



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

WellSTAR

User Reference Guide

Uploading MIT Test Procedure

1 UPLOAD TEST RESULTS

Casing only pressure tests can be submitted through the Upload Test Result form. Test specific data can be captured. There is a single review of the Upload Test results form.

Lesson Objectives:

- Generate and submit a casing only pressure test.
- Review an Upload Test Results submission

1.1 Generate and submit a casing only pressure test.

Home Help

My Tasks Tasks Alerts Online Forms ¹ Forms In Progress Forms Submitted

Advanced Filtering ² ⚙

Form Name ↑	Form Category	Purpose	Version	Count
Schedule Test or Inspection	Well	Schedule Test or Inspection	2	9
Test Due Dates	Test	Online Form used to modify and update information about Test Due Dates in WellSTAR	1	0
Upload Test Results ³	Test	Upload results of scheduled and non-scheduled Tests	1	818

Viewing 1 - 3 from 3 results ↻

Step	Action	Required Fields
1.	From the Home screen click Online Forms .	
2.	Search for the form.	
3.	Click Upload Test Results blue hyperlink.	

Form Information [Hide Form Navigation]

Please enter information below. * Indicates Required Field

Form Name
Upload Test Results

Description * i

1

All comments are discoverable records, open to public review.

Organization *

2

Test Subject *

3 Well Tank/Vessel Pipeline Segment

Test Type *

4

5

Step	Action	Required Fields
1.	Enter a Description*	Description
2.	Select an Organization .	Organization
3.	Select Well as the Test Subject .	Test Subject
4.	Select Pressure Test - Casing Only as the Test Type .	Test Type
5.	Click Save and Continue .	

* **Recommended description:** 10-digit API_Test Type_Date of Test
(Ex. 0403012345_Pressure Test – Casing Only_08-09-2023)

Please enter information below.

* Indicates Required Field

Organization Name

Type of Organization
Corporation

Organization Primary Address

1

Organization Primary Phone Number

Ext

Contacts

Advanced Filtering					Actions
Name ↑	Phone Number	Email	Role	Actions	
			Agent		
			Submitter		

2

Back

Next

Save

3

Step	Action	Required Fields
1.	View the Organization information.	
2.	Use the Actions button to Add a contact if desired.	
3.	Click Next .	

Test Subject Selection [Hide Form Navigation]

Please use grids to select the subject for which your Test(s) or Inspection(s) will be associated. * Indicates Required Field

Select Well ▼

Advanced Filtering 1

⚙️

	API	Well Desi...	Current T...	Current S...	Lease	Field
<input type="radio"/>	0403056894		Well	Unknown		Asphalto
<input checked="" type="radio"/>	0403056895		Well	Active		Asphalto
<input type="radio"/>	0403056896		Well	Unknown		Asphalto
<input type="radio"/>	0403056897		Well	Active		Asphalto
<input type="radio"/>	0403056905		Well	Unknown		Asphalto
<input type="radio"/>	0403056906		Well	Unknown		Asphalto
<input type="radio"/>	0403056902		Well	Permitted		Asphalto
<input type="radio"/>	0403002902		Well	Plugged & Abandoned		Canal
<input type="radio"/>	0402936569		Well	Idle		Carneros Creek
<input type="radio"/>	0403046274		Well	Unknown		McKittrick
<input type="radio"/>				Plugged &		

⏪ ⏩
1
2 3 4 5 6 7 8 9 10 ...

20 items per page

Viewing 1 - 20 from 8224 results 🔄

3
▼
▲

Associated Well ▼

	API	Well Desi...	Current Ty...	Current St...	Lease	Field
<input checked="" type="radio"/>	0402936569		Well	Idle		Carneros Creek

Step	Action	Required Fields
1.	Use the Search box or Advanced Filtering to find the well. Note: the well will be preselected if the form was generated from the Well Detail page.	
2.	Click the box next to the well.	
3.	Click the down arrow to move the well into the Associated Well grid.	Associated Well
4.	Click Next .	

EDD Submission

 An Electronic Data Deliverable (EDD) is not available for the Test Type you have chosen. Please continue to the next step of the form.

Step	Action	Required Fields
1.	Click the Next button at the bottom of the EDD step. Note: the EDD step is not used for a casing only pressure test.	

Test Information

Test Type
 Cleanout Tag

Actual Test Date * 1

Actual Test Time * 1

Was this test witnessed by DOGGR? 2

Yes
 No

Test Result * 3

Step	Action	Required Fields
1.	Enter the Actual Test Date and Time .	Actual Test Date, Actual Test Time
2.	Indicate if the test was witnessed by CalGEM.	
3.	Select Pass or Fail as the Test Result .	Test Result

GeneralDetails ▼

Casing Pressure Test Method 2

Test Purpose 1

Pre-Test Casing PSI

Gauge Accuracy 3

Is this well within the Area of Review for a cyclic steam injection well or a Steamflood injection well?

Yes No

Remarks

Step	Action	Required Fields
1.	Select one or more Test Purpose .	Test Purpose
2.	Enter a Casing Pressure Test Method . Note: different fields will be required depending on what method is chosen.	Casing Pressure Test Method,
3.	Enter remaining General Details .	Pre-Test Casing PSI, Gage Accuracy, Well within AOR?

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

⚙️

Upload...	Upload...	Type	Descri...	File	Add New	m...	Actions
<div style="border: 1px solid #ccc; height: 100%; width: 100%;"></div>							

Back
Next
Save

Step	Action	Required Fields
1.	Click the Actions button and select Add New Document .	

Document Upload 1
✕

* Indicates Required Field

Upload New Document

Associate Existing WellSTAR Document

Internal Only

Confidentiality Requested ?

Category

Well
▼

Type *

Relevant Date * ?

📅

Description *

All comments are discoverable records, open to public review.

Filename * ?

Browse

📄

Cancel

Upload 2

Step	Action	Required Fields
1.	Complete the required fields in the Document Upload pop up.	Type, Relevant Date, Description, Filename
2.	Click Upload . Note: wait for the green checkmark next to the document before clicking Upload.	
3.	Click Next .	

Form Submit

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

Online Form Association

Form ID	Form Category	Title	Description	Actions

Actions

Comments

Acknowledgement

Submitter

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 1
[Hide Form Navigation]



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 test review workgroup.	

1.1.1 Key Points

- Many tests types can be submitted through this form.
- The form generates differently for each test type.
- The form requires different fields based on which test method is chosen.
- In this guideline, we simplified the process of selecting the "Test Type" by focusing on the "Pressure Test - Casing Only." However, please note that there are a total of 25 different test types available in WellSTAR.
- Operators are strongly recommended to choose the most relevant test type that aligns with their specific uploading requirements. Some of the most common for MIT-1 are "Pressure Test – Casing Only", "SAPT (Casing & Tubing)", and "Well MIT – Other" and for MIT-2 are "Radioactive Tracer Survey", "Well MIT - Temperature & Noise Log", and "Clean Out Tag".