



California
**Department of
Conservation**
Oil, Gas, & Geothermal Resources



User Reference Guide

Underground Gas Storage (UGS)

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COURSE OVERVIEW

Course Description

WellSTAR's Underground Gas Storage capability enables users to create and maintain information for underground gas storage (UGS) projects and wells. The system provides the ability for operators to submit UGS project information such as geology data, well and surface equipment testing data, and Plan Data. Internal Users have access to UGS projects and can monitor and modify UGS information.

1 CREATE AND MAINTAIN A UGS PROJECT

A UGS project can be created or updated by either an internal or external user. Submitting this form will trigger the review workflow. No information about a UGS project can be altered without first being reviewed and approved by the Division.

Lesson Objectives:

- Create a UGS Project
- Maintain a UGS Project

1.1 Create a UGS project

The screenshot shows the 'UGS Project Information' form in the WellSTAR system. The form is titled 'Form Information' and includes the following fields and options:

- Form Name:** UGS Project Information
- Application Type:** Radio buttons for 'New Project' (5), 'Modify Project', and 'Expansion'.
- Organization:** A dropdown menu (6).
- Description:** A text input field (7) with a note: 'All comments are discoverable records, open to public review.'

At the bottom of the form, there are 'Cancel' and 'Save & Continue' (8) buttons. A 'Form Navigation' sidebar on the left shows '1. Form Information' as the active step. The footer includes '© 2018 - WellSTAR | Privacy Policy' and 'Build Version: R4.0.0'.

Step	Action	Required Fields
1.	Click Explore data.	
2.	Click Underground Gas Storage (UGS).	
3.	Click Actions.	

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4.	Click Create UGS Project .	
5.	Choose Application Type . Note: Expansion is rarely used. Most forms are modifications.	
6.	Choose an Organization from the list. The list of operators will filter as you type.	
7.	Enter a Description . This should help you find the form again if you need to save and return to it later.	
8.	Click Save and Continue .	

UGS Project Information - Fisk Family Farms LLC (F1225) Help

Form ID: 5905

Form Navigation

- 1. Form Information
- 2. Operator Information
- 3. Project Information
- 4. Well Identification
- 5. Plan Association
- 6. Document Upload
- 7. Form Submit
- 8. Confirmation
- 9. Completeness Verification
- 10. CEQA Verification
- 11. District Verification
- 12. DOGGR HQ Verification
- 13. Review Comments
- 14. Review

Operator Information [Hide Form Navigation]

Please confirm the correct Organization has been selected, and designate contact(s) with their correct role. By default, the Organization's Agent and the form submitter are selected as contacts. * Indicates Required Field

Organization Name William H. Fisk (F1225)	Type of Organization LLC
Organization Primary Address 34103 Greenwood Road Tracy, CA 953049581	
Organization Primary Phone Number (209) 605-6062	Ext

Contacts

Advanced Filtering Actions

Name ↑	Phone Number	Email	Role	Actions
			Agent	
Jeanette McCracken	(916) 322-9768	Jeanette.McCracken@conservation.ca.govx	Submitter	

Step	Action	Required Fields
1.	Section 2. Operator Information : Information from the Operator details page will be displayed in this tab. If needed use the Actions button to Add Contact for the form. Note: Adding a contact here makes that contact the contact for this form, but does not add them as a contact for the organization, nor does it make the added person a WellSTAR User.	Contact Role, Contact Name, Phone Number, Email
2.	Click Next .	

UGS Project Information - Fisk Family Farms LLC (F1225) Help

Form ID: 5905

Form Navigation

1. Form Information
2. Operator Information ✓
3. Project Information
4. Well Identification
5. Plan Association
6. Document Upload
7. Form Submit
8. Confirmation
9. Completeness Verification
10. CEQA Verification
11. District Verification
12. DOGGR HQ Verification
13. Review Comments
14. Review

Project Information
[Hide Form Navigation]

Enter information regarding the geologic zones for the Project below. * Indicates Required Field

Maximum Permitted Storage Capacity (Mcf) *

Cushion Gas Volume (Mcf) *

Maximum Permitted Working Gas Volume (Mcf)

Maximum Allowable Surface Pressure (MASP) (psig) *

Maximum Reservoir Pressure (psia) *

Minimum Reservoir Pressure (psig) *

Field *

Geologic Zones

Zone Na...	Zone Type	Fracture...	Stat...	Warning Messages	Actions
No results to display					

0 items per page

Back
Next
Save

Step	Action	Required Fields
1.	Enter Project Gas Volume information. Note: Maximum permitted working gas volume (MCF) is a calculated field that will automatically be calculated after these two required fields are entered.	Maximum permitted storage capacity, Cushion gas volume
2.	Enter Project Maximum allowable surface pressure . Note: All project wells will inherit this MASP automatically. If a well specific MASP must be set, that can be completed on a well by well basis in Section 4. Well Identification .	Maximum allowable surface pressure

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3.	Enter project reservoir pressure information.	Maximum reservoir pressure, Minimum reservoir pressure.
4.	Choose a Field.	Field
5.	Use the Actions button in the Geologic Zones grid to select Add Zone Information .	

Geologic Zone Information
✕

*** Indicates Required Field**

Required Zone Data

Zone Type *

Zone Name *

<p>Depth to base of Zone TVD (ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Depth to top of Zone TVD (ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Avg. Net Thickness (ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Porosity (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Permeability (mD) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Areal Extent (Acre) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Fracture Grad (Psi/ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Initial Temperature (F°) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Initial Pressure (Psi) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Zone TDS (mg/L) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Present Temperature (F°) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Present Pressure (Psi) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Original Oil Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Original Gas Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Original Water Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Residual Oil Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Residual Gas Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Residual Water Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Oil Gravity (Deg. API) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Oil Viscosity (cP) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Gas Gravity *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>

Non-hydrocarbon components present in associated gas

If checked, include breakdown of non-hydrocarbon components and concentrations in Step 6. Document Upload.

Cancel

Save

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Step	Action	Required Fields
1.	The Zone Type pop-up will display.	
2.	Choose a Zone Type . Note: The required the pop up and required fields will change based on the Zone Type chosen. Storage Zone information has the most required fields.	Zone Type
3.	Enter information as appropriate for the Zone. Note: each row lists the validation status and message for each Zone entered.	Variable
4.	Click Save .	
5.	Scroll to the bottom and Click next .	

UGS Project Information - Fisk Family Farms LLC (F1225) Help

Form ID: 5905

Form Navigation

1. Form Information
2. Operator Information ✓
3. Project Information ✗
4. Well Identification
5. Plan Association
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13. Review Comments
14. Review

Well Identification [Hide Form Navigation]

1 Choose all wells to be included in this UGS Project application including wells that are within the Area of Review. Use Advanced Filtering to add area of review (AOR) wells that belong to another operator. The wells can be marked AOR in the Associated Well Grid below by using the Planned Use pop-up.

Select Existing Wells to Associate to the UGS Project

Advanced Filtering

<input type="checkbox"/>	API ↑	Operator	Designati...	Current T...	Current S...	Field
<input type="checkbox"/>	040-30537-76	William H. Fisk - F1225	Cherokee 71CR	Oil & Gas	Idle	Midway-Sunset
<input type="checkbox"/>	040-30537-77	William H. Fisk - F1225	Cherokee 65CR	Oil & Gas	Idle	Midway-Sunset
<input type="checkbox"/>	040-77002-84	William H. Fisk - F1225	Blewett Community 8	Gas	Idle	Vernalis Gas
<input type="checkbox"/>	040-77002-85	William H. Fisk - F1225	Blewett Community 9	Gas	Active	Vernalis Gas

20 items per page Viewing 1 - 4 from 4 results

4

Wells Associated to the UGS Project

Advanced Filtering

<input type="checkbox"/>	API ↑	Oper...	Curr...	Curr...	Field	Plan...	Revi...	Actions

Step	Action	Required Fields
1.	Note the instructions on the top of the page “Choose all wells to be	

	<p>included in this UGS Project application including wells that are within the Area of Review. Use Advanced Filtering to add area of review (AOR) wells that belong to another operator. The wells can be marked AOR in the Associated Well Grid below by using the Planned Use/Well Review Pop-Up.”</p>	
2.	<p>Use Advanced Filtering to find the wells that are part of the project. Note: The default Operator filter limits the wells to the Operator of the project.</p>	
3.	<p>Click the check box next to the well(s) that need to be associated to the project.</p>	
4.	<p>Click the down arrow to move the well(s) to the lower Associated Wells grid.</p>	
5.	<p>Use Advanced Filtering to find the wells that are part of the Area of Review (AOR) of the project. Note: Remove the default Operator filter to search for AOR wells that belong to another Operator.</p>	
6.	<p>Click the check box next to the well(s) that need to be associated to the project.</p>	
7.	<p>Click the down arrow to move the well(s) to the lower Associated Wells grid. Note: Both Project Wells and AOR wells belong in the Associated Wells grid. Once in the Associated Wells grid the Planned Use can be updated to mark the well as Project or AOR.</p>	
8.	<p>Click the Actions button in the row of the well to assign a planned use. Note: Use the cog wheel icon to Add the Planned Use column to the Associated Wells grid. This will help keep track of which wells have been assigned a planned use.</p>	

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Select Planned Use
✕

* Indicates Required Field

API: 0407700285 Operator: William H. Fisk - F1225

Designation: Blewett Community 9 Current Type: Gas Current Status: Active

Field: Vernalis Gas Well Number: 9 District: Northern PLSS: 26, 03S, 06E,

Location: (37.64610672, -121.27889252) Area: Any Area County: San Joaquin Lease: Blewett Community

Planned Use * 2 MASP (psi) 3 Maximum Injection Rate (Mcf/d) 5 Review Decision * 5

Non-Penetrating 4 Well construction is consistent with the requirements of section 1726.5 as of 6

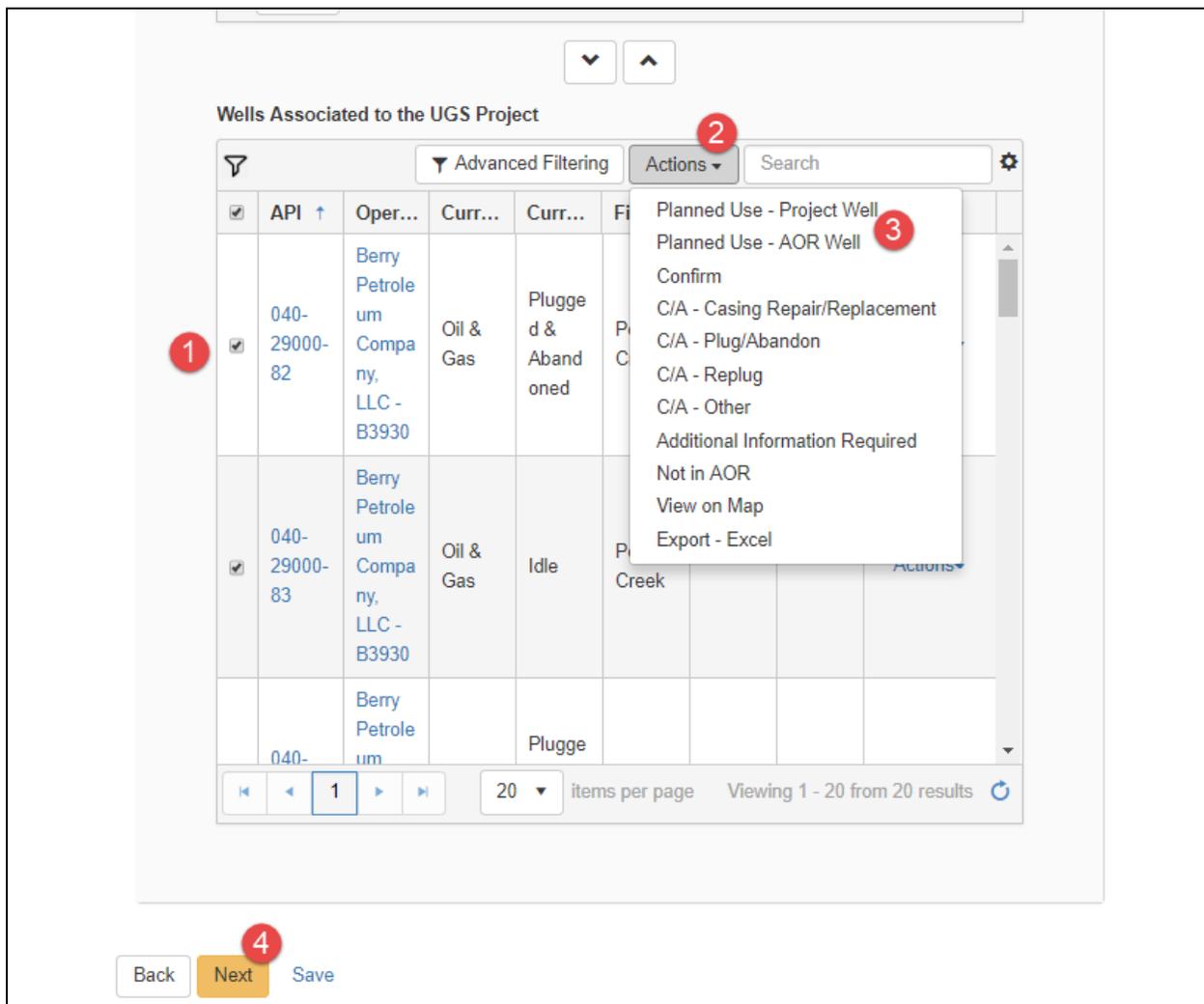
Notes *

Cancel Save

Step	Action	Required Fields
1.	The pop up will include information about the well that cannot be edited from this pop up including API, Designation, Current Status and more. This information is provided to help you verify that the correct well has been selected.	
2.	Update the Planned Use and if necessary check the box to indicate that the well does not penetrate the reservoir. Note: only these two fields can be edited by an external user submitting this form. Internal users can see and edit these as well as the fields described in steps 13-15 below.	
3.	A well specific MASP(PSI) and Maximum Injection Rate (Mcf/d) can be set. Note: The well will inherit the MASP set for the project. This field only needs to be edited if the well has a more limited MASP than the MASP for the project. The Well Specific MASP cannot exceed the Project MASP. If the project MASP is updated, the well MASP will not update if it has been updated by a user in the past.	
4.	Check the box for Well construction requirement and set a date if	

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	the well has been configured to meet regulations. Note: This field can be set through this Project Information form or in the Well Summary form. If the well is reworked in the future to meet requirements, the Well Summary can be used rather than using the Project Information form.	
5.	Enter a Review Decision and Notes if desired. Note: This field is only required during the District Verification Task during the review process.	
6.	Click Save .	



Step	Action	Required Fields
1.	Select a Planned Use for multiple wells at a time:	
2.	Check the box next to well that must be labeled with the same planned use (Project well or AOR well).	
3.	Click the actions button in the top right of the Associated Wells	

	grid.	
4.	Choose either Planned Use-Project Well or Planned Use-AOR Well . All wells selected will be updated to the selected planned use.	
5.	When all wells have been assigned a Planned Use click the Next button.	

UGS Project Information - Fisk Family Farms LLC (F1225)

Form ID: 5905
Help

Form Navigation

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2. Operator Information ✓
3. Project Information ✗
4. Well Identification ✓
5. Plan Association
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9. Completeness Verification
10. CEQA Verification
11. District Verification
12. DOGGR HQ Verification
13. Review Comments
14. Review

Plan Association [Hide Form Navigation]

This step shows Plan documents associated with the UGS Project. If new Plans need to be added, or existing Plans maintained, please use the Plan Submission online form. This form can be accessed from the Online Forms list in the Global Navigation by selecting Plan Submission.

Associated Plans

Advanced Filtering

⚙️

<input type="checkbox"/>	Plan ID	Plan Type	Plan Name	Relevant Date	Status
1					

◀ 0 ▶
5 items per page
No results to display ↻

Back
Next
Save

Step	Action	Required Fields
1.	View Section 5. Plan Association instructions: This step shows Plan documents associated with the UGS Project. If new Plans need to be added, or existing Plans maintained, please use the Plan Submission online form. This form can be accessed from the Online Forms list in the Global Navigation by selecting Plan Submission.	
2.	Scroll to the bottom and click Next .	

The screenshot displays the WellSTAR interface for 'UGS Project Information - Berry Petroleum Company, LLC (B3930)'. The 'Form ID: 5907' is visible. The 'Form Navigation' pane on the left lists 14 steps, with '6. Document Upload' highlighted. The main 'Document Upload' section includes a table with columns: 'Upload...', 'Type', 'Descri...', 'File...', 'Add New', 'Im...', and 'Actions'. A dropdown menu is open over the 'Add New' button, showing options: 'Add New', 'Export - Excel', and 'Export - PDF'. Red circles highlight the 'Add New' button and the dropdown menu. At the bottom, there are 'Back', 'Next', and 'Save' buttons.

Step	Action	Required Fields
1.	A new document, or a document that already exists in WellSTAR may be uploaded.	
2.	Click the Actions button and select Add New .	

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Document Upload

* Indicates Required Field

Upload New Document

Associate Existing WellSTAR Document

Document ID *

Cancel Upload

Step	Action	Required Fields
1.	To upload a document that already exists in WellSTAR:	
2.	Click the Associate Existing Document radio option.	
3.	Look up the Document ID and select the document. Note: a document that already exists in WellSTAR cannot be made confidential or internal only through this pop up.	
4.	Click Upload .	
5.	Repeat as needed.	

The screenshot shows a 'Document Upload' window with the following elements:

- 1**: Radio button for 'Upload New Document' (selected).
- 2**: Radio button for 'Associate Existing WellSTAR Document'.
- 3**: Checkbox for 'Internal Only'.
- 2**: Checkbox for 'Confidentiality Requested' with a help icon.
- Category**: Dropdown menu showing 'UGSPR'.
- Type ***: Empty dropdown menu.
- 4**: 'Relevant Date *' field with a calendar icon and help icon.
- Description ***: Text input field with a note: 'All comments are discoverable records, open to public review.'
- Filename ***: Field with a 'Browse' button (marked **5**) and a file icon.
- 6**: 'Upload' button (highlighted in yellow).

* Indicates Required Field

Step	Action	Required Fields
1.	Click the Upload New Document radio option.	
2.	A document can be marked Confidentiality Requested . The document will be confidential in WellSTAR if the UGS Project Information form is approved with the Confidentiality Requested box checked. Tool Tip for Confidentiality Requested: Checking this box is not a written request for confidentiality. Requests to have a document treated confidentially require justification and Division review and approval. Prior to, or at the time your document is filed, you must	

Release 4 Underground Gas Storage

	upload a letter explaining the legal and factual basis supporting your confidentiality request.	
3.	A document can be marked Internal Only . The document will be Internal Only in WellSTAR if the UGS Project Information form is approved with the Internal Only box checked.	
4.	Enter the document information.	Type, Relevant Date, Description
5.	Click browse.	
6.	Use the file explorer interface on your computer to navigate to and select the document.	File name
7.	Click Upload .	
8.	Repeat as needed.	
9.	Scroll to the bottom of the screen and click Next .	

Form Navigation

- 1. Form Information
- 2. Operator Information ✓
- 3. Project Information ✗
- 4. Well Identification ✓
- 5. Plan Association ✓
- 6. Document Upload ✓
- 7. Form Submit**
- 8. Confirmation
- 9. Completeness Verification
- 10. CEQA Verification
- 11. District Verification
- 12. DOGGR HQ Verification
- 13. Review Comments
- 14. Review

Form Submit

[Hide Form Navigation]

Associate related online form submissions to this submission by entering the Form ID or Form Description.

Online Form Association

Form ID	Form Category	Title	Description	Actions
				Add Form

Comments

Actions

0 items per page No results to display

[Add](#)

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete. *

Form Submit Preview

Click the button below to preview your submission summary.

