



California  
**Department of  
Conservation**  
Geologic Energy Management Division

# Oil & Gas Operator Workshop: Form 110, 110D & 122 Submission

**Date: February 26, 2025**

**Time: 11:00 a.m. – 12:00 p.m.**

# AGENDA

## **I. Welcome**

## **II. Production & Injection Reporting Statutes**

## **III. Late & Amended Production Justification**

## **IV. Where to find, fill out and submit the: OG110, OG110D, and 122 Forms**

## **V. Q & A Session (~20 minutes)**

# Production / Injection Reporting Forms

Presented by:  
Micaela Soto, Engineering Geologist

# Production / Injection Reporting Forms

## Monthly

- OG110 – Monthly Production
- OG110B – Monthly Injection
- OG110D – Monthly Disposition

## Quarterly

- OG110Q – Quarterly Water Production
- OG110BQ – Quarterly Water Injection
- OG110FQ – Quarterly Other Water Allocation

## Annual

- Form 122 – Annual Production

Form Name	Purpose
<input type="text"/>	<input type="text"/>
<a href="#">OG110 Monthly Production</a>	Form used to report monthly production data from Operators.
<a href="#">OG110B Monthly Injection</a>	Form used to report monthly injection data from Operators.
<a href="#">OG110D Monthly Disposition</a>	Form used to report monthly disposition data from Operators.
<a href="#">110BQ Quarterly Water Injection</a>	Allows Operators to report water injection data on a quarterly basis
<a href="#">110FQ Quarterly Other Water Allocation</a>	Report quarterly water allocation data
<a href="#">110Q Quarterly Water Production</a>	Allows Operators to report water production data on a quarterly basis
<a href="#">Form 122 Annual Production</a>	Report annual production and operations

# Production / Injection Reporting Forms (cont)



- **CA Pub Res Code § 3227 (2022)**

Mandate to report production and injection fluid quantities and qualities, and number drilling, producing, injecting and idle wells.

- Reporting frequency depending on the report types:
  - Monthly **on or before the last day of each month, for the last preceding calendar month.**
  - Quarterly water usage **on or before the last day of each quarter, for the last preceding quarter.**

- **CA Pub Res Code § 3402 (2022)**

Mandate for Assessment and Collection of Charges.

- **CA Pub Res Code § 3406 (2022)**

Mandate to well owner to file an annual report with CalGEM on or before March 15<sup>th</sup> of each year. March 17, 2025 (March 15 is on Saturday)

- **CA Pub Res Code § 3407.5 (2022)**

Mandate allow CalGEM to make estimate of deficit amount of Oil and gas production under reported or not submitted by well owner.

- **CA Pub Res Code § 3408 (2022)**

Mandate to add 10% penalty assessment for failure to file annual amount of oil and gas production report.

- **CA Pub Res Code § 3420 (2022)**

Mandate allow CalGEM impose penalty and interest on operator delinquent assessment fees.

# Late & Amended Production Justification

Presented by:  
Chiagoziem Eneh, Engineering Geologist

# Statutory Requirements

- Public Resources Code (PRC) Section 3227: Monthly production, injection, and disposition reports ("monthly reports") are due on or before the last day of each month for the preceding calendar month.
- Monthly forms submitted after the PRC 3227 deadline are considered **late**.
- Any modification or update to an Accepted form is considered an **amendment**.

## Notice To Operators (March 27, 2024)

WellSTAR Release 5.1.12 updates the

- OG110 Monthly Production,
- OG110B Monthly Injection, and
- OG110D Monthly Disposition ("monthly reports").

With this update, submitted monthly reports (OG110, OG110B, OG110D) for previous calendar years will be subject to further review by CalGEM"

# Submitting a Form in WellStar

## OG110 Monthly Production

Help

Form Navigation

1. Form Information

Form Information [Hide Form Navigation]

This Monthly Production form will require a Late Submission Justification document is uploaded before submission and CalGEM review after submission before data will be accepted into WellSTAR.

Complete the fields below. \* Indicates Required Field

**Form Name**  
OG110 Monthly Production

**Organization \***

**Reporting Period**

**Month \*** December **Year \*** 2023

**Description \***

All comments are discoverable records, open to public review.

Cancel

Save & Continue

- When submitting a Form for the **preceding year**, a "notification" will appear (for late and amended monthly forms).



# Late Monthly Forms | Supporting Documentation

**Please upload the following documents along with each monthly form:**

1. A letter of justification (addressed to the Data Management Team) explaining the reason for the **late** submission. Reason(s) could be any of (but not limited to) the following examples:
  - WellStar issues
  - Data issues
  - Personnel or Administrative issues etc.

