents can be uploaded.

Choose Files No file chosen Upload

Uploaded Documents

	File Name
	Test - Supplementary Document.pdf

Save
Submit
Delete
Close

LANDS TAB

Adding lands have 3 options:

Import Land (+/-)

1. Import Land from Map
2. Import Land List from a CSV file (*.csv)
3. Add Land (+/-)

Carbon Sequestration Evaluation Agreement Application (544696)

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status: Work in Progress [Original PDF Document](#)

[Application Information](#)
[Contacts](#)
[Documents](#)
[Lands](#)

Land

[Add Land \(+/-\)](#)

[Import Land \(+/-\)](#)

[Import Land List from a CSV file \(*.csv\)](#)

Choose File

No file chosen

Import

[Import Land from Map](#)

Selected Rows: 0

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
<input type="checkbox"/>										

No matching records found

[Save](#)
[Submit](#)
[Delete](#)
[Close](#)

LANDS TAB – OPTION 1: IMPORT LAND FROM MAP

1. Click **Import Land (+/-)**. Two options appear: Import Land List from a CSV file and Import Land from Map.
2. Click **Import Land from Map**. Carbon Sequestration and Pore Space Map of Alberta opens on a new tab.

Carbon Sequestration Evaluation Agreement Application (544696)

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status

Work in Progress

Original PDF Document

Application Information

Contacts

Documents

Lands

Land

Add Land (+/-)

Import Land (+/-)

Import Land List from a CSV file (*.csv)

Choose File

No file chosen

Import

Import Land from Map

Selected Rows:0

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
<input type="checkbox"/>										

No matching records found

Save

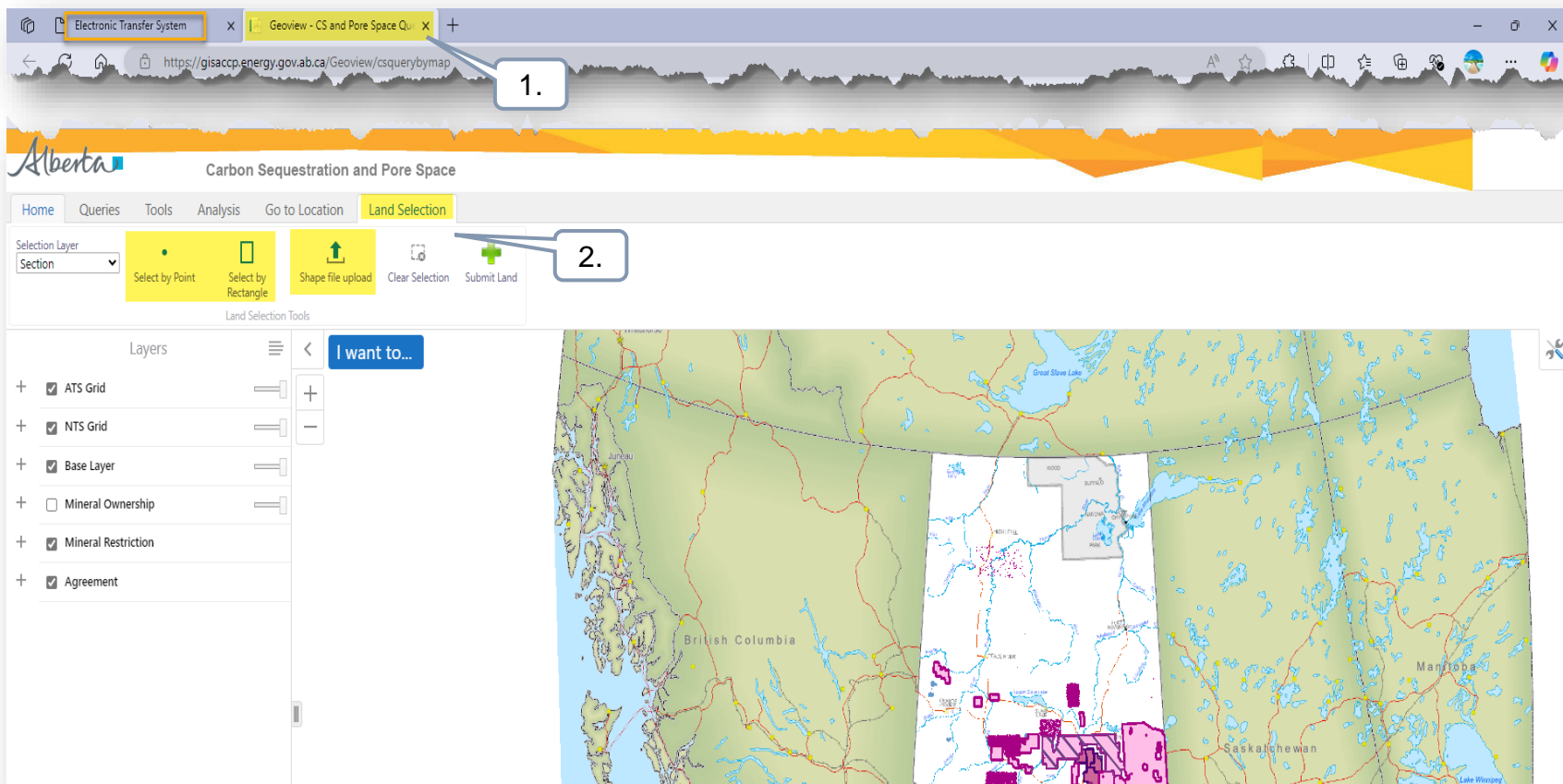
Submit

Delete

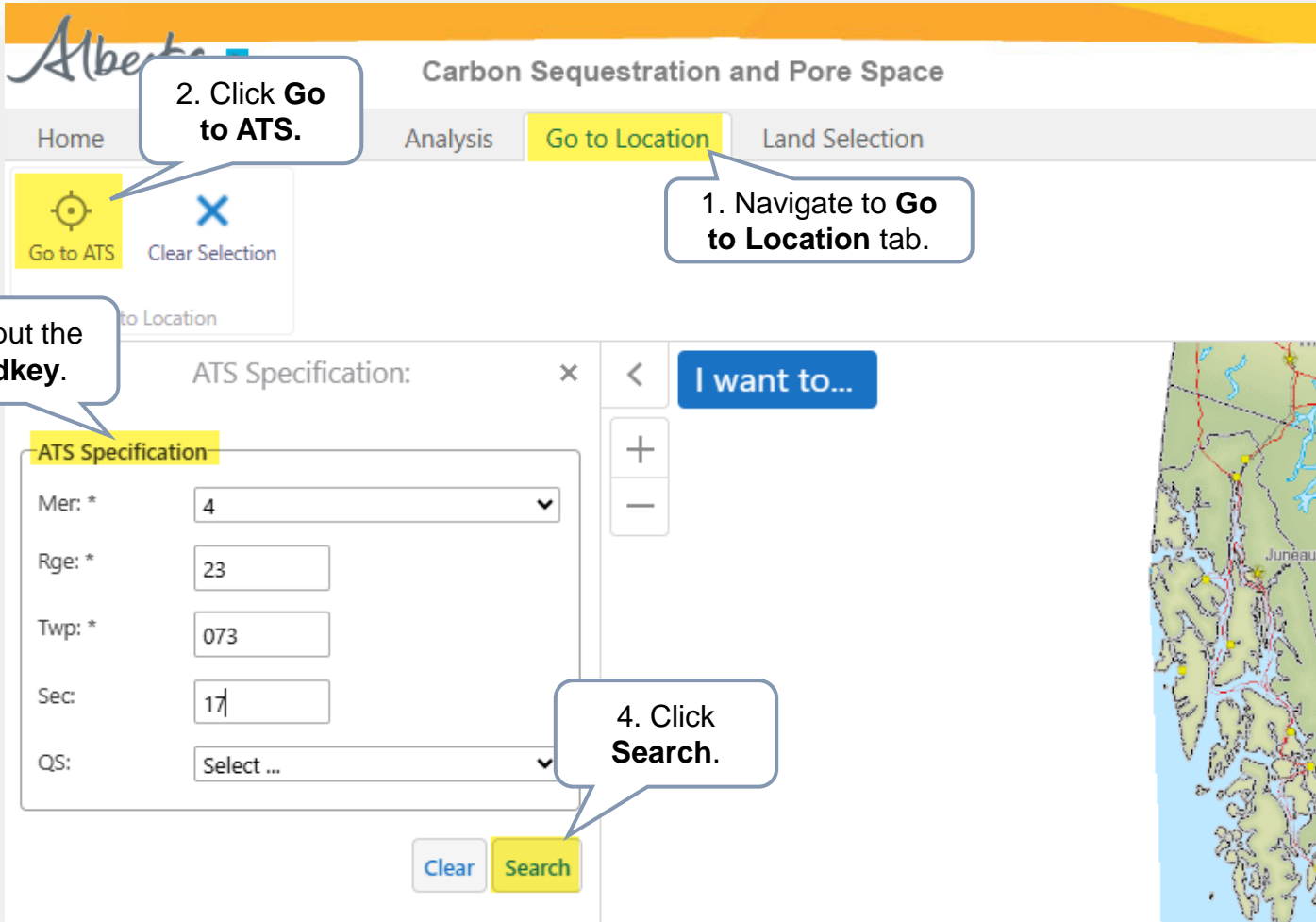
Close

LANDS TAB – OPTION 1: IMPORT LAND FROM MAP

1. Geoview – Carbon Sequestration and Pore Space Query map is opened on a new browser page.
2. Under Land Selection tab, there are 2 option to import land from Map: selecting the lands directly from the map (Select by Point or Select by Rectangle) or shape file upload.