[Back](#) [Save](#)

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Associate another form to this form by clicking Actions, Add Form.	
2.	Add a comment about this submission by typing in the comment field and clicking Add.	
3.	Check the I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.	
4.	The form will auto populate your name in the submitter field.	
5.	Scroll to the bottom of the screen and click Submit.	



Step	Action	Required Fields
1.	The confirmation, including the Project Code and Form ID will appear Note: Record this Project ID to facilitate searching in WellSTAR in the future.	

1.1.1 Key Points

- All required fields are enforced for new Underground Gas Storage projects.
- A project MASP can be set. This number will be applied to all wells in the project.
- The UGS assessment is based on which wells were part of a UGS project for any part of the previous year. Be sure to carefully review the wells associated to the project.

1.2 Maintain a UGS Project

Release 4 Underground Gas Storage

The screenshot shows the 'UGS Project Information' form in the WellSTAR system. The form is titled 'UGS Project Information' and includes a 'Form Navigation' sidebar with '1. Form Information' selected. The main form area contains the following fields and options:

- Form Name:** UGS Project Information
- Application Type:** Radio buttons for 'New Project', 'Modify Project', and 'Expansion'. A red callout box '6' is next to the 'Modify Project' option.
- Organization:** A dropdown menu.
- Description:** A text input field. A red callout box '8' is next to the field. Below the field is the text: 'All comments are discoverable records, open to public review.'

At the bottom of the form, there are 'Cancel' and 'Save & Continue' buttons. A red callout box '9' is next to the 'Save & Continue' button. The footer of the page includes '© 2018 - WellSTAR | Privacy Policy' and 'Build Version: R4.0.0'.

Step	Action	Required Fields
1.	Click Explore data .	
2.	Click Underground Gas Storage (UGS) .	
3.	Use search or Advanced Filtering to find the project that requires updating.	

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4.	View the existing project information.	
5.	Click the Actions button from the Summary page.	
6.	Select Modify Project.	
7.	The UGS project Information form will be generated.	
8.	Enter a Description . This should help you find the form again if you need to save and return to it later.	
9.	Click Save and Continue .	

Step	Action	Required Fields
1.	Section 2. Operator Information : Information from the Operator details page will be displayed in this tab. Click the Actions button to Add Contact for the form if desired. Note: Adding a contact here makes that contact the contact for this form, but does not add them as a contact for the organization, nor does it make the added person a WellSTAR User.	Contact Role, Contact Name, Phone Number, Email
2.	Click Next .	

UGS Project Information - Fisk Family Farms LLC (F1225) Help

Form ID: 5905

Form Navigation

1. Form Information
2. Operator Information ✓
3. Project Information
4. Well Identification
5. Plan Association
6. Document Upload
7. Form Submit
8. Confirmation
9. Completeness Verification
10. CEQA Verification
11. District Verification
12. DOGGR HQ Verification
13. Review Comments
14. Review

Project Information [Hide Form Navigation]

Enter information regarding the geologic zones for the Project below. * Indicates Required Field

Maximum Permitted Storage Capacity (Mcf) *

Cushion Gas Volume (Mcf) *

Maximum Permitted Working Gas Volume (Mcf)

Maximum Allowable Surface Pressure (MASP) (psig) *

Maximum Reservoir Pressure (psia) *

Minimum Reservoir Pressure (psig) *

Field *

Geologic Zones

Zone Na...	Zone Type	Fracture...	Stat...	Warning Messages	Actions
No results to display					

Step	Action	Required Fields
1.	Update Project Gas Volume information as needed. Note: Maximum permitted working gas volume (MCF) is a calculated field that will automatically be calculated after these two required fields are entered.	Maximum permitted storage capacity, Cushion gas volume
2.	Update Project Maximum allowable surface pressure as needed. Note: All project wells will inherit this MASP automatically. If a well specific MASP must be set, that can be completed on a well by well basis in Section 4. Well Identification .	Maximum allowable surface pressure
3.	Update project reservoir pressure information as needed.	Maximum

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		reservoir pressure, Minimum reservoir pressure.
4.	Use the Actions button in the Geologic Zones grid to select Add Zone Information as needed.	
5.	Edit an existing Geologic Zone by selecting the Actions button in row with the record and clicking Edit Zone .	
6.	Remove an existing Geologic Zone by clicking the Actions button in row with the record and clicking Delete Zone .	

Geologic Zone Information
✕

* Indicates Required Field

Required Zone Data

Zone Type *

Zone Name *

<p>Depth to base of Zone TVD (ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Depth to top of Zone TVD (ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Avg. Net Thickness (ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Porosity (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Permeability (mD) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Areal Extent (Acre) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Fracture Grad (Psi/ft) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Initial Temperature (F°) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Initial Pressure (Psi) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Zone TDS (mg/L) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Present Temperature (F°) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Present Pressure (Psi) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Original Oil Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Original Gas Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Original Water Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Residual Oil Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Residual Gas Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Residual Water Saturation (%) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>
<p>Oil Gravity (Deg. API) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Oil Viscosity (cP) *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>	<p>Gas Gravity *</p> <div style="border: 1px solid gray; height: 25px; width: 100%;"></div>

Non-hydrocarbon components present in associated gas

If checked, include breakdown of non-hydrocarbon components and concentrations in Step 6. Document Upload.

Cancel

Save

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Geologic Zone Pop up:	
2.	The Zone Type pop-up will display.	
3.	Choose a Zone Type . Note: The required the pop up and required fields will change based on the Zone Type chosen. Storage Zone information has the most required fields.	Zone Type
4.	Enter information as appropriate for the Zone. Note: each row lists the validation status and message for each Zone entered.	Variable
5.	Click Save .	
6.	Scroll to the bottom and Click next .	

UGS Project Information - Fisk Family Farms LLC (F1225) Help

Form ID: 5905

Form Navigation

- 1. Form Information
- 2. Operator Information ✓
- 3. Project Information ✗
- 4. Well Identification
- 5. Plan Association
- 6. Document Upload
- 7. Form Submit
- 8. Confirmation
- 9. Completeness Verification
- 10. CEQA Verification
- 11. District Verification
- 12. DOGGR HQ Verification
- 13. Review Comments
- 14. Review

Well Identification
[Hide Form Navigation]

1 Choose all wells to be included in this UGS Project application including wells that are within the Area of Review. Use Advanced Filtering to add area of review (AOR) wells that belong to another operator. The wells can be marked AOR in the Associated Well Grid below by using the Planned Use pop-up.

Select Existing Wells to Associate to the UGS Project

Advanced Filtering 2

<input type="checkbox"/>	API ↑	Operator	Designati...	Current T...	Current S...	Field
<input type="checkbox"/>	040-30537-76	William H. Fisk - F1225	Cherokee 71CR	Oil & Gas	Idle	Midway-Sunset
<input type="checkbox"/>	040-30537-77	William H. Fisk - F1225	Cherokee 65CR	Oil & Gas	Idle	Midway-Sunset
<input type="checkbox"/>	040-77002-84	William H. Fisk - F1225	Blewett Community 8	Gas	Idle	Vernalis Gas
<input type="checkbox"/>	040-77002-85	William H. Fisk - F1225	Blewett Community 9	Gas	Active	Vernalis Gas

1
20 items per page
Viewing 1 - 4 from 4 results

4

Wells Associated to the UGS Project

Advanced Filtering
Actions

<input type="checkbox"/>	API ↑	Oper...	Curr...	Curr...	Field	Plan...	Revi...	Actions
--------------------------	-------	---------	---------	---------	-------	---------	---------	---------

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Note the instructions on the top of the page “ Choose all wells to be included in this UGS Project application including wells that are within the Area of Review. Use Advanced Filtering to add area of review (AOR) wells that belong to another operator. The wells can be marked AOR in the Associated Well Grid below by using the Planned Use/Well Review Pop-Up. ”	
2.	Use Advanced Filtering to find the wells that are part of the project. Note: The default Operator filter limits the wells to the Operator of the project.	
3.	Click the check box next to the well(s) that need to be associated to the project.	
4.	Click the down arrow to move the well(s) to the lower Associated Wells grid.	
5.	Use Advanced Filtering to find the wells that are part of the Area of Review (AOR) of the project. Note: Remove the default Operator filter to search for AOR wells that belong to another Operator.	
6.	Click the check box next to the well(s) that need to be associated to the project.	
7.	Click the down arrow to move the well(s) to the lower Associated Wells grid. Note: Both Project Wells and AOR wells belong in the Associated Wells grid. Once in the Associated Wells grid the Planned Use can be updated to mark the well as Project or AOR.	
8.	Click the Actions button in the row of the well to assign a planned use. Note: Use the cog wheel icon to Add the Planned Use column to the Associated Wells grid. This will help keep track of which wells have been assigned a planned use.	

Wells Associated to the UGS Project

API ↑
 Oper...
 Curr...
 Curr...
 Field
 Plan...
 Revi...
 Actions

040-77002-85
 William H. Fisk - F1225
 Gas
 Active
 Vernalis Gas
 1 [Actions](#)

2 Edit Review

Confirm

C/A - Casing Repair/Replacement

C/A - Plug/Abandon

C/A - Replug

C/A - Other

Additional Information Required

Not in AOR

View on Map

1

20 items per page
 Viewing 1 - 1 from 1 results

Step	Action	Required Fields
1.	Click Planned Use/Edit Review .	
2.	The Planned Use/Edit Review pop up will appear.	

Release 4 Underground Gas Storage

Select Planned Use
×

* Indicates Required Field

API
0407700285

Designation
Blewett Community 9

Field
Vernalis Gas

Location
(37.64610672, -121.27889252)

Planned Use *

Non-Penetrating

Operator
William H. Fisk - F1225

Current Type
Gas

Well Number
9

Area
Any Area

MASP (psi)

Well construction is consistent with the requirements of section 1726.5 as of

Current Status
Active

District
Northern

County
San Joaquin

Maximum Injection Rate (Mcf/d)

PLSS
26, 03S, 06E,

Lease
Blewett Community

Review Decision *
3/14/2019

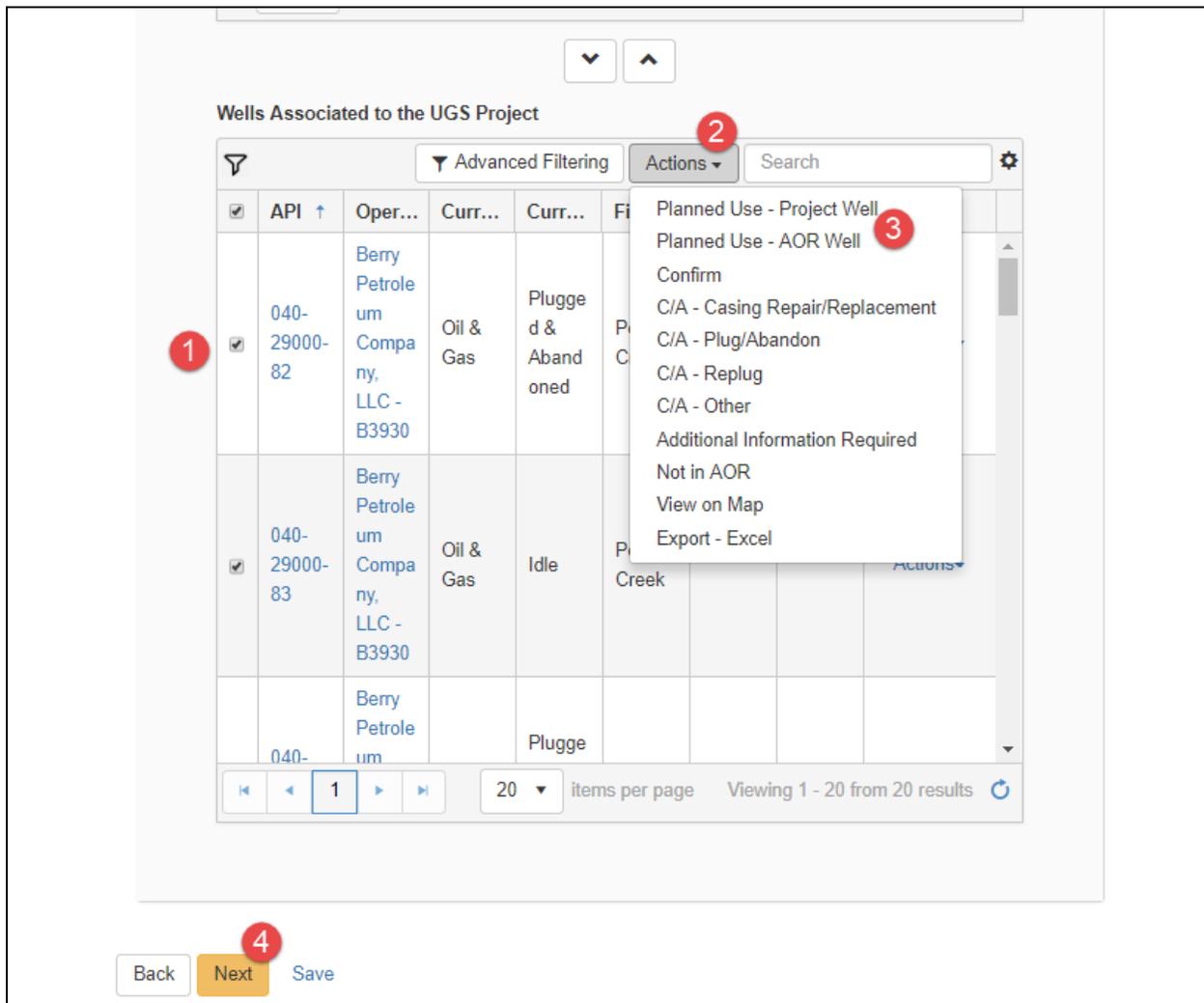
Notes *

Cancel
Save

Step	Action	Required Fields
1.	The pop up will include information about the well that cannot be edited from this pop up including API, Designation, Current Status and more. This information is provided to help you verify that the correct well has been selected.	
2.	Update the Planned Use and if necessary check the box to indicate that the well does not penetrate the reservoir. Note: only these two fields can be edited by an external user submitting this form. Internal users can see and edit these as well as the fields described in steps 13-15 below.	
3.	Update a well's specific MASP(PSI) and Maximum Injection Rate (Mcf/d) if desired. Note: The well will inherit the MASP set for the project. This field only needs to be edited if the well has a more limited MASP than the MASP for the project. The Well Specific MASP cannot exceed the Project MASP. If the project MASP is updated, the well MASP will not update if it has been updated by a user in the past.	

Release 4 Underground Gas Storage

4.	Check the box for well construction requirement and set a date if the well has been configured to meet UGS construction standards. Note: This field can be set through this Project Information form or in the Well Summary form. If the well is reworked in the future to meet requirements, the Well Summary can be used rather than using the Project Information form.	
5.	Enter a Review Decision and Notes if desired. Note: This field is only required during the District Verification Task during the review process.	
6.	Click Save .	



Step	Action	Required Fields
1.	Update Planned Use for multiple wells at a time:	
2.	Check the box next to well that must be labeled with the same planned use (Project well or AOR well).	

Release 4 Underground Gas Storage

3.	Click the actions button in the top right of the Associated Wells grid.	
4.	Choose either Planned Use-Project Well or Planned Use-AOR Well . All wells selected will be updated to the selected planned use.	
5.	When all wells have been assigned a Planned Use click the Next button.	

UGS Project Information - Fisk Family Farms LLC (F1225) Help

Form ID: 5905

Form Navigation

1. Form Information
2. Operator Information ✓
3. Project Information ✗
4. Well Identification ✓
5. Plan Association
6. Document Upload
7. Form Submit
8. Confirmation
9. Completeness Verification
10. CEQA Verification
11. District Verification
12. DOGGR HQ Verification
13. Review Comments
14. Review

Plan Association [Hide Form Navigation]

This step shows Plan documents associated with the UGS Project. If new Plans need to be added, or existing Plans maintained, please use the Plan Submission online form. This form can be accessed from the Online Forms list in the Global Navigation by selecting Plan Submission.

Associated Plans

Advanced Filtering

⚙️

<input type="checkbox"/>	Plan ID	Plan Type	Plan Name	Relevant Date	Status
1					

⏪ ⏩ 0
5 items per page
No results to display ↻

Back
Next
Save

Step	Action	Required Fields
1.	View Section 5. Plan Association instructions: This step shows Plan documents associated with the UGS Project. If new Plans need to be added, or existing Plans maintained, please use the Plan Submission online form. This form can be accessed from the Online Forms list in the Global Navigation by selecting Plan Submission.	
2.	Scroll to the bottom and click Next .	

Step	Action	Required Fields
1.	A new document, or a document that already exists in WellSTAR may be uploaded.	
2.	Click the Actions button and select Add New .	

Release 4 Underground Gas Storage

Document Upload

* Indicates Required Field

Upload New Document

Associate Existing WellSTAR Document

Document ID *

Cancel Upload

Step	Action	Required Fields
1.	To upload a document that already exists in WellSTAR:	
2.	Click the Associate Existing Document radio option.	
3.	Look up the Document ID and select the document. Note: a document that already exists in WellSTAR cannot be made confidential or internal only through this pop up.	
4.	Click Upload .	
5.	Repeat as needed.	

The screenshot shows a 'Document Upload' window with the following elements:

- 1**: Radio button for 'Upload New Document' (selected).
- 2**: Radio button for 'Associate Existing WellSTAR Document'.
- 3**: Checkbox for 'Internal Only'.
- 2**: Checkbox for 'Confidentiality Requested' with a help icon.
- Category**: Dropdown menu showing 'UGSPR'.
- Type ***: Empty dropdown menu.
- 4**: 'Relevant Date *' field with a calendar icon and help icon.
- Description ***: Text input field with a note: 'All comments are discoverable records, open to public review.'
- Filename ***: Field with a 'Browse' button (labeled **5**) and a help icon.
- 6**: 'Upload' button at the bottom right.

Step	Action	Required Fields
1.	To upload a new document to WellSTAR:	
2.	Click the Actions button and select Add New .	
3.	Click the Upload New Document radio option.	
4.	A document can be marked Confidentiality Requested . The document will be confidential in WellSTAR if the UGS Project Information form is approved with the Confidentiality Requested box checked. Tool Tip for Confidentiality Requested: Checking this box is not a written request for confidentiality. Requests to have a document	

Release 4 Underground Gas Storage

	treated confidentially require justification and Division review and approval. Prior to, or at the time your document is filed, you must upload a letter explaining the legal and factual basis supporting your confidentiality request.	
5.	A document can be marked Internal Only . The document will be Internal Only in WellSTAR if the UGS Project Information form is approved with the Internal Only box checked.	
6.	Enter the document information.	Type, Relevant Date, Description
7.	Click browse.	
8.	Use the file explorer interface on your computer to navigate to and select the document.	File name
9.	Click Upload .	
10.	Repeat as needed.	
11.	Scroll to the bottom of the screen and click Next .	

Release 4 Underground Gas Storage

Form Navigation

- 1. Form Information
- 2. Operator Information ✓
- 3. Project Information ✗
- 4. Well Identification ✓
- 5. Plan Association ✓
- 6. Document Upload ✓
- 7. Form Submit**
- 8. Confirmation
- 9. Completeness Verification
- 10. CEQA Verification
- 11. District Verification
- 12. DOGGR HQ Verification
- 13. Review Comments
- 14. Review

Form Submit [Hide Form Navigation]

Associate related online form submissions to this submission by entering the Form ID or Form Description.

Online Form Association

Form ID	Form Category	Title	Description
Actions 1 Add Form			

Comments

Actions ▾

0 items per page No results to display

2 Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

03/18/2019

3 I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete. *

Form Submit Preview

Click the button below to preview your submission summary.

Preview Submission Summary

Back **4** Submit Save

Step	Action	Required Fields
1.	Associate another form to this form by clicking Actions, Add Form.	

