

**Platform Acquisition Regulatory & SEMS Records Checklist –
Comparison to Register**

Records Request – These records can be provided electronically	
PLATFORM TESTING PAPERWORK	Comments/Status
<ul style="list-style-type: none"> • Monthly Safety System Testing Paperwork (2 year history) <ul style="list-style-type: none"> ○ SCSSV, SSCSC, Tubing Plug Inspections ○ PSV Annual Inspections • Fire Water Pump Testing • Coast Guard Self Inspections • Crane Reports (Annual, Quarterly, Monthly, Pre-Use) and Maintenance Records (5 year history) • NAV Aids Inspections • Fire and Gas Quarterly Inspections • Fire Fighting and Life Saving equipment Annual Inspections • Gas meter (sales) calibration • Oil/Condensate meter proving • Capsule inspection if applicable • SDS log • LACT unit prover loop water draw if applicable • INCs within past 3 years • Copy of last BSEE annual inspection 	
Approvals & Drawings	Comments/Status
<ul style="list-style-type: none"> • Approved Permit and Drawings (Safechart, PSF, etc.) <ul style="list-style-type: none"> ○ Auto CAD Files • No Flow Approvals • Dry Chemical Departure • Pollution Departure • NAV-Aids Approval • Commingling Permit 	

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PIPELINES	Comments/Status
<ul style="list-style-type: none"> • Pipeline List (Of all lines to transfer) <ul style="list-style-type: none"> ○ Identify Lease Term vs ROW 	
<ul style="list-style-type: none"> • Pipeline Status Verified 	
<ul style="list-style-type: none"> • Pipeline Departures (Flush and Fill, ABN, etc.) 	
<ul style="list-style-type: none"> • Operation and Maintenance Manual and records for any DOT/PHSMA pipelines 	
WELLS	Comments/Status
<ul style="list-style-type: none"> • Well Files 	
<ul style="list-style-type: none"> • Well Bore Schematics (Well Profiles) 	
<ul style="list-style-type: none"> • Casing Pressure Reports 	
<ul style="list-style-type: none"> • Diagnostics 	
<ul style="list-style-type: none"> • Departures 	
<ul style="list-style-type: none"> • Casing Pressure History 	
NPDES	Comments/Status
<ul style="list-style-type: none"> • NPDES Permit for each facility 	
<ul style="list-style-type: none"> • Oil and Grease Analysis for each facility (3 year history) 	
<ul style="list-style-type: none"> • Annual Toxicity Analysis for each facility (3 year history) 	
PLANS	Comments/Status
<ul style="list-style-type: none"> • Platform Emergency Evacuation Plan for each facility 	
<ul style="list-style-type: none"> • Safe Operating Procedures – Oil Spill Response Plans 	
RECORDS REQUEST	Comments/Status
<u>FLARE/VENT</u>	
<ul style="list-style-type: none"> • Compressor Blowdown Survey 	

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• Air Emissions Data/BOADS/GOADS/DOCD/AQR	
• Routine Vent Survey	
SEMS DOCUMENTATION	Comments/Status
<u>HAZARDS ANALYSIS</u>	
• Hazardous Analysis Reviews for each Facility	
• Process Relief Analysis / Vent Studies	
•	
<u>OPERATING PROCEDURES</u>	
• Platform Operating Procedures for each facility	
• Equipment specific procedures - OM manuals	
<u>MANAGEMENT OF CHANGE</u>	
• MOC Records and corresponding documents (2 year history)	
<u>MECHANICAL INTEGRITY</u>	
• Level I, II and III survey reports for each platform	
• Process piping and vessel (NDT testing reports)	
• List of outstanding deficiencies that require repair	
<u>INVESTIGATION</u>	
• Outstanding facility level corrective actions resulting from prior incident investigations	
<u>AUDITING</u>	
• Outstanding facility level audit deficiencies	

**Any financial obligation – needs to be added?