

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

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The following document outlines the procedures related to field on-sites and preparation of survey plats for all entities with an approved “Application for Permission to Survey” conducting surveying activities on Southern Ute Indian Tribal Lands.

### **Permission to Survey:**

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 not be limited to, the following: 1) the general geographic location (legal description within a quarter/quarter section); 2) the approximate project, dimensions and acreage; and 3) whether the project is ON LEASE or OFF LEASE (if it is an oil and gas project).

The narrative summary should also include a plan for access to the proposed project area, and any information related to pipeline tie-ins or pipeline routes. If the proposed project is within ¼ mile (1,320 ft) of an existing location, and the existing location is not going to be utilized, then the reason for non-use shall be denoted in the narrative. Companies are strongly encouraged to co-locate wells and use existing roads/pipeline corridors.

Adherence to the stipulations on the second page of an approved Application for Permission to Survey is mandatory. The Tribe will make no exceptions to these requirements.

### **Survey Requirements and On-site Procedures:**

#### **A. Surveys and Plats**

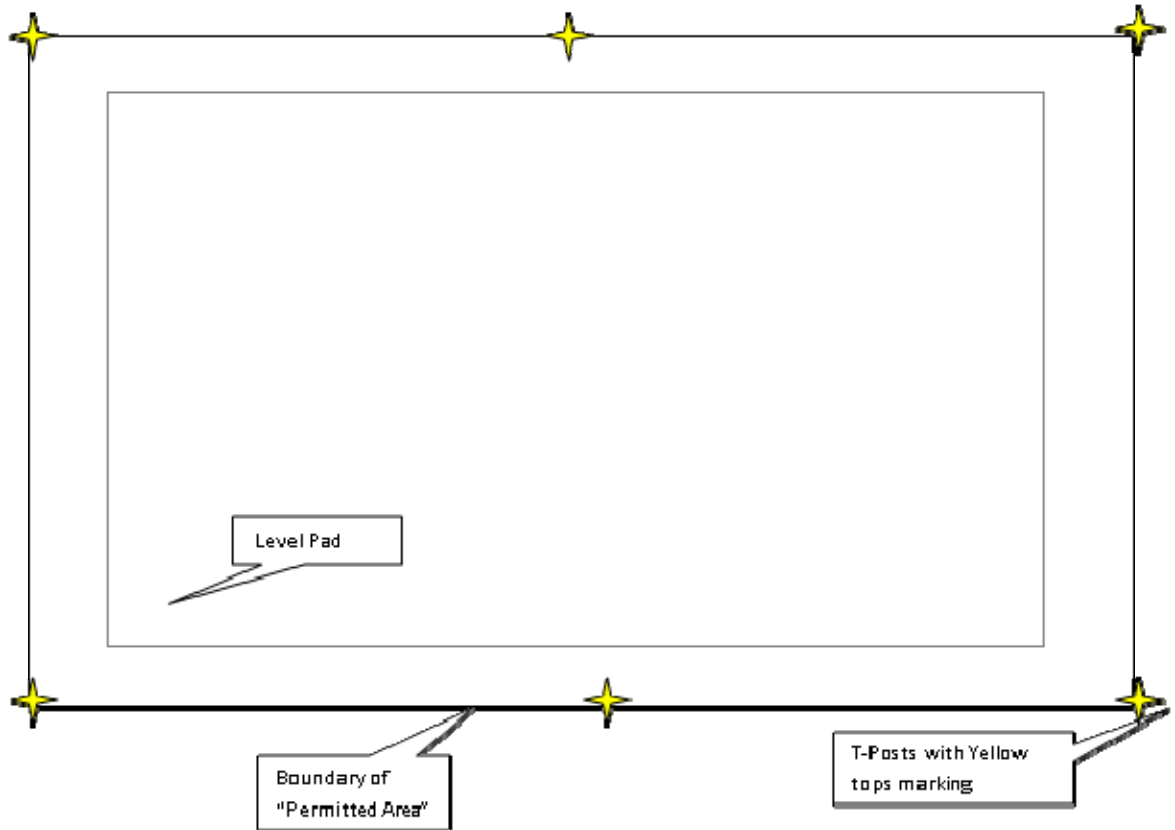
- Stationing along all pipelines and road rights-of-way will be staked and marked along the center-line using four-foot lath visible above vegetation. Ground lath must be visible from one to the next. Edge of right-of-way must also be staked and marked where significant side cuts/fills are proposed or if the proposed right-of-way is greater than 20-foot wide (i.e., pipeline rights-of-way).
- The survey plat for the proposed project must denote all property boundaries and relevant legal descriptions. All key geographic locations such as drainages, streams, fences, driveways, roads, structures, land ownership changes or turns along the survey shall have PI’s or station numbers assigned and be marked with ground lath. Cuts and fills must also be denoted on the plats. The proposed pipeline or road must be surveyed from the beginning of line (main road, wellhead or from existing line) to its termination point. Well pads, Compressor Sites, and/or Surface Leases will have station numbers or letters (PI’s) staked and marked at all corners and at mid-line at the proposed “permitted” boundary.