Release 4 Underground Gas Storage

2.	Add a comment about this submission by typing in the comment field and clicking Add .	
3.	Check the I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.	
4.	The form will auto populate your name in the submitter field.	
5.	Scroll to the bottom of the screen and click Submit .	

Confirmation
[Hide Form Navigation]



Your UGS Project application with Project Code 90313551 has been submitted and the Form ID is 5907. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	The confirmation, including the Project Code and Form ID will appear	

1.2.1 Key Points

- In modify mode, the form allows some required fields in the geologic zones pop up to be skipped. The form can still be submitted.
- The UGS assessment is based on which wells were part of a UGS project for any part of the previous year. Be sure to carefully review the wells associated to the project.

2 REVIEW A UGS PROJECT SUBMITTAL

All project submittals are reviewed by UGS staff, both in the districts and in headquarters. The Project Approval Letter (PAL) conditions of approval (COA), and project status are all determined during the review steps. The CEQA review task is always generated for new and expanded projects and if the project approval letter is modified during a UGS project update.

Lesson Objectives:

- Review a UGS project submittal.
- Understand the steps of the workflow.
- Assign COAs to the project.
- Choose to generate, or not generate a Project approval letter.

Review task breakdown:

Step	UGS New, Modification, Expansion
1.	Completeness verification task assigned to {District} UGS Completeness Review Workgroup
2.	Well Verification task assigned to {District} UGS Review Workgroup
3.	District Verification Task Assigned to {District} UGS Review Workgroup
	HQ verification task assigned to HQ UGS Review Workgroup

Note: Each column represents a workflow path for the UGS Project Information form. The CEQA review task is always generated for new and expanded projects and if the project approval letter is modified during a UGS project update.

2.1 Completeness Verification Task

Release 4 Underground Gas Storage

WellSTAR

Well API

Home | Hello Jeanette McCracken, Department of Conservation

Home | My Tasks | Tasks | Alerts | Online Forms | Forms In Progress | Forms Submitted

Advanced Filtering | Actions | Search

Task Name	Organization	Status	Workgroup	Assigned To	Due Date	Created Date	Actions
Completeness Verification Task ³	Berry Petroleum Company, LLC	Not Started	Northern UGS Review Workgroup			03/18/2019	Actions
Completeness Check	Berry Petroleum Company, LLC	Not Started	Inland Completeness		02/25/2019	02/11/2019	Actions
Review Compliance Submission	Berry Petroleum Company, LLC	Not Started	Inland District Compliance Review			12/20/2018	Actions
Review Compliance Submission	Berry Petroleum Company, LLC	Not Started	Inland District Compliance Review			12/20/2018	Actions
Review Compliance	Berry Petroleum Company, LLC	Not Started	Inland District			12/20/2018	Actions

1 2 3 4 5 6 7 8 9 | 20 items per page | Viewing 1 - 20 from 180 results

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Access the WellSTAR home screen.	
2.	Locate the Completeness Verification Task in your My Tasks page. Note: if the task is missing from the My Tasks page: 1) another member of the workgroup may have already claimed it or 2) you may not be a member of the Workgroup.	
3.	Click the hyperlinked task name.	

The screenshot shows the 'Task Detail' page in the WellSTAR application. The task is titled 'Completeness Verification Task' and is 'System Generated'. The 'Assigned To' field is set to 'Jeanette McCracken' and the 'Due Date' is '03/30/2019'. The 'Organization' is 'Berry Petroleum Company, LLC' and the 'Status' is 'In Progress'. The 'Workgroup' is 'Northern UGS Review Workgroup'. The 'Created Date' is '03/18/2019' and the 'Created By' is 'Jeanette McCracken'. A red '4' is next to the task name field. A 'Form' section on the right contains a blue hyperlink 'OF_CA_OF034_UGSProjectInformatio' with a red '4' next to it. A 'Comments' section is also visible. A red '3' is next to the 'Save' button.

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to In progress .	
2.	Enter a task Due Date .	Due date
3.	Click Save .	
4.	Click the blue form hyperlink in the top right corner	

The screenshot displays the WellSTAR interface for 'UGS Project Information - Berry Petroleum Company, LLC (B3930)'. The 'Form ID: 5907' is shown. The 'Form Navigation' pane on the left lists 14 steps, with step 9, 'Completeness Verification', highlighted in blue and marked with a red '4'. The main content area, titled 'Completeness Verification', contains two required questions:

- 5. Are the correct documents uploaded to the project application? * (Yes selected)
- 6. Has the project Completeness Checklist been uploaded? * (Yes selected)

At the bottom right, there are 'Back', 'Next', and 'Save' buttons. The 'Save' button is highlighted in blue and marked with a red '7'.

Step	Action	Required Fields
1.	View the form and check for completeness.	
2.	Evaluate if the correct documents have been uploaded.	
3.	Upload the Project Completeness checklist as an Internal Only document in Section 6. Document Upload .	
4.	Navigate to Section 9. Completeness Verification .	
5.	Select yes for both Are the correct documents uploaded to the project application? and Has the project Completeness Checklist been uploaded? if appropriate.	
6.	Click Save .	
7.	Navigate to section 14. Review .	

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Click the Actions button in row with the Completeness Verification Task .	
2.	Select Pass , Return , or On Hold .	
3.	If you selected Pass the next tasks will be generated for this form.	
4.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

2.1.1 Key Points

- Internal Only uploads can be used to document the review process.
- If information is incomplete the form can be returned so that the Operator can resubmit with complete data.

2.2 Well Verification Task

Release 4 Underground Gas Storage

The screenshot displays the WellSTAR web application interface. At the top, the WellSTAR logo is on the left, and a 'Well API' dropdown menu is on the right. Below the logo is a navigation bar with 'Home' (1), 'Explore Data' (27), 'Forms', 'Tools', and 'Maps'. The main content area shows a user profile for 'Hello Jeanette McCracken, Department of Conser' and a 'Home' section with a 'Help' button. A navigation menu includes 'My Tasks', 'Tasks', 'Alerts', 'Online Forms', 'Forms In Progress', and 'Forms Submitted'. Below this is a table with columns: Task Name, Organization, Status, Workgroup, Assigned To, Due Date, Created Date, and Actions. A search bar and 'Advanced Filtering' options are at the top of the table. The table contains one entry: 'Well Verification Task' (3) by 'Berry Petroleum Company, LLC', with a status of 'Not Started' and a 'Created Date' of '03/18/2019'. The footer shows pagination controls: '20 items per page' and 'Viewing 1 - 1 from 1 results'.

Task Name	Organization	Status	Workgroup	Assigned To	Due Date	Created Date ↓	Actions
well veri (2)							
Well Verification Task (3)	Berry Petroleum Company, LLC	Not Started	Northern UGS Review Workgroup			03/18/2019	Actions

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Access the WellSTAR home screen.	
2.	Locate the Well Verification Task in your My Tasks page. Note: if the task is missing from the My Tasks page: 1) another member of the workgroup may have already claimed it or 2) you may not be a member of the Workgroup.	
3.	Click the hyperlinked task name.	

WellSTAR Well API [Search]

Home | Well Verification Task Hello Jeanette McCracken, Department of Conservation

Task Detail

Task Type
System Generated

Task Name *
Well Verification Task

Description *
Task for the Well group to work their process.
All comments are discoverable records, open to public review.

Organization
Berry Petroleum Company, LLC

Status *
Not Started

Workgroup
Northern UGS Review Workgroup

Assigned To 1

Due Date * 2

Created Date
03/18/2019

Created By
Jeanette McCracken

Cancel Save 3

Form
OF_CA_OF034_UGSProjectInformatic 4

Comments
Actions

20 items per page No results to display Add

All comments are discoverable records, open to public review.

Task History

Date ↓	Description
03/18/2019 08:42:30 AM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to In progress .	
2.	Enter a task Due Date .	Due date
3.	Click Save .	
4.	Click the blue form hyperlink in the top right corner	

1 Wells Associated to the UGS Project

Advanced Filtering Actions Search

<input type="checkbox"/>	API ↑	Oper...	Curr...	Curr...	Field	Plan...	Revi...	Actions
<input type="checkbox"/>	040-29000-82	Berry Petroleum Company, LLC - B3930	Oil & Gas	Plugged & Abandoned	Poso Creek			2 Actions
<input type="checkbox"/>	040-29000-83	Berry Petroleum Company, LLC - B3930	Oil & Gas	Idle	Poso Creek			
	040-	Berry Petroleum		Plugged				

3 Edit Review Confirm C/A - Casing Repair/Replacement C/A - Plug/Abandon C/A - Replug C/A - Other Additional Information Required Not in AOR View on Map

20 items per page Viewing 1 - 20 from 20 results

Back Next Save

Step	Action	Required Fields
1.	Review the wells in the Associated Wells grid in Section 4. Well Identification .	
2.	Click the Actions button in row with the Well being reviewed and click Planned Use/Review .	

Release 4 Underground Gas Storage

Select Planned Use
✕

* Indicates Required Field

API
0402900082

Designation
Poso 11

Field
Poso Creek

Location
(35.5818367, -119.04217529)

Planned Use *
▼

Non-Penetrating

Operator
Berry Petroleum Company, LLC - B3930

Current Type
Oil & Gas

Well Number
11

Area
Enas

MASP (psi)

Well construction is consistent with the requirements of section 1726.5 as of

Current Status
Plugged & Abandoned

District
Inland

County
Kern

Maximum Injection Rate (Mcf/d)

Review Decision *
▼

3/18/2019

PLSS
14, 27S, 27E,

Lease
Poso

Notes *

Cancel
5 Save

Step	Action	Required Fields
1.	Update a well's specific MASP(PSI) and Maximum Injection Rate (Mcf/d) if desired. Note: The well will inherit the MASP set for the project. This field only needs to be edited if the well has a more limited MASP than the MASP for the project. The Well Specific MASP cannot exceed the Project MASP. If the project MASP is updated, the well MASP will not update if it has been updated by a user in the past.	
2.	Check the box for well construction requirement and set a date if the well has been configured to meet UGS construction standards. Note: This field can be set through this Project Information form or in the Well Summary form. If the well is reworked in the future to meet requirements, the Well Summary can be used rather than using the Project Information form.	
3.	Enter a Review Decision . Note: This District Verification Task cannot be completed until all wells have been reviewed and a review decision is entered.	Review Decision

Release 4 Underground Gas Storage

4.	Add Notes that support the Review Decision .	Notes
5.	Click Save .	
6.	Repeat for all wells	
7.	Navigate to section 14. Review .	

Step	Action	Required Fields
1.	Click the Actions button in row with the Well Verification Task .	
2.	Select Pass , Return , or On Hold .	
3.	If you selected Pass the next tasks will be generated for this form.	
4.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

2.2.1 Key Points

- Wells that are associated to a UGS project or AOR are reviewed in this step.
- The reviewer can set a Well specific MASP.
- Wells can be added and removed by the reviewer if necessary.
- The review of the project and AOR wells is tracked.

2.3 CEQA Verification Task

Release 4 Underground Gas Storage

Well API

29
Explore Data
Forms
Tools
Maps

Home
Hello Jeanette McCracken, Department of Conservation

Home Help

My Tasks **Tasks** Alerts Online Forms Forms In Progress Forms Submitted

Advanced Filtering
Actions

Task Name	Organization	Status	Workgroup	Assigned To	Due Date	Created Date	Actions
ceqa 2							
CEQA Verification Tas 3	Berry Petroleum Company, LLC	Not Started	CEQA WorkGroup			03/18/2019	Actions
CEQA Tracking	Chevron U.S.A. Inc.	Not Started	CEQA WorkGroup		04/19/2019	03/05/2019	Actions
CEQA Verification Task	Anacapa Oil Corporation	Not Started	CEQA WorkGroup			10/03/2018	Actions
CEQA Verification Task	Anacapa Oil Corporation	Not Started	CEQA WorkGroup			08/01/2018	Actions
CEQA Verification Task	Anacapa Oil Corporation	Not Started	CEQA WorkGroup			08/01/2018	Actions
CEQA Verification Task	Anacapa Oil Corporation	Not Started	CEQA WorkGroup			08/01/2018	Actions
CEQA Verification Task	Anacapa Oil Corporation	Not Started	CEQA WorkGroup			07/25/2018	Actions

1
20 items per page

Viewing 1 - 15 from 15 results

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Access the WellSTAR home screen.	
2.	Locate the CEQA Verification Task in your My Tasks page. Note: if the task is missing from the My Tasks page: 1) another member of the workgroup may have already claimed it or 2) you may not be a member of the Workgroup.	
3.	Click the hyperlinked task name.	

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to In progress .	
2.	Enter a task Due Date .	Due date
3.	Click Save .	
4.	Click the blue form hyperlink in the top right corner	

Step	Action	Required Fields
1.	Navigate to Section 10. CEQA Verification.	
2.	Enter the required Dates. Note: The CEQA verification task is required for all new and expanded projects. The task is also generated if an existing project is modified (not an expansion) and the use updated the conditions of approval.	Date CEQA review started, Date CEQA review Completed.
3.	Click Save.	

Release 4 Underground Gas Storage

WellSTAR

Well API

Explore Data Forms Tools Maps

Online Forms | UGS Project Information Hello Jeanette McCracken, Department of Conservation

UGS Project Information - Berry Petroleum Company, LLC (B3930)

Form ID: 5907

Form Navigation

1. Form Information
2. Operator Information ✓
3. Project Information ✓
4. Well Identification ✓
5. Plan Association ✓
6. Document Upload ✓
7. Form Submit
8. Confirmation
9. Completeness Verification ✓
10. CEQA Verification
11. District Verification
12. DOGGR HQ Verification
13. Review Comments
14. Review 2 ✓

CEQA Verification [Hide Form Navigation]

Please enter information below. * Indicates Required Field

Date CEQA review started: *

3/18/2019

Date CEQA review completed: *

3/18/2019

Back Next Save

Step	Action	Required Fields
1.	Navigate to Section 6. Document Upload and upload supporting documents, if desired.	
2.	Navigate to Section 14. Review .	

The screenshot displays the WellSTAR web application interface. At the top, there is a navigation bar with 'WellSTAR' logo and a search box containing 'Well API'. Below this is a secondary navigation bar with 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. The main content area shows 'Online Forms | UGS Project Information' and a user profile for 'Hello Jeanette McCracken, Department of Cor'. The title is 'UGS Project Information - Berry Petroleum Company, LLC (B3930)' with a 'Help' button. A yellow banner indicates 'Form ID: 5907' and 'Please complete the DOGGR HQ Verification Task.' On the left, a 'Form Navigation' pane lists 14 steps, with '14. Review' selected. The main 'Review' section contains a table with columns: Task Name, Workgro..., Assigne..., Created, Last Up..., Review ..., and Actions. The table lists three tasks: 'Well Verification Task', 'Completeness Verification Task', and 'CEQA Verification Task'. The 'CEQA Verification Task' row has an 'Actions' button highlighted with a red circle '1'. A dropdown menu is open over the 'Actions' button, showing 'Update Review Status' (highlighted with a red circle '2') and 'Create Sub Task'. The 'Update Review Status' dialog box is open, showing 'Task Name: CEQA Verification Task', 'Assigned To: Jeanette McCracken', and a 'Review Status' dropdown menu (highlighted with a red circle '3') with options: 'Approve', 'Deny', 'On Hold', and 'Return'. At the bottom of the dialog, it says 'Viewing 1 - 3 from 3 results'. 'Back' and 'Close' buttons are at the bottom of the main interface.

Step	Action	Required Fields
1.	Click the Actions button in row with the CEQA Verification Task .	
2.	Select Pass , Return , or On Hold .	
3.	If you selected Pass the next tasks will be generated for this form.	
4.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

2.3.1 Key Points

- The CEQA task is always generated if there is a new or updated PAL.
- The CEQA fields are only required if the CEQA review task is generated.

2.4 District Verification task

Release 4 Underground Gas Storage

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with the WellSTAR logo, a 'Well API' dropdown, and a home icon with a notification badge '29'. Below the navigation bar, there are tabs for 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. The user is logged in as 'Hello Jeanette McCracken, Department of Conse'. The main content area shows a 'My Tasks' section with a search bar and a table of tasks. The table has columns for Task Name, Organization, Status, Workgroup, Assigned To, Due Date, Created Date, and Actions. The first task is 'District Verification Task' with a red '3' badge, assigned to 'Berry Petroleum Company, LLC', with a status of 'Not Started' and a workgroup of 'Northern UGS Review Workgroup'. Other tasks include 'Inland District Review Facility Submission' with various statuses and workgroups. At the bottom of the table, there is a pagination control showing '20 items per page' and 'Viewing 1 - 20 from 63 results'.

Task Name	Organization	Status	Workgroup	Assigned To	Due Date	Created Date	Actions
District Verification Task	Berry Petroleum Company, LLC	Not Started	Northern UGS Review Workgroup			03/18/2019	Actions
Inland District Review Facility Submission	Berry Petroleum Company, LLC	Not Started	Inland District Facility Review		01/03/2019	12/13/2018	Actions
Inland District Review Facility Submission	Berry Petroleum Company, LLC	Not Started	Inland District Facility Review		01/03/2019	12/13/2018	Actions
Inland District Review Facility Submission	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	01/03/2019	12/13/2018	
Inland District Review Facility Submission	Berry Petroleum Company, LLC	Not Started	Inland District Facility		01/03/2019	12/13/2018	Actions

Step	Action	Required Fields
1.	Access the WellSTAR home screen.	
2.	Locate the District Verification Task in your My Tasks page. Note: if the task is missing from the My Tasks page: 1) another member of the workgroup may have already claimed it or 2) you may not be a member of the Workgroup.	
3.	Click Save .	
4.	Click the hyperlinked task name.	

Task Detail

Task Type
System Generated

Task Name *
District Verification Task

Description *
Task for the District group to work their process.
All comments are discoverable records, open to public review.

Organization
Berry Petroleum Company, LLC

Status *
Not Started

Workgroup
Northern UGS Review Workgroup

Assigned To
1

Due Date *
2

Created Date
03/18/2019

Created By
Jeanette McCracken

Cancel Save 3

Form

4 OF_CA_OF034_UGSProjectInformatio

Comments

Actions

0 20 items per page No results to display

Add

All comments are discoverable records, open to public review.

Task History

Date ↓	Description
03/18/2019 09:01:15 AM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to In progress .	
2.	Enter a task Due Date .	Due date
3.	Click the blue form hyperlink in the top right corner.	

Help

UGS Project Information - Berry Petroleum Company, LLC (B3930)

Form ID: 5907

Form Navigation

1. Form Information
2. Operator Information ✓
3. Project Information ✓
4. Well Identification ✓
5. Plan Association ✓
6. Document Upload ✓
7. Form Submit
8. Confirmation
9. Completeness Verification ✓
10. CEQA Verification ✓
11. District Verification 1
12. DOGGR HQ Verification
13. Review Comments
14. Review ✓

District Verification [Hide Form Navigation]

Enter the conditions of approval for this UGS Project. * Indicates Required Field

SELECT Conditions of Approval

Advanced Filtering

	Description ↑	Category
5	<input type="checkbox"/> (OPERATOR) shall be responsible for conducting daily visual inspections of wells, flow lines, roads and facilities.	General Well Operations - SC Diatomite
	<input type="checkbox"/> (OPERATOR) shall employ a continuous real-time well monitoring system with automatic alerts for abnormal conditions, such as the DISECT Exception Based Reporting System, to give adequate warnings to prevent surface expressions. The Division may request, upon notice to operator, periodic updates on the performance of the monitoring system in relation to the prevention of surface expressions in the project area.	Operating Conditions - Thermal Projects
	<input type="checkbox"/> (OPERATOR) shall have staff on site to monitor operation 24-hours a day when cyclic steam operations are being conducted.	General Well Operations - SC Diatomite
	<input type="checkbox"/> (OPERATOR) shall provide a list of all chemicals additives, including solvents, surfactants, biocides, miscible and immiscible gases introduced to the water/steam prior to the	General Well Operations - SC

1 2 3 4 5 6
20 items per page
Viewing 1 - 20 from 101 results

6
↓
↑

Step	Action	Required Fields
1.	Navigate to Section 11. District Verification.	
2.	Check or uncheck the “Please check this box if a Project Approval Letter (PAL) will not be sent. The correspondence below will not be generated upon finalizing this form” box as desired. Note: All new and expanded projects must have a PAL created. A PAL may be generated for a modification to a project if desired.	
3.	Add Conditions of approval:	
4.	Use the Advanced Filtering button on the Select Conditions of Approval grid.	
5.	Check the box next to the condition to be associated with the Project.	
6.	Click the down arrow to move the condition to the lower Conditions of Approval grid.	

