



User Reference Guide

Idle Wells
Module 1
Idle Well Form

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COURSE OVERVIEW

Course Description

WellSTAR's Idle Well capability tracks and records information related to idle wells such as the length of time a well has met the idle well criteria, its well management plan, and idle well fees. The system also generates reports and tracks bonding information and test information on idle wells.

1 IDLE WELL FORM – 15 YEAR ENGINEERING ANALYSIS

In this lesson, you will learn how to submit the Idle well form, 15 year Engineering Analysis variation.

Lesson Objectives:

- Submit Idle Well Form – 15 Year Engineering Analysis

1.1 Submit Idle Well Form – 15 Year Engineering Analysis

My Tasks Tasks Alerts Online Forms Forms In Progress Forms Submitted

Advanced Filtering Search

Form Name ↑	Form Category	Purpose	Version	Count
Idle Well Form				
Idle Well Form	Idle Well	Facilitates the submission and review of an Idle Well Management Plan, Idle Well Testing Waiver, Compliance Work Plan, Annual Idle Well Inventory and Evaluation, and 15 Year Engineering Analysis.	1	7
Inaccessible Idle Well Form	Idle Well	This form facilitates the submission of an of Well Inaccessibility, and Inaccessible Idle Well Monitoring and Mitigation Plan.	1	0

1 20 items per page Viewing 1 - 2 from 2 results

Step	Action	Required Fields
1.	From the home page, click on Online forms	
2.	Click Advanced Filtering	
3.	Enter Idle Well Form under Form Name advanced filter	
4.	Click Idle Well Form hyperlink	

Idle Well Form

Form Information

[Hide Form Navigation]

This form is used to submit, amend, or renew Idle Well Management Plans, Testing Waiver Plans, Testing Compliance Work Plans, the Inventory and Evaluation, and 15-Year Engineering Analysis. Please complete the fields below with all available information. Select an Idle Well Form Type in the dropdown below and then upload that document before submitting this form. * Indicates Required Field

Form Name
Idle Well Form

Organization *
THUMS Long Beach Co. (T2900) - Long Beach, CA

Idle Well Form Type *
15 Year Engineering Analysis

Is this a proposed amendment or update to an accepted 15 Year Engineering Analysis *
☐ Yes ☒ No

Description *
15 Year Engineering Analysis

All comments are discoverable records, open to public review.

Cancel

Save & Continue

Step	Action	Required Fields
1.	Search for the relevant Organization	
2.	Select 15 Year Engineering Analysis form the Idle Well Form Type dropdown menu	
3.	Enter a description	
4.	Click Save and Continue	

Operator Information

[\[Hide Form Navigation\]](#)

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

* Indicates Required Field

Organization Name

THUMS Long Beach Co. (T2900)

Type of Organization

Corporation

Organization Primary Address

111 West Ocean Blvd., Suite 800
Long Beach, CA 90802-7930

Organization Primary Phone Number

(562) 624-0000

Ext

Contacts

Contacts				
			Advanced Filtering	Actions ▾
Name ↑	Phone Number	Email	Role	Actions
Harold Persinger	(562) 624-3284	OGR@crc.comx	Agent	
Joseph Athanasious	(714) 816-6591	Joseph.Athanasious@conservation.ca.govx	Submitter	

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

Step	Action	Required Fields
1.	Review Organization information. This section is read-only.	
2.	Click Actions to add a form contact. Note: This does not add the contact to the organization or create WellSTAR users.	
3.	Click Next .	

Idle Well Form

Document Upload
[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document. If you have an accepted Well Maintenance Determination Request related to this operation, please upload or associate the respective Well Maintenance Determination Request and DOGGR Determination documents to this form.

Uploaded Documents

Advanced Filtering
Actions
Search

Upload...
Upload...
Type
Descri...
Filena
Add New
m...
Actions

Document Upload
X

* Indicates Required Field

☒ Upload New Document
☐ Associate Existing WellSTAR Document

☐ Internal Only
☐ Confidentiality Requested

Category
Idle Well

Type *

Relevant Date

Description *

All comments are discoverable records, open to public review.

