NORA
NATIONAL OIL RESERVES AGENCY
AN GHNÍOMHAIREACHT CHÚLTACA OLA NÁISIÚNTA

Tuition Session

NORA's Emergency Release Model

23rd June, 2016

An Ghníomhaireact Chúltaca Ola Náisiúnta
The National Oil Reserves Agency

DOC Ref. 16P0903

ERM Session

- Review purpose of ERM
- The Model in operation
- The Questionnaire
- Potential problems

OVERVIEW OF ERM

Oil Market Data

NORA Emergency Release Model
Current Stocks, Imports/Purchases Forecasts, Sales Forecasts

NORA Emergency Release Model
Product quantities, locations, agreements, schedules

NORA Strategic Storage

Road Distribution Capacity

Kilroot Ringsend Tarbert

Commercial Storage & Distribution

Dublin

Whitegate

Foynes

Galway

Derry

Belfast

Road Distribution

Transport, Heating & Power (National Energy Balance Sectors)

Power Generation

Industry

Commercial

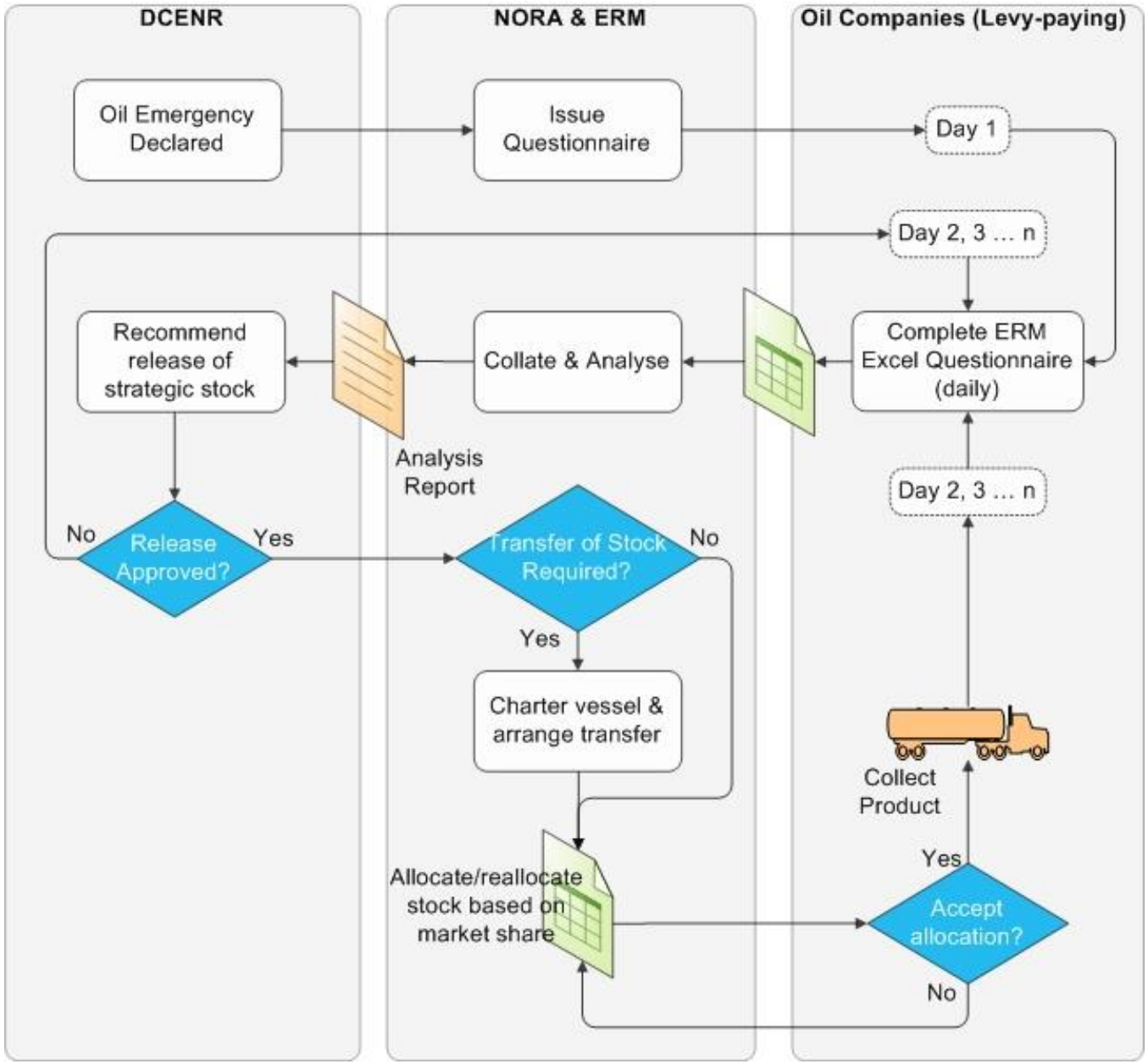
Public Services

Residential

Transport

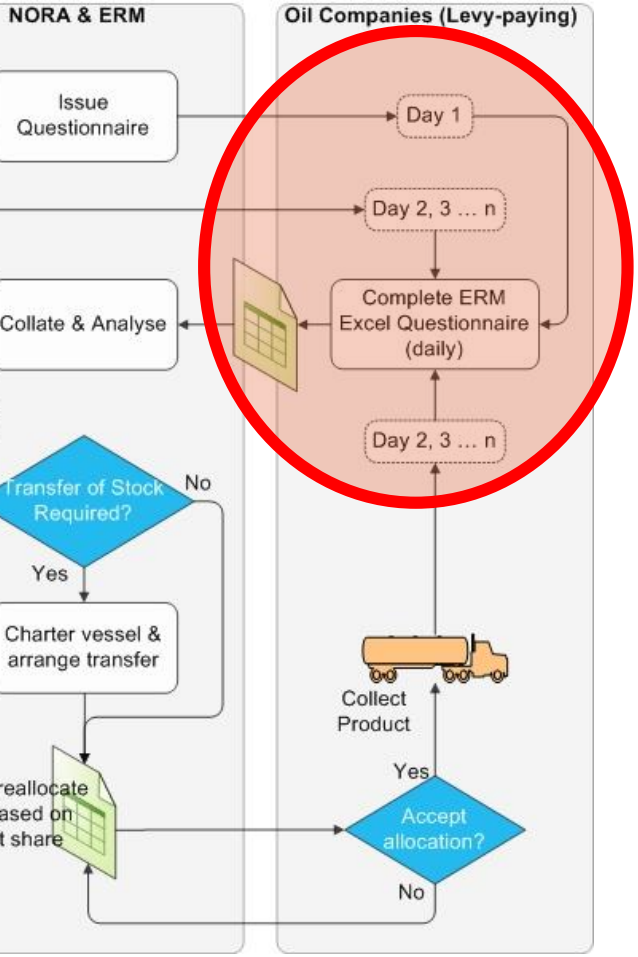
Agriculture & Fisheries

Overview of Release Process



How it works

THE ERM – COMPLETING THE QUESTIONNAIRE



- Complete questionnaire in full on first day
- Enter data for today and next 14 days
- Update data daily – make alterations where necessary
- Maintain data for 14 days into the future

THE QUESTIONNAIRE – READ ME

NORA
NATIONAL OIL RESERVES AGENCY
AN GHNÍOMHAIREACHT CHÚLTACA OLA NÁISIÚNTA

EMERGENCY STOCK RELEASE MODEL - Questionnaire

The purpose of this questionnaire is to gather data on the quantity of petroleum product stored by commercial operators in the ROI. It will be used to assist NORA calculate the potential shorfall in commercial oil supplies and determine the quanities of stock to be released to the market in order to aleviate the shortfall. Therefore, it is important that the data entered is as accurate as possible.

Instructions for Use

1 DO NOT MAKE ANY CHANGES TO THE SPREADSHEET OTHER THAN TO ENTER DATA IN THE UNLOCKED CELLS.

2 The questionnaire will be issued to you once. Completed the questionnaire, in so far as possible, for the current day and for the coming 14 days.

There are six (6) headings under which data for Gasoline, Diesel, Gasoil, Kerosene and Dual Purpose Kerosene should be entered, for each storage location:

a. Opening Stock - Levy Unpaid:	Theses are stocks held by you on which no NORA levy has been paid.
b. Imports Received / Due	
c. Purchases Received / Due - Levy Unpaid:	These are purchases from other obligated parties on which they are not going to pay the Levy.