Conditions of Approval

Advanced Filtering Actions ▾ Search

<input type="checkbox"/>	Description	Category	Actions
<input type="checkbox"/>	(OPERATOR) shall employ a continuous real-time well monitoring system with automatic alerts for abnormal conditions, such as the DiSECT Exception Based Reporting System, to give adequate warnings to prevent surface expressions. The Division may request, upon notice to operator, periodic updates on the performance of the monitoring system in relation to the prevention of surface expressions in the project area.	Operating Conditions - Thermal Pro	2 Actions ▾

3

- Edit COA
- Remove COA
- Move Down
- Move Up

Step	Action	Required Fields
1.	Update a Condition of Approval :	
2.	Click the Actions button in row with the condition to be edited.	
3.	Click Edit Record .	

Release 4 Underground Gas Storage

Condition of Approval
✕

* Indicates Required Field

Category *

Operating Conditions - Thermal Projects
▼

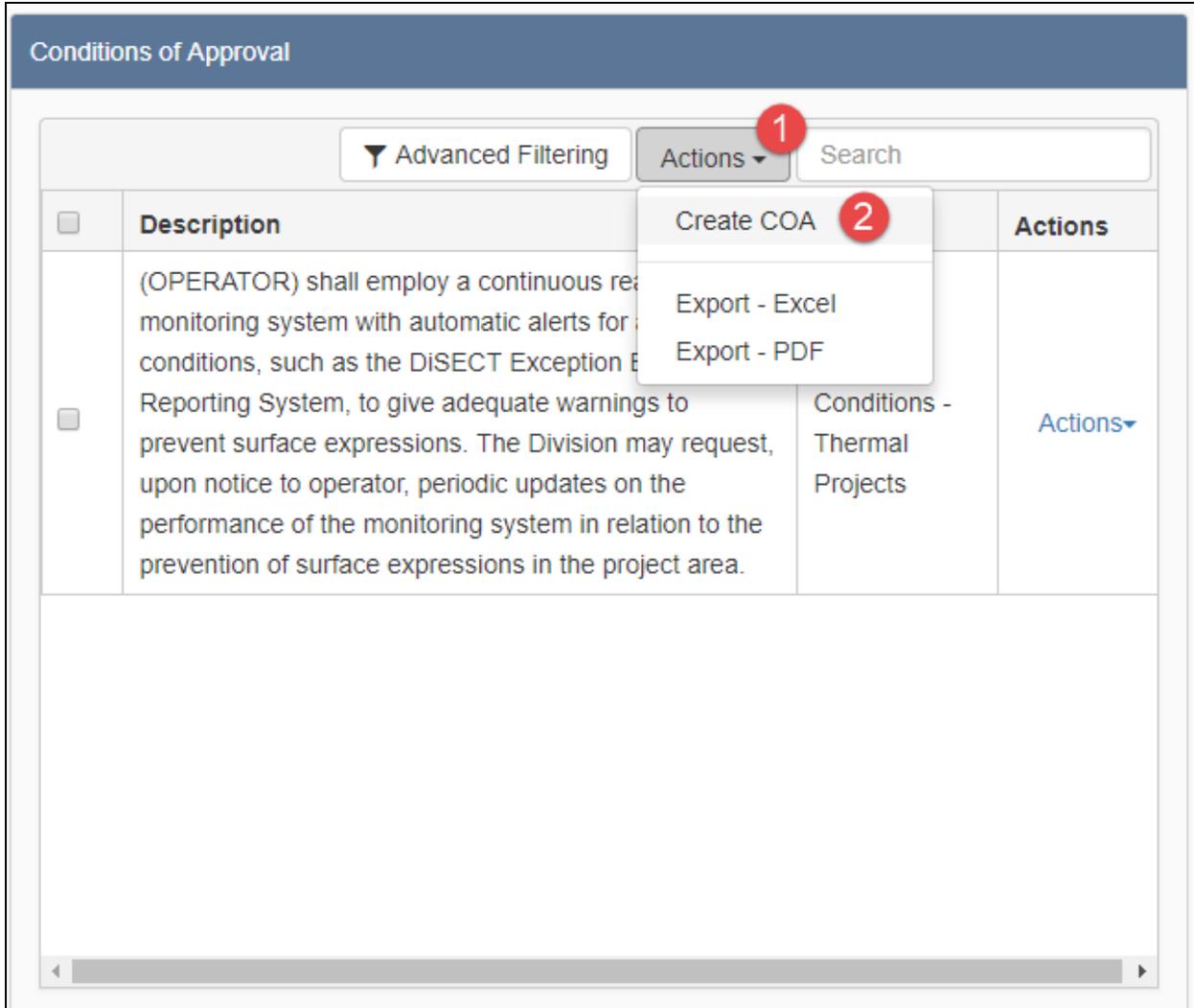
Description *

(OPERATOR) shall employ a continuous real-time well monitoring system with automatic alerts for abnormal conditions, such as the DiSECT Exception Based Reporting System, to give adequate warnings to prevent surface expressions. The Division may request, upon notice to operator, periodic updates on the performance of the monitoring system in relation to the prevention of surface expressions in the project area.

Cancel

Save

Step	Action	Required Fields
1.	The Condition of Approval pop up displays.	
2.	Click in the Description box and edit the text as needed.	
3.	Click Save .	
4.	The edited text appears in the Conditions of Approval grid.	



Step	Action	Required Fields
1.	Create a custom Condition of Approval :	
2.	Click the actions button at the top of the Conditions of Approval grid.	
3.	Click Create COA .	

Release 4 Underground Gas Storage

✕
Condition of Approval

* Indicates Required Field

Category * 1

General Requirements
▼

Description * 2

Training

Cancel
Save
3

Step	Action	Required Fields
1.	Choose a Category for the COA.	Category
2.	Write the COA in the Description box.	Description
3.	Click Save .	
4.	The text of the COA appears in the Conditions of Approval grid.	
5.	Repeat as needed.	
6.	Navigate to Section 14. Review .	

Step	Action	Required Fields
1.	Click the Actions button in row with the District Verification Task .	
2.	Select Approve , Return , or On Hold .	
3.	If you selected Approve and the other tasks are already complete, this approval will publish the UGS project data to WellSTAR.	
4.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

2.4.1 Key Points

- Any edits to any Condition of Approval will trigger a CEQA review.
- Checking the “Please check this box if a Project Approval Letter (PAL) will not be sent. The correspondence below will not be generated upon finalizing this form.” Will over write any changes to the form. Edits to the COAs cannot be

2.5 HQ verification task

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. Below this, a 'Home' section displays 'Hello Jeanette McCracken, Department of Conservation'. A 'My Tasks' section is active, showing a list of tasks. The tasks are listed in a table with columns: Task Name, Organization, Status, Workgroup, Assigned To, Due Date, Created Date, and Actions. The 'DOGGR HQ Verification Task' is the first task in the list, with a status of 'Not Started' and assigned to 'Headquarters UGS Review Workgroup'. It is highlighted with a red circle and a '3' in a red circle. A red circle with a '2' is over the 'Task Name' column header, and a red circle with a '1' is over the home icon in the top navigation bar.

Task Name	Organization	Status	Workgroup	Assigned To	Due Date	Created Date	Actions
DOGGR HQ Verification Task	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup			03/18/2019	Actions
District Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/28/2019	03/18/2019	
Well Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/30/2019	03/18/2019	
CEQA Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/22/2019	03/18/2019	
Completeness Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/30/2019	03/18/2019	
CEQA Tracking	Chevron U.S.A. Inc.	Not Started	CEQA WorkGroup		04/19/2019	03/05/2019	Actions

Step	Action	Required Fields
1.	Access the WellSTAR home screen.	
2.	Locate the HQ Verification Task in your My Tasks page. Note: if the task is missing from the My Tasks page: 1) another member of the workgroup may have already claimed it or 2) you may not be a member of the Workgroup.	
3.	Click the hyperlinked task name.	

Release 4 Underground Gas Storage

Task Detail

Task Type
System Generated

Task Name *
DOGGR HQ Verification Task

Description *
Task for the DOGGR HQ group to work their process.
All comments are discoverable records, open to public review.

Organization
Berry Petroleum Company, LLC

Status *
Not Started

Workgroup
Headquarters UGS Review Workgroup

Assigned To
1

Due Date *
2

Created Date
03/18/2019

Created By
Jeanette McCracken

Cancel Save 3

Form

OF_CA_OF034_UGSProjectInformation 4

Comments

Actions

0 20 items per page No results to display Add

All comments are discoverable records, open to public review.

Task History

Date ↓	Description
03/18/2019 09:01:15 AM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to in progress .	
2.	Enter a task Due Date .	Due date
3.	Click Save .	
4.	Click the blue form hyperlink in the top right corner.	

UGS Project Information - Berry Petroleum Company, LLC (B3930)

Help

Form ID: 5907

Form Navigation ?

1. Form Information
2. Operator Information
3. Project Information
4. Well Identification
5. Plan Association
6. Document Upload
7. Form Submit
8. Confirmation
9. Completeness Verification
10. CEQA Verification
11. District Verification
12. DOGGR HQ Verification
13. Review Comments
14. Review

Plan Association [Hide Form Navigation]

This step shows Plan documents associated with the UGS Project. If new Plans need to be added, or existing Plans maintained, please use the Plan Submission online form. This form can be accessed from the Online Forms list in the Global Navigation by selecting Plan Submission.

Associated Plans

Advanced Filtering

?

<input type="checkbox"/>	Plan ID	Plan Type	Plan Name	Relevant Date	Status
No results to display					

◀ ▶ 0 ▶▶
5 items per page
No results to display ↻

Back
Next
Save

Step	Action	Required Fields
1.	Review the project form submission.	

Release 4 Underground Gas Storage

WellSTAR

Well API

Home Hello Jeanette McCracken, Department of Conservation

Home

My Tasks Tasks Alerts Online Forms Forms In Progress Forms Submitted

Task Name ↓	Organization	Status	Workgroup	Assigned To	Due Date	Actions
ugs! 2		Comple				
Review UGS Submission 3	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup		04/15/2019	Actions-
Review UGS Submission	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup		04/15/2019	Actions-
Review UGS Submission	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup		04/15/2019	Actions-
Review UGS Annual Assessment	Department of Conservation	Not Started	Senior Headquarters UGS Review Workgroup			Actions-

Advanced Filtering Actions Search

20 items per page Viewing 1 - 4 from 4 results

Step	Action	Required Fields
1.	Navigate to the WellSTAR home screen.	
2.	Locate the Review UGS Submission task.	
3.	Click the hyperlinked task name.	

Release 4 Underground Gas Storage

Task Detail

Task Type
System Generated

Task Name *
Review UGS Submission

Description *
HQ review of a submitted UGS Plan.
All comments are discoverable records, open to public review.

Organization
Berry Petroleum Company, LLC

Status *
In Progress

Workgroup
Headquarters UGS Review Workgroup

Assigned To
1. Jeanette McCracken

Due Date *
04/15/2019

Created Date
03/18/2019

Created By
Jeanette McCracken

Cancel Save 2

Form
OFD008 - Plan Submission 3

Comments
Actions

0 20 items per page No results to display

Task History

Date ↓	Description
03/18/2019 10:57:50 AM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to in progress .	
2.	Click Save .	
3.	Click the blue form hyperlink in the top right corner.	

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with 'WellSTAR' logo, 'Well API' dropdown, and menu items: 'Home', 'Explore Data', 'Forms', 'Tools', 'Maps'. Below this, the user is logged in as 'Hello Jeanette McCracken, Department of Cor'. The main heading is 'Plan Submission - Berry Petroleum Company, LLC (B3930)'. The form ID is 5909. On the left, a 'Form Navigation' sidebar lists steps 1 through 9, with '3. Document Upload' highlighted and marked with a red circle '1'. The main content area is titled 'Document Upload' and contains instructions: 'Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.' Below this is a table titled 'Uploaded Documents' with columns: 'Upload...', 'Upload...', 'Type', 'Descri...', 'Filename', 'Docum...', 'Docum...', and 'Actions'. One document is listed: '03/18/2019', 'Jeanette McCracken', 'Emergency Response Plan', 'Training', '05-2018.xlsx', and 'xlsx'. The 'Actions' column for this document is highlighted with a red circle '2', and a tooltip shows 'View/Edit Document Details' and 'Remove Document'. At the bottom, there are 'Back', 'Next', and 'Save' buttons.

Step	Action	Required Fields
1.	Review the submitted plan. Note: UGs plan types: Risk Management Plan, Emergency Response Plan, Records Management Plan, Baseline Gas Detection Plan, Decommissioning Plan.	
2.	Navigate to Section 3. Document Upload	

WellSTAR

Well API

34 Explore Data Forms Tools Maps

Online Forms : Plan Submission Hello Jeanette McCracken, Department of Con

Plan Submission - Berry Petroleum Company, LLC (B3930)

Form ID: 5909

Form Navigation

1. Form Information
2. Operator Information
3. Document Upload
4. Plan Association
5. Additional Information
6. Form Submit
7. Confirmation
8. Review Comments
9. Review **2**

Document Upload [Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering Actions Search

Upload...	Upload...	Type	Descri...	Filen	Add New	am...	Actions
03/18/2019	Jeanette McCracken	Emergency Response Plan	Training	05-2018	1		Actions

Back Next Save

Step	Action	Required Fields
1.	Upload any documents necessary. Note: Internal Only documents can be uploaded to support this review.	
2.	Navigate to Section 9. Review.	

Step	Action	Required Fields
1.	Click the Actions button in row with the Review UGS Submission Task .	
2.	Select Approve, Return, or On Hold .	
3.	If you selected Approve the Plan will be associated with the UGS project.	
4.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

Release 4 Underground Gas Storage

The screenshot shows the WellSTAR application interface. At the top, there is a navigation bar with 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. Below this is a user profile section for 'Hello Jeanette McCracken, Department of Conservation'. The main content area is titled 'Home' and contains a 'My Tasks' section. A table of tasks is displayed with the following data:

Task Name	Organization	Status	Workgroup	Assigned To	Due Date	Created Date	Actions
DOGGR HQ Verification Task	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup	Jeanette McCracken	03/28/2019	03/18/2019	Actions
District Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/28/2019	03/18/2019	
Well Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/30/2019	03/18/2019	
CEQA Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/22/2019	03/18/2019	
Completeness Verification Task	Berry Petroleum Company, LLC	Completed		Jeanette McCracken	03/30/2019	03/18/2019	
CEQA Tracking	Chevron U.S.A. Inc.	Not Started	CEQA WorkGroup		04/19/2019	03/05/2019	Actions

At the bottom of the table, there is a pagination control showing '1' selected, '20' items per page, and 'Viewing 1 - 20 from 287 results'.

Step	Action	Required Fields
1.	Repeat the plan review task for each plan submitted with the UGS project. When all plans have been reviewed and approved return to the HQ Verification Task .	
2.	Navigate to WellSTAR home.	
3.	In My Tasks locate the HQ Verification Task assigned to you previously in this guide.	
4.	Click on the task name hyperlink.	

The screenshot displays the 'Task Detail' interface in the WellSTAR system. The breadcrumb trail shows 'Home > DOGGR HQ Verification Task'. The user is identified as 'Hello Jeanette McCracken, Department of Conser'. The task details are as follows:

- Task Type:** System Generated
- Task Name:** DOGGR HQ Verification Task
- Description:** Task for the DOGGR HQ group to work their process. *All comments are discoverable records, open to public review.*
- Organization:** Berry Petroleum Company, LLC
- Status:** Not Started
- Workgroup:** Headquarters UGS Review Workgroup
- Assigned To:** (Empty dropdown)
- Due Date:** (Empty date field)
- Created Date:** 03/18/2019
- Created By:** Jeanette McCracken

On the right side, there is a 'Form' section with a hyperlink 'OF_CA_OF034_UGSProjectInformation' and a red notification badge with the number '1'. Below it is a 'Comments' section with an 'Actions' dropdown and an 'Add' button. At the bottom right, a 'Task History' table shows a single entry:

Date ↓	Description
03/18/2019 09:01:15 AM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Click on the form name hyperlink in the top right corner.	
2.	Navigate to Section 5. Plan Association . Ensure that all the approved plans are listed. Note: If a Plan is missing, return to the Plan Submission form and double check that it was approved.	

WellSTAR

Well API

32 Explore Data Forms Tools Maps

Online Forms | UGS Project Information Hello Jeanette McCracken, Department of Conservation

UGS Project Information - Berry Petroleum Company, LLC (B3930)

Form ID: 5907

Form Navigation

- 1. Form Information
- 2. Operator Information ✓
- 3. Project Information ✓
- 4. Well Identification ✓
- 5. Plan Association ✓
- 6. Document Upload ✓
- 7. Form Submit
- 8. Confirmation
- 9. Completeness Verification ✓
- 10. CEQA Verification ✓
- 11. District Verification ✓
- 12. DOGGR HQ Verification 1**
- 13. Review Comments
- 14. Review 6

DOGGR HQ Verification [Hide Form Navigation]

Please enter information below. * Indicates Required Field

2 Have all required Plans been associated to the UGS Project? *

Yes No

3 UGS Project Status *

Active

4 Was a fee charged for UGS-Event Response Defrayment? *

Yes No

Fee Amount \$ *

Due Date * 3/18/2019

Back Next Save 5

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Navigate to Section 12. DOGGR HQ Verification.	
2.	Have all required Plans been associated to the UGS project? Click "yes"	
3.	Update the Project Status if necessary. Note: Ceased Operation is used when a project has been given a moratorium on injecting. This is different from Decommissioned, where a project has completed the terms of their approved decommissioning plan and will no longer be an active UGS project.	
4.	A fee for UGS event response can be generated from this review step, as necessary. Note: This will create a record in transactions and payments. Only create this after review with accounting to determine the value of this fee.	Fee amount, Due Date
5.	Click Save.	
6.	Navigate to Section 14. Review.	

The screenshot displays a software interface for reviewing tasks. On the left is a 'Form Navigation' sidebar with 14 steps, where '14. Review' is selected. The main area is titled 'Review' and contains a table of tasks. An 'Update Review Status' dialog box is open, showing details for a 'DOGGR HQ Verification Task' assigned to Jeanette McCracken. The dialog has a 'Review Status' dropdown menu and buttons for 'Approve', 'Deny', 'On Hold', and 'Return'. Red circles 1, 2, and 3 highlight the 'Actions' button in the table, the 'Update Review Status' button in the dialog, and the 'Review Status' dropdown menu in the dialog.

Task Na...	Workgr...	Assigne...	Created	Last Up...	Review ...	Actions
Verification Task	Review Workgroup	McCracken	08:23 AM	08:42 AM	Approve	
District Verification Task	Northern UGS Review Workgroup	Jeanette McCracken	03/18/2019 09:01 AM	03/18/2019 09:12 AM	Approve	
CEQA Verification Task	CEQA WorkGroup	Jeanette McCracken	03/18/2019 08:42 AM	03/18/2019 09:00 AM	Approve	
DOGGR HQ	Headquarters UGS	Jeanette	03/18/2019 08:01 AM	03/18/2019 09:13 AM		Actions

Step	Action	Required Fields
1.	Click the Actions button in row with the HQ Verification Task.	
2.	Click Update Review Status.	
3.	Select Approve, Return, or On Hold.	