LANDS TAB – OPTION 1: IMPORT LAND FROM MAP – NAVIGATE TO THE TARGET LOCATION



The screenshot shows the 'Carbon Sequestration and Pore Space' application interface. The top navigation bar includes 'Home', 'Analysis', 'Go to Location' (highlighted), and 'Land Selection'. Below the navigation bar, there are two buttons: 'Go to ATS' (with a target icon) and 'Clear Selection' (with an 'X' icon). A callout '2. Click Go to ATS.' points to the 'Go to ATS' button. Below these buttons is a section titled 'ATS Specification:' with a close button 'x' and a left arrow '<'. To the right of this section is a blue button labeled 'I want to...'. Below the 'ATS Specification:' section, there are five input fields: 'Mer: *' with a dropdown menu showing '4', 'Rge: *' with a text input '23', 'Twp: *' with a text input '073', 'Sec: *' with a text input '17', and 'QS: *' with a dropdown menu showing 'Select ...'. A callout '3. Input the landkey.' points to the 'Mer: *' dropdown. Below these fields are two buttons: 'Clear' and 'Search' (highlighted). A callout '4. Click Search.' points to the 'Search' button. On the right side of the interface, there is a map showing a geographical area with a label 'Jûnéau'.

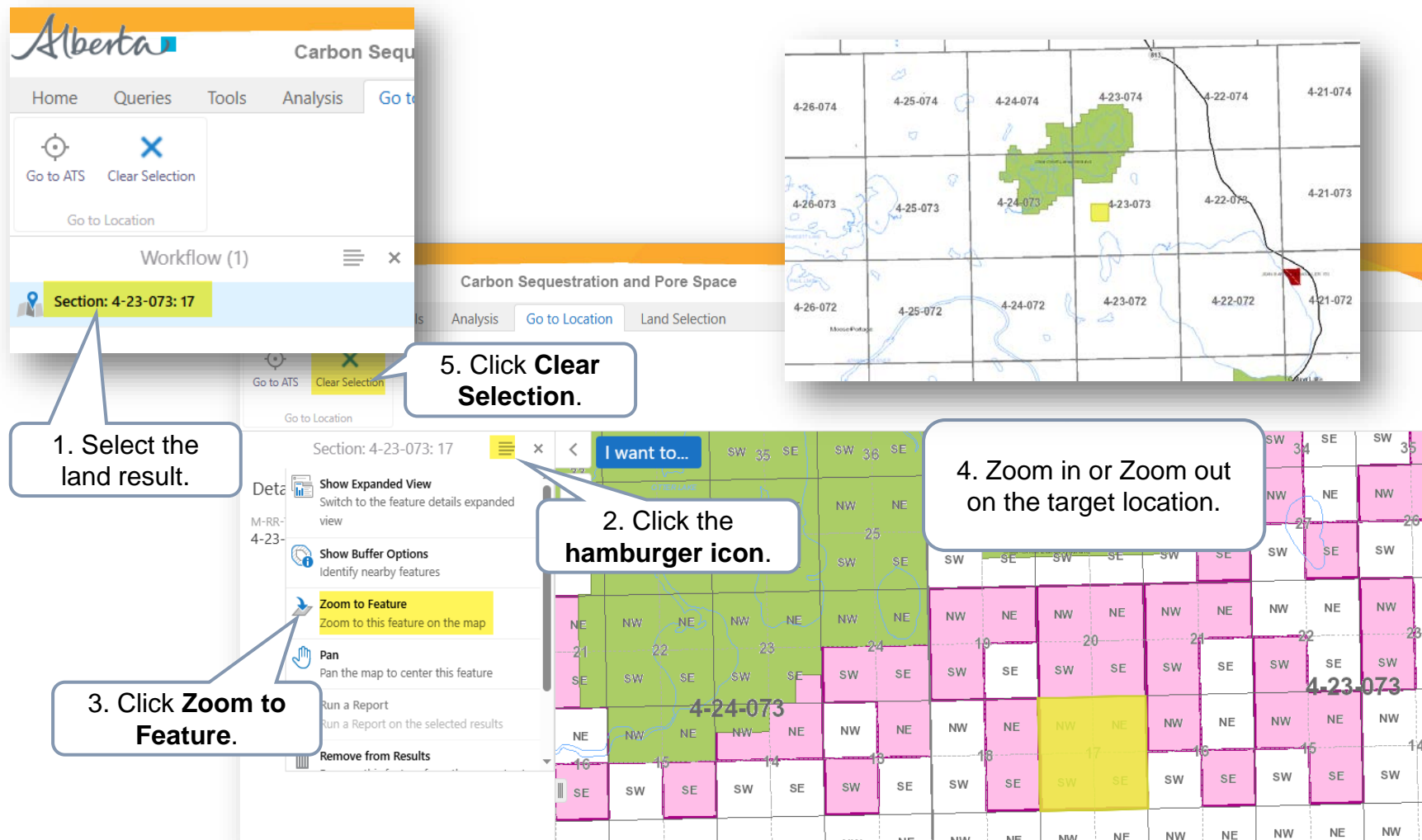
1. Navigate to **Go to Location** tab.

2. Click **Go to ATS**.

3. Input the **landkey**.

4. Click **Search**.

LANDS TAB – OPTION 1: IMPORT LAND FROM MAP – NAVIGATE TO THE TARGET LOCATION



The screenshot displays the application interface with the following components and annotations:

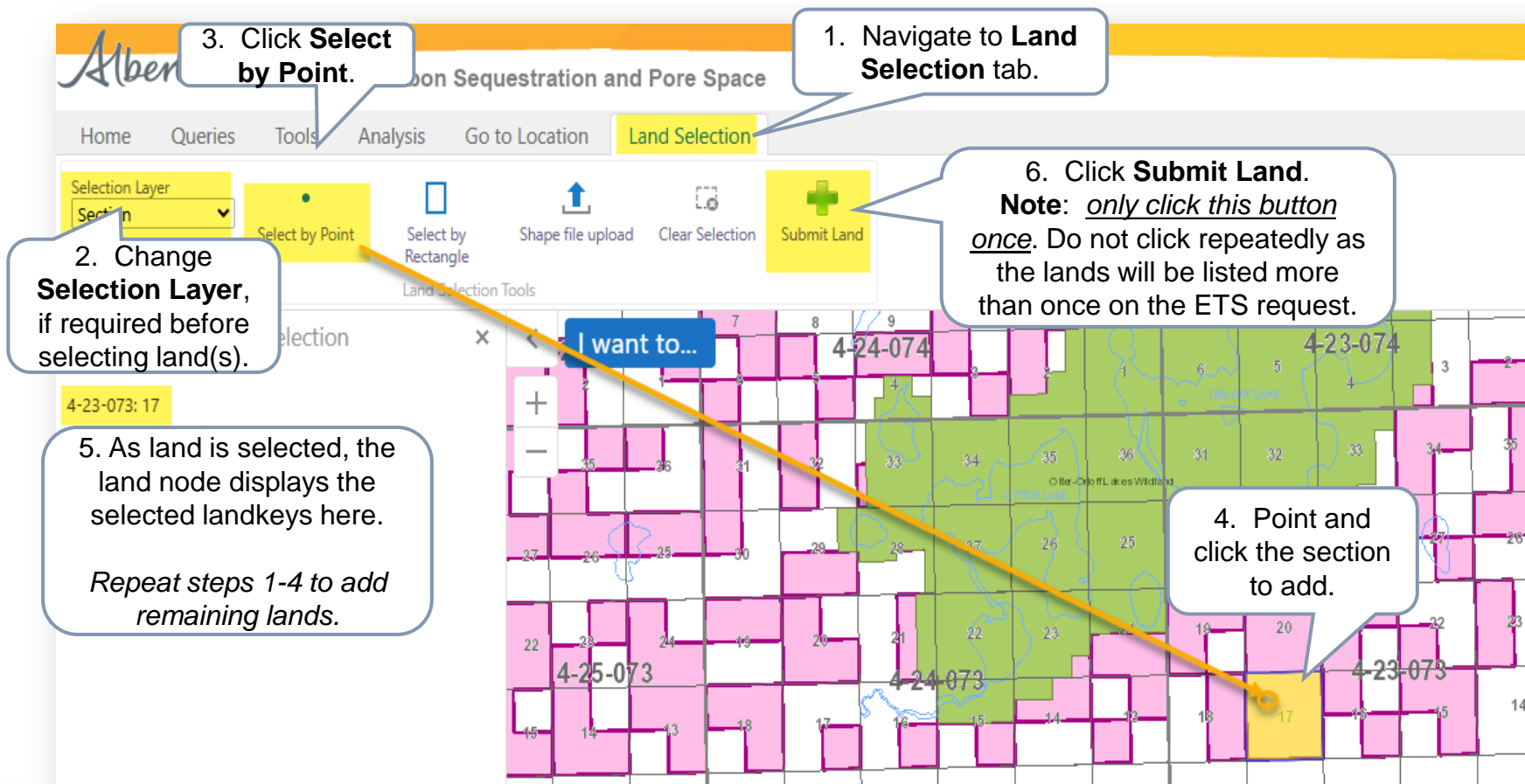
- Top Navigation:** Home, Queries, Tools, Analysis, Go to Location.
- Workflow (1):** Section: 4-23-073: 17.
- Carbon Sequestration and Pore Space:** Analysis, Go to Location, Land Selection.
- Map View:** A map showing land sections with a green highlighted area. A callout points to the green area with the text: "1. Select the land result."
- Map View:** A zoomed-in view of the map showing a grid of land sections. A callout points to the grid with the text: "2. Click the hamburger icon."
- Map View:** A zoomed-in view of the map showing a grid of land sections. A callout points to the grid with the text: "4. Zoom in or Zoom out on the target location."
- Map View:** A zoomed-in view of the map showing a grid of land sections. A callout points to the grid with the text: "3. Click Zoom to Feature."
- Map View:** A zoomed-in view of the map showing a grid of land sections. A callout points to the grid with the text: "5. Click Clear Selection."

LANDS TAB – OPTION 1A: IMPORT LAND FROM MAP – ADD LAND - SELECT BY POINT

Once a target location is searched, add the land. There are 2 options:

1. **Select by Point** (use this option if selecting lands not adjacent to each other.)
2. Select by Rectangle

Once submitted, edit the lands added in ETS. Refer to Slide 24, 'Edit Selected Lands'.



The screenshot displays the 'Carbon Sequestration and Pore Space' application interface. The 'Land Selection' tab is active, showing a map with various land parcels outlined in pink and green. A blue callout box labeled 'I want to...' points to a specific parcel on the map. The interface includes a top navigation bar with 'Home', 'Queries', 'Tools', 'Analysis', 'Go to Location', and 'Land Selection'. Below the navigation bar, there are buttons for 'Select by Point', 'Select by Rectangle', 'Shape file upload', 'Clear Selection', and 'Submit Land'. A 'Selection Layer' dropdown menu is set to 'Section'. A list of selected land keys is shown on the left: '4-23-073: 17'. A blue callout box labeled 'I want to...' points to a specific parcel on the map. A yellow callout box labeled '4-23-073: 17' is also present. A blue callout box labeled 'I want to...' points to a specific parcel on the map. A yellow callout box labeled '4-23-073: 17' is also present.

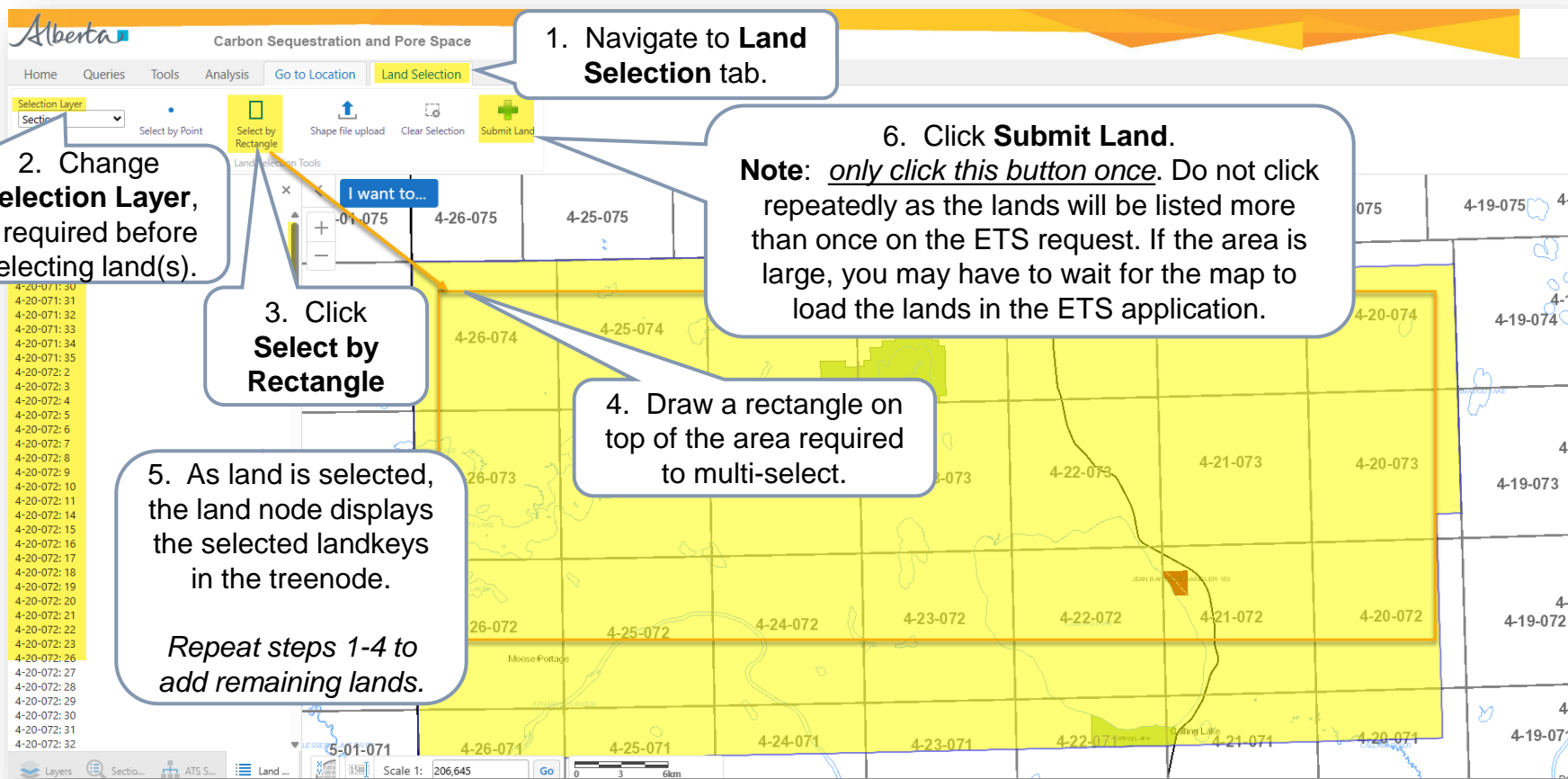
1. Navigate to **Land Selection** tab.
2. Change **Selection Layer**, if required before selecting land(s).
3. Click **Select by Point**.
4. Point and click the section to add.
5. As land is selected, the land node displays the selected landkeys here.
Repeat steps 1-4 to add remaining lands.
6. Click **Submit Land**.
Note: only click this button once. Do not click repeatedly as the lands will be listed more than once on the ETS request.

LANDS TAB – OPTION 1A: IMPORT LAND FROM MAP – ADD LAND - SELECT BY RECTANGLE

Once a target location is searched, add the land. There are 2 options:

1. Select by Point
2. **Select by Rectangle** (use this if selecting adjacent lands.)

Once submitted, edit the lands added in ETS. Refer to Slide 24, 'Edit Selected Lands'.