**And**

2. Any one or combination of the following documents that validates your volumes according to CCR section 1772.6. (that covers the reported month(s)):
  - Operability of the production or injection equipment.
  - Filling of production tanks.
  - Field production reports.
  - Lease oil inventory at the beginning or end of the month.
  - Run tickets or automated shipping data, which includes the shipping and/or purchasing company and the volume received.
  - Lab data, such as gravity, water cut, and/or temperature.
  - Details of the methods used to allocate production to wells.
  - Any documentation from recent equipment check(s) and/or well test(s), including the date the check or test was performed.

# Amended Volumes | Supporting Documentation

**Please upload the following documents along with each monthly form:**

1. A letter of justification (addressed to the Data Management Team) explaining the reason for the **amended** submission. Reason(s) could be any of (but not limited to) the following examples:
  - WellStar issues
  - Data issues
  - Personnel or Administrative issues etc.

**And**

2. Any one or combination of the following documents that validates your volumes according to CCR section 1772.6. (that covers the reported month(s)):
  - Operability of the production or injection equipment.
  - Filling of production tanks.
  - Field production reports.
  - Lease oil inventory at the beginning or end of the month.
  - Run tickets or automated shipping data, which includes the shipping and/or purchasing company and the volume received.
  - Lab data, such as gravity, water cut, and/or temperature.
  - Details of the methods used to allocate production to wells.
  - Any documentation from recent equipment check(s) and/or well test(s), including the date the check or test was performed.

# Uploading a Document in WellStar

Online Forms | OG110 Monthly Production

## OG110 Monthly Production

Help

Form ID: 590704

Form Navigation

1. Form Information
2. Operator Information ✓
3. EDD Submission
4. Production Data
5. Document Upload
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 for a document.

### Uploaded Documents

Advanced Filtering

Actions

Search



Upload D...

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Type

Description

Filename

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Add New

den...

Actions

### Late & Amended Production Volumes

- Operators should upload documents for justification along with the associated monthly forms.

Back

Next

Save

# Data Management Unit Contact Information



- For further information, please email [DMRSP\\_Mailbox@conservation.ca.gov](mailto:DMRSP_Mailbox@conservation.ca.gov).

# Where to find, fill out and submit: OG110 Form, OG110D Form, and 122 Form

Presented by:  
Gabriela Dabon, Engineering Geologist

- How-To Training Materials for Operators on Youtube Direct link:  
[https://www.youtube.com/playlist?list=PLErBtDSML9r6\\_SjGfEPXZqHjyWV2ot3lG](https://www.youtube.com/playlist?list=PLErBtDSML9r6_SjGfEPXZqHjyWV2ot3lG)
- Additional Training Materials:  
[https://www.conservation.ca.gov/calgem/for\\_operators/Pages/wellstar-training-materials.aspx](https://www.conservation.ca.gov/calgem/for_operators/Pages/wellstar-training-materials.aspx)

# Q&A Session



**Please feel free to use the Q&A chat function throughout the workshop.**

# Frequently Asked Questions (FAQ)



## **1. Is EDD required to submit OG110D form?**

-No. EDD is not required. If you don't have many fields with valid-for-report completions interval associated with your organization, you may choose to enter the data directly into the form. Select "No" in step 3. EDD Submission > navigate to step 4. Disposition Data > select Action > Add field to enter the data directly> Save.

## **2. Do I need to submit a late submission justification document to update current year's disposition record after the submission deadline?**

-No, you do not need to submit a late submission justification document to update current's year data. However, the form will be reviewed by CalGEM.

## **3. Is a document required to be uploaded in the step 5. Document Upload. when submitting my OG110D?**

-Except where late submission justification document is required, you are not required to upload any document during regular submission.

## **4. Why does my EDD contain errors?**

-The EDD may contain bad data. Please check the EDD and ensure the data matches with the description in field description sheet.

## **5. Why is my EDD missing some fields?**

-The field may no longer contain any valid-for-reporting completion interval associated with your organization for the reporting period.

## **6. Is the requirement for late submission justification document taken into effect already or do we have until March 1<sup>st</sup> 2025 to submit or update records of previous years?**

-Yes, the requirement to submit a late submission justification document is already in effect. Please refer to NOTICE TO OPERATORS 2024-04 dated March 27, 2024.





# THANK YOU

For questions, please contact the WellSTAR team at:  
[wellstar@conservation.ca.gov](mailto:wellstar@conservation.ca.gov)

[DMRSP\\_Mailbox@conservation.ca.gov](mailto:DMRSP_Mailbox@conservation.ca.gov)

[CalGEMSupport@conservation.ca.gov](mailto:CalGEMSupport@conservation.ca.gov)