Filename *

Browse

Cancel
Upload

Step	Action	Required Fields
1.	Click Actions and Add New	
2.	In the pop-up box, click the applicable radio buttons and check boxes. Note: This will allow you to choose to upload a new document or associate and existing document in WellSTAR, designate the document as internal only or to request confidentiality for the document.	
3.	Select the document type. Options include: Structure Map, Casing Diagrams, Representative Logs, Statement of potential use, Reservoir characters, Directional Survey, Idle Well – Other documents.	
4.	Select a relevant date . Note: This will be the date the document was produced, not uploaded.	
5.	Click Browse and locate the document using file explorer.	
6.	Click Upload to complete the upload.	
7.	Repeat for each document you wish to upload.	
8.	Click Next .	

Idle Well Form

Form Submit

[Hide Form Navigation]

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

Online Form Association

Actions

Form ID

Form Category

Title

Description

Actions

Comments

Actions

Comments

0

20

items per page

No results to display

Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

11/18/2019

☐ 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 any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Preview the submission.	
5.	Click Submit .	

Confirmation	
	Your form has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the Idle Well HQ review workgroup.	

1.1.1 Key Points

Once the form is successfully submitted, form cannot be edited by external users unless the form status is set as “Return” during the review process. Internal users can modify the form any time before the final review task has been updated.

2 IDLE WELL FORM – ANNUAL IDLE WELL INVENTORY AND EVALUATION

In this lesson, you will learn how to submit the Idle well form, Annual Idle Well Inventory and Evaluation variation.

Lesson Objectives:

- Submit Idle Well Form – Annual Well Inventory and Evaluation

2.1 Submit Idle Well Form – Annual Well Inventory and Evaluation

Idle Well Form

[My Tasks](#)
[Tasks](#)
[Alerts](#)
[Online Forms](#)
[Forms In Progress](#)
[Forms Submitted](#)

Form Name ↑	Form Category	Purpose	Version	Count
Idle Well Form	Idle Well	Facilitates the submission and review of an Idle Well Management Plan, Idle Well Testing Waiver, Compliance Work Plan, Annual Idle Well Inventory and Evaluation, and 15 Year Engineering Analysis.	1	7
Inaccessible Idle Well Form	Idle Well	This form facilitates the submission of an of Well Inaccessibility, and Inaccessible Idle Well Monitoring and Mitigation Plan.	1	0

20 items per page

Viewing 1 - 2 from 2 results

Step	Action	Required Fields
1.	From the home page, click on Online forms	
2.	Click Advanced Filtering	
3.	Enter Idle Well Form under Form Name advanced filter	
4.	Click Idle Well Form hyperlink	

Idle Well Form

Form Information

[Hide Form Navigation]

This form is used to submit, amend, or renew Idle Well Management Plans, Testing Waiver Plans, Testing Compliance Work Plans, the Inventory and Evaluation, and 15-Year Engineering Analysis. Please complete the fields below with all available information. Select an Idle Well Form Type in the dropdown below and then upload that document before submitting this form. * Indicates Required Field

Form Name

Idle Well Form

Organization *

THUMS Long Beach Co. (T2900) - Long Beach, CA

Idle Well Form Type *

Annual Idle Well Inventory and Evaluation

Description *



Annual Idle Well Inventory and Evaluation

All comments are discoverable records, open to public review.

Step	Action	Required Fields
1.	Search for the relevant Organization	
2.	Select Annual Idle Well Inventory and Evaluation from the Idle Well Form Type dropdown menu.	
3.	Enter a description	
4.	Click Save and Continue	

Operator Information

[\[Hide Form Navigation\]](#)

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

* Indicates Required Field

Organization Name

THUMS Long Beach Co. (T2900)

Type of Organization

Corporation

Organization Primary Address

111 West Ocean Blvd., Suite 800
Long Beach, CA 90802-7930

Organization Primary Phone Number

(562) 624-0000

Ext

Contacts

Contacts				
			Advanced Filtering	Actions ▾
Name ↑	Phone Number	Email	Role	Actions
Harold Persinger	(562) 624-3284	OGR@crc.comx	Agent	
Joseph Athanasious	(714) 816-6591	Joseph.Athanasious@conservation.ca.govx	Submitter	

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

Step	Action	Required Fields
1.	Review Organization information. This section is read-only.	
2.	Click Actions to add a form contact. Note: This does not add the contact to the organization or create WellSTAR users.	
3.	Click Next.	

Idle Well Form

Document Upload
[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document. If you have an accepted Well Maintenance Determination Request related to this operation, please upload or associate the respective Well Maintenance Determination Request and DOGGR Determination documents to this form.