1. Navigate to Land Selection tab.

2. Change Selection Layer, if required before selecting land(s).

3. Click Select by Rectangle

4. Draw a rectangle on top of the area required to multi-select.

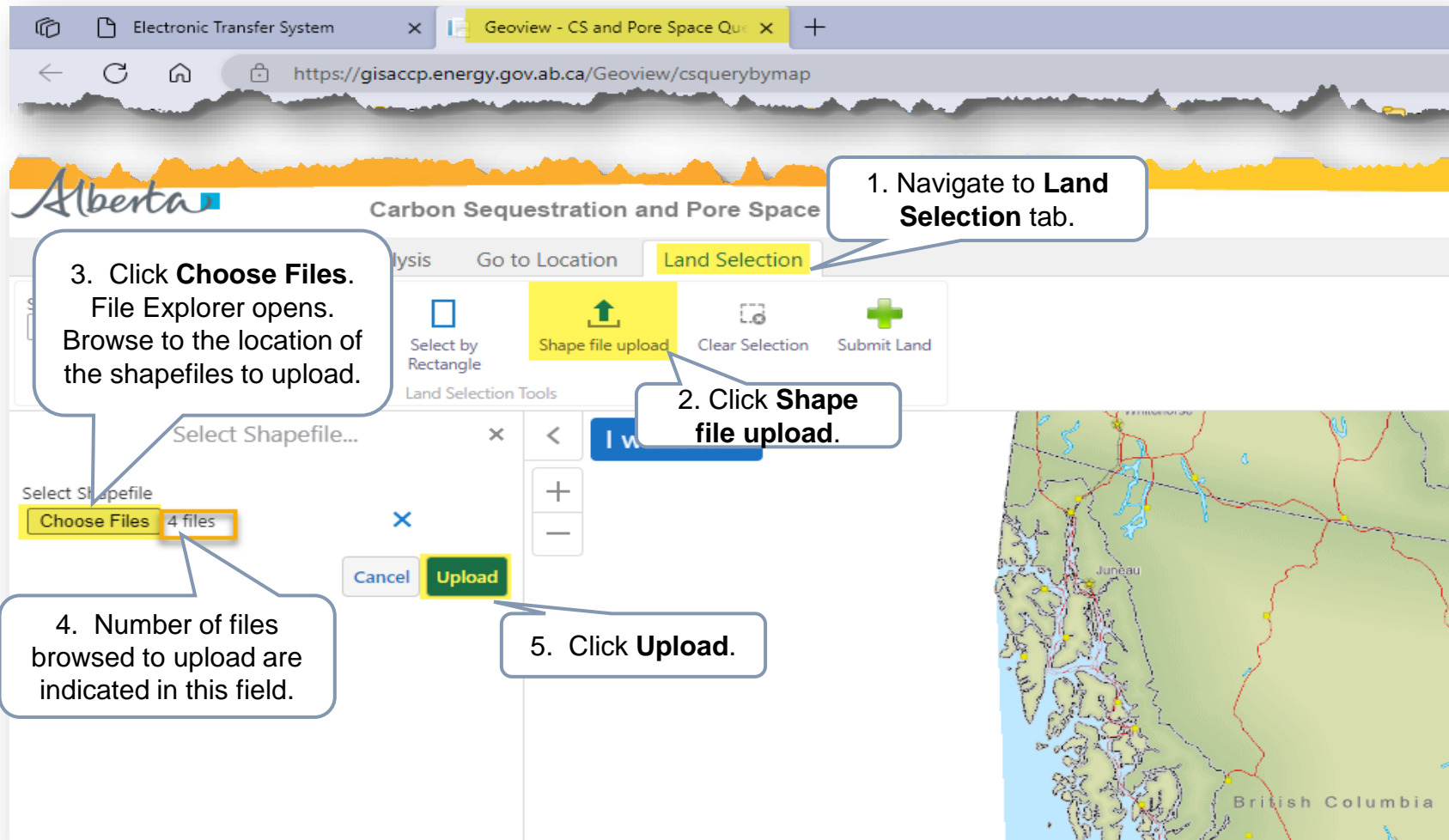
5. As land is selected, the land node displays the selected landkeys in the treenode.

Repeat steps 1-4 to add remaining lands.

6. Click Submit Land.

Note: only click this button once. Do not click repeatedly as the lands will be listed more than once on the ETS request. If the area is large, you may have to wait for the map to load the lands in the ETS application.

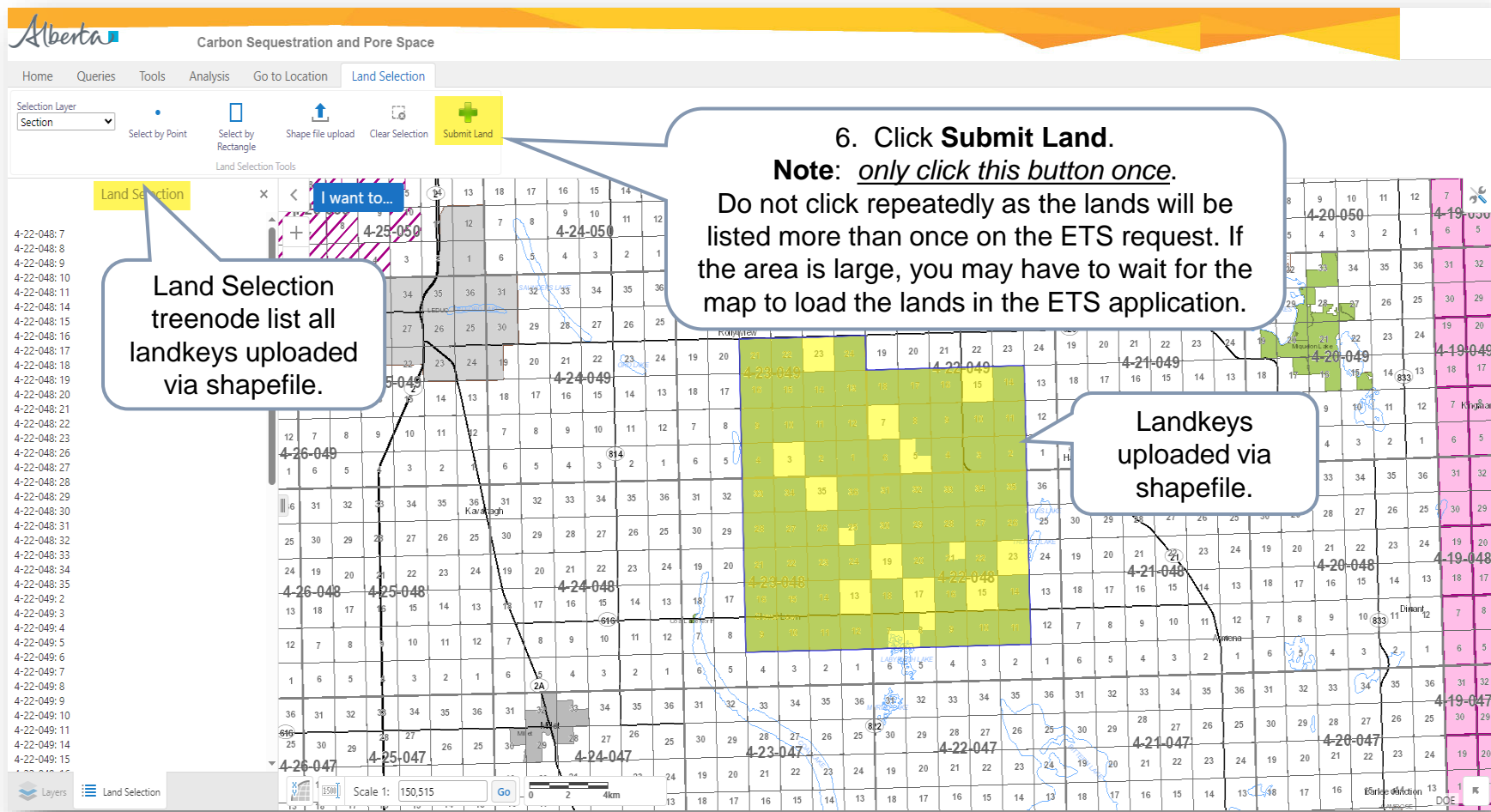
LANDS TAB – OPTION 1B: IMPORT LAND FROM MAP – SHAPEFILE UPLOAD



The screenshot shows the 'Geoview - CS and Pore Space Query' application interface. The browser address bar displays 'https://gisaccp.energy.gov.ab.ca/Geoview/csquerybymap'. The application header includes the 'Alberta' logo and the title 'Carbon Sequestration and Pore Space'. The main navigation bar has tabs for 'Analysis', 'Go to Location', and 'Land Selection'. The 'Land Selection' tab is active, showing a 'Shape file upload' button, a 'Clear Selection' button, and a 'Submit Land' button. A 'Select Shapefile...' dialog box is open, showing a 'Choose Files' button and a field indicating '4 files' are selected. The 'Upload' button is highlighted. A map of the region is visible on the right side of the interface.