Release 4 Underground Gas Storage

4.	If you selected Approve and the other tasks are already complete, this approval will publish the UGS project data to WellSTAR.	
5.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

2.5.1 Key Points

- The HQ verification task may require the competition of one or more plan reviews prior to closing out this task.
- This review can also be used to levy a fee for leak response or change a project status.

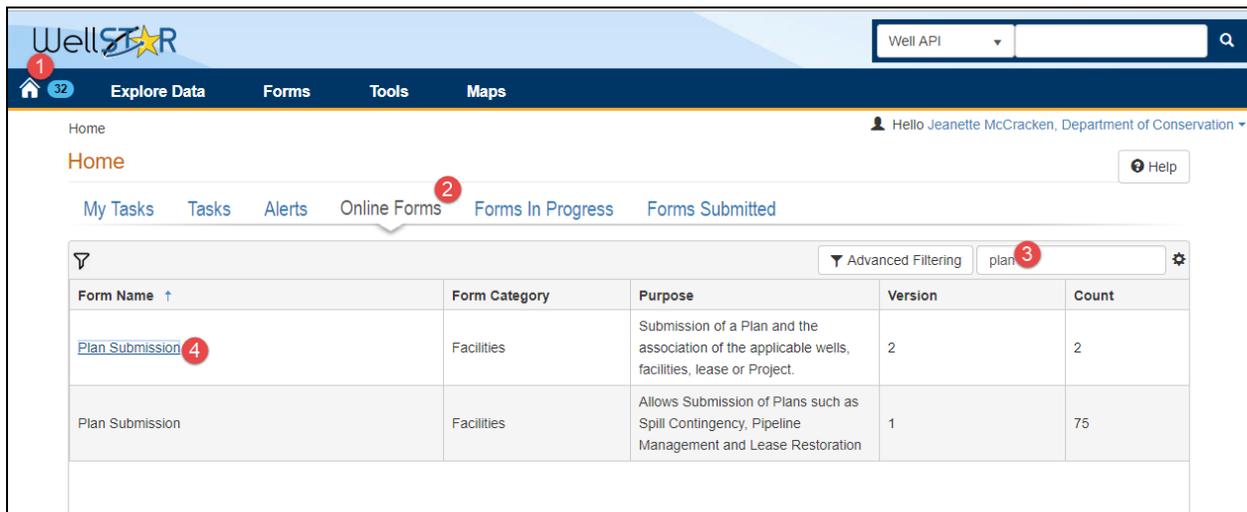
3 SUBMIT AND REVIEW UGS PLANS

Underground Gas Storage Plans may be submitted using the Plan Submission form. The UGS plan types submitted through this form are; Risk Management Plan (RMP), Emergency Response Plan (ERP), Records Management Plan, Baseline Gas Detection Plan, Decommissioning Plan. Plan specific information is captured for the RMP and ERP submittals. Only the Plan Submission form can assign plan statuses. Plans should never be submitted through the Project information form or the General Document upload form.

Lesson Objectives:

- Submit UGS Plan types.
- Review and approve plan types.

3.1 Submit a UGS Plan



Step	Action	Required Fields
1.	Navigate to WellSTAR Home.	
2.	Click on the Online Forms tab.	
3.	Search for the Plan Submission form	
4.	Click on the form name hyperlink.	

The screenshot shows the 'Plan Submission' form in the WellSTAR system. The form is titled 'Plan Submission' and is part of the 'Forms' section. It includes a 'Form Information' section with the following fields:

- Form Name:** Plan Submission
- Organization *:** Berry Petroleum Company, LLC (B3930) - Bakersfield, CA
- Plan Type *:** Risk Management Plan
- Description *:** RMP Training

At the bottom of the form, there are two buttons: 'Cancel' and 'Save & Continue'. The 'Save & Continue' button is highlighted with a red '4'.

Step	Action	Required Fields
1.	Select the Organization .	Organization
2.	Select the Plan Type . Note: UGs plan types: Risk Management Plan, Emergency Response Plan, Records Management Plan, Baseline Gas Detection Plan, Decommissioning Plan.	Plan Type
3.	Enter a Description .	Description
4.	Click Save and Continue .	

Release 4 Underground Gas Storage

Form ID: 5908
[Hide Form Navigation]

Form Navigation

- 1. Form Information
- 2. Operator Information
- 3. Document Upload
- 4. Plan Association
- 5. Additional Information
- 6. Form Submit
- 7. Confirmation
- 8. Review Comments
- 9. Review

Operator Information

Please confirm the correct Organization has been selected, and designate contact(s) with their correct role. By default, the Organization's Agent and the form submitter are selected as contacts. * Indicates Required Field

Organization Name	Type of Organization
Berry Petroleum Company, LLC (B3930)	Corporation
Organization Primary Address	
5201 Truxtun Ave. Bakersfield, CA 93309	
Organization Primary Phone Number	Ext
(661) 616-3900	

Contacts

Name ↑	Phone Number	Email	Role	Actions
Jeanette McCracken	(916) 322-9768	Jeanette.McCracken@conservation.ca.govx	Submitter	
Trent Rosenlieb	(661) 616-3900	trr@bry.comx	Agent	

Step	Action	Required Fields
1.	View the organization information	
2.	Add a form contact, if desired.	
3.	Click Next.	

Plan Submission - Berry Petroleum Company, LLC (B3930) Help

Form ID: 5908

Form Navigation

1. Form Information
2. Operator Information ✓
3. Document Upload
4. Plan Association ✓
5. Additional Information ✓
6. Form Submit
7. Confirmation
8. Review Comments
9. Review

Document Upload
[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering

Actions
Search

Upload...	Upload...	Type	Descri...	Filen	Add New	am...	Actions
03/18/2019	Jeanette McCracken	Risk Management Plan	RMP Training	05-2018			Actions
03/18/2019			Organization Questionnaire Form Snapshot	20180502_090209_Approved_ND033_EntityMgmtOrgQuestionnaireSnapshot.pdf	369		Actions

Back
Next
Save

Step	Action	Required Fields
1.	To upload a Plan and supporting documentation to WellSTAR:	
2.	Click the Actions button and select Add New .	

Document Upload
✕

* Indicates Required Field

1
 Upload New Document

Associate Existing WellSTAR Document

3
 Internal Only

2
 Confidentiality Requested ?

Category

UGSPL
▼

Type *

Risk Management Plan
▼

Relevant Date * ?

03/22/2019
📅

Description *

RMP Training

All comments are discoverable records, open to public review.

Filename * ?

Browse
✓ Done

📄
xlsx

05-2018.xlsx
7.68 KB

Cancel

6
 Upload

Step	Action	Required Fields
1.	Click the Upload New Document radio option.	
2.	A document can be marked Confidentiality Requested . The document will be confidential in WellSTAR if the UGS Project Information form is approved with the Confidentiality Requested	

	<p>box checked.</p> <p>Tool Tip for Confidentiality Requested: Checking this box is not a written request for confidentiality. Requests to have a document treated confidentially require justification and Division review and approval. Prior to, or at the time your document is filed, you must upload a letter explaining the legal and factual basis supporting your confidentiality request.</p>	
3.	<p>A document can be marked Internal Only. The document will be Internal Only in WellSTAR if the UGS Project Information form is approved with the Internal Only box checked.</p>	
4.	<p>Enter the document information.</p> <p>Note: A document of the same type as the plan type chosen in step 1 form information must be uploaded. For example, if the Plan Type is Risk Management Plan, a Risk Management Plan must be uploaded.</p>	Type, Relevant Date, Description
5.	<p>Click browse.</p>	
6.	<p>Use the file explorer interface on your computer to navigate to and select the document.</p>	File name
7.	<p>Click Upload.</p>	
8.	<p>Repeat as needed.</p>	
9.	<p>Scroll to the bottom of the screen and click Next.</p>	

Plan Submission - Berry Petroleum Company, LLC (B3930) Help

Form ID: 5908

Form Navigation

1. Form Information
2. Operator Information ✓
3. Document Upload ✗
4. Plan Association 1
5. Additional Information
6. Form Submit
7. Confirmation
8. Review Comments
9. Review

Plan Association [Hide Form Navigation]

Please use grids below to select the appropriate association for the uploaded plan document. Move ahead to the next step if you are uploading an Aggregate Well Maintenance Plan.

Associated Project

Select Project

Advanced Filter 2
Actions ▾
Search ⚙

<input checked="" type="checkbox"/>	Project ID ↑	Type	Field	County	Storage F...	Status
3	<input checked="" type="checkbox"/>	90313551	UGS			Pending

◀ 1 ▶
10 items per page
Viewing 1 - 1 from 1 results ↻

4
▾
▲

Associated Project

Advanced Filtering
Actions ▾
Search ⚙

<input type="checkbox"/>	Project ID	Type	Field	County	Storage F...	Status
5	<input type="checkbox"/>	90313551	UGS			Pending

◀ 1 ▶
10 items per page
Viewing 1 - 1 from 1 results ↻

Back
Next 6
Save

Step	Action	Required Fields
1.	Section 4. Plan Association is displayed.	
2.	Use Advanced Filtering to find the UGS project. Note: only one project can be selected.	
3.	Check the box next to the project.	
4.	Click the down arrow.	
5.	The project is moved to the Associated Project grid. Note: only one project can be selected. If a different project needs to be associated, the first project must be removed from the lower	

Release 4 Underground Gas Storage

	Associated Project grid by using the up arrow.	
6.	Click Next .	

Plan Submission - Berry Petroleum Company, LLC (B3930) Help

Form ID: 5908

Form Navigation ?

- 1. Form Information
- 2. Operator Information ✓
- 3. Document Upload ✗
- 4. Plan Association ✓
- 5. Additional Information**
- 6. Form Submit
- 7. Confirmation
- 8. Review Comments
- 9. Review

Additional Information [Hide Form Navigation]

Please enter additional information associated to the plan submission. * Indicates Required Field

2 Risk Management Plan

Were the use of surface and/or subsurface automatic or remote-activated safety valves deemed appropriate for any wells in this project? *

3

Yes
No

Back Next Save

Step	Action		Required Fields
1.	Section 5. Additional Information is displayed		
2.	Risk Management Plan:		
3.	Were the use of surface and/or subsurface automatic or remote-actuated safety valves deemed appropriate for any wells in this project?		Yes or No

Plan Submission - Berry Petroleum Company, LLC (B3930)

Help

Form ID: 5909

Form Navigation

1. Form Information
2. Operator Information ✓
3. Document Upload
4. Plan Association
5. Additional Information
6. Form Submit
7. Confirmation
8. Review Comments
9. Review

Additional Information
[Hide Form Navigation]

Please enter additional information associated to the plan submission. * Indicates Required Field

1 Emergency Response Plan

Were local emergency response entities given at least 30 days to review and provide input on the emergency response plan? *

2

3 Start Response Date

3 End Response Date

Was a Risk Management Plan submitted concurrently with this Emergency Response Plan?

4

Back
Next
Save

Step	Action	Required Fields
1.	Emergency Response Plan:	
2.	Were local emergency response entities given at least 30 days to review and provide input on the emergency response plan	Yes or No
3.	Enter a date range	Start Response Date, End Response Date
4.	Was a Risk Management Plan submitted concurrently with this Emergency Response Plan	Yes or No

WellSTAR

Well API

32 Explore Data Forms Tools Maps

Online Forms | Plan Submission Hello Jeanette McCracken, Department of Conse

Plan Submission - Berry Petroleum Company, LLC (B3930) Help

Form ID: 5910

Form Navigation

1. Form Information
2. Operator Information ✓
3. Document Upload ✓
4. Plan Association ✓
5. Additional Information **1**
6. Form Submit
7. Confirmation
8. Review Comments
9. Review

Additional Information [Hide Form Navigation]

2 Please enter additional information associated to the plan submission. * Indicates Required Field

Back **Next** **3** Save

Step	Action	Required Fields
1.	Other plan types:	
2.	No information is capture in section 5. Additional Information.	
3.	Click Next.	

Plan Submission - Berry Petroleum Company, LLC (B3930) Help

Form ID: 5910

Form Navigation ?

- 1. Form Information
- 2. Operator Information ✓
- 3. Document Upload ✓
- 4. Plan Association ✓
- 5. Additional Information ✓
- 6. Form Submit
- 7. Confirmation
- 8. Review Comments
- 9. Review

Form Submit [Hide Form Navigation]

Associate related online form submissions to this submission by entering the Form ID or Form Description.

Online Form Association 1 Actions ▾ ⚙

Form ID	Form Category	Title	Description	Actions

Comments ▾

Actions ▾

◀ ◀ 0 ▶ ▶ 20 items per page No results to display ↻

2 Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Internal User Jeanette McCracken 4

Date Received

03/18/2019 📅

3 I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete. *

Form Submit Preview

Click the button below to preview your submission summary.

Preview Submission Summary

Back Next 5 Save

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Associate another form to this form by clicking Actions, Add Form.	
2.	Add a comment about this submission by typing in the comment field and clicking Add.	
3.	Check the I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.	
4.	The form will auto populate your name in the submitter field.	
5.	Scroll to the bottom of the screen and click Submit.	

3.1.1 Key Points

- The Risk Management Plan and Emergency Response plans collect data in Section 5. Additional Information.
- A document of the same type as the plan type chosen in step 1 form information must be uploaded. For example, if the Plan Type is Risk Management Plan, a Risk Management Plan must be uploaded.

3.2 Review a UGS Plan

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with the WellSTAR logo, a search bar containing 'Well API', and navigation tabs for 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. Below the navigation bar, the user is logged in as 'Hello Jeanette McCracken, Department of Conservation'. The main content area displays a 'Home' page with a 'My Tasks' tab selected. A task list is shown with columns for Task Name, Organization, Status, Workgroup, Assigned To, Due Date, and Actions. The first task is 'Review UGS Submission' with a red notification badge '2'. Below it are three more 'Review UGS Submission' tasks and one 'Review UGS Annual Assessment' task. The interface includes a search bar, advanced filtering options, and pagination controls at the bottom.

Task Name	Organization	Status	Workgroup	Assigned To	Due Date	Actions
ugs! 2		Comple				
Review UGS Submission 3	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup		04/15/2019	Actions>
Review UGS Submission	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup		04/15/2019	Actions>
Review UGS Submission	Berry Petroleum Company, LLC	Not Started	Headquarters UGS Review Workgroup		04/15/2019	Actions>
Review UGS Annual Assessment	Department of Conservation	Not Started	Senior Headquarters UGS Review Workgroup			Actions>

Step	Action	Required Fields
1.	Navigate to the WellSTAR home screen.	
2.	Locate the Review UGS Submission task.	

Release 4 Underground Gas Storage

3.	Click the hyperlinked task name.	
----	----------------------------------	--

The screenshot displays the 'Task Detail' interface in the WellSTAR system. The left sidebar contains metadata for the task: 'Task Type' (System Generated), 'Task Name' (Review UGS Submission), 'Description' (HQ review of a submitted UGS Plan), 'Organization' (Berry Petroleum Company, LLC), 'Status' (In Progress), 'Workgroup' (Headquarters UGS Review Workgroup), 'Assigned To' (Jeanette McCracken), 'Due Date' (04/15/2019), 'Created Date' (03/18/2019), and 'Created By' (Jeanette McCracken). The main content area features a 'Form' section with a blue hyperlink 'OFD008 - Plan Submission' and a red notification badge '3'. Below this is a 'Comments' section with an 'Add' button. At the bottom, a 'Task History' table lists the creation event. A 'Save' button with a red '2' notification is located at the bottom left of the form area.

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to In progress .	
2.	Click Save .	
3.	Click the blue form hyperlink in the top right corner.	

WellSTAR

Well API

34 Explore Data Forms Tools Maps

Online Forms | Plan Submission Hello Jeanette McCracken, Department of Cor

Plan Submission - Berry Petroleum Company, LLC (B3930) Help

Form ID: 5909

Form Navigation

1. Form Information
2. Operator Information
3. Document Upload **1**
4. Plan Association
5. Additional Information
6. Form Submit
7. Confirmation
8. Review Comments
9. Review

Document Upload [Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering Actions Search

Upload...	Upload...	Type	Descri...	Filename	Docum...	Docum...	Actions
03/18/2019	Jeanette McCracken	Emergency Response Plan	Training	05-2018.xlsx		xlsx	Actions 2

View/Edit Document Details
Remove Document

Back Next Save

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Review the submitted plan. Note: UGs plan types: Risk Management Plan, Emergency Response Plan, Records Management Plan, Baseline Gas Detection Plan, Decommissioning Plan.	
2.	Navigate to Section 3. Document Upload	

The screenshot displays the WellSTAR web application interface. At the top, the WellSTAR logo is visible on the left, and a 'Well API' dropdown menu is on the right. Below the logo, navigation tabs for 'Explore Data', 'Forms', 'Tools', and 'Maps' are present. The user is logged in as 'Hello Jeanette McCracken, Department of Con'. The main heading is 'Plan Submission - Berry Petroleum Company, LLC (B3930)'. The form ID is 5909. The 'Form Navigation' sidebar on the left lists steps 1 through 9, with '3. Document Upload' selected and '9. Review' marked with a red circle '2'. The main content area is titled 'Document Upload' and contains instructions: 'Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.' Below this is an 'Uploaded Documents' table with columns: Upload..., Upload..., Type, Descri..., Filen, Add New, and Actions. A red circle '1' highlights the 'Actions' dropdown menu for the first document, which shows options for 'Export - Excel' and 'Export - PDF'. The table contains one document entry: '03/18/2019', 'Jeanette McCracken', 'Emergency Response Plan', 'Training', '05-2018'. At the bottom, there are 'Back', 'Next', and 'Save' buttons.

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Upload any documents necessary. Note: Internal Only documents can be uploaded to support this review.	
2.	Navigate to Section 9. Review.	

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with 'WellSTAR' logo and a 'Well API' dropdown. Below the navigation bar, there are tabs for 'Explore Data', 'Forms', 'Tools', and 'Maps'. The main content area is titled 'Plan Submission - Berry Petroleum Company, LLC (B3930)'. On the left, there is a 'Form Navigation' sidebar with a list of steps: 1. Form Information, 2. Operator Information, 3. Document Upload, 4. Plan Association, 5. Additional Information, 6. Form Submit, 7. Confirmation, 8. Review Comments, and 9. Review. The 'Review' section is active, showing a table of tasks. The table has columns: Task Name, Workgro..., Assigne..., Created, Last Up..., Review ..., and Actions. The first row is 'Review UGS Submission' with 'Actions' button. A modal window 'Update Review Status' is open, showing 'Task Name: Review UGS Submission', 'Assigned To: Jeanette McCracken', and 'Review Status' dropdown menu. The dropdown menu is open, showing options: Approve, Deny, On Hold, and Return. Red callout numbers 1, 2, and 3 highlight the 'Actions' button, the 'Update Review Status' button, and the dropdown menu respectively.

Step	Action	Required Fields
1.	Click the Actions button in row with the Review UGS Submission Task.	
2.	Click Update Review Status.	
3.	Select Approve, Return, or On Hold.	
4.	If you selected Approve the Plan will be associated with the UGS project.	
5.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

3.2.1 Key Points

- Multiple plans may be submitted for the same project at once. No more than one of each type.
- It may be necessary to close out a HQ verification task for the project information form after this review is complete, if the plans were submitted along with a project application or update.

4 MONITOR A UGS PROJECT

Navigate through WellSTAR to view UGS data.

Lesson Objectives:

- Navigate to a UGS project detail page.

