

HEIDI KACZOR

SUMMARY

A driven and highly dedicated regulatory and government affairs professional with extensive experience in strategic planning, stakeholder relations, sustainability, event planning, data management, and permitting services. Excels at delivering outcomes, driving creative problem-solving efforts, and improving key process development. Utilizes working knowledge of local, state, and federal government processes to help forge and maintain vital relationships with various agency personnel. Proven success in continually acquiring knowledge to achieve lasting results and exceed core expectations.

- Budgeting/Expenditures
- Charitable Giving
- Staff Coaching/Training
- Program Management
- Operations Management
- Sustainability Oversight

EXPERIENCE

CENTENNIAL RESOURCE DEVELOPMENT, Denver, Colorado **Government Relations and Community Affairs Manager, 2021**

- Directed organization and cultivation of strategic relationships with key legislative, regulatory, and community leaders in organization's areas of operation. Acted as advocate for development and implementation of reasonable public policies impactful to operations.
- Led development, proposal, and implementation of strategies to build beneficial and impactful relationships regarding environmental, social, and governance efforts.
- Drove government relations and sustainability objectives, from corporate-level strategy development to asset-level implementation.
- Acted as member of foundational company ESG team focused on corporate sustainability efforts, including:
 - Oversaw "social" topics of ESG, including researching and tracking metrics regarding charitable giving, diversity, equity and inclusion, employee benefits, and human rights.
- Created corporate strategy for more comprehensive and inclusive charitable giving program, including:
 - Launched employee survey to determine existing efforts and aspirations.
 - Compiled list of key community stakeholders to interview and assess philanthropic needs in key communities.
 - Organized charitable giving data and created system to track donations, sponsorships, events, and volunteer efforts.
 - Proposed 2022 action plan for strategic corporate charitable giving efforts, including employer donation matching program, providing volunteer hours to employees during work hours, and tracking and reporting employee volunteer time.
 - Researched peer charitable giving programs and formulated data to illustrate money spent compared to EBITDA, CapEx, and market cap, with intent to propose increased corporate giving budget.
 - Coordinated with IT to create system for online charitable requests (both internal and external).
- Drafted 2022 government relations budget and strategic list of political leaders, trade associations, and events to support to enhance and strengthen important relationships.

CENTENNIAL RESOURCE DEVELOPMENT, Denver, Colorado **Regulatory Manager, 2017-2021**

- Managed and led regulatory team. Formed and led core team of five high-achieving regulatory analysts overseeing all day-to-day aspects of permitting and regulatory compliance.
- Developed and implemented processes and procedures to accomplish key results, including:
 - Completed annual state and federal operator filings, registrations, and bonding.
 - Managed timely and accurate permitting to meet operational deadlines and goals as well as development of inventory of permits to meet shifting asset development needs.
 - Filed post-job regulatory compliance documentation. Tracked and remedied non-compliance issues.
 - Recorded critical data in systems necessary for companywide data management and analysis.
- Spearheaded company government and stakeholder relations efforts, including:
 - Maintained membership in pertinent trade associations, including TXOGA, PBPA, WEA, COGA, and IPANM.
 - Named chair of regulatory, endangered species, public lands, and seismic committees.
 - Assigned colleagues to pertinent trade association committees.
 - Communicated critical policy information to upper management.
 - Participated in rule-making processes and represented organization's operational and business interests.
- Presented rules and regulations to increase knowledge sharing and understanding of regulatory requirements, with focus on:

- Implementation and compliance with newly published rules.
- Managed and presented “Regulatory 101 Lunch & Learn” in 2019.
- Led flaring training, achieving 88% overall company participation rate in 2020. Repeated training in 2021.
- Developed regulatory “cheat sheets” for common filings and compliance issues.
- Named as one of inaugural ESG workgroup participants responsible for developing key sustainability strategy, narratives, and data, with primary focus on:
 - Crafted aspirational idea list for furthering company’s commitment to sustainability, including joining candidate conservation agreement to mitigate impacts to special status species in New Mexico.

QEP ENERGY COMPANY, Denver, Colorado
Regulatory Supervisor, 2015-2017

- Acted as regulatory supervisor for Southern assets, including Texas, Louisiana, and small set of assets in Oklahoma. Supervised closure of out-of-state office and transferred all regulatory data, processes, and responsibilities to Denver office.
- Hired and led team of regulatory analysts accountable for full scope of permitting and regulatory compliance in multiple states (Texas, Louisiana, and Oklahoma), including:
 - Ensured timely and accurate permit submittals and approvals to allow uninterrupted operations.
 - Oversaw large compliance effort with Texas Railroad Commission and internal stakeholders to re-permit and re-name 100 wells.
 - Directed and managed environmental consultants, third-party contractors, and interns.
- Supported A&D team in corporate acquisitions and divestitures.
- Directed the creation of a regulatory handbook to communicate and standardize processes and procedures.

QEP ENERGY COMPANY, Denver, Colorado
Permit Agent and Senior Permit Agent, 2008-2015

- Served as permit agent (aka regulatory analyst) for various assets in Colorado, New Mexico, Wyoming, and North Dakota, overseeing all permitting, surface use negotiations and agreements, and regulatory compliance as well as:
 - Led the negotiation, execution, and implementation of a Programmatic Agreement (PA) for industry to mitigate impacts to historical and cultural trails in Wyoming.
 - Initiated a proactive, on-the-ground pit removal program.
 - Managed road maintenance agreements on high-use roads in conjunction with other companies and operators.
 - Represented company at various industry and stakeholder conferences, meetings, and events.

INTERNSHIP EXPERIENCE

BLM, Rock Springs, Wyoming, **Biology Intern, 2007**. Underwent biology internship for land management via Chicago Botanic Gardens. Participated in various land management projects, including installing fencing for protection of wildlife and livestock, safeguarding riparian areas, completing field vegetation transects and surveys, performing oil and gas surface compliance inspections, and conducting black-footed ferret surveys and ArcGIS mapping.

EDUCATION

REGIS UNIVERSITY, Denver, Colorado, **B.A., Biology, 2006**

COMPUTER SKILLS

Generwell, WellView, ProdView, AFMSS 2, Spotfire, MS Office Suite