1. Navigate to **Land Selection** tab.
2. Click **Shape file upload**.
3. Click **Choose Files**.
File Explorer opens. Browse to the location of the shapefiles to upload.
4. Number of files browsed to upload are indicated in this field.
5. Click **Upload**.

LANDS TAB – OPTION 1B: IMPORT LAND FROM MAP – SHAPEFILE UPLOAD



6. Click **Submit Land.**

Note: only click this button once.

Do not click repeatedly as the lands will be listed more than once on the ETS request. If the area is large, you may have to wait for the map to load the lands in the ETS application.

Land Selection treenode list all landkeys uploaded via shapefile.

Landkeys uploaded via shapefile.

Once submitted, edit the lands added in ETS. Refer to Slide 24, 'Edit Selected Lands'.

LANDS TAB – IMPORT LAND FROM MAP – EDIT SELECTED LANDS

Once lands added are submitted from the Geoview map, the lands are loaded back into the ETS request land grid.

Carbon Sequestration Evaluation Agreement Application (544696)

Please save your work frequently to avoid loss of data. The system automatically saves every 30 seconds.

Status: Work in Progress

Application Information | Contacts

Land

Add Land (+/-)

Import Land (+/-)

Edit Selected Land

Tract: Please select

Qualifier 1: Please select

Zone 1: Please select

Qualifier 2: Please select

Zone 2: Please select

Cancel OK Import

Import Land from Map

Selected Rows: 74

Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
<input checked="" type="checkbox"/>									
<input checked="" type="checkbox"/> 01									
<input checked="" type="checkbox"/> 01									
<input checked="" type="checkbox"/> 01									
<input checked="" type="checkbox"/> 01									
<input checked="" type="checkbox"/> 01									
<input checked="" type="checkbox"/> 01									
<input checked="" type="checkbox"/> 01	4	22	072	28					
<input checked="" type="checkbox"/> 01	4	22	072	29					
<input checked="" type="checkbox"/> 01	4	22	072	30					
<input checked="" type="checkbox"/> 01	4	22	072	31					

Showing 1 to 10 of 74 rows 10 rows per page

Save Submit Delete Close

1 2 3 4 5 ... 8

Note:

- On the land grid, an option to show number of lands is available (view in 10s, 50s or 100s).
- Creator can navigate by page.

3. Add the **Qualifiers and Zones**

4. Click **OK** to apply the changes

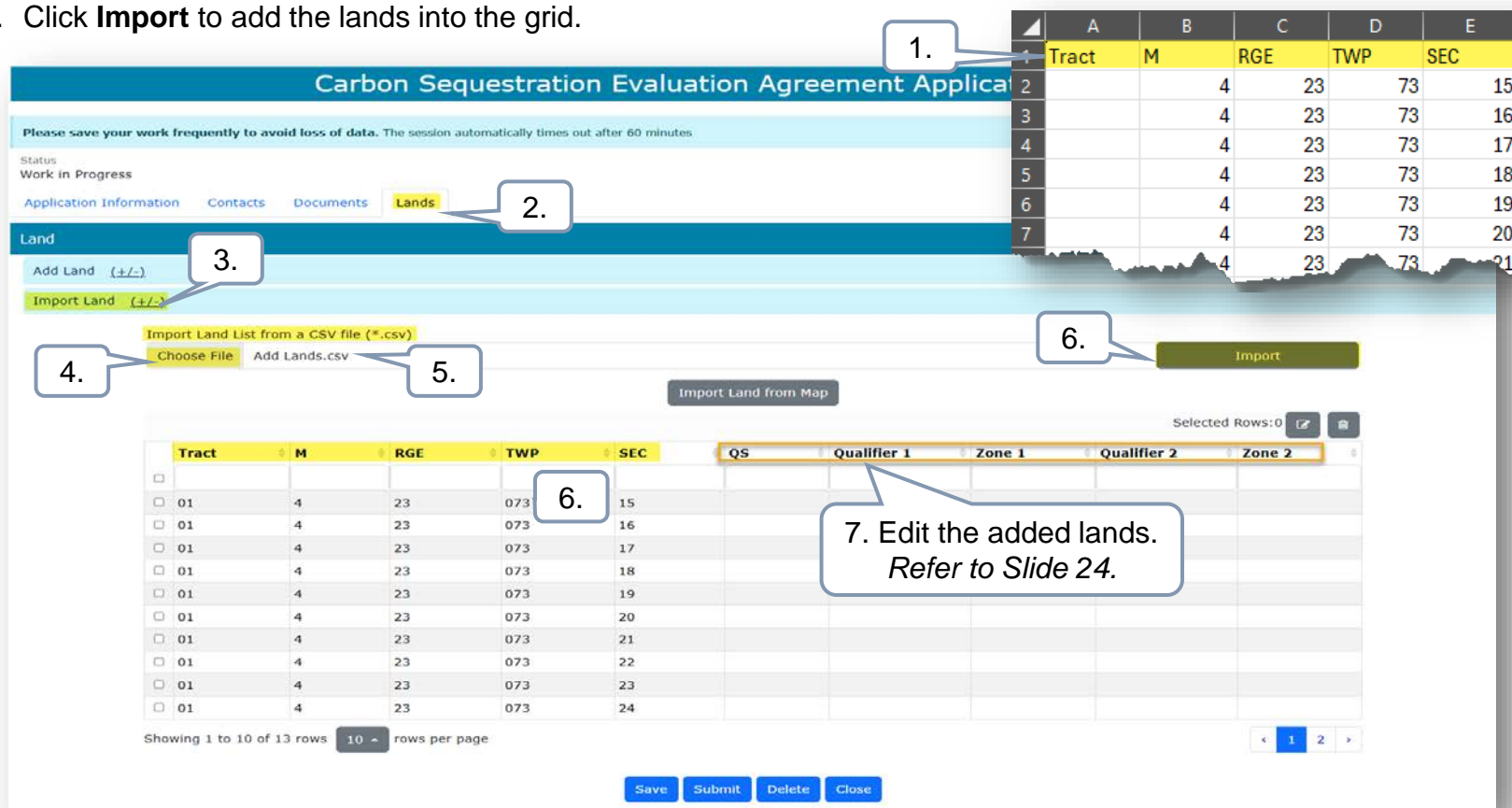
1. Click the **checkbox column** to select all landkeys that has missing Qualifiers and Zones.

2. Click the **modify land icon**

5. Click **Save**.

LANDS TAB – OPTION 2: IMPORT LAND LIST FROM A CSV FILE (*.csv)

1. Create a **.csv** file. The format must be as follows: **Tract, M, RGE, TWP and SEC.**
2. To import, **navigate to the ETS request/ Lands tab.**
3. Click **Import Land (+/-)**.
4. Click **Choose File** to browse the .csv file on your personal computer.
5. Navigate to the **File Explorer** and select the **.csv file** and click **Open**. The file is now chosen.
6. Click **Import** to add the lands into the grid.



Carbon Sequestration Evaluation Agreement Application

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes.

Status: Work in Progress

Application Information | Contacts | Documents | **Lands**

Land

Add Land (+/-)

Import Land (+/-)

Import Land List from a CSV file (*.csv)

Choose File | Add Lands.csv

Import

Import Land from Map

Selected Rows: 0

Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
<input type="checkbox"/>									
<input type="checkbox"/> 01	4	23	073	15					
<input type="checkbox"/> 01	4	23	073	16					
<input type="checkbox"/> 01	4	23	073	17					
<input type="checkbox"/> 01	4	23	073	18					
<input type="checkbox"/> 01	4	23	073	19					
<input type="checkbox"/> 01	4	23	073	20					
<input type="checkbox"/> 01	4	23	073	21					
<input type="checkbox"/> 01	4	23	073	22					
<input type="checkbox"/> 01	4	23	073	23					
<input type="checkbox"/> 01	4	23	073	24					

Showing 1 to 10 of 13 rows | 10 rows per page

Save | Submit | Delete | Close

LANDS TAB – OPTION 2: IMPORT LAND LIST FROM A CSV FILE (*.csv) – SAVE LANDS

1. Lands are now modified.
2. Click **Save** to save the changes.
3. Click **OK** on the save prompt box.

Carbon Sequestration Evaluation Agreement Application (544696)

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes.