Uploaded Documents

Advanced Filtering
Actions
Search

Upload...	Upload...	Type	Descri...	Filena	Add New	m...	Actions
-----------	-----------	------	-----------	--------	---------	------	---------

Document Upload
X

* Indicates Required Field

☒ Upload New Document
☐ Associate Existing WellSTAR Document

☐ Internal Only
☐ Confidentiality Requested

Category
Idle Well

Type *

Relevant Date

Description *

All comments are discoverable records, open to public review.

Filename *

Browse

Cancel
Upload

Step	Action	Required Fields
1.	Click Actions and Add New	
2.	In the pop-up box, click the applicable radio buttons and check boxes. Note: This will allow you to choose to upload a new document or associate an existing document in WellSTAR, designate the document as internal only or to request confidentiality for the document.	
3.	Select the document type. Options include: Annual Idle Well Inventory and Evaluation, Correspondence, Evaluation – Other Documents	
4.	Select a relevant date. Note: This will be the date the document was produced, not uploaded.	
5.	Click Browse and locate the document using file explorer.	
6.	Click Upload to complete the upload.	
7.	Repeat for each document you wish to upload.	
8.	Click Next.	

Idle Well Form

Form Submit

[Hide Form Navigation]

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

Online Form Association

Actions ▾ ⚙

Form ID	Form Category	Title	Description	Actions

Comments ▾

Actions ▾

Comments

◀

◁

0

▷

▶

20 ▾ items per page

No results to display

Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

11/18/2019

☐ 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 any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Preview the submission.	
5.	Click Submit.	

Idle Well Form

Confirmation	
	Your form has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the appropriate Idle Well review workgroup.	

2.1.1 Key Points

- <Enter Key Points about this Lesson>

3 IDLE WELL FORM – IDLE WELL MANAGEMENT PLAN

In this lesson, you will learn how to submit the Idle well form, Idle Well Management Plan variation.

Lesson Objectives:

- Submit Idle Well Form – Idle Well Management Plan

3.1 Submit Idle Well Form – Idle Well Management Plan

My Tasks Tasks Alerts Online Forms Forms In Progress Forms Submitted


Advanced Filtering Search

Form Name ↑	Form Category	Purpose	Version	Count
Idle Well Form				
Idle Well Form	Idle Well	Facilitates the submission and review of an Idle Well Management Plan, Idle Well Testing Waiver, Compliance Work Plan, Annual Idle Well Inventory and Evaluation, and 15 Year Engineering Analysis.	1	7
Inaccessible Idle Well Form	Idle Well	This form facilitates the submission of an of Well Inaccessibility, and Inaccessible Idle Well Monitoring and Mitigation Plan.	1	0

1 20 items per page Viewing 1 - 2 from 2 results

Step	Action	Required Fields
1.	From the home page, click on Online forms	
2.	Click Advanced Filtering	
3.	Enter Idle Well Form under Form Name advanced filter	
4.	Click Idle Well Form hyperlink	

Idle Well Form

Form Information	[Hide Form Navigation]
<p>This form is used to submit, amend, or renew Idle Well Management Plans, Testing Waiver Plans, Testing Compliance Work Plans, the Inventory and Evaluation, and 15-Year Engineering Analysis. Please complete the fields below with all available information. Select an Idle Well Form Type in the dropdown below and then upload that document before submitting this form. * Indicates Required Field</p>	
Form Name	
Idle Well Form	
Organization *	
THUMS Long Beach Co. (T2900) - Long Beach, CA	
Idle Well Form Type *	
Idle Well Management Plan	
Is this a proposed amendment or renewal to an approved Idle Well Management Plan? *	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
Description * 	
<div>Idle Well Management Plan</div>	
<i>All comments are discoverable records, open to public review.</i>	

Step	Action	Required Fields
1.	Search for the relevant Organization	
2.	Select Idle Well Management Plan from the Idle Well Form Type dropdown menu.	
3.	Enter a description	
4.	Click Save and Continue	

Idle Well Form

Operator Information

[Hide Form Navigation]

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

* Indicates Required Field

Organization Name

THUMS Long Beach Co. (T2900)

Type of Organization

Corporation

Organization Primary Address

111 West Ocean Blvd., Suite 800
Long Beach, CA 90802-7930

Organization Primary Phone Number

(562) 624-0000

Ext

Contacts

Contacts				
			Advanced Filtering	Actions
Name ↑	Phone Number	Email	Role	Actions
Harold Persinger	(562) 624-3284	OGR@crc.comx	Agent	
Joseph Athanasious	(714) 816-6591	Joseph.Athanasious@conservation.ca.govx	Submitter	

[Back](#)

[Next](#)

[Save](#)

Step	Action	Required Fields
1.	Review Organization information. This section is read-only.	
2.	Click Actions to add a form contact. Note: This does not add the contact to the organization or create WellSTAR users.	
3.	Click Next.	

