

California Department of Conservation Geologic Energy Management Division

Oil & Gas Operator Workshop:

Annual Inventory Documents

Submission

Date: June 11, 2025 Time: 11:00 a.m. – 12:00 p.m.





- I. Welcome
- II. Requirements of the Public Resource Code (PRC) section 3285
- III. Where to find, fill out and submit the Annual Inventory Documents
- IV. Demo of how to upload the Annual Inventory Documents in WellSTAR
- V. Q & A Session (~20 minutes)



Statutory Requirements

- Public Resources Code (PRC) § 3285: All operators must submit an annual sensitive receptor inventory, map, and statement by July 1, 2025 (per AB-218), and annually thereafter.
- There are three document types in WellSTAR for HPZ annual inventories:
 - 1. Annual Sensitive Receptor Inventory
 - 2. Annual Sensitive Receptor Map
 - 3. Annual Sensitive Receptor Statement (applied to wells and facilities only outside of HPZ)

- CalGEM's SB1137 resource page can be found here <u>SB1137 Resources</u>.
- Reference of the NTO 2025-04 and previous NTO's can be found on the CalGEM website: <u>Notice to</u> <u>Operators</u>
- Template for operators to submit inventory for inside and outside of an HPZ is available here <u>Annual Inventory Workbook Template</u>.
- Examples of statements and maps can be found here <u>Maps and Statement Examples</u>.
- Interactive HPZ Map available here: <u>Interactive</u> <u>Map</u>
- Any further questions, please contact CalGEM Headquarters at <u>SB1137Implementation@con</u> <u>servation.ca.gov</u>.



§ 1765.10 of the SB1137 Emergency Regulations:

UGS wells and facilities do not need to be included in the annual inventory document § 1765.10. Underground Gas Storage Facilities in the Health Protection Zone

(a) Underground gas storage wells and attendant production facilities are not subject to this article.

(b) For the purposes of this article and Public Resources Code section 3281, subdivision (d), underground gas storage wells and their attendant production facilities include:

(1) All wells associated with an underground gas storage facility operator under Public Resources Code section 3403.5 including all wells associated with an underground gas storage facility except those that have been plugged and abandoned; and

(2) All elements of an underground gas storage project as defined in Section 1726.1, subdivision (a)(6).

Authority: Sections 3013, 3106 and 3288 Public Resources Code. Reference:

Sections 3011, 3106, 3281 and 3403.5 Public Resources Code.



Where to find, fill out and submit the Annual Inventory Documents

Presented by: William Schimdt, Engineering Geologist



Inventory Template – Available on CalGEM's SB1137 Resource Page

Operator Resources

Operators must comply with Senate Bill 1137 and its Emergency Implementation Regulations. Non-compliance may result in enforcement action.

Implementation Guidelines

- Notice to Operators
 - NTO 2024-06: Regulatory Requirements for Operator Compliance with Senate Bill 1137
 - NTO 2024-09: Regulatory Requirements for Operator Compliance with Public Resources Code 3284
 - NTO 2024-14: Operator Compliance Dates as Amended by Assembly Bill 218 (PDF)
 - 0
- Emergency Implementation Regulations (PDF)

For implementation questions, contact: SB1137Implementation@conservation.ca.gov.

CalGEM has created a template and examples of some of the required information that must be submitted to meet the requirement for NOI and Annual Sensitive Inventory Submission.

- <u>Annual Receptor(s) Inventory</u> (Excel Template)
- New Production Facilities Notice (NPFN) form and instructions (PDF)

File Types: Excel (.xls or xlsx) or comma-separated value (.csv)

Sensitive Receptor Information:

- Type of sensitive receptor
- Distance to well or facility
- Latitude and longitude

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 Physical address (if potentially within an HPZ)

Well or Facility Information:

- API or facility ID
- Latitude and longitude of well or facility (multiple for pipelines)
- Well name
- Field name
- Type of well or facility







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Inventory Map – Within HPZ

- 8.5" by 11" page with title, legend, and scale
- Scale of 1:24,000 or more detailed
- Larger map can show relationships between smaller maps
- Each well/facility marked with symbol
- Each sensitive receptor marked
- .pdf file type with minimum resolution of 300 dpi