4.1 Navigate to a UGS project

The screenshot displays the WellSTAR web application interface. At the top, the WellSTAR logo is on the left, and a search bar with 'Well API' is on the right. Below the logo is a navigation bar with icons for Home (37), Explore Data (2), Forms, Tools, and Maps. A user profile for 'Hello Jeanette McCracken, Department of Conservation' is visible on the right. A dark blue navigation menu is open on the left, listing various categories: Bonds, Complaints, Compliance, Construction Site Well Reviews, Entities, Facilities, Idle Wells, Incidents, Inspections, Production, Tests, Transactions, Transfers, Underground Gas Storage (UGS) (highlighted with a red circle and number 3), Underground Injection Control (UIC), Wells, and Well Stimulation (WST). The main content area shows a table with columns: Status, Workgroup, Assigned To, Due Date, and Actions. The table contains several rows of data, including 'EDP Workgroup', 'Mineral Rights', 'Entity Information Change Review', 'Entity Information Change Review', 'Incident Review - Coastal District', and 'Inland District Compliance Review'. At the bottom, there is a pagination control showing '20' items per page and 'Viewing 1 - 20 from 290 results'.

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Navigate to the WellSTAR Home page.	
2.	Click Explore Data	
3.	Click Underground Gas Storage (UGS)	

The screenshot displays the WellSTAR interface for UGS Projects. At the top, there is a navigation bar with 'Explore Data', 'Forms', 'Tools', and 'Maps'. Below this, the 'UGS Projects' section is visible, featuring a search bar and a table of projects. The table has the following columns: Project ID, Operator Name, Field, County, Storage Formation, Status, and Actions. The first row of data is highlighted, and red callouts indicate the 'Advanced Filtering' button (1), the first Project ID '5740300' (3), and the 'Actions' button for that row (2). The table also includes pagination controls at the bottom, showing '20 items per page' and 'Viewing 1 - 14 from 14 results'.

Project ID	Operator Name	Field	County	Storage Formation	Status	Actions
5740300	Central Valley Gas Storage, LLC	Princeton Gas	Colusa	Klone	Active	Actions
26600002	Gill Ranch Storage, LLC	Gill Ranch Gas	Madera	1st Panoche	Active	Actions
35203001	Lodi Gas Storage, L.L.C.	Kirby Hill Gas	Solano	Domengine	Active	Actions
35203002	Lodi Gas Storage, L.L.C.	Kirby Hill Gas	Solano	Wagenet	Active	Actions
40800002	Lodi Gas Storage, L.L.C.	Lodi Gas	San Joaquin	Domengine	Active	Actions
40800003	Lodi Gas Storage, L.L.C.	Lodi Gas	San Joaquin	Midland	Active	Actions
43003001	Pacific Gas and Electric Company	Los Medanos Gas	Contra Costa	Main Block-Domengine	Active	Actions
45200001	Pacific Gas and Electric Company	McDonald Island Gas	San Joaquin	No Pool Breakdown	Active	Actions

Step	Action	Required Fields
1.	Use the Search box or Advanced Filtering to locate a project.	
2.	Click the Actions button in row with the project and click View on a Map to view the project on a map.	
3.	Click the blue Project ID to open the project detail page.	

Release 4 Underground Gas Storage

The screenshot shows a table titled "Project Wells" with the following data:

API	Current Type	Current Status	Field	Actions
0401120924	Gas Storage	Idle	Princeton Gas	Actions
0401100189	Multi-Purpose	Active	Princeton Gas	View Well Information, View on Map
0401120925	Gas Storage	Idle	Princeton Gas	Actions
0401120922	Gas Storage	Canceled	Princeton Gas	Actions
0401120881	Multi-Purpose	Active	Princeton Gas	Actions
0401120919	Gas Storage	Idle	Princeton Gas	Actions
0401120923	Gas Storage	Idle	Princeton Gas	Actions
0401120920	Gas Storage	Idle	Princeton Gas	Actions
0401120383	Multi-Purpose	Active	Princeton Gas	Actions

At the bottom of the table, there is a pagination control showing "1" items per page and "Viewing 1 - 14 from 14 results".

Step	Action	Required Fields
1.	Scroll down to the Project Wells grid to view all the wells in the project.	
2.	Click the Actions button in row with a well and click View well information to view a pop up with that UGS well's info.	
3.	Click the blue well hyperlink to be taken to the well detail page for that well.	

Release 4 Underground Gas Storage

WellSTAR

Well API

37 Explore Data Forms Tools Maps

UGS Assessable Wells

Help Hello Jeanette McCracken, Department of Conservation

UGS Project Code: 57403001 Documents Actions

Assessable Wells

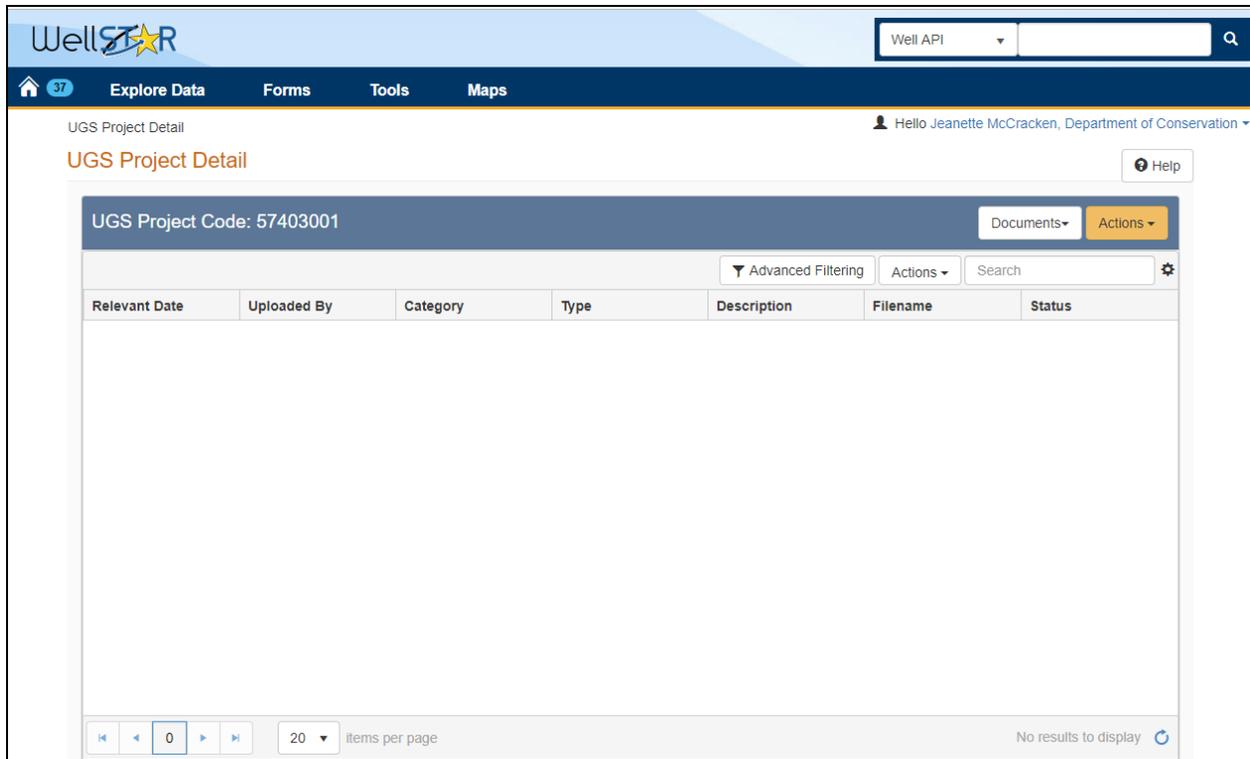
Advanced Filtering Actions Search

API	Well Designation	Field	Well Type	Well Status
0401100188	Southam 2	Princeton Gas	Multi-Purpose	Active
0401100189	Southam 3	Princeton Gas	Multi-Purpose	Active
0401120383	Southam 4	Princeton Gas	Multi-Purpose	Active
0401120664	Sara Louise 1	Princeton Gas	Multi-Purpose	Active
0401120881	SWD 1	Princeton Gas	Multi-Purpose	Active
0401120917	C.V.G.S. 1A-U	Princeton Gas	Gas Storage	Idle
0401120918	C.V.G.S. 2-U	Princeton Gas	Gas Storage	Idle
0401120919	C.V.G.S. 3-U	Princeton Gas	Gas Storage	Idle
0401120920	C.V.G.S. 4-U	Princeton Gas	Gas Storage	Idle
0401120921	C.V.G.S. 5-U	Princeton Gas	Gas Storage	Idle
0401120923	C.V.G.S. 7-U	Princeton Gas	Gas Storage	Idle
0401120924	C.V.G.S. 2-L	Princeton Gas	Gas Storage	Idle

1 20 items per page Viewing 1 - 13 from 13 results

Step	Action	Required Fields
1.	Click the Summary drop down in the top right of the page.	
2.	Click Assessable wells.	
3.	<p>Grid information does not load until a year is selected in the dropdown. This value will default to the most recent year assessed. No well is counted twice, if a well is associated with more than one project, then the well will only be assessed for one of the associated projects, not multiple projects</p> <p>Dropdown will begin with 2018 and increment each year moving forward. Upon selecting a year, grid will populate with assessable wells for the selected fiscal year. Assessable wells are any well associated to the UGS Project as project wells (not AOR wells) that were not plugged and abandoned before the end of the previous year. For example, if 2018 was selected, any well related to the currently UGS Project that was not abandoned before December 31st, 2016 or was any status other than abandoned during any portion of 2017 will appear in the grid. (Never count cancelled wells)</p>	

Release 4 Underground Gas Storage



Step	Action	Required Fields
1.	Click the Summary drop down in the top right of the page.	
2.	Click Documents.	
3.	All documents will display in the grid.	
4.	Plan related documents will have a status. Old plans will have a status of superseded.	

WellSTAR

Well API

37 Explore Data Forms Tools Maps

UGSPROJECT Detail Hello Jeanette McCracken, Department of Conser

UGSPROJECT Detail Help

UGSPROJECT ID: 301283 Events Actions

Advanced Filtering Actions Search

Date ↓	Created By	Type	Description
11/18/2015 12:00:00 AM	System		Last Approval Letter Date
10/29/2010 12:00:00 AM	System		Project Status Date
10/29/2010 12:00:00 AM	System		Current Approval Letter Date
10/29/2010 12:00:00 AM	System		Original Approval Letter Date

20 Items per page Viewing 1 - 4 from 4 results

Step	Action	Required Fields
1.	Click the Summary drop down in the top right of the page.	
2.	Click Events.	
3.	When a well is added or removed from a UGS project. The well designation, API, if it was associated or disassociated to the project, by whom, and the date and time are recorded in the event details.	

4.1.1 Key Points

- Project and well information relating to the project can be viewed from the Project Detail page.
- An event is recorded when a well is added or removed from a project.
- The list of assessable wells by fiscal year is available all year through the Assessable Wells tab.

5 CREATE AND REVIEW A UGS ASSESSMENT

The UGS assessment is separate from the main DOGGR Oil and Gas assessment. The wells that are assessed each fiscal year are listed on the Well Detail page in the Assessable Wells tab, as described in the last lesson. This assessment is run once a year by headquarters staff.

Lesson Objectives:

- Generate and complete the Assessment form.
- Review and approve the assessment form.

5.1 Create a UGS Assessment

The screenshot shows the WellSTAR application interface. At the top, there is a navigation bar with 'Forms' selected. Below the navigation bar, there is a search bar with the text 'assessment' entered. A table lists the following forms:

Form Name	Form Category	Purpose	Version	Count
Assessment Control	Production	Used to apply assessment rate to oil and gas volumes for the year.	1	1
UGS Annual Assessment	UGS	Used to determine annual assessment fees on a per-Operator basis	1	4

Step	Action	Required Fields
1.	Navigate to WellSTAR Home page.	
2.	Click the Forms tab.	
3.	Search for the UGS Annual Assessment form.	
4.	Click the blue Form Name hyperlink.	

Release 4 Underground Gas Storage

WellSTAR

Well API

37 Explore Data Forms Tools Maps

Online Forms | UGS Annual Assessment Hello Jeanette McCracken, Department of Con Help

UGS Annual Assessment

Form Navigation

1. Form Information

Form Information [Hide Form Navigation]

Please enter information below. * Indicates Required Field

Form Name
UGS Annual Assessment

Assessment Year 1
2018 2

Begin Fiscal Year 3 2019 **End Fiscal Year** 2020

Description 4
Training
All comments are discoverable records, open to public review.

Cancel Save & Continue 5

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Choose the Assessment Year .	Assessment Year
2.	The Begin and End fiscal year will display.	
3.	Use the Begin and End dates to verify that the correct year was selected.	
4.	Enter a Description .	Description
5.	Click Save and Continue .	

Form ID: 5914

Form Navigation

- 1. Form Information
- 2. UGS Assessment
- 3. Document Upload
- 4. Form Submit
- 5. Confirmation
- 6. Notice Correspondence
- 7. Review Comments
- 8. Review

UGS Assessment
[Hide Form Navigation]

Confirm and complete all fields below. * Indicates Required Field

Assessment Year	Begin Fiscal Year	End Fiscal Year	UGS Statewide Annual Assessment Amount (\$) *
<input type="text" value="2018"/>	<input type="text" value="2019"/>	<input type="text" value="2020"/>	<input type="text" value="1000000"/> 2
Statewide Number of Wells	Statewide Field Capacity		(Statewide Number of Wells) X (Statewide Field Capacity)
<input type="text" value="477"/>	<input type="text" value="954"/>		<input type="text" value="61502"/>

Note: If a well is associated with more than one project, then the well will only be assessed for one of the associated projects, not multiple projects.

1 UGS Project Assessments

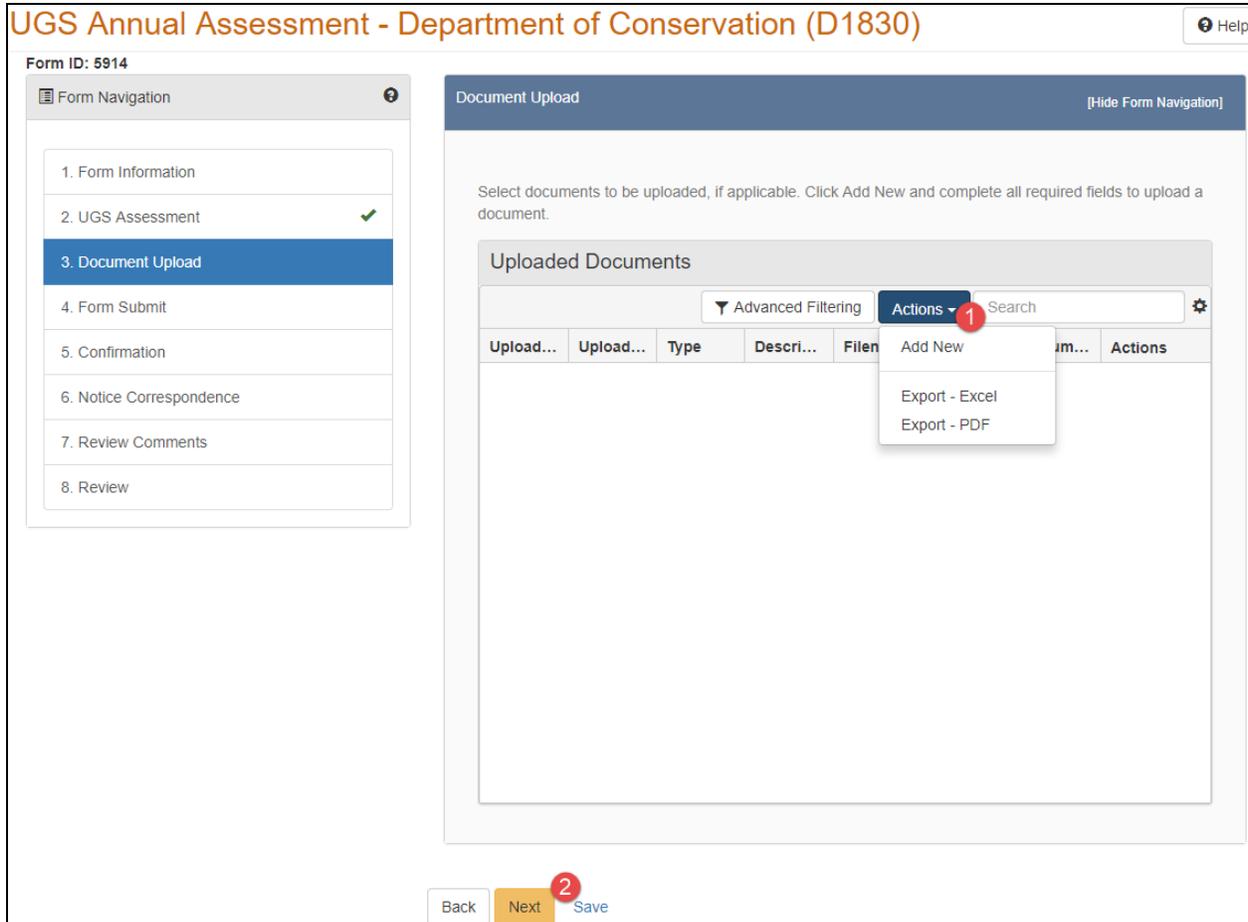
- Southern California Gas Company (0100006) - Alliso Canyon ▼
- Gill Ranch Storage, LLC (26600002) - Gill Ranch Gas ▼
- Southern California Gas Company (3080001) - Honor Rancho ▼
- Lodi Gas Storage, L.L.C. (35203001) - Kirby Hill Gas ▼
- Lodi Gas Storage, L.L.C. (35203002) - Kirby Hill Gas ▼
- Southern California Gas Company (36800001) - La Goleta Gas ▼
- Lodi Gas Storage, L.L.C. (40800002) - Lodi Gas ▼
- Lodi Gas Storage, L.L.C. (40800003) - Lodi Gas ▼
- Pacific Gas and Electric Company (43003001) - Los Medanos Gas ▼
- Pacific Gas and Electric Company (45200001) - McDonald Island Gas ▼
- Southern California Gas Company (55403001) - Playa Del Rey ▼
- Pacific Gas and Electric Company (55600001) - Pleasant Creek Gas ▼
- Central Valley Gas Storage, LLC (57403001) - Princeton Gas ▼
- Wild Goose Storage LLC (84000002) - Wild Goose Gas ▼

Back Next 3 Save

Step	Action	Required Fields
1.	Review the information in Section 2. UGS Assessment. Only the UGS Statewide Annual Assessment Amount (\$) can be edited. The other fields are for review only.	

Release 4 Underground Gas Storage

	Note: If there is an issue with any of the data in the assessment form, the Data Management group will need to be contacted to correct the data.	
2.	Enter the UGS Statewide Annual Assessment Amount (\$) . Note: This amount is provided by the Division of Administration Budget Office. Contact the UGS Supervisor for this value.	UGS Statewide Annual Assessment Amount (\$)
3.	Click Next .	



Step	Action	Required Fields
1.	To upload supporting documentation to WellSTAR:	
2.	Click the Actions button and select Add New .	
3.	Click the Upload New Document radio option.	
4.	A document can be marked Confidentiality Requested . The document will be confidential in WellSTAR if the UGS Project Information form is approved with the Confidentiality Requested box checked. Tool Tip for Confidentiality Requested: Checking this box is not a	

	written request for confidentiality. Requests to have a document treated confidentially require justification and Division review and approval. Prior to, or at the time your document is filed, you must upload a letter explaining the legal and factual basis supporting your confidentiality request.	
5.	A document can be marked Internal Only . The document will be Internal Only in WellSTAR if the UGS Project Information form is approved with the Internal Only box checked.	
6.	Enter the document information.	Type, Relevant Date, Description
7.	Click browse.	
8.	Use the file explorer interface on your computer to navigate to and select the document.	File name
9.	Click Upload .	
10.	Repeat as needed.	
11.	Scroll to the bottom of the screen and click Next .	