Idle Well Form

Document Upload
[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document. If you have an accepted Well Maintenance Determination Request related to this operation, please upload or associate the respective Well Maintenance Determination Request and DOGGR Determination documents to this form.

Uploaded Documents

Advanced Filtering
Actions
Search

Upload...	Upload...	Type	Descri...	Filena	Add New	m...	Actions

Document Upload
X

* Indicates Required Field

☒ Upload New Document
☐ Associate Existing WellSTAR Document

☐ Internal Only
☐ Confidentiality Requested

Category
Idle Well

Type *

Relevant Date

Description *

All comments are discoverable records, open to public review.

Filename *

Browse

Cancel
Upload

Step	Action	Required Fields
1.	Click Actions and Add New	
2.	In the pop-up box, click the applicable radio buttons and check boxes. Note: This will allow you to choose to upload a new document or associate an existing document in WellSTAR, designate the document as internal only or to request confidentiality for the document.	
3.	Select the document type. Options include: Idle Well Management Plan, Idle Well Management Plan amendment, Correspondence, IWMP – Other Documents	
4.	Select a relevant date. Note: This will be the date the document was produced, not uploaded.	
5.	Click Browse and locate the document using file explorer.	
6.	Click Upload to complete the upload.	
7.	Repeat for each document you wish to upload.	
8.	Click Next.	

Idle Well Form

Form Submit

[Hide Form Navigation]

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

Online Form Association

Actions ▾ ⚙

Form ID	Form Category	Title	Description	Actions

Comments ▾

Actions ▾

Comments

◀

◀

0

▶

▶

20 ▾ items per page

No results to display

Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

11/18/2019

☐ 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 any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Preview the submission.	
5.	Click Submit.	

Confirmation

 Your form has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the appropriate Idle Well review workgroup.	

3.1.1 Key Points

- Once the form is successfully submitted, form cannot be edited by external users unless the form status is set as “Return” during the review process. Internal users can modify the form any time before the final review task has been updated.

4 IDLE WELL FORM – IDLE WELL TESTING WAIVER PLAN

In this lesson, you will learn how to submit the Idle well form, Idle Well Testing Waiver Plan variation.

Lesson Objectives:

- Submit Idle Well Form – Idle Well Testing Waiver Plan

4.1 Submit Idle Well Form – Idle Well Testing Waiver Plan

My Tasks Tasks Alerts Online Forms Forms In Progress Forms Submitted					
<div> ⌵ Advanced Filtering <input type="text"/> Search </div>					
Form Name ↑	Form Category	Purpose	Version	Count	
<input type="text" value="Idle Well Form"/> ⌵	<input type="text"/> ⌵	<input type="text"/> ⌵	<input type="text"/> ⌵	<input type="text"/> ⌵	
Idle Well Form	Idle Well	Facilitates the submission and review of an Idle Well Management Plan, Idle Well Testing Waiver, Compliance Work Plan, Annual Idle Well Inventory and Evaluation, and 15 Year Engineering Analysis.	1	7	
Inaccessible Idle Well Form	Idle Well	This form facilitates the submission of an of Well Inaccessibility, and Inaccessible Idle Well Monitoring and Mitigation Plan.	1	0	

Step	Action	Required Fields
1.	From the home page, click on Online forms	
2.	Click Advanced Filtering	
3.	Enter Idle Well Form under Form Name advanced filter	
4.	Click Idle Well Form hyperlink	

Idle Well Form

Form Information

[Hide Form Navigation]

This form is used to submit, amend, or renew Idle Well Management Plans, Testing Waiver Plans, Testing Compliance Work Plans, the Inventory and Evaluation, and 15-Year Engineering Analysis. Please complete the fields below with all available information. Select an Idle Well Form Type in the dropdown below and then upload that document before submitting this form. * Indicates Required Field

Form Name
Idle Well Form

Organization *

THUMS Long Beach Co. (T2900) - Long Beach, CA ▼

Idle Well Form Type *

Idle Well Testing Waiver Plan ▼

Is this a proposed amendment to an approved Testing Waiver Plan? *

☐ Yes ☒ No

Description * ⓘ

Idle Well Testing Waiver Plan

All comments are discoverable records, open to public review.

