

KOLAR CONTINGENCY PLAN

Effective April 1, 2013, all operators must file all available forms through KOLAR (Kansas On-Line Automated Reporting). A contingency plan is needed in the event that KOLAR should be unavailable for any reason, for example a power outage or a natural disaster. This contingency plan is not binding on the KCC and may be changed at any time without making any change to this or any other document. This contingency plan is being provided to give operators a general sense of how a disruption will likely be addressed. Instead of relying on this document, operators must contact the Commission for direction in the event of an actual disruption in KOLAR availability.

- Minor disruptions in KOLAR sometimes occur. Usually, these minor disruptions are resolved within a few hours, and the contingency plan herein does not apply to them.
- The contingency plan shall only be implemented after KOLAR has been down for 48 consecutive hours.
- The contingency plan will include the temporary availability of paper forms for download from the KCC website.
- After 48 hours of KOLAR being down, paper forms may be submitted by mail or in person until such time as KOLAR is again available.
- Paper forms must be hand-delivered or postmarked either 1) during the time that KOLAR is down, or 2) within 24 hours after KOLAR has been brought back online. If hand delivering or postmarking a paper form within 24 hours is impossible due to KCC or USPS unavailability (Sundays, holidays, etc.), the 24-hour window will be construed liberally. Paper forms received after the 24-hour window may be returned to the operator without approval.
- Operators must understand that the risk of KOLAR becoming unavailable, and any consequent liability, is on the operator. The KCC is not liable for any scheduled operations that may become impossible due to unavailability of forms (for instance, the cost of a rig that is scheduled to drill a well). Operators would be well-advised to file all forms at least 10 days in advance of any scheduled activity and make any other arrangements necessary to protect themselves.