UGS Annual Assessment - Department of Conservation (D1830)

Form ID: 5914

Form Navigation

1. Form Information
2. UGS Assessment ✓
3. Document Upload ✓
4. Form Submit
5. Confirmation
6. Notice Correspondence
7. Review Comments
8. Review

Form Submit

[Hide Form Navigation]

Associate related online form submissions to this submission by entering the Form ID or Form Description.

Online Form Association

Form ID	Form Category	Title	Description	Actions
Actions 1				

Comments

Actions 2

◀ ◀ 0 ▶ ▶

20 items per page No results to display Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

03/18/2019📅

I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete. *

Form Submit Preview

Click the button below to preview your submission summary.

Preview Submission Summary

Back Submit Save 5

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Associate another form to this form by clicking Actions, Add Form.	
2.	Add a comment about this submission by typing in the comment field and clicking Add.	
3.	Check the I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.	
4.	The form will auto populate your name in the submitter field.	
5.	Scroll to the bottom of the screen and click Submit.	

Confirmation
[Hide Form Navigation]


Your UGS Annual Assessment Form has been submitted successfully and the Form ID is 5914.

Step	Action	Required Fields
1.	Confirmation will display.	

5.1.1 Key Points

- The UGS Annual Assessment form should not be submitted until the Division of Administration Budget Office has provided the UGS Statewide Annual Assessment Amount.
- If there is an issue with any of the data in the assessment form, the Data Management group will need to be contacted to correct the data.
- UGS annual Assessments are based on the percent of wells and storage capacity for the state. This means that if on well changes for one operator, the assessment for all the operators change.

5.2 Review and approve a UGS assessment

Release 4 Underground Gas Storage

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with the WellSTAR logo, a 'Well API' dropdown, and a notification badge with the number '38'. The main navigation menu includes 'Explore Data', 'Forms', 'Tools', and 'Maps'. The user is logged in as 'Hello Jeanette McCracken, Department of Conservation'. Below the navigation, there are tabs for 'My Tasks', 'Tasks', 'Alerts', 'Online Forms', 'Forms In Progress', and 'Forms Submitted'. The 'My Tasks' tab is active, displaying a table of tasks. The table has columns for Task Name, Organization, Status, Workgroup, Assigned To, Due Date, and Actions. Two tasks are listed: 'Review UGS Annual Assessment' (Not Started) and 'Review UGS Annual Assessment' (Completed). The first task is assigned to 'Senior Headquarters UGS Review Workgroup' and the second to 'Jeanette McCracken' with a due date of '03/29/2019'. A search bar and 'Advanced Filtering' options are visible above the table. At the bottom, there is a pagination control showing '1' of 2 items per page and 'Viewing 1 - 2 from 2 results'.

Task Name	Organization	Status	Workgroup	Assigned To	Due Date ↑	Actions
Review UGS Annual Assessment	Department of Conservation	Not Started	Senior Headquarters UGS Review Workgroup			Actions
Review UGS Annual Assessment	Department of Conservation	Completed		Jeanette McCracken	03/29/2019	

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Access the WellSTAR home screen.	
2.	Locate the Review UGS Annual Assessment Task in your My Tasks page. Note: This task is completed by	
3.	Click the hyperlinked task name.	

Task Detail

[Help](#)

Task Type
System Generated

Task Name *
Review UGS Annual Assessment

Description *
Review UGS Annual Assessment
All comments are discoverable records, open to public review.

Organization
Department of Conservation

Status *
Not Started

Workgroup
Senior Headquarters UGS Review Workgroup

Assigned To
1

Due Date *
2

Created Date
03/18/2019

Created By
Jeanette McCracken

Cancel Save 3

Form

UGS Annual Assessment 4

Comments

Actions

0 20 items per page No results to display

Add

All comments are discoverable records, open to public review.

Task History

Date ↓	Description
03/18/2019 11:53:05 AM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Claim the task. Note: the task status will automatically be updated to In progress .	
2.	Enter a task Due Date .	Due date
3.	Click Save .	
4.	Click the blue form hyperlink in the top right corner	

Step	Action	Required Fields
1.	Navigate to Section 2. UGS Assessment .	
2.	Verify the dollar amount in UGS Statewide Annual Assessment	

Release 4 Underground Gas Storage

	Amount (\$).	
3.	Navigate to Section 6. Notice Correspondence.	

Step	Action	Required Fields
1.	Enter required information.	DOGGR Reviewer, Signatory Name, Signatory Title
2.	Preview the letters for each operator.	
3.	Click Next .	

Release 4 Underground Gas Storage

UGS Annual Assessment - Department of Conservation (D1830) Help

Form ID: 5914

Form Navigation

1. Form Information
2. UGS Assessment ✓
3. Document Upload ✓
4. Form Submit
5. Confirmation
6. Notice Correspondence ✓
7. Review Comments
8. Review ✓

Review Comments [Hide Form Navigation]

Comments Actions ▾

◀ ◁ 0 ▷ ▶ 20 ▾ items per page No results to display [↻](#)

All comments are discoverable records, open to public review.

Back Next

Step	Action	Required Fields
1.	Add a review comment if necessary.	
2.	Click Next .	

UGS Annual Assessment - Department of Conservation (D1830) Help

Form ID: 5914

Form Navigation

1. Form Information
2. UGS Assessment ✓
3. Document Upload ✓
4. Form Submit
5. Confirmation
6. Notice Correspondence ✓
7. Review Comments ✓
8. Review

Review
[Hide Form Navigation]

Task Name	Workgro...	Assigne...	Created	Last Up...	Review ...	Actions
Review UGS Annual Assessment	Senior Headquarters UGS Review Workgroup	Jeanette McCracken	03/18/2019 11:53 AM	03/18/2019 12:02 PM		Actions 1

Update Review Status x

Task Name
Review UGS Annual Assessment

Assigned To
Jeanette McCracken

Review Status *

3

Pass

Return

Update Review Status 2

Create Sub Task

Step	Action	Required Fields
1.	Click the Actions button in row with the Review UGS Annual Assessment Task .	
2.	Click Update Review Status .	
3.	Select Approve, Return, or On Hold .	
4.	If you selected Approve and the other tasks are already complete, this approval will publish the UGS project data to WellSTAR.	
5.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

5.2.1 Key Points

- Once approved fees are generated for each project and are viewable on the Operator Detail Page Transactions tab.
- The assessable wells can be viewed at any time from the Well Detail Page Assessable Wells tab.
- The HQ UGS Senior workgroup performs this review.

6 UPLOAD AND REVIEW UGS TESTS

Test results are submitted to the Division. These results can be uploaded by the Division or by the Operator. The tests are associated to the wells. Both the Casing Wall Thickness Test and the Temperature and Noise log tests collect information about those tests specific to UGS wells.

Lesson Objectives:

- Upload Temperature and Noise log
- Review Temperature and Noise log
- Upload Casing wall thickness test
- Review Casing Wall thickness test.

6.1 Upload Temperature and Noise log

The screenshot displays the WellSTAR web application interface. At the top, there is a navigation bar with the WellSTAR logo, a search bar containing 'Well API', and a user profile for 'Hello Jeanette McCracken, Department of Conservation'. Below the navigation bar, there are tabs for 'Home', 'My Tasks', 'Tasks', 'Alerts', 'Online Forms', 'Forms In Progress', and 'Forms Submitted'. The 'Online Forms' tab is selected and has a red circle with the number '2' next to it. Below the tabs, there is a table with the following columns: 'Form Name', 'Form Category', 'Purpose', 'Version', and 'Count'. The table contains two rows: 'Schedule Test' and 'Upload Test Results'. The 'Upload Test Results' row has a red circle with the number '4' next to it. Above the table, there is an 'Advanced Filtering' dropdown menu with the search term 'test' and a red circle with the number '3' next to it. At the bottom of the table, there is a pagination control showing '1' of 2 items per page and 'Viewing 1 - 2 from 2 results'.

Form Name	Form Category	Purpose	Version	Count
Schedule Test	Test	Schedule Tests for Facility Components and Wells.	1	37
Upload Test Results	Test	Upload results of scheduled and non-scheduled Tests	1	92

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Navigate to WellSTAR Home page.	
2.	Click the Online Forms tab.	
3.	Search for the Upload Test Results form.	
4.	Click the blue Form Name hyperlink.	

Step	Action	Required Fields
1.	Enter a Description .	Description
2.	Select the Organization .	Organization
3.	Select Well as the Test Subject .	Test Subject
4.	Use the drop down to select Well MIT - Temperature & Noise Log as the Test Type .	Test Type

5.	Click Save and Continue .
----	----------------------------------

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330) Help

Form ID: 5915

Form Navigation

1. Form Information
2. Operator Information
3. Component/Well Selection
4. Test Details
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation
9. Review Comments
10. Review

Operator Information [Hide Form Navigation]

Please confirm the correct Organization has been selected, and designate contact(s) with their correct role. By default, the Organization's Agent and the form submitter are selected as contacts. * Indicates Required Field

Organization Name	Type of Organization
Lodi Gas Storage, L.L.C. (L2330)	LLC
Organization Primary Address	
1520 West Kettleman Lane, Suite A1 Lodi, CA 95242	
Organization Primary Phone Number	Ext

Contacts

Advanced Filtering Actions

Name ↑	Phone Number	Email	Role	Actions
			Agent	
Jeanette McCracken	(916) 322-9768	Jeanette.McCracken@conservation.ca.govx	Submitter	

Step	Action	Required Fields
1.	Section 2. Operator Information : Information from the Operator details page will be displayed in this tab. If needed use the Actions button to Add Contact for the form. Note: Adding a contact here makes that contact the contact for this form, but does not add them as a contact for the organization, nor does it make the added person a WellSTAR User.	Contact Role, Contact Name, Phone Number, Email
2.	Click Next .	

Page 110

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330)

Form ID: 5915 Help

Form Navigation

1. Form Information
2. Operator Information ✓
3. Component/Well Selection
4. Test Details
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation
9. Review Comments
10. Review

Component/Well Selection [Hide Form Navigation]

Please use grid to select the Well for which your Test Results are associated * Indicates Required Field

Select Well

Advanced Filtering

	API ↑	Well Desi...	Current T...	Current S...	Lease	Field
<input type="radio"/>	040770063	LGZU 501	Observation	Active	LGZU	Lodi Gas
<input checked="" type="radio"/>	0407720613	Seifert D-1	Multi-Purpose	Active	Seifert	Lodi Gas
<input type="radio"/>	0407720634	LGU O-3	Observation	Active	LGU	Lodi Gas
<input type="radio"/>	0407720635	Seifert O-2	Observation	Active	Seifert	Lodi Gas
<input type="radio"/>	0407720638	Seifert O-4	Observation	Active	Seifert	Lodi Gas
<input type="radio"/>	0407720669	Loma D-4A	Gas Storage	Active	Loma	Lodi Gas
<input type="radio"/>	0409500074	Lambie 6	Multi-Purpose	Active	Lambie	Kirby Hill Gas
<input type="radio"/>	0409500075	Lambie 7	Multi-Purpose	Active	Lambie	Kirby Hill Gas
<input type="radio"/>	0409520261	Lambie 9	Multi-Purpose	Active	Lambie	Kirby Hill Gas

1
20
items per page
Viewing 1 - 12 from 12 results

3
↓
↑

Associated Well

API	Well Desi...	Current T...	Current St...	Lease	Field

Step	Action	Required Fields
1.	Use the Search or Advanced Filtering functionality to find the well.	
2.	Click the box next to the well.	
3.	Click the down arrow. Note: only one well can be associated to each form. If the incorrect well was associated, use the up arrow to remove the well from the Associated Wells grid.	
4.	Click next.	

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330) Help

Form ID: 5915

Form Navigation

1. Form Information
2. Operator Information ✓
3. Component/Well Selection ✓
4. Test Details
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation
9. Review Comments
10. Review

Test Details [Hide Form Navigation]

Please enter the details of the Test below. * Indicates Required Field

Test Information

Test Type
Well MIT - Temperature & Noise Log

Actual Test Date * 3/18/2019 1 **Actual Test Time *** 12:46 PM

Was the Test witnessed by DOGGR? * 2 Yes No **Test Result *** 3 Pass

General Details

Anomaly Identified? * 4 No

Planned Action for Well Remediation, Monitoring, or Further Evaluation

Back Next Save

Step	Action	Required Fields
1.	Enter the Actual Test Date and Actual Test Time .	Actual Test Date, Actual Test Time
2.	Was the Test witnessed by DOGGR? Select Yes or no as appropriate.	Was the Test witnessed by DOGGR?
3.	Select Either Pass or Fail as the test result.	Test Result
4.	Select Yes or No for Anomaly Identified .	Anomaly Identified

General Details

Anomaly Identified? *

Yes

Associated Anomalies

Advanced Filtering
Actions

Top (ft)	Bottom (ft)	Explana...	Planned ...	Add Anomaly	...	Actions

Planned Action for Well Remediation, Monitoring, or Further Evaluation

Back
Next
Save

Step	Action	Required Fields
1.	To add an anomaly:	
2.	Click the Actions button in the top right of the Associated Anomalies grid.	

3.	Click Add Anomaly .	
----	----------------------------	--

The screenshot shows a form titled "Associated Anomalies" with a close button (X) in the top right corner. The form contains several fields:

- Top (ft) ***: A numeric input field with up and down arrow buttons.
- Bottom (ft) ***: A numeric input field with up and down arrow buttons. A red circle with the number "1" is placed to the right of this field.
- Explanation for Anomaly ***: A large text area for entering details. A red circle with the number "2" is placed to the left of this field.
- Planned Action to Further Identify Anomaly ***: A large text area for describing the next steps.
- DOGGR Decision ***: A dropdown menu.
- DOGGR Notes**: A large text area for additional notes.
- At the bottom, there are **Cancel** and **Save** buttons. A red circle with the number "3" is placed above the **Save** button.

Step	Action	Required Fields
------	--------	-----------------

Release 4 Underground Gas Storage

1.	Enter the anomaly information.	Anomaly Top, Anomaly Bottom, Explanation for Anomaly
2.	Enter Planned Action to further Identify Anomaly . Note: the DOGGR Decision can be completed during the review process.	Planned Action to further Identify Anomaly
3.	Click Save.	
4.	Repeat as needed.	
5.	Click Next.	

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330) Help

Form ID: 5915

Form Navigation

- 1. Form Information
- 2. Operator Information ✓
- 3. Component/Well Selection ✓
- 4. Test Details ✓
- 5. Document Upload
- 6. Form Submit
- 7. Confirmation
- 8. Test Validation
- 9. Review Comments
- 10. Review

Document Upload
[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering
Actions ▼
Search
⚙

Upload...	Upload...	Type	Descri...	File	Add New	m...	Actions
<div style="position: relative; height: 100px;"> 1 2 </div>							

Back
Next
Save

Step	Action	Required Fields
1.	To upload the test results and supporting documentation to WellSTAR:	
2.	Click the Actions button and select Add New .	

Document Upload
✕

* Indicates Required Field

1
 Upload New Document

Associate Existing WellSTAR Document

3 **Internal Only**

2 **Confidentiality Requested** ?

Category

Test
▼

Type *

4 **Relevant Date *** ?

📅

Description *

All comments are discoverable records, open to public review.

Filename * ?

5

📄

Step	Action	Required Fields
1.	Click the Upload New Document radio option.	
2.	A document can be marked Confidentiality Requested . The document will be confidential in WellSTAR if the UGS Project Information form is approved with the Confidentiality Requested	

Release 4 Underground Gas Storage

	<p>box checked.</p> <p>Tool Tip for Confidentiality Requested: Checking this box is not a written request for confidentiality. Requests to have a document treated confidentially require justification and Division review and approval. Prior to, or at the time your document is filed, you must upload a letter explaining the legal and factual basis supporting your confidentiality request.</p>	
3.	A document can be marked Internal Only . The document will be Internal Only in WellSTAR if the UGS Project Information form is approved with the Internal Only box checked.	
4.	Enter the document information.	Type, Relevant Date, Description
5.	Click browse.	
6.	Use the file explorer interface on your computer to navigate to and select the document.	File name
7.	Click Upload .	
8.	Repeat as needed.	
9.	Scroll to the bottom of the screen and click Next .	

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330)

[Help](#)

Form ID: 5915

Form Navigation
?

- 1. Form Information
- 2. Operator Information ✓
- 3. Component/Well Selection ✓
- 4. Test Details ✓
- 5. Document Upload ✓
- 6. Form Submit
- 7. Confirmation
- 8. Test Validation
- 9. Review Comments
- 10. Review

Form Submit [Hide Form Navigation]

Associate related online form submissions to this submission by entering the Form ID or Form Description.

Actions ▼ ⚙️

Form ID	Form Category	Title	Description	Actions

Comments ▼

Actions ▼

⏪ ⏩ 0
20 items per page
No results to display ↻

Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Internal User Jeanette McCracken

Date Received

03/18/2019 📅

I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete. *

Form Submit Preview

Click the button below to preview your submission summary.

Preview Submission Summary

Back
Submit
Save

Step

Action

Required Fields

Release 4 Underground Gas Storage

1.	Associate another form to this form by clicking Actions, Add Form.	
2.	Add a comment about this submission by typing in the comment field and clicking Add.	
3.	Check the I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.	
4.	The form will auto populate your name in the submitter field.	
5.	Scroll to the bottom of the screen and click Submit.	

6.1.1 Key Points

- Anomalies can be tracked over time using the Upload test results module.
- The anomalies must be reviewed by DOGGR and DOGGR must agree or disagree with the reported explanation.

6.2 Review Temperature and Noise log

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with 'WellSTAR' logo, a search bar, and menu items: 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. Below the navigation bar, the user is logged in as 'Hello Jeanette McCracken, Department of Conservation'. The main content area displays a 'Home' section with a 'My Tasks' dropdown menu. Under 'My Tasks', there is a table of tasks. The table has columns for 'Task Name', 'Organization', 'Status', 'Workgroup', 'Assigned To', 'Due Date', and 'Actions'. Two tasks are listed: 'Review Test Results' for 'Lodi Gas Storage, L.L.C.' with a status of 'Not Started' and a due date of '04/01/2019'. The 'Actions' column for each task contains a dropdown arrow. At the bottom of the table, there is a pagination control showing '20 items per page' and 'Viewing 1 - 2 from 2 results'.

Step	Action	Required Fields
1.	Navigate to the WellSTAR home screen.	
2.	Search for the Review Test Results task. Note: If the well is a UGS project well, the test will be routed to the UGS Workgroup.	

Release 4 Underground Gas Storage

3.	Click the hyperlinked Task Name .
----	--

Task Detail Help

Task Type
System Generated

Task Name *
Review Test Results

Description *
Test Results have been submitted and require review.
All comments are discoverable records, open to public review.

Organization
Lodi Gas Storage, L.L.C.

Status *
Not Started

Workgroup
Northern UGS Review Workgroup

Assigned To
1

Due Date *
04/01/2019

Created Date
03/18/2019

Created By
Jeanette McCracken

Cancel **Save** 2

Form

[Test Results](#) 3

Comments Actions

20 items per page No results to display

Add

All comments are discoverable records, open to public review.

Task History

Date ↓	Description
03/18/2019 12:50:46 PM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Claim the task. Note: The Task Status will automatically be updated to In progress .	
2.	Click Save .	
3.	Click the blue form hyperlink in the top right corner.	

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330)

Form ID: 5915

Form Navigation

1. Form Information
2. Operator Information
3. Component/Well Selection 1
4. Test Details 2
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation x
9. Review Comments
10. Review

Test Details [Hide Form Navigation]

Please enter the details of the Test below. * Indicates Required Field

Test Information

Test Type
Well MIT - Temperature & Noise Log

Actual Test Date * 3/18/2019

Actual Test Time * 12:46 PM

Was the Test witnessed by DOGGR? * Yes No

Test Result * Pass

General Details

Anomaly Identified? * Yes

Associated Anomalies

Top (ft)	Bottom (ft)	Explana...	Planned ...	DOGGR ...	DOGGR ...	Actions
1,000	1,050	BFW	None	Agree	BFW confirmed on hi lo	Actions 4 Edit Anomaly 5 Remove Anomaly

Step	Action	Required Fields
1.	Review each Section.	
2.	Navigate to Section 4. Test Details .	
3.	Review each anomaly:	
4.	Click the actions button in row with the anomaly.	
5.	Click Edit Anomaly.	