d. Sales on which you are due to pay the NORA levy:	They **do not** include sales to other obligated parties on which they will pay the NORA levy.
e. Stock received / due from NORA:	Theses are strategic stocks for which you have received a 'Letter of Offer' and have accepted.
f. Ullage:	The spare capacity you have at each storage location.

3 Update and submit the questionnaire to NORA on a daily basis. In updating the questionnaire:

a. Enter the data for the fifteenth day hence;
b. Review the data previously entered for the coming 14 days and update it where necessary;
c. Update the previous day's data with the actual data.

4 Retain a master copy - **its file name must not be changed.** This master copy will be the questionnaire submitted to NORA on a daily basis and will act as the notified record of your stock position.

Confidentailly

In accordance with Section 23-(3) of the National Oil Reserves Agency Act 2007, the Agency considers the information supplied in this questionnaire to be confidential. In accordance with Section 23-(1), a person shall not disclose confidential information obtained while performing functions as—
(a) a director of the Agency,
(b) a member of a committee of the Agency,
(c) the chief executive or any other member of staff of the Agency,
(d) an authorised officer

THE QUESTIONNAIRE – FUNDAMENTALS

- Based on NORA Levy payment – stock is deemed to be ‘on the market’ once the NORA Levy is paid
- Thus, only dealing with data in relation to **levy unpaid** product
- Do not report levy paid stock, purchases or sales

1. Opening stock – levy **unpaid** stock
2. Imports
3. Purchases due - levy **unpaid** purchases
4. Sales on which you will be paying the NORA Levy
5. Sales of levy unpaid stock to other companies
6. Stock received from NORA
7. Ullage – spare capacity in storage tanks

THE QUESTIONNAIRE – DON'TS

- Don't move columns & rows
- Don't insert columns & rows
- Don't change the structure
- Don't change the file name

- Data will be extracted from it – needs to remain as designed

THE QUESTIONNAIRE – DATA SOURCE

- Think about:
  - Where will this data will come from?
  - Do I have easy access to the required information?
  - Can it be easily extracted?
  - Do I need assistance from colleagues?
  - What is to most efficient way to get the data from where it currently resides into a questionnaire?

Potential Hurdles?

How to Improve?