Status: Work in Progress Original PDF Document

Application Information Contacts Documents **Lands**

Land

Add Land (+/-)

Import Land (+/-)

Selected Rows: 0

Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
<input checked="" type="checkbox"/>									
<input checked="" type="checkbox"/>	01	4	23	073			WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073			WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073			WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073			WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073			WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073	20	From Top	WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073	21	From Top	WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073	22	From Top	WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073	23	From Top	WABAMUN GRP	To Base	WABAMUN GRP
<input checked="" type="checkbox"/>	01	4	23	073	24	From Top	WABAMUN GRP	To Base	WABAMUN GRP

Showing 1 to 10 of 13 rows 10 rows per page

1 2 >

Carbon Sequestration

Application has been saved.

OK

Save Submit Delete Close

LANDS TAB – OPTION 3: ADD LAND (+/-)

Use this option if prefer to enter lands one landkey at a time.

1. Click **Add Land (+/-)**. The screen below appears.
2. Input the required information (flagged with asterisk and outlined in red)
3. Click **Add Land** to add the land into the grid.

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress [Original PDF Document](#)

[Application Information](#) [Contacts](#) [Documents](#) **Lands**

Land

1. Add Land (+/-)

Please use the Add Land Button to insert land into the grid

Tract Please select	* Meridian Please select	* Range Please select	* Township Please select	Section Please select	QS/LSD Please select
		2.			
		* Qualifier 1 Please select	* Zone 1 Please select		
		* Qualifier 2 Please select	* Zone 2 Please select		
		3.	Add Land	Clear	

LANDS TAB – OPTION 3: ADD LAND (+/-) ...continued

Required information inputted and added into the land grid. Repeat previous steps to add remaining lands.

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress

[Original PDF Document](#)

[Application Information](#) [Contacts](#) [Documents](#) **Lands**

Land


Add Land (+/-)

Please use the Add Land Button to insert land into the grid

Tract Please select	* Meridian 4	* Range 23	* Township 073	Section 15	QS/LSD Please select
		* Qualifier 1 From Top	* Zone 1 WABAMUN GRP		
		* Qualifier 2 To Base	* Zone 2 WABAMUN GRP		

[Add Land](#) [Clear](#)

Import Land (+/-)

Selected Rows: 0  

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
<input type="checkbox"/>										
<input type="checkbox"/>	01	4	23	073	15		From Top	WABAMUN GRP	To Base	WABAMUN GRP

Showing 1 to 1 of 1 rows

Click **Save**.

[Save](#)

[Submit](#)

[Delete](#)

[Close](#)

VALIDATION ERRORS – ERRORS IN LAND GRID

Any validation errors are displayed at the top of the application in red. These require attention before proceeding to the next step of the application.

*Validation error: One or more Qualifier fields are empty
Refer to Slide 24 'Edit Selected Lands'.*

- Errors in Land Grid. Please check land tab.

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Work in Progress Original PDF Document

[Application Information](#)
[Contact](#)
[Client](#)
[Documents](#)
[Lands](#)

Land

Add Land (+/-)

Import Land (+/-)

Selected Rows:3

	Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2	Error
<input checked="" type="checkbox"/>											
<input checked="" type="checkbox"/>	01	4	08	019	01						One or more Qualifier fields are empty
<input checked="" type="checkbox"/>	01	4	08	019	02						One or more Qualifier fields are empty
<input checked="" type="checkbox"/>	01	4	08	019	03						One or more Qualifier fields are empty

Showing 1 to 3 of 3 rows

Save

Submit

Delete

Close

APPLICATION SUMMARY REPORT

The Original PDF Document link is the application summary report. It contains all data entered on the application. This tool is useful to review the entire application before submitting the application.

Page: 1

ELECTRONIC TRANSFER SYSTEM
ORIGINAL REQUEST 544696

August 27, 2025 11:37:28 AM

Company: KIMETINOHK ENERGY CORP.
 Creator: EA1255
 Confidential Rent Payer:
 Comments:

Contact Information

Job Title: Analyst
 First Name: Robin
 Surname: Williams
 Office Phone Number: 999999999
 Office Phone Number Extension:
 Email Address: robin@test.com

Proper Signing Authority

Job Title: President
 First Name: Jane
 Surname: Williams

Representative Person

Job Title: Manager
 First Name: Robert
 Surname: James
 Office Phone Number: 999999999
 Office Phone Number Extension:
 Email Address: robert@test.com
 Address Line 1: 143 Test Ave.
 Address Line 2:
 City/Town: Anywhere
 Province/State: CN
 Postal Code/Zip Code: 123456
 Country: GALAXY
 Mobile:

Technical Contacts

Technical Contact: Peter Parker
 Title of Technical Contact: Engineer
 Phone: 9999999999
 Email: peter@test.com

Documents
 Hub Development Plan
 Supplementary Document Uploads
 File Name: R544696.CST_SUPPLEMENTARY.20250827113420.Test - Supplementary Document.pdf

Lands	Tract	M	RGE	TWP	SEC	QS	Qualifier1Zone 1	Qualifier2Zone 2
	01	4	23	073	15		From Top WABAMUN	To Base WABAMUN
							GRP	

Click **Original PDF Document** to generate the report.

Original PDF Document

Page: 2

ELECTRONIC TRANSFER SYSTEM
ORIGINAL REQUEST 544696

August 27, 2025 11:37:28 AM

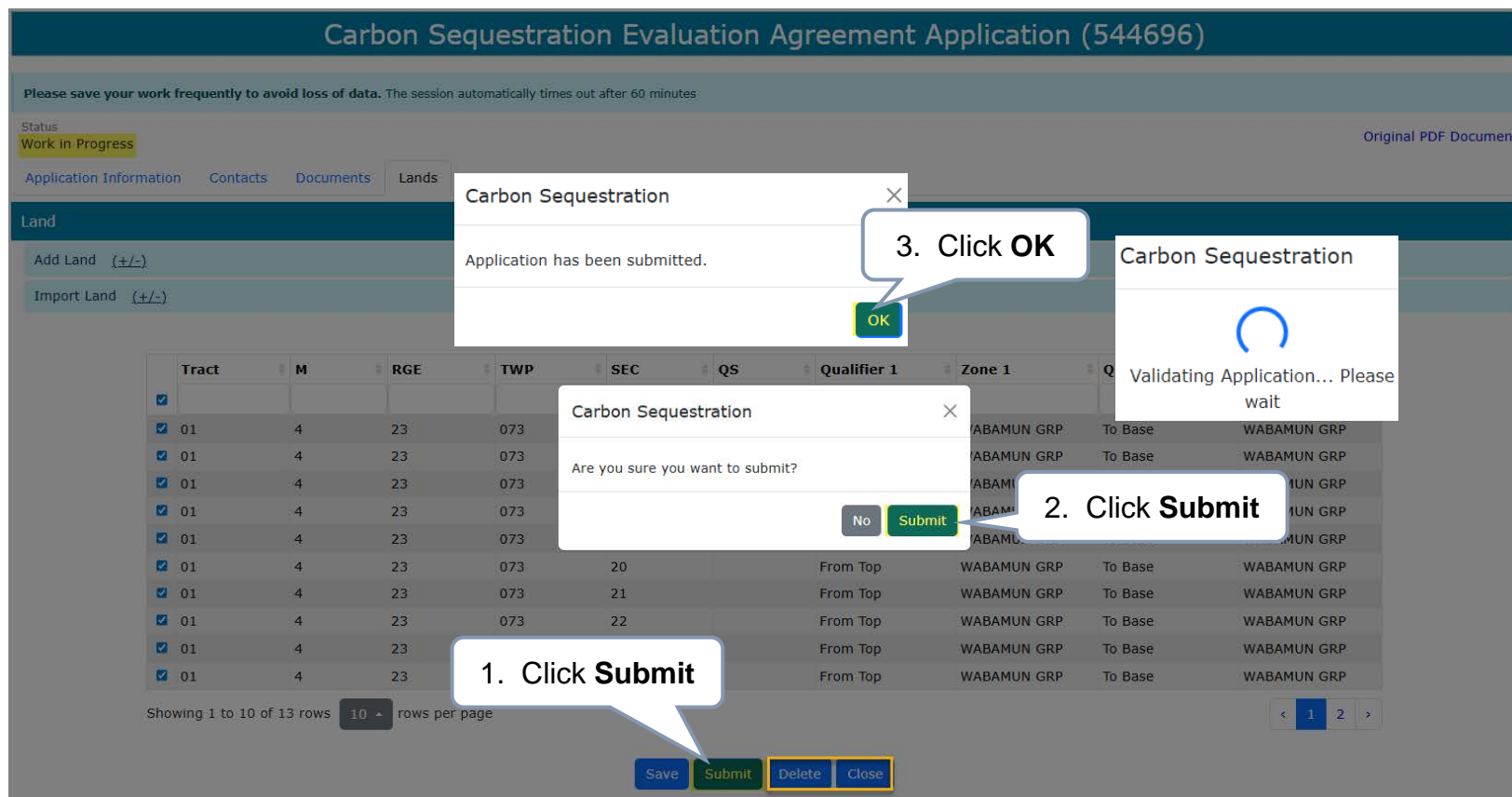
Tract	M	RGE	TWP	SEC	QS	Qualifier1Zone 1	Qualifier2Zone 2
01	4	23	073	16		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	17		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	18		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	19		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	20		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	21		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	22		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	23		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	24		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	25		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	26		From Top WABAMUN	To Base WABAMUN
						GRP	GRP
01	4	23	073	27		From Top WABAMUN	To Base WABAMUN
						GRP	GRP

