



CONOCOPHILLIPS ALASKA

Field: North Slope

Health Safety and Environmental
Gas Flaring, Venting, and Black Smoke Reporting
Procedure

Last Reviewed:
10/20/2025

Retention Code	Owner/Author	SOP No	Review Frequency
CG01	Field Environmental Coordinator	AI-002	3 years

Gas Flaring, Venting, and Black Smoke Reporting Procedure

Purpose

The purpose of this procedure is to ensure compliant and timely reporting of air emissions.

Scope

The scope of this procedure is:

In scope	Out of scope
<ul style="list-style-type: none">Planned flare eventsPlanned venting eventsUnplanned flare eventsUnplanned venting eventsBlack-smoke emissions from flares	<ul style="list-style-type: none">Routine flaring of less than 1 hour duration without black smokeBlack-smoke emissions from other equipment (Contact supervisor and FEC for information)

Authorized user

The authorized users of this procedure are:

- ConocoPhillips Alaska Operations

References

Attachment A – Pipe Volumes

Definitions

- De minimis.** Threshold determined by situation specifics after consultation with FEC
- ESD.** Emergency Shutdown
- FEC.** Field Environmental Coordinator
- Immediately.** Action to call or page FEC at first opportunity regardless of time of day (24/7)
- KUP.** Kuparuk
- Mscf.** Thousand standard cubic feet (1,000 scf)
- MMscf.** Million standard cubic feet (1,000,000 scf)
- Planned.** Intended, following a procedure (e.g., routine maintenance, startup or shutdown operations)
- Unplanned.** Unable to foresee or control flaring or venting. Accidental or caused by a malfunction (e.g., pipeline rupture, valve failure, or ESD)

Contacts

Required contacts for this procedure are:

Contact Information
<ul style="list-style-type: none"> Alpine Field Environmental Coordinator (907) 670-4200 (O) (907) 215-8503 (C) Kuparuk Field Environmental Coordinator (907) 659-7242 (O) (907) 943-1545 (C) Willow Field Environmental Coordinator (907) 659-1412 (O) (907) 341-9760 (C) DOT Pipeline Compliance Specialist (907) 659-7574 (Kuparuk) (O) (907) 659-0512 (Kuparuk) (C) (907) 670-4224 (Alpine)

Operator Actions for Flaring Events

Operator Communication for Flaring

The Operator must take the following actions for flaring:

Determine if any of the following actions apply.	
If	Then
Planned Flare event	Notify the FEC in advance. Follow FEC instruction.
Any Flare duration ≤ 1 hour	No action.
Any Flare duration > 1 hour	KUP: complete IP21 entry on FLAREH screen. Alpine/Willow: Complete Flare-Vent form
Any Flare volume ≥ 12,900 Mscf/in a 24-hour period	Contact FEC IMMEDIATELY KUP: Complete IP21 entry on FLAREH screen. Alpine/Willow: Complete Flare-Vent form
Continuous black smoke is observed for 1 minute or longer	Notify FEC IMMEDIATELY.

KUP and Alpine:
Enter Required Data

To enter the required flaring data, do the following:

1.	Select the new flaring event.
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for Flaring in IP21
FLAREH screen


2.	Confirm duration and volume is automatically populated
3.	Enter the following: <ul style="list-style-type: none"> • If the event was planned or unplanned • Cause of event • Corrective action.
4.	Alpine: Also complete the Flare-Vent Report Form and submit to FEC within 24 hours.
5.	Save the updates.


You have entered all required flaring data.

Operator Actions for Venting Events

Operator Actions for
Venting

The Operator must take the following actions for venting:



Determine if any of the following actions apply.	
If	Then
Planned vent event, including blowdowns	<p>Notify the FEC in advance.</p> <p>Follow FEC instruction.</p> <p>Blowdown equipment with N2 before venting.</p> <p>Notify FEC if venting without N2 to:</p> <ul style="list-style-type: none"> • Pipes segments greater than 50 cubic feet (refer to Attachment A) • Test Separators • Production and test coil in production heaters • Bath heaters • 2N Pigging Barrel <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">  NOTE: Alpine and Willow BLM lease may require pre-approval via sundry. </div>
<p>Any Vent volume \leq 1 hour and $<$ 6,000 scf</p> <p>Any Vent volume \leq 1 hour, but \geq than 6,000 scf</p>	<p>No action.</p> <p>KUP: Complete IP21 entry on GASVENTR screen.</p> <p>Alpine/Willow: Contact FEC</p>