Step	Action	Required Fields
1.	Search for the relevant Organization	
2.	Select Idle Well Testing Waiver Plan from the Idle Well Form Type dropdown menu.	
3.	Enter a description	
4.	Click Save and Continue	

Idle Well Form

Operator Information

[Hide Form Navigation]

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

* Indicates Required Field

Organization Name

THUMS Long Beach Co. (T2900)

Type of Organization

Corporation

Organization Primary Address

111 West Ocean Blvd., Suite 800
Long Beach, CA 90802-7930

Organization Primary Phone Number

(562) 624-0000

Ext

Contacts

Contacts				
			Advanced Filtering	Actions
Name ↑	Phone Number	Email	Role	Actions
Harold Persinger	(562) 624-3284	OGR@crc.comx	Agent	
Joseph Athanasious	(714) 816-6591	Joseph.Athanasious@conservation.ca.govx	Submitter	

[Back](#)

[Next](#)

[Save](#)

Step	Action	Required Fields
1.	Review Organization information. This section is read-only.	
2.	Click Actions to add a form contact. Note: This does not add the contact to the organization or create WellSTAR users.	
3.	Click Next.	

Idle Well Form

Document Upload
[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document. If you have an accepted Well Maintenance Determination Request related to this operation, please upload or associate the respective Well Maintenance Determination Request and DOGGR Determination documents to this form.

Uploaded Documents

Advanced Filtering
Actions
Search

Upload...	Upload...	Type	Descri...	Filena	Add New	m...	Actions
-----------	-----------	------	-----------	--------	---------	------	---------

Document Upload
X

* Indicates Required Field

☒ Upload New Document
☐ Associate Existing WellSTAR Document

☐ Internal Only
☐ Confidentiality Requested

Category
Idle Well

Type *

Relevant Date

Description *

All comments are discoverable records, open to public review.

Filename *

Browse

Cancel
Upload

Step	Action	Required Fields
1.	Click Actions and Add New	
2.	In the pop-up box, click the applicable radio buttons and check boxes. Note: This will allow you to choose to upload a new document or associate an existing document in WellSTAR, designate the document as internal only or to request confidentiality for the document.	
3.	Select the document type. Options include: Idle Well Testing Waiver Plan, Idle Well Testing Waiver Plan Amendment, Correspondence, TWP – Other Documents	
4.	Select a relevant date. Note: This will be the date the document was produced, not uploaded.	
5.	Click Browse and locate the document using file explorer.	
6.	Click Upload to complete the upload.	
7.	Repeat for each document you wish to upload.	
8.	Click Next.	

Idle Well Form

Form Submit

[Hide Form Navigation]

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

Online Form Association

Actions ▾ ⚙

Form ID	Form Category	Title	Description	Actions

Comments ▾

Actions ▾

Comments

◀

◀

0

▶

▶

20 ▾ items per page

No results to display

Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

11/18/2019

☐ 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 any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Preview the submission.	
5.	Click Submit.	

Confirmation	
	Your form has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the appropriate Idle Well review workgroup.	

4.1.1 Key Points

- Once the form is successfully submitted, form cannot be edited by external users unless the form status is set as “Return” during the review process. Internal users can modify the form any time before the final review task has been updated.

5 IDLE WELL FORM – TESTING COMPLIANCE WORK PLAN

In this lesson, you will learn how to submit the Idle well form, Testing Compliance Work Plan variation.

Lesson Objectives:

- Submit Idle Well Form – Testing Compliance Work Plan

5.1 Submit Idle Well Form – Testing Compliance Work Plan

My Tasks Tasks Alerts Online Forms Forms In Progress Forms Submitted									
<div> ⌵ Advanced Filtering <input type="text"/> Search </div>									
Form Name ↑		Form Category		Purpose		Version		Count	
<input type="text" value="Idle Well Form"/> ⌵		<input type="text"/> ⌵		<input type="text"/> ⌵		<input type="text"/> ⌵		<input type="text"/> ⌵	
Idle Well Form		Idle Well		Facilitates the submission and review of an Idle Well Management Plan, Idle Well Testing Waiver, Compliance Work Plan, Annual Idle Well Inventory and Evaluation, and 15 Year Engineering Analysis.		1		7	
Inaccessible Idle Well Form		Idle Well		This form facilitates the submission of an of Well Inaccessibility, and Inaccessible Idle Well Monitoring and Mitigation Plan.		1		0	

