



Offshore Petroleum Regulator
for Environment & Decommissioning

Making changes to OPEPs – Update to the OPEP functionality in the Competent Authority Portal

The Department no longer differentiates between major and minor changes for all required changes to OPEPs, Communications & Interface Plans (CIPs) and for the initial submission of a new CIP.

The functionality to make any change to an OPEP, CIP or submit an initial CIP in the Competent Authority Portal (CAP) is scheduled to be updated during the evening of 21 April 2021 and a single 'variation' function replaces the previous major & minor change options.

To make any variation the Responsible Person or Operator of the Oil Handling Facility must locate the relevant OPEP/CIP in the CAP and follow the functionality of the 'Work on this OPEP' section. All variations must be uploaded to the CAP in the form of updated OPEP page(s) or updated CIP page(s) or the complete CIP if an initial submission.

Responsible Persons and Operators of Oil Handling Facilities must upload either a copy of the amended pages highlighting all proposed variations or a CIP to the CAP a minimum of 21 days before the variation is due to come into effect. A completed Assessment Template should also be uploaded to the CAP with all CIPs. The Department will assess the proposed variation to determine compliance with the requirements of the OPRC Regulations and the OPEP Guidance.

Should the Department determine that the proposed variation cannot be approved the Responsible Person or Operator of the Oil Handling Facility will be directed to undertake appropriate action to comply with the OPRC Regulations and the OPEP Guidance. Approval Letters will be issued via the CAP by the Department for all variations to OPEPs or CIPs and all complete CIPs that are deemed to meet the requirements of the OPRC Regulations and this Guidance.

The OPEP Guidance will be updated in due course to reflect the variation functionality in the CAP.

Please contact the OPRED Offshore Environmental Inspectorate bst@beis.gov.uk if you have any questions regarding the new OPEP variation function in the CAP.

OPRED
20 April 2021