Release 4 Underground Gas Storage

Associated Anomalies
✕

Top (ft) *

1,000

▲
▼

Bottom (ft) *

1,050

▲
▼

Explanation for Anomaly *

BFW

Planned Action to Further Identify Anomaly *

None

DOGGR Decision * 1

Agree

▼

DOGGR Notes

BFW confirmed on historical logs. 2

Cancel

Save 3

Step	Action	Required Fields
1.	Enter a DOGGR Decision for each anomaly	DOGGR

Release 4 Underground Gas Storage

		Decision
2.	Add DOGGR Notes as needed.	
3.	Click Save.	
4.	Navigate to Section 8. Test validation.	

Step	Action	Required Fields
1.	Enter the test information	Was the test witnessed by DOGGR?, DOGGR Witness Name.
2.	Enter Test Result.	Test Result
3.	A scheduled test may be associated to the test:	
4.	Search for the scheduled test.	
5.	Click the box next to the scheduled test in the Select Scheduled Test grid.	
6.	Click the down arrow. The scheduled test will be moved to the lower Associated Scheduled Test grid.	
7.	Click Next	

Release 4 Underground Gas Storage

Form ID: 5916

Form Navigation [Hide Form Navigation]

- 1. Form Information
- 2. Operator Information
- 3. Component/Well Selection
- 4. Test Details
- 5. Document Upload
- 6. Form Submit
- 7. Confirmation
- 8. Test Validation ✘
- 9. Review Comments**
- 10. Review ✔

Review Comments

Comments

Actions ▾

No results to display [↻](#)

0 20 items per page

1 Add

All comments are discoverable records, open to public review.

Back Next 2

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Add a review comment if desired.	
2.	Click Next .	

Step	Action	Required Fields
1.	Click the Actions button in row with the Review Test result Task .	
2.	Select Approve, Return, or On Hold .	
3.	If you selected Approve the Test will be associated with the UGS well.	
4.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

6.2.1 Key Points

- The review task for tests on UGS wells is assigned to the UGS workgroup for each district.
- Time intervals for tests can be set up through the Summary form. This automatically let an operator know when they have a test coming due.

6.3 Upload Casing Wall Thickness test

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with 'WellSTAR' logo, a search bar containing 'Well API', and navigation tabs for 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. The 'Forms' tab is active. Below the navigation bar, the user is logged in as 'Hello Jeanette McCracken, Department of Conservation'. The main content area shows a 'Home' section with a 'Help' button and a navigation menu with 'My Tasks', 'Tasks', 'Alerts', 'Online Forms', 'Forms In Progress', and 'Forms Submitted'. The 'Online Forms' tab is selected. A search bar with 'test' and an 'Advanced Filtering' dropdown is visible. Below the search bar is a table with the following data:

Form Name ↑	Form Category	Purpose	Version	Count
Schedule Test	Test	Schedule Tests for Facility Components and Wells.	1	37
Upload Test Results ⁴	Test	Upload results of scheduled and non-scheduled Tests	1	92

At the bottom of the table, there is a pagination control showing '20 items per page' and 'Viewing 1 - 2 from 2 results'.

Step	Action	Required Fields
1.	Navigate to WellSTAR Home page.	
2.	Click the Forms tab.	
3.	Search for the Upload Test Results form.	
4.	Click the blue Form Name hyperlink.	

Release 4 Underground Gas Storage

Upload Test Results Help

Form Navigation

1. Form Information

Form Information
[Hide Form Navigation]

Please complete all required fields below * Indicates Required Field

Form Name
Upload Test Results

Description * ?

1 Training

All comments are discoverable records, open to public review.

Organization *

2 Lodi Gas Storage, L.L.C. (L2330) - Lodi, CA

Test Subject *

Facility Component 3 Well

Test Type *

4 Well MIT - Casing Wall Thickness Inspection

Cancel
Save & Continue 5

Step	Action	Required Fields
1.	Enter a Description .	Description
2.	Select the Organization .	Organization
3.	Select Well as the Test Subject .	Test Subject
4.	Use the drop down to select Well MIT – Casing Wall Thickness Test as the Test Type .	Test Type

5.	Click Save and Continue .
----	----------------------------------

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330) Help

Form ID: 5915

Form Navigation

1. Form Information
2. Operator Information
3. Component/Well Selection
4. Test Details
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation
9. Review Comments
10. Review

Operator Information
[Hide Form Navigation]

Please confirm the correct Organization has been selected, and designate contact(s) with their correct role. By default, the Organization's Agent and the form submitter are selected as contacts. * Indicates Required Field

Organization Name	Type of Organization
Lodi Gas Storage, L.L.C. (L2330)	LLC
Organization Primary Address	
1520 West Kettleman Lane, Suite A1 Lodi, CA 95242	
Organization Primary Phone Number	Ext

Contacts

Name ↑	Phone Number	Email	Role	Actions
			Agent	
Jeanette McCracken	(916) 322-9768	Jeanette.McCracken@conservation.ca.govx	Submitter	

Step	Action	Required Fields
1.	Section 2. Operator Information : Information from the Operator details page will be displayed in this tab. If needed use the Actions button to Add Contact for the form. Note: Adding a contact here makes that contact the contact for this form, but does not add them as a contact for the organization, nor does it make the added person a WellSTAR User.	Contact Role, Contact Name, Phone Number, Email
2.	Click Next .	

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Upload Test Results - Lodi Gas Storage, L.L.C. (L2330)

Form ID: 5915 Help

Form Navigation

1. Form Information
2. Operator Information ✓
3. Component/Well Selection
4. Test Details
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation
9. Review Comments
10. Review

Component/Well Selection [Hide Form Navigation]

Please use grid to select the Well for which your Test Results are associated * Indicates Required Field

Select Well

Advanced Filtering

	API ↑	Well Desi...	Current T...	Current S...	Lease	Field
<input type="radio"/>	040770063	LGZU 501	Observation	Active	LGZU	Lodi Gas
<input checked="" type="radio"/>	0407720613	Seifert D-1	Multi-Purpose	Active	Seifert	Lodi Gas
<input type="radio"/>	0407720634	LGU O-3	Observation	Active	LGU	Lodi Gas
<input type="radio"/>	0407720635	Seifert O-2	Observation	Active	Seifert	Lodi Gas
<input type="radio"/>	0407720638	Seifert O-4	Observation	Active	Seifert	Lodi Gas
<input type="radio"/>	0407720669	Loma D-4A	Gas Storage	Active	Loma	Lodi Gas
<input type="radio"/>	0409500074	Lambie 6	Multi-Purpose	Active	Lambie	Kirby Hill Gas
<input type="radio"/>	0409500075	Lambie 7	Multi-Purpose	Active	Lambie	Kirby Hill Gas
<input type="radio"/>	0409520261	Lambie 9	Multi-Purpose	Active	Lambie	Kirby Hill Gas

1
20 items per page
Viewing 1 - 12 from 12 results

↓ ↑

Associated Well

	API	Well Desi...	Current T...	Current St...	Lease	Field

Step	Action	Required Fields
1.	Use the Search or Advanced Filtering functionality to find the well.	
2.	Click the box next to the well.	
3.	Click the down arrow. Note: only one well can be associated to each form. If the incorrect well was associated, use the up arrow to remove the well from the Associated Wells grid.	
4.	Click next.	

Release 4 Underground Gas Storage

Form ID: 5916

Form Navigation

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2. Operator Information ✓
3. Component/Well Selection ✓
4. Test Details
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation
9. Review Comments
10. Review

Test Details [Hide Form Navigation]

Please enter the details of the Test below. * Indicates Required Field

Test Information

Test Type Well MIT - Casing Wall Thickness Inspection	Actual Test Date * 1 3/18/2019	Actual Test Time * 2:02 PM
---	---	--------------------------------------

2 **Was the Test witnessed by DOGGR? *** **3** **Test Result ***

Yes No ▼

General Details

Inspection Tool Used *	Method Used to Calculate Burst Pressure *	Maximum Allowable Surface Pressure (MASP)
4 ▼	5 Barlow's ▼	

6 **Anomaly Identified? *** ▼

At any point in the next 24 months will thinning of the casing wall diminish the casing's ability to contain 115% of the well's Maximum Allowable Surface Pressure (MASP)? *

Yes No

Planned Action for Well Remediation

Back
Next
Save

Step	Action	Required Fields
1.	Enter the Actual Test Date and Actual Test Time .	Actual Test Date, Actual Test Time
2.	Was the Test witnessed by DOGGR? Select Yes or no as appropriate.	Was the Test witnessed by DOGGR?
3.	Select Either Pass or Fail as the test result.	Test Result
4.	Select an inspection tool.	
5.	Select a method used to calculate Burst Pressure Note: The MASP for the well is displayed. It cannot be edited from the Upload Test Results form.	

Release 4 Underground Gas Storage

6.	Select Yes or No for Anomaly Identified .	Anomaly Identified
----	--	-----------------------

Anomaly Identified? *

Yes ▾

Anomaly Interval

Associated Anomalies

Advanced Filtering		Actions		Search		
Top (ft)	Botto...	Casing...	Casing...	Corr...	st ...	Actions

1

2

Add Anomaly

Export - Excel

At any point in the next 24 months will thinning of the casing wall diminish the casing's ability to contain 115% of the well's Maximum Allowable Surface Pressure (MASP)? *

Yes No

Planned Action for Well Remediation

Step	Action	Required Fields
1.	To add an anomaly:	
2.	Click the Actions button in the top right of the Associated Anomalies grid.	
3.	Click Add Anomaly .	

Associated Anomalies ×

Anomaly Top (ft) * 1

Anomaly Bottom (ft) *

Nominal Casing OD (in) * 2

Measured Casing Thickness (in) *

Estimated Corrosion Rate (in/yr) * 3

Estimated Burst Pressure (psi) * 4

Estimated Burst Pressure minus 115% MASP (psi)

5

Step	Action	Required Fields
1.	Enter the anomaly information.	Anomaly Top, Anomaly Bottom,
2.	Enter casing information.	Nominal Casing OD (in), Measured casing thickness (in)
3.	Enter Estimated Corrosion Rate .	Estimated Corrosion Rate (in/yr.)
4.	Enter Estimated Burst Pressure .	Estimated Burst Pressure (psi)
5.	Click Save.	
6.	Repeat as needed.	

Release 4 Underground Gas Storage

7.	Click Next.	
----	-------------	--

Anomaly Identified? *

Yes ▼

Anomaly Interval

Associated Anomalies

Advanced Filtering Actions Search

Top (ft)	Botto...	Casing...	Casing...	Corr	Add Anomaly	st ...	Actions

1

At any point in the next 24 months will thinning of the casing wall diminish the casing's ability to contain 115% of the well's Maximum Allowable Surface Pressure (MASP)? *

Yes No

Planned Action for Well Remediation

2

Release 4 Underground Gas Storage

Step	Action	Required Fields
1.	Answer: At any point in the next 24 months will thinning of the casing wall diminish the casing's ability to contain 115% of the well's Maximum Allowable Surface Pressure (MASP)?	Yes or No
2.	Enter Planned action for remediating the well ; if applicable.	
3.	Click Next.	

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330) Help

Form ID: 5915

Form Navigation

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Document Upload

[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering

Actions

- Add New
- Export - Excel
- Export - PDF

⚙

Upload...	Upload...	Type	Descri...	File	Add New	m...	Actions
(Empty table content)							

Back
Next
Save

Step	Action	Required Fields
1.	To upload the test results and supporting documentation to WellSTAR:	
2.	Click the Actions button and select Add New .	

Document Upload
✕

* Indicates Required Field

1
 Upload New Document

Associate Existing WellSTAR Document

3 **Internal Only**

2 **Confidentiality Requested** ?

Category

Test
▼

Type *

4 **Relevant Date *** ?

📅

Description *

All comments are discoverable records, open to public review.

Filename * ?

5

📄

Cancel

6 Upload

Step	Action	Required Fields
1.	Click the Upload New Document radio option.	
2.	A document can be marked Confidentiality Requested . The document will be confidential in WellSTAR if the UGS Project Information form is approved with the Confidentiality Requested	

Release 4 Underground Gas Storage

	<p>box checked.</p> <p>Tool Tip for Confidentiality Requested: Checking this box is not a written request for confidentiality. Requests to have a document treated confidentially require justification and Division review and approval. Prior to, or at the time your document is filed, you must upload a letter explaining the legal and factual basis supporting your confidentiality request.</p>	
3.	A document can be marked Internal Only . The document will be Internal Only in WellSTAR if the UGS Project Information form is approved with the Internal Only box checked.	
4.	Enter the document information.	Type, Relevant Date, Description
5.	Click browse.	
6.	Use the file explorer interface on your computer to navigate to and select the document.	File name
7.	Click Upload .	
8.	Repeat as needed.	
9.	Scroll to the bottom of the screen and click Next .	

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330) Help

Form ID: 5915

Form Navigation

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Form Submit
[Hide Form Navigation]

Associate related online form submissions to this submission by entering the Form ID or Form Description.

Online Form Association

Form ID	Form Category	Title	Description	Actions

Comments

Actions

◀ 0 ▶
20 items per page
No results to display

Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Internal User Jeanette McCracken

Date Received

03/18/2019

I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete. *

Form Submit Preview

Click the button below to preview your submission summary.

Preview Submission Summary

Back
Submit
Save

Step	Action	Required Fields
------	--------	-----------------

1.	Associate another form to this form by clicking Actions, Add Form.	
2.	Add a comment about this submission by typing in the comment field and clicking Add.	
3.	Check the I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.	
4.	The form will auto populate your name in the submitter field.	
5.	Scroll to the bottom of the screen and click Submit.	

6.3.1 Key Points

- <Enter Key Points about this Lesson>

6.4 Review Casing Wall Thickness test

The screenshot shows the WellSTAR web application interface. At the top, there is a navigation bar with 'WellSTAR' logo, a search bar, and menu items: 'Home', 'Explore Data', 'Forms', 'Tools', and 'Maps'. Below the navigation bar, the user is identified as 'Hello Jeanette McCracken, Department of Conservation'. The main content area displays a 'Home' section with a 'My Tasks' dropdown menu. Under 'My Tasks', there is a table of tasks. The table has columns for 'Task Name', 'Organization', 'Status', 'Workgroup', 'Assigned To', 'Due Date', and 'Actions'. Two tasks are visible, both titled 'Review Test Results' and assigned to 'Lodi Gas Storage, L.L.C.', with a status of 'Not Started' and a due date of '04/01/2019'. The first task is highlighted with a red circle containing the number '3'. At the bottom of the page, there is a pagination control showing '20 items per page' and 'Viewing 1 - 2 from 2 results'.

Step	Action	Required Fields
1.	Navigate to the WellSTAR home screen.	
2.	Locate the Review Test Results task. Note: If the well is a UGS project well, the test will be routed to the UGS Workgroup.	
3.	Click the hyperlinked Task Name.	

Release 4 Underground Gas Storage

Task Detail

Help

Task Type
System Generated

Task Name *

Description *
Test Results have been submitted and require review.
All comments are discoverable records, open to public review.

Organization

Status *

Workgroup

Assigned To

Due Date *

Created Date
03/18/2019

Created By
Jeanette McCracken

Form

Test Results 3

Comments

Actions

0
20 items per page
No results to display
↻

All comments are discoverable records, open to public review.

Task History

Date ↓	Description
03/18/2019 12:50:46 PM	Jeanette McCracken created the task.

Step	Action	Required Fields
1.	Claim the task. Note: The Task Status will automatically be updated to In progress .	
2.	Click Save .	
3.	Click the blue form hyperlink in the top right corner.	

Upload Test Results - Lodi Gas Storage, L.L.C. (L2330)

Form ID: 5916

Form Navigation

1. Form Information
2. Operator Information
3. Component/Well Selection
4. Test Details
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation ✘
9. Review Comments ✔
10. Review ✔

Test Details [Hide Form Navigation]

Please enter the details of the Test below. * Indicates Required Field

Test Information

Test Type
Well MIT - Casing Wall Thickness Inspection

Actual Test Date * 3/18/2019

Actual Test Time * 2:02 PM

Was the Test witnessed by DOGGR? * Yes No

Test Result * Pass

General Details

Inspection Tool Used * Electromagnetic/...

Method Used to Calculate Burst Pressure Barlow's

Maximum Allowable Surface Pressure (MASP)

Anomaly Identified? * Yes

Anomaly Interval

Associated Anomalies

Top (ft)	Botto...	Casing...	Casing...	Corros...	Burst ...	Burst ...	Actions
100.00	200.00	7.000	0.2500	0.020	15,000.00	15,000.00	Actions

Step	Action	Required Fields
1.	Review each Section.	
2.	Navigate to Section 4. Test Details .	
3.	Review each anomaly.	
4.	If a change must be made to the reported anomaly information, click the Actions button in row with the anomaly and choose Edit .	
5.	Enter a DOGGR Decision for each anomaly	DOGGR Decision
6.	Click Save.	
7.	Navigate to Section 8. Test Validation .	

Release 4 Underground Gas Storage

Form Navigation

1. Form Information
2. Operator Information
3. Component/Well Selection
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6. Form Submit
7. Confirmation
8. Test Validation
9. Review Comments ✓
10. Review ✓

Test Validation
[Hide Form Navigation]

Please complete all required fields below. The Select Scheduled Test section displays scheduled tests for the tested Well that have not yet had test results uploaded; please confirm if the test results uploaded in this form are related to one of the scheduled tests. * Indicates Required Field

1 Test Information

Was the Test witnessed by DOGGR? *

Yes No

DOGGR Witness Name *

Lee Ignatowicz ▼

2 Test Result *

Pass ▼

3 Select Scheduled Test ▶

▼ ▲

Associated Scheduled Test ▶

This is a new test that wasn't scheduled in WellSTAR

Back
Next
Save

Step	Action	Required Fields
1.	Enter the test information	Was the test witnessed by DOGGR?, DOGGR Witness Name.
2.	Enter Test Result .	Test Result
3.	A scheduled test may be associated to the test:	
4.	Search for the scheduled test.	
5.	Click the box next to the scheduled test in the Select Scheduled Test grid.	
6.	Click the down arrow. The scheduled test will be moved to the lower Associated Scheduled Test grid.	
7.	Click Next	

Release 4 Underground Gas Storage

Form ID: 5916

Form Navigation

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Review Comments [Hide Form Navigation]

Comments

20 items per page
No results to display

1

All comments are discoverable records, open to public review.

Step	Action	Required Fields
3.	Add a review comment if desired.	
4.	Click Next .	

Release 4 Underground Gas Storage

Form Navigation

1. Form Information
2. Operator Information
3. Component/Well Selection
4. Test Details ✔
5. Document Upload
6. Form Submit
7. Confirmation
8. Test Validation ✘
9. Review Comments
10. Review

Review
[Hide Form Navigation]

Task Name	Workgroup	Assigned To	Created	Last Updated	Review Sta...
Review Test Results	Northern UGS Review Workgroup	Jeanette McCracken	03/18/2019 12:50 PM	03/18/2019 02:18 PM	

◀ 1 ▶
20 items per page
Viewings 1 - 1 from 1 results

Back
Close

Step	Action	Required Fields
5.	Click the Actions button in row with the Review Test Result Task .	
6.	Select Approve , Return , or On Hold .	
7.	If you selected Approve the Test will be associated with the UGS well.	
8.	If you selected Return , the form is returned to the Operator and an email and alert are sent to the Agent.	

6.4.1 Key Points

- Time intervals for tests can be set up through the Summary form. This automatically let an operator know when they have a test coming due.