

# What is the Alberta Oilfield Waste Form?

The Alberta Oilfield Waste Form (previously also called the waste manifest) is a document required by the Alberta Energy Regulator (AER) for tracking dangerous oilfield waste (DOW) within Alberta. This form provides detailed information to first responders in the event of a transport accident and assists with confirming that shipments of dangerous waste were properly handled, transported, and received at their intended point of treatment or disposal.

If an oilfield waste generator is transporting non-dangerous oilfield waste (non-DOW) or production fluids, an Alberta Oilfield Waste Form is not required. See [Directive 058: Oilfield Waste Management Requirements for the Upstream Petroleum Industry](#) for information on shipping and tracking non-DOW.

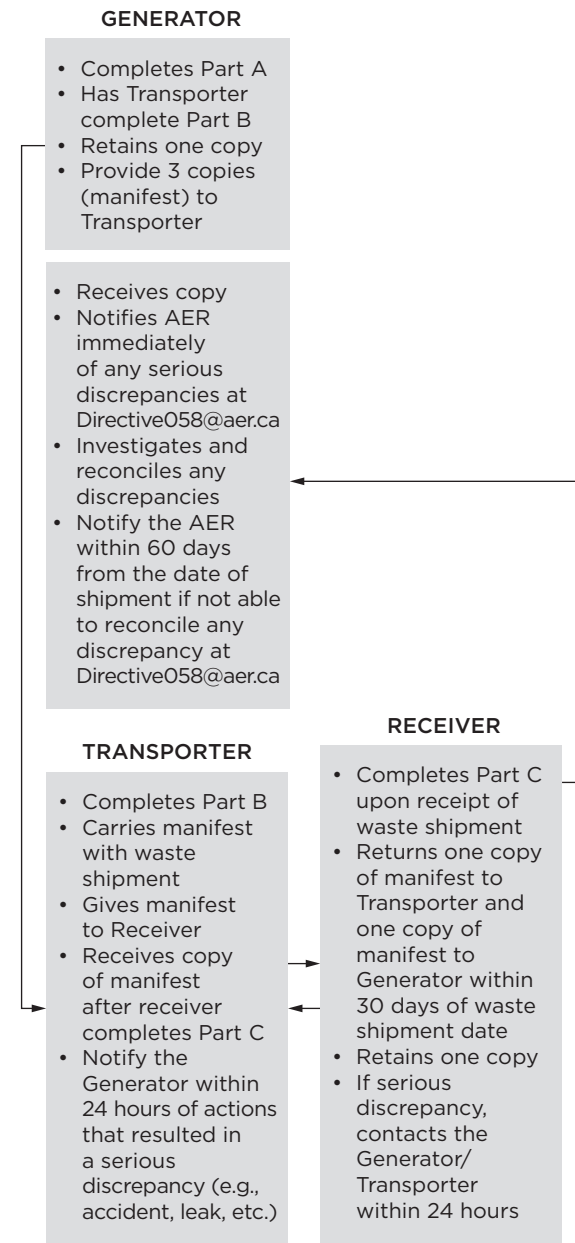
If the DOW is transported into or out of Alberta (i.e., crosses a provincial or federal border), waste generators must classify, name, and label their waste in compliance with the *Transportation of Dangerous Goods (TDG) Act and Regulations*. This includes using a federal documents/manifest (overseen by Alberta Environment and Parks in Alberta) when importing or exporting waste.

The Alberta Oilfield Waste Form is required under *Directive 058* and does not exempt a company from complying with all *TDG* requirements.

Hard copies of the form can be ordered by emailing [informationrequest@aer.ca](mailto:informationrequest@aer.ca). Electronic versions of the form can be downloaded from [www.aer.ca](http://www.aer.ca) if using a unique numbering system to track and reconcile waste shipments. See *Frequently Asked Questions- Directive 058* at [www.aer.ca](http://www.aer.ca) for more information about using the electronic version.

## Completion Process

The Alberta Oilfield Waste Form includes specific information about the waste, its source, and its destination. The figure below is to assist with completing the form.