- For oil and gas wells and associated facilities requiring a federal Application for Permit to Drill, all surface disturbance must be surveyed and staked to include, at a minimum, the following information: the well location at a scale  $\geq 1:24,000$ ; two 200-foot directional reference stakes; the exterior pad dimensions; the reserve pit; cuts and fills; edge of disturbance; referenced catch points; and off-location facilities including temporary use areas (TUAs).
- Because the permitted area may be larger than the well pad itself due to additional work area requested, the survey plat must denote the well pad dimensions as well as the permitted area. The ground survey must indicate the area needed for construction purposes (permitted area). Additionally, ground lath must mark the outside corners. The on-site report will only document the permitted area. After project approval, and lease approval and prior to construction, metal T posts must be permanently driven at the corners of the site 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 after interim reclamation and throughout the life of the well. The posts can be removed once the site has achieved final reclamation i.e. P&A, Decommissioned. In situations involving the co-location of multiple wells on a single pad, the outer most boundary should be marked.
- Ground surveys and plats will show the total area the company is requesting for the project. Surface leases will be based on the total useable space reviewed and the survey plats must match the leases.
- TUA's will only be considered where absolutely necessary to perform staging activities such as highway crossings, open cutting water ways, boring activities and streams, or for safety reasons. TUA requests will be evaluated and discussed during the on-site. TUA's shall be surveyed and marked with ground lath and indicated on the plat including the requested size. TUA's are temporary and shall not be included in the "Permitted area". TUA's shall be reclaimed to pre-construction condition. Excavation or vegetation removal in the TUA is prohibited unless otherwise approved by the Tribe and identified within the Tribe's Site Specific Stipulations. The Tribe reserves the right to charge for the TUA based on proposed usage.
- If the location of the proposed project is changed after the preliminary survey work is complete, and is outside of the originally approved Application for Permission to Survey legal description, then the applicant must notify the Tribe immediately and submit an amended Application for Permission to Survey for approval by the Tribe and BIA, if applicable. Amendments include changes in the location, name, and size of project. In the case of an amendment, the BIA and the Tribe will attempt to expedite the project through the Proposed Project Notification (PPN) process. The on-site will not be conducted for these projects until: 1) the Tribe and BIA staffs have commented on the amended project; and 2) notification is made to the land user (assignee or lessee).

- Any survey that does not meet the aforementioned requirements will not be on-sited.

## **B. On-site Requests and Field On-sites**

- The Tribe's Department of Energy (DOE) Land Manager will coordinate the on-site with DNR staff (Range, Lands, etc.), the BIA, and the BLM, if applicable. DOE will notify the Lands Division and the assignee/lessee when projects affect Tribal assignments.
- On-sites will be scheduled a minimum of five (5) working days prior to the requested on-site date. The DOE Land Manager will provide the plats to Tribal staff five (5) working days prior to the on-site date.
- When a proposed project is located on Tribal Lands that have been leased or assigned, the lessee/assignee will be notified of the onsite. Written confirmation is suggested and should be forwarded to the Lands Division.
- All decisions regarding agreements between the company and the assignee/lessee shall be made in consultation with DOE and DNR.
- Archaeological surveys will cover an area 50-foot larger than the area surveyed; however, this area will not be part of the approved project area. There will be no disturbance inside the 50-foot archaeological buffer.
- The Tribal field representatives reserve the right to designate the "Working Side" of all right-of-ways. When a distinction regarding the "Working Side" of a right-of-way is needed, the "Working Side" designation will be documented in the on-site report.
- On-sites may be cancelled or postponed at the discretion of the DOE Land Manager or DOE representative based on inadequate project information and/or failure to follow the required procedures. Additionally, on-sites will not occur during inclement weather that poses health and safety risks to the onsite participants. These weather conditions include precipitation, muddy ground surface, and/or snow/frost that prevent clear visibility of the ground surface.



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.