Inventory Map – Outside HPZ

- 8.5" by 11" page with title, legend, and scale
- Scale of 1:24,000 or more detailed
- Larger map can show relationships between smaller maps
- Each well/facility marked with symbol
- Each sensitive receptor marked
- .pdf file type with minimum resolution of 300 dpi



Facility Aggregates - 1

- Multiple related facilities can be grouped as a "Facility Aggregate"
- Note dashed line surrounding the facility aggregate to the right
- Wells require individual lines on the inventory document
- Other facilities (tanks, pipelines, etc.) can be entered on one line as an aggregate
- A PNID of the aggregate should be submitted with the map
- Distance to SR is from nearest edge of aggregate





Facility Aggregates

- Multiple related facilities can be grouped as a "Facility Aggregate"
- A PNID of the aggregate should be submitted with the map



Facility Aggregates - 3

- Multiple related facilities can be grouped as a "Facility Aggregate"
- A PNID of the aggregate should be submitted with the map





Facility Aggregate Inventory

					Well/Fac	ility Information	
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Well	0412345683	NOHPZ-06	Oil & Gas		 Single III 	e entry for	entire tank
Well	0412345684	NOHPZ-07	Oil & Gas		form		
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Well	0412345688	NOHPZ - 11	Oil & Gas				
Well	0412345689	NOHPZ - 12	Oil & Gas				
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Production Facility Aggregate				Produ	uction Facility Aggregate	B-6	Lease B Tank Farm
Production Facility Aggregate				Produ	uction Facility Aggregate	B-8	Lease B Wells and Pipelines

Statement

For all wells/facilities not within an HPZ:

- Identify buildings, parks, and potential sensitive receptor sites within 3,200'
- Explain why each feature does not qualify as a sensitive receptor
- .txt, .docx, or .pdf file type

CA Oil Company

12345 Main St City, ST ZIP Code Jan 1, 2023

Example Health Protection Zone Statement - Annual Submission Statement

Wells Inside HPZ with Three Exceptions

This statement has been prepared to fulfill the requirements of CCR section 1765.6(a)(3) and provides supporting information required by CCR section 1765.9(a)(1) regarding features within 3,200 feet of CA Oil Company wellheads and production facilities in the XYZ oil field.

Most of CA Oil Company wellheads shown on the map are inside a Health Protection Zone (HPZ). There are several sensitive receptors such as businesses and community resources centers open to the public within 3,200 feet of a well. There are three wellheads (E-1, C-1, and D-1) located outside the HPZ. These wellheads are not within 3,200 feet of a sensitive or potential sensitive receptor.

Sincerely,

John Smith

CA Oil Company Rep



Demonstration of Uploading Annual Inventory Documents

Presented by: William Schimdt, Engineering Geologist

Uploading the documents

• Start from your Organization Detail page

Whittier

• Use Summary > Edit Details to initiate the Organization Questionnaire form

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Navigate to the Organization detail page and select "Edit Details" from the Actions dropdown selection.

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Go to Tab 4 of the form and select the Actions dropdown and "Add New" documents.

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Note: P&IDs should be submitted as a "Map" type document

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There are three • document types in WellSTAR for HPZ annual inventories: 1. Annual Sensitive **Receptor Inventory** 2. Annual Sensitive **Receptor Map** 3. Annual Sensitive **Receptor Statement**



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 There are three document types in WellSTAR for HPZ annual inventories:

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To edit or remove an uploaded document, click the Actions button

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Deadline: July 1, 2025

- Inventory document is required
- Map is required
- Statement is required for wells/facilities outside HPZ
- ENFORCEMENT ACTION MAY BE TAKEN IF DEADLINE IS MISSED

Web Links



- How-To Training Materials for Operators on Youtube Direct link: <u>https://www.youtube.com/playlist?list=PLErBtDSML9r6_SjGfEPXZqHjyW_V2ot3lG</u>
- Additional Training Materials: <u>https://www.conservation.ca.gov/calgem/for_operators/Pages/wells</u> <u>tar-training-materials.aspx</u>
- Health Protection Zone Web Map Tutorials: <u>https://www.youtube.com/playlist?list=PLErBtDSML9r7x8q7vvUQyLphR</u> <u>7BLGIN_8</u>
- FAQ for Local Government and Planning Bodies on SB 1137: <u>https://www.conservation.ca.gov/calgem/Pages/SB1137-FAQ.aspx</u>





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