## AER Contact Information

**Oilfield Waste Inquiries**  
[directive058@aer.ca](mailto:directive058@aer.ca)

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

**24-hour emergency response line**  
1-800-222-6514  
[www.aer.ca](http://www.aer.ca)

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# Alberta Oilfield Waste Form



**24-hour emergency**  
1-800-222-6514

This brochure is a quick field reference on the Alberta Oilfield Waste Form.  
(It does not replace any rules, or regulations, which companies are responsible for understanding and complying with.)



## How to Use the Alberta Oilfield Waste Form

The form is to be filled out by all parties associated with creating, transporting, or disposing of oilfield waste. The back of the form contains instructions for completing the form.

The waste generator is required to fully complete section A of the form, including the waste information. The following is important information to assist with completing section A:

1. **Source site:** This is where the waste was generated. If the waste originated from a release, the release location would be the source site.
2. **Licence type:** The licence associated with the waste generating location.
3. **Waste code:** These codes can be found in appendix 2 of *Directive 058*. Select the waste code that best describes the waste material based on waste generation and properties.
4. **D indicates DOW and N indicates non-DOW:** Whether the waste is classified as a DOW is determined based on the waste characterization. Waste generators can refer to appendix 2 in *Directive 058* or an analysis of the waste's properties to assist with classification. CAPP's waste profile sheets and the AER's *Waste Characterization for Oilfield Waste Generators* brochure, available at [www.aer.ca](http://www.aer.ca), can also assist.

5. **UN Number, TDG Shipping Name, Class, Packing Group:** This is the TDG information that is required by the Transportation of Dangerous Goods Regulations.

6. **Name of authorized person:** This is the contact information of the individual that completed section A of the Alberta Oilfield Waste Form.

The transporter is required to complete section B as soon as the load is within the transporter's custody.

The waste receiver completes section C, including the oil, water, and solids percentages, as well as the actual volumes received at the waste facility.

## Reconciling Discrepancies

If there are any discrepancies between waste details entered by the waste generator in Part A of the Alberta Oilfield Waste Form and waste details entered by the receiver in Part C of the form, they must be reconciled by the waste generator.

### Serious Discrepancies

If the waste receiver notes a serious discrepancy regarding the quantities or characteristics of the waste shipped relative to what was received, the receiver must notify the generator and the transporter within 24 hours of finding the serious discrepancy.

A serious discrepancy is one that may have resulted in an impact to the environment (e.g., spills, leaks, waste that did not arrive at intended receiver) or one where the waste received differs significantly from the waste sent by the waste generator.

In cases where a serious discrepancy is the result of an activity by the transporter (e.g., truck spill), the transporter must notify the generator within 24 hours.

The generator must have procedures in place for the transporter to contact them within 24 hours of the activity.

Upon being notified of or becoming aware of a serious discrepancy, the waste generator must notify the AER as soon as possible via email at [Directive058@aer.ca](mailto:Directive058@aer.ca).

### All Discrepancies

In situations where the generator is not able to reconcile any discrepancy within 60 days from the date of shipment, the AER must be notified via email at [Directive058@aer.ca](mailto:Directive058@aer.ca). It is recognized that the accurate measurement of waste quantities in the field is difficult and may vary depending on the waste type and method of containment/transportation. Waste generators must use sound judgement when recording waste quantities on the form and when reconciling discrepancies.

Waste generators must also ensure that the waste receiver has used the correct waste code within their records.

## How Long Do I Keep the Form For?

The Alberta Oilfield Waste Form and supporting documents (e.g., waste characterization analysis) must be retained by AER-regulated parties for a minimum of TWO years. Some waste receivers may be required to retain these records for at least FIVE years.

## Exemption From Using the AER's Waste Form

The oilfield waste generator does not need to complete the form in the following situations:

- The quantity of DOW being transported does not exceed 5 kg or 5 L.
- The DOW is treated or disposed of on site.
- The DOW is transported from the site of origin to another site, provided that
  - the duty holder of both sites is the same,
  - the transport vehicle displays a placard with the appropriate UN number (as per the TDG Regulations), and
  - the DOW is accompanied by a shipping document that includes the hazard class, emergency response contact, total mass or volume of the DOW, and the number of packages if applicable.
- The DOW is being transported to an AEP-authorized recycling facility and has an AEP recycle docket.