<p>Any Vent duration > 1 hour</p>	<p>KUP: Complete IP21 entry on GASVENTR screen.</p> <p>Alpine/Willow: Contact FEC</p>
<p>Any Unplanned Vent volume > 1,000 Mscf (1MMscf)</p>	<p>Contact FEC IMMEDIATELY</p> <p>KUP: Complete IP21 entry on GASVENTR screen.</p> <p>Alpine/Willow: Complete the Flare-Vent Report form within 24 hours of event.</p> <p>Submit Intelex Community Event report or request FEC complete.</p>
<p>Any 24-hour Vent volume</p> <ul style="list-style-type: none"> • ≥ 2,100 Mscf (2.1 MMscf) (Kuparuk) • ≥ 8,200 Mscf (8.2 MMscf) (Alpine), • ≥ 8,200 Mscf (8.2 MMscf) (Willow) 	<p>Contact FEC IMMEDIATELY</p> <p>Submit Intelex Community Event report or request FEC complete.</p> <p>KUP: Complete IP21 entry on GASVENTR screen for vents.</p> <p>Alpine/Willow: Contact FEC</p>
<ul style="list-style-type: none"> • Any Vent volume ≥ 3,000 Mscf from a DOT Regulated Natural Gas Pipeline. 	<p>Contact DOT Compliance Specialist <i>and</i> FEC IMMEDIATELY.</p>
<p>BLM lease (Alpine and Willow)</p> <ul style="list-style-type: none"> • Vent volume < 50 Mscf 	<p>Contact FEC with reason and total.</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;">  NOTE: There are no BLM leases at Kuparuk. </div>
<p>BLM lease (Alpine and Willow)</p> <ul style="list-style-type: none"> • Vent volume ≥ 50 Mscf (if not pre-approved via sundry) 	<p>Prepare Flare-Vent Report Form and submit to FEC within 24 hours of event.</p> <p>Submit Intelex Community Event report or request FEC complete.</p>

Operator actions for venting are now complete.

Enter Required Data for Vents (Kuparuk)

To enter the required data, do the following:

1.	Select the button THIS MONTH. <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">  NOTE: This action filters the page to only show reportable venting events in the current month. </div>							
2.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%; text-align: left;">If</th> <th style="width: 50%; text-align: left;">Then</th> </tr> </thead> <tbody> <tr> <td data-bbox="602 348 1000 688">The event is a VRU Vent</td> <td data-bbox="1008 348 1406 688"> 1. Select the event. 2. Ensure the following is automatically populated correctly: <ul style="list-style-type: none"> • Detailed Location • Start Date Time • End Date Time • Duration • Volume </td> </tr> <tr> <td data-bbox="602 688 1000 1062">The event is not a VRU Vent</td> <td data-bbox="1008 688 1406 1062"> 1. Select the gas type that was vented in the CREATE NEW VENTING ENTRY box. 2. Enter the following: <ul style="list-style-type: none"> • Detailed Location • Start Date Time • End Date Time • Duration • Volume </td> </tr> </tbody> </table> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;">  NOTE: Start and end times are formatted as follows: DD-MMM-YY HH:MM:SS. For example, 01-JUL-24 10:30:00. </div>	If	Then	The event is a VRU Vent	1. Select the event. 2. Ensure the following is automatically populated correctly: <ul style="list-style-type: none"> • Detailed Location • Start Date Time • End Date Time • Duration • Volume 	The event is not a VRU Vent	1. Select the gas type that was vented in the CREATE NEW VENTING ENTRY box. 2. Enter the following: <ul style="list-style-type: none"> • Detailed Location • Start Date Time • End Date Time • Duration • Volume 	
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The event is not a VRU Vent	1. Select the gas type that was vented in the CREATE NEW VENTING ENTRY box. 2. Enter the following: <ul style="list-style-type: none"> • Detailed Location • Start Date Time • End Date Time • Duration • Volume 							
3.	Select Planned or Unplanned.							
4.	Enter cause of event.							
5.	Enter corrective actions taken.							
6.	Select SAVE UPDATES							

You have now entered the required data for venting events.