Step	Action	Required Fields
1.	From the home page, click on Online forms	
2.	Click Advanced Filtering	
3.	Enter Idle Well Form under Form Name advanced filter	
4.	Click Idle Well Form hyperlink	

Idle Well Form

Form Information

[Hide Form Navigation]

This form is used to submit, amend, or renew Idle Well Management Plans, Testing Waiver Plans, Testing Compliance Work Plans, the Inventory and Evaluation, and 15-Year Engineering Analysis. Please complete the fields below with all available information. Select an Idle Well Form Type in the dropdown below and then upload that document before submitting this form. * Indicates Required Field

Form Name
Idle Well Form

Organization *

THUMS Long Beach Co. (T2900) - Long Beach, CA

Idle Well Form Type *

Testing Compliance Work Plan

Is this a proposed amendment to an accepted Testing Compliance Work Plan? *

☐ Yes ☒ No

Description * ⓘ

Testing Compliance Work Plan

All comments are discoverable records, open to public review.

Step	Action	Required Fields
1.	Search for the relevant Organization	
2.	Select Testing Compliance Work Plan from the Idle Well Form Type dropdown menu.	
3.	Enter a description	
4.	Click Save and Continue	

Idle Well Form

Operator Information

[Hide Form Navigation]

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

* Indicates Required Field

Organization Name

THUMS Long Beach Co. (T2900)

Type of Organization

Corporation

Organization Primary Address

111 West Ocean Blvd., Suite 800
Long Beach, CA 90802-7930

Organization Primary Phone Number

(562) 624-0000

Ext

Contacts

Contacts				
			Advanced Filtering	Actions
Name ↑	Phone Number	Email	Role	Actions
Harold Persinger	(562) 624-3284	OGR@crc.comx	Agent	
Joseph Athanasious	(714) 816-6591	Joseph.Athanasious@conservation.ca.govx	Submitter	

[Back](#)

[Next](#)

[Save](#)

Step	Action	Required Fields
1.	Review Organization information. This section is read-only.	
2.	Click Actions to add a form contact. Note: This does not add the contact to the organization or create WellSTAR users.	
3.	Click Next.	

Idle Well Form

Document Upload
[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document. If you have an accepted Well Maintenance Determination Request related to this operation, please upload or associate the respective Well Maintenance Determination Request and DOGGR Determination documents to this form.

Uploaded Documents

Advanced Filtering
Actions
Search

Upload...	Upload...	Type	Descri...	Filena	Add New	m...	Actions

Document Upload
X

* Indicates Required Field

☒ Upload New Document
☐ Associate Existing WellSTAR Document

☐ Internal Only
☐ Confidentiality Requested

Category
Idle Well

Type *

Relevant Date

Description *

All comments are discoverable records, open to public review.

Filename *

Browse

Cancel
Upload

Step	Action	Required Fields
1.	Click Actions and Add New	
2.	In the pop-up box, click the applicable radio buttons and check boxes. Note: This will allow you to choose to upload a new document or associate an existing document in WellSTAR, designate the document as internal only or to request confidentiality for the document.	
3.	Select the document type. Options include: Testing Compliance Work Plan, Testing Compliance Work Plan Amendment, Correspondence, CWP – Other Documents	
4.	Select a relevant date. Note: This will be the date the document was produced, not uploaded.	
5.	Click Browse and locate the document using file explorer.	
6.	Click Upload to complete the upload.	
7.	Repeat for each document you wish to upload.	
8.	Click Next.	

Idle Well Form

Form Submit

[Hide Form Navigation]

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

Online Form Association

Actions ▾ ⚙

Form ID	Form Category	Title	Description	Actions

Comments ▾

Actions ▾

Comments

◀

◀

0

▶

▶

20 ▾ items per page

No results to display [↻](#)

Add

All comments are discoverable records, open to public review.

Acknowledgement

Submitter

Date Received

11/18/2019

☐ 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 any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Preview the submission.	
5.	Click Submit.	

Confirmation

 Your form has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the appropriate Idle Well review workgroup.	

5.1.1 Key Points

- Once the form is successfully submitted, form cannot be edited by external users unless the form status is set as “Return” during the review process. Internal users can modify the form any time before the final review task has been updated.