*** End of Report ***

SUBMIT APPLICATION

Once all pertinent information has been entered, submit the Carbon Sequestration Evaluation Agreement Application. The system performs validation check to ensure all mandatory data has been provided.

Upon successful submission, the request status is updated to **Submitted**.



Carbon Sequestration Evaluation Agreement Application (544696)

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes.

Status: **Work in Progress** Original PDF Document

Application Information | Contacts | Documents | **Lands**

Land

Add Land (+/-)

Import Land (+/-)

1. Click Submit

Carbon Sequestration

Application has been submitted.

2. Click Submit

Carbon Sequestration

Validating Application... Please wait

3. Click OK

Carbon Sequestration

Are you sure you want to submit?

No Submit

Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Q
01	4	23	073					
01	4	23	073					
01	4	23	073					
01	4	23	073					
01	4	23	073					
01	4	23	073	20		From Top	WABAMUN GRP	To Base
01	4	23	073	21		From Top	WABAMUN GRP	To Base
01	4	23	073	22		From Top	WABAMUN GRP	To Base
01	4	23	073			From Top	WABAMUN GRP	To Base
01	4	23	073			From Top	WABAMUN GRP	To Base

Showing 1 to 10 of 13 rows 10 rows per page

Save Submit Delete Close

Delete (deletes entire application) is available when the request Status is at Work in Progress.

Close (closes application).

WITHDRAW APPLICATION

The Withdraw button is only available when the Status is at Submitted.

The creator or submitter has the option to withdraw the application during the duration of the status of Submitted.

When the request status is changed from Submitted to Processing, the Withdraw button is no longer available.

Carbon Sequestration Evaluation Agreement Application (544696)

Status

Submitted

[Original PDF Document](#)

[Application Information](#)

[Contacts](#)

[Documents](#)

[Lands](#)

Land

Tract	M	RGE	TWP	SEC	QS	Qualifier 1	Zone 1	Qualifier 2	Zone 2
01	4	23	073	15		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	16		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	17		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	18		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	19		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	20		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	21		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	22		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	23		From Top	WABAMUN GRP	To Base	WABAMUN GRP
01	4	23	073	24		From Top	WABAMUN GRP	To Base	WABAMUN GRP

Showing 1 to 10 of 13 rows

10

rows per page

< 1 2 >

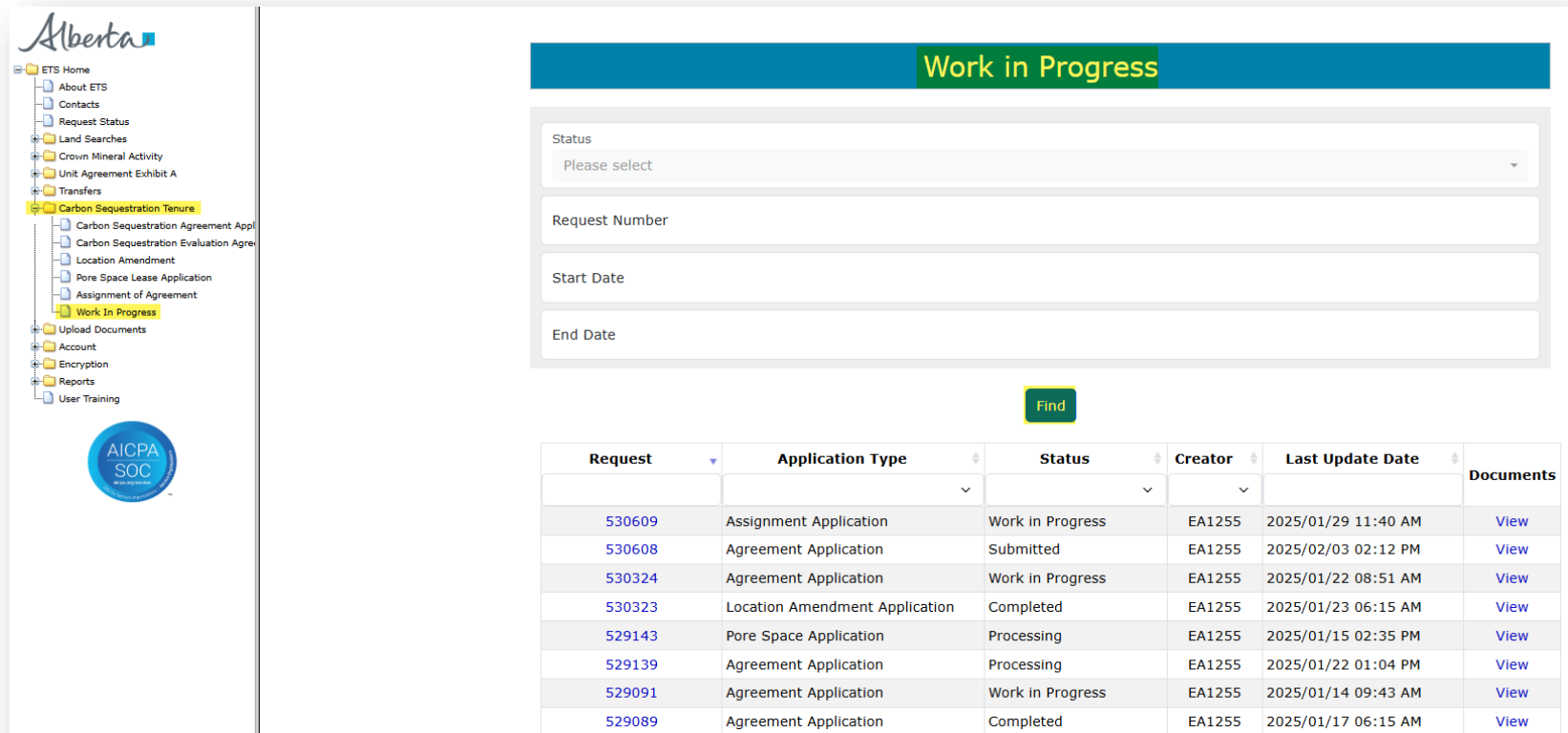
Save

Withdraw

WORK IN PROGRESS

The Work in Progress screen contains all different status depending on the state of each ETS Request. To search all ETS requests, select the **Find** icon on the Work in Progress screen.

User can also narrow the search by the following search parameters: **Status**, **Request Number**, **Start Date** and **End Date**.



Request	Application Type	Status	Creator	Last Update Date	Documents
530609	Assignment Application	Work in Progress	EA1255	2025/01/29 11:40 AM	View
530608	Agreement Application	Submitted	EA1255	2025/02/03 02:12 PM	View
530324	Agreement Application	Work in Progress	EA1255	2025/01/22 08:51 AM	View
530323	Location Amendment Application	Completed	EA1255	2025/01/23 06:15 AM	View
529143	Pore Space Application	Processing	EA1255	2025/01/15 02:35 PM	View
529139	Agreement Application	Processing	EA1255	2025/01/22 01:04 PM	View
529091	Agreement Application	Work in Progress	EA1255	2025/01/14 09:43 AM	View
529089	Agreement Application	Completed	EA1255	2025/01/17 06:15 AM	View

WORK IN PROGRESS – continued...

Work in Progress

The creator can modify and save the form.

Submitted

The creator or submitter has Submitted the form.

Processing

The request has been submitted to Alberta Energy and Minerals. Only the contact information can be modified at this point. The rest of the application is read-only.

