

## *Standard Operating Procedures for Field On-sites and Survey Plats*

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**All individuals/firms with a BIA approved “Application for Permission to Survey” and who have been approved by the BIA for conducting surveying activities on Southern Ute Indian Tribal Lands will adhere to the following procedures regarding the field on-sites and survey plats.**

Applications for “Permission to Survey” must include a brief narrative summary of the proposed project and a topographic map indicating the location of the proposed project. The summary should include, but is not limited to, the following: the general geographic location (within a quarter/quarter section) the approximate size, approximate dimensions and the acreage of the proposed project.

The narrative summary should also include the use of existing roads and/or existing locations, if applicable. *Companies will be strongly encouraged to co-locate wells and use existing roads.* If the proposed project is within ¼ mile (1320 ft) of an existing location, and the existing location is not going to be utilized, the reason shall be denoted in the narrative.

In addition, adherence to the stipulations on the second page of the approved BIA’s “Application for Permission to Survey” is mandatory. ***DNR will make no exceptions to these requirements.*** (Please find attached page 2 of the Application for Permission of Survey)

When an onsite is requested, a survey plat must be provided to the SUI Department of Energy, Land Manager. Survey plats ***MUST*** be provided to the SUI staff five (5) working days prior to the on-site date. Any existing facilities within ¼ mile (1320 ft) must be denoted on the survey plat. The SUI Department of Energy, Land Manager will coordinate the onsite with the DNR Range staff, remaining SUI staff, BIA, and notify the Lands Division so they may contact the land user if required. On-sites will be scheduled ***a minimum of five (5) working days prior to the requested onsite date.***

**On-sites may be canceled or postponed at the discretion of the SUI Tribal Energy Representative based on inadequate project information and failure to follow the procedures listed below:**

- If the proposed project location is amended after the preliminary survey work is complete, then the applicant must notify the BIA immediately and submit the amended plat or project location, with justification for the change. Amendments include the location, name of project, size of project, etc. The BIA and the SUI will attempt to expedite the amended project through the PPN (Proposed Project Notification) process. The onsite will not be conducted until the SUI and BIA staff comments, on the amended project and notification, are made to the land user (assignee or lessee).
- When a proposed project is located on Tribal Lands that have been leased or assigned, the lessee/assignee may be required to attend the onsite. If an assignee is requested or requests to attend the onsite, all attempts to accommodate the request will be made by the SUI Department of Energy, Land Manager and the Lands Division Coordinator in scheduling the onsite time and date.

- Any independent negotiations or agreements between the assignee and the company or the company representative, separate from that of the scheduled on-site, and without the DNR representative are not allowed. A Department of Natural Resources representative must be present when discussions occur with the land user.
- PI's or RP's (point of intersection or reference points) on pipelines, road rights-of-ways or compressor and well locations will be staked and marked on the ground using four-foot lath visible above vegetation at key geographic locations such as hills, drainages, fences or turns along the survey. The survey plat for the proposed project and access road must denote the ownership lines, legal descriptions and entrance/exits from the affected Tribal lands to private (Fee) properties. The proposed pipeline and or road must be surveyed from the beginning of line (main road, wellhead or from existing line) to its tie-in point.

Well pads, Compressor Sites, and/or Surface Leases will have PI's or RP's staked and marked at all corners and at mid-line. This allows field personnel to accurately reference these locations in their on-site reports. Marks on the lath must be shown on the plat. (Land ownership changes shall be referenced on plat maps and on lath.) All cuts and fills must be denoted on the plat of survey. **The survey plat must reflect these points as denoted in the example attached. Any survey not complying with this request will not be on sited.**

- “Construction zones” will not be denoted or delineated on the plats. Ground surveys and plats will show the total usable area the company is requesting. *Example*; if the company needs additional area for construction, that area becomes part of the lease and is included in the survey and plat.
- Although the entire approved area may be larger than the well pad because of additional work area requested, the survey plat may include the pad size. The ground survey must indicate the area needed for construction purposes. Ground lath must mark the outside corners and boundary of the entire useable space and must be referenced on the plat. The on-site report will only document the larger total useable space. After project approval and prior to construction, **metal T posts must be permanently driven at the corners to denote the boundaries of the approved site. The top 8” of the post tops will be painted yellow for easy identification. These posts will remain through the life of the well.**
- Surface leases will be based on the total useable space reviewed and the survey plats must match the leases.
- There will no longer be a fifty-foot buffer zone added to the project. The project will only be considered for what is drawn on the plat and what the ground survey denotes.
- Archaeological surveys will cover an area 50 foot larger than the area surveyed, however this area will not be part of the approved surface lease. There will be NO disturbance inside the 50-foot archaeological buffer.
- Temporary Use Area (TUA) will only be granted where absolutely necessary, to perform construction or for safety issues, and will be evaluated during the on-site. Requested TUA's shall be surveyed and marked with ground lath and indicated on the

plat with the requested size. TUA's are temporary. Excavation or vegetation removal is prohibited in the TUA unless otherwise approved during the on-site. These areas will be reclaimed to pre-construction conditions.

- Tribal DNR field representatives reserve the right to designate the "Working Side" of right-of-ways. When the "Working Side" of the right-of-ways is needed or when an issue arises; the "Working Side" designation will be documented within the on-site report.

The following diagram is an example of the total useable area and the location of the T-post placement. T-posts will be placed after project approval but before construction on all well pads and compressor sites.

