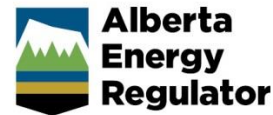


Pipeline Applications – Add a New or Unlicensed Pipeline to an Existing Pipeline Licence



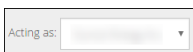
» Intended User: Pipeline Applicants

Overview

Applicants may add a new or unlicensed pipeline to an existing pipeline licence when the new pipeline is part of the same system and transports the same substance and H₂S content.

This guide assumes the following:

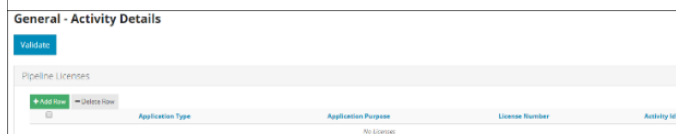
1. You have a valid account in OneStop.
2. You have logged in.
3. The applicant is displayed in the Login Information as a corporate applicant OR as a delegate “Acting as.”



4. You have completed the **General** questions up to the **Activity Details** window, as outlined in the *Initiate New Pipeline Application - General Conditions* quick reference guide.

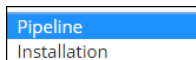
General – Activity Details

1. The *General – Activity Details* window displays.

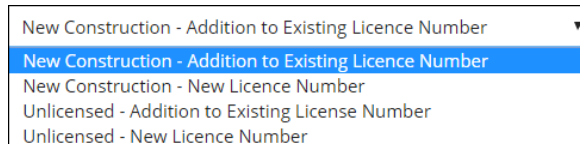


2. Click **+ Add Row** to enter a licence type. Multiple application types may be applied for in a single application.

3. Click the **Application Type** field drop-down list to select the required type.



4. Click the **Application Purpose** field drop-down list to select the type of application required.



5. Enter the **Licence Number** to add this pipeline.

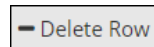


6. Click **Validate** to confirm your entry. This populates the **Activity ID**.

Application Type	Application Purpose	Licence Number	Activity ID
Pipeline	New Construction - Addition to Existing Licence Number	21960	122854

7. Click **Save**.

8. To remove a row, click beside the row. Click




9. Click **Save**.

10. Click **Next >** to move to the next step in the application process – **Licensing > General Application**.

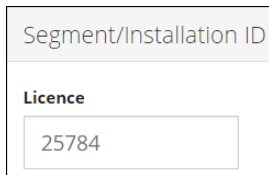
11. The **Activity ID** with the **Application Type** and **Application Purpose** displays in the General Application section.

Application Type	Type of Application
Installation	New Construction - Addition to Existing Licence Num

12. Click  to move to the next step in the application process - **Licensing-Line/Installation Detail**.

13. Upload the shapefile as outlined in the *Initiate New Pipeline Application - Import Digital Spatial Data*.

14. The pipeline licence number and licence details are prepopulated in the **Segment/Installation ID** section.



Segment/Installation ID

Licence

25784

15. Click .

16. Proceed through the application process to validate the changes and submit the application.