Completed

Application has been completed and agreements documents have been issued.

Client Withdrawn

Client has withdrawn the ETS application. This notifies Alberta Energy and Minerals they no longer want to proceed with the application.

Department Rejected

Alberta Energy and Minerals has rejected the client's requested application.

WORK IN PROGRESS – View Documents

User has the option to view all documents for the corresponding ETS request. The Application Documents box list all attached documents from the application.

Work in Progress

Status

Please select

Request Number

Start Date

End Date

Application Documents

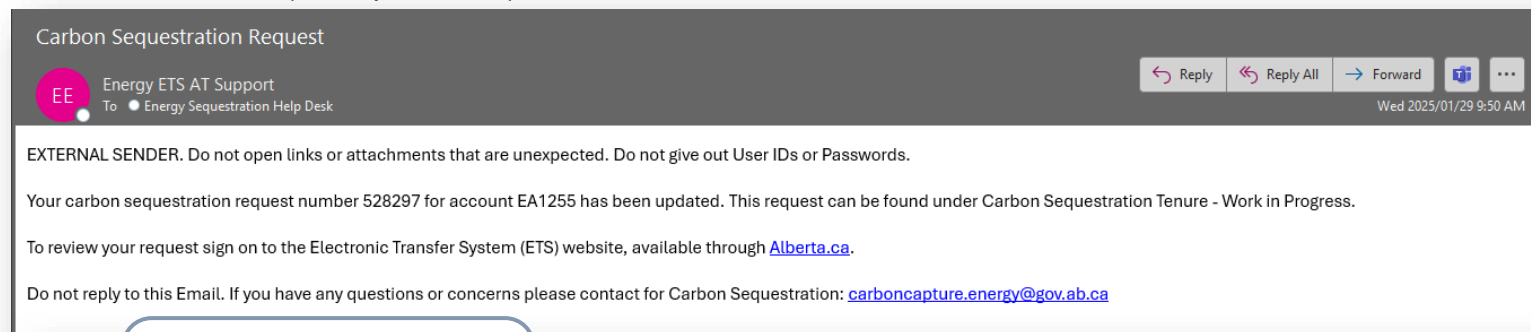
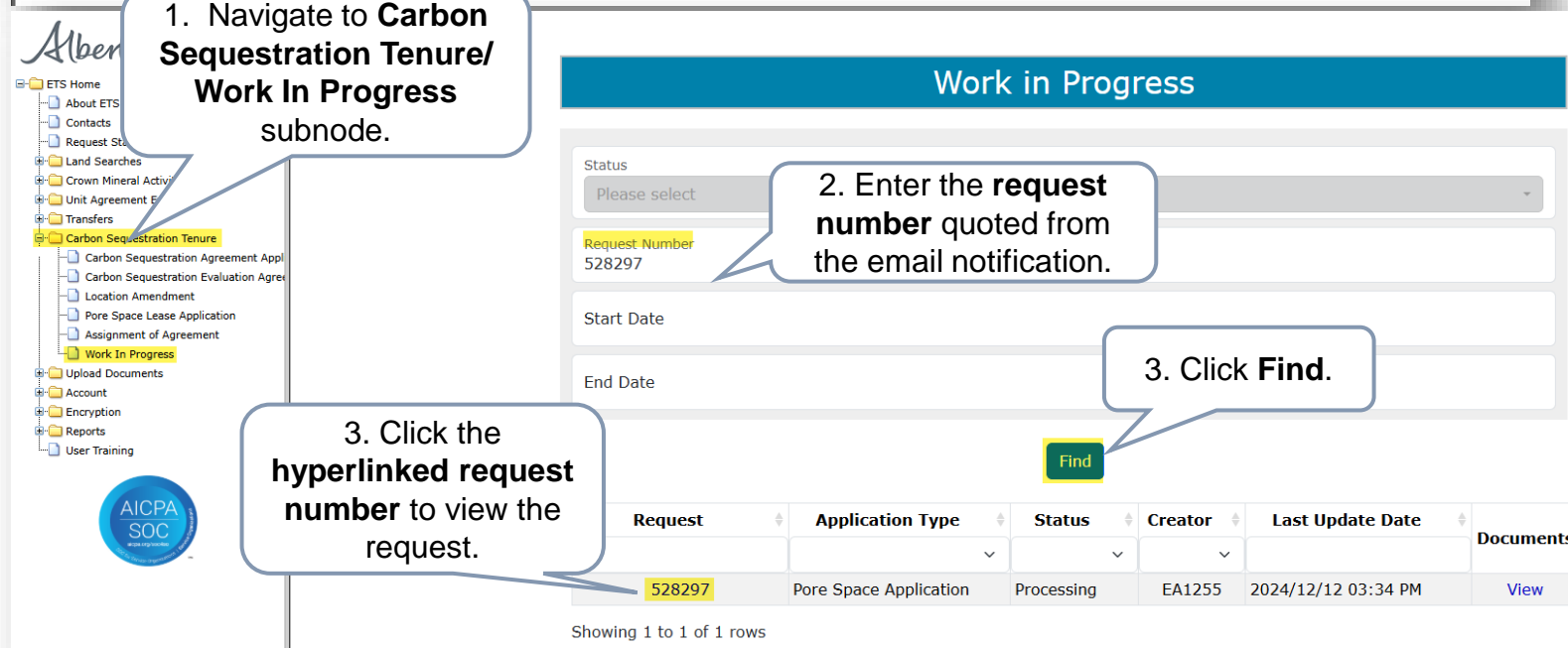
File Name	Documents
Original Document	View/Download
Hub Development Plan	View/Download
Supplementary	View/Download

[Close](#)

Request	Application Type	Status	Creator	Last Update Date	
530609	Assignment Application	Work in Progress	EA1255	2025/01/29 11:40 AM	View
530608	Agreement Application	Submitted	EA1255	2025/02/03 02:12 PM	View
530324	Agreement Application	Work in Progress	EA1255	2025/01/22 08:51 AM	View
530323	Location Amendment Application	Completed	EA1255	2025/01/23 06:15 AM	View
529143	Pore Space Application	Processing	EA1255	2025/01/15 02:35 PM	View

ACCEPT OFFER AND FUNDS CONFIRMATION

Before the application can be approved, client is required to accept the offer and funds confirmation. An email notification is sent to the client (example below).

1. Navigate to Carbon Sequestration Tenure/ Work In Progress subnode.

2. Enter the request number quoted from the email notification.

3. Click Find.

3. Click the hyperlinked request number to view the request.

Work in Progress

Status: Please select

Request Number: 528297

Start Date

End Date

Find

Request	Application Type	Status	Creator	Last Update Date	Documents
528297	Pore Space Application	Processing	EA1255	2024/12/12 03:34 PM	View

Showing 1 to 1 of 1 rows

ACCEPT OFFER AND FUNDS CONFIRMATION continued...

Please save your work frequently to avoid loss of data. The session automatically times out after 60 minutes

Status
Processing

[Application Information](#) [Contact](#) [Client](#) [Documents](#) [Lands](#) **Offers and Funds Confirmation** [Original PDF Document](#)

Offers and Funds Confirmation

Designated Representative

Payor

Confidential Rent Payor

Bonus
\$0.00

Fee
\$625.00

Rent
\$2,688.00

GST
\$0.00

Total
\$3,313.00

Response

Please select

Accepted

Declined

Save Withdraw Close

1. Navigate to **Offers and Funds Confirmation** tab.

2. Input the response by clicking the arrow.

3. Select a response.

4. Click **Save**.

ACCEPT OFFER AND FUNDS CONFIRMATION continued...

Status
Processing

Application Information
Contact
Client
Documents
Lands
Offers and Funds Confirmation

Offers and Funds Confirmation

Designated Representative

Payor

Confidential Rent P

Bonus
\$0.00

Fee
\$625.00

Rent
\$2,688.00

GST
\$0.00

Total
\$3,313.00

Response
Accepted

Carbon Sequestration

Are you sure you wish to accept the charges? Once accepted you will not be able to undo this action

Cancel
OK

Carbon Sequestration

Application has been saved.

OK

Save
Withdraw
Close

EXECUTION OF AGREEMENT DOCUMENT

Agreement document requires signature from the proponent. This agreement document can be retrieved in ETS/Request Status. ETS email notification is sent to the proponent.

Once agreement document is signed, proponent is required to upload this signed agreement document via ETS/Upload Documents. **Refer to Information Request – Upload Documents online module.**

Congratulations!

**You have completed the
Carbon Sequestration
Evaluation Agreement
Application
Online Training Course**



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