

## AER Office Locations and Operational Areas



**AER release report forms are to be sent directly to one of the following AER operational areas:**

FIELD OPERATIONS, CENTRAL  
Edmonton and Slave Lake  
[FieldOpsCentral@aer.ca](mailto:FieldOpsCentral@aer.ca)

FIELD OPERATIONS, NORTHEAST  
Fort McMurray  
[FieldOpsNortheast@aer.ca](mailto:FieldOpsNortheast@aer.ca)

FIELD OPERATIONS, EAST  
Bonnyville  
[FieldOpsEast@aer.ca](mailto:FieldOpsEast@aer.ca)

FIELD OPERATIONS, WEST  
Red Deer and Drayton Valley  
[FieldOpsWest@aer.ca](mailto:FieldOpsWest@aer.ca)

FIELD OPERATIONS, NORTHWEST  
Grande Prairie  
[FieldOpsNorthwest@aer.ca](mailto:FieldOpsNorthwest@aer.ca)

FIELD OPERATIONS, SOUTH  
Calgary and Medicine Hat  
[FieldOpsSouth@aer.ca](mailto:FieldOpsSouth@aer.ca)

## AER Contact Information

**Inquiries**  
1-855-297-8311  
[inquiries@aer.ca](mailto:inquiries@aer.ca)

**24-hour Energy and Environmental  
Emergency Response Line**  
1-800-222-6514

[aer.ca](http://aer.ca)

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## Release Reporting Requirements



The AER is committed to protecting public safety and the environment by monitoring and responding to energy-related incidents 24 hours a day, 7 days a week.



**While this brochure is not intended to refer to all AER reporting requirements, general release reporting requirements are found in the following legislation:**

- *Oil and Gas Conservation Rules*: sections 8.050, 8.051, and 8.190s
- *Oil Sands Conservation Rules*: section 13
- *Pipeline Act*: section 35
- *Pipeline Rules*: section 76
- *Environmental Protection and Enhancement Act*: sections 110, 111, and 112
- *Release Reporting Regulation*: sections 3 and 4

*Directive 071: Emergency Preparedness and Response Requirements for the Petroleum Industry* requires that licensees either be a member in good standing of an oil spill cooperative or submit its own spill response plan for AER approval; a plan includes purchasing spill cleanup equipment and conducting exercises.

## What Has To Be Reported

- Any substance release that may cause, is causing, or has caused an adverse effect\* (e.g., Tier 1 guideline concentrations in soil and groundwater are exceeded or discovery of historical contamination)
- Release of a substance in quantities that exceed those listed in the *Release Reporting Regulation* schedule
- Release of a substance into a watercourse, groundwater, or surface water
- Any pipeline release, hit, or break (including during pressure testing)
- Any release of oil, water, or unrefined product exceeding 2 m<sup>3</sup> on site
- Any uncontrolled gas release of more than 30 000 m<sup>3</sup>
- Any well flowing uncontrolled
- Any fire caused by a flare or incinerator
- Any fire causing a loss of more than 2 m<sup>3</sup> of oil or 30 000 m<sup>3</sup> of gas, or causing damage to a wellhead
- Any fire that occurs on an oil sands site that results in the deployment of major fire-fighting equipment
- Release of oilfield waste per *Directive 058*

## Minimum Information To Include

- The location and time of the release
- A description of the circumstances leading up to the release
- The type and quantity of the substance released
- Details of any actions taken and proposed to be taken at the release site to contain, recover, and remediate the release
- A description of the current release or discovery of contamination
- A description of the release location and the immediate surrounding area
- The AER authorizations numbers if available

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\*Adverse effect is defined as “impairment of or damage to the environment, human health, or safety or property.” Adverse effect may be determined by any number of factors, including the following: the chemical and physical characteristics of substance released, the receiving media, the location of the release, and the risk to the environment. The onus is on the person who causes, permits, or has control of the release to determine whether there is a potential adverse effect.

## Who Must Report

Operators that release, that cause or permit the release, or that have control of the substance released are responsible for reporting.

## When To Report

The release should be reported as soon as a person knows (or ought to have known) of the release. This means reporting immediately at the first available opportunity. A person “ought to have known” a release has occurred when, based on the information available, it is possible a release has occurred.

## How To Report

Calls can be made to the 24-hour Energy & Environmental Response Line at **1-800-222-6514**. The AER uses this number for all complaints and emergencies related to the environment and energy development in Alberta.