



User Reference Guide

Well Simulation 72-Hour Notification

Table of Contents

COURSE OVERVIEW..... 3
 COURSE DESCRIPTION..... 3
1 SUBMIT 72-HOUR NOTIFICATION FORM..... 4
 1.1 SUBMIT A 72-HOUR NOTIFICATION FORM4
 1.1.1 *Key Points*..... 12

COURSE OVERVIEW

Course Description

This course describes that well stimulation and cleanout information is tracked and maintained within the Well Stimulation capability. This includes, but is not limited to, managing alerts to operators, accepting applications and permits for well stimulation, notification of deadlines, recording testing data and the ability to receive documentation related to end of the treatment and post-simulation

1 SUBMIT 72-HOUR NOTIFICATION FORM

In this lesson you will learn how to submit and review a 72 Hour Notification Form.

Lesson Objectives:

- Submit a 72 Hour Notification Form

1.1 Submit a 72-Hour Notification Form

The screenshot shows a web interface with a navigation bar containing 'Home', 'My Tasks', 'Tasks', 'Alerts', 'Online Forms', 'Forms In Progress', and 'Forms Submitted'. Below the navigation bar is a search bar with 'Advanced Filtering' and a search input field. The main content is a table with the following data:

Form Name ↑	Form Category	Purpose	Version	Count
110BQ Quarterly Water Injection	Production	Allows Operators to report water injection data on a quarterly basis	1	3
110FQ Quarterly Other Water Allocation	Production	Report quarterly water allocation data	1	1
110Q Quarterly Water Production	Production	Allows Operators to report water production data on a quarterly basis	1	2
72-Hour Notification Form	Well Stimulation	Create or maintain pre-stimulation treatment data	1	1
Application for Injection Approval	UIC	Online Form used to create or update an UIC Project.	2	0
Application for Well Stimulation Permit	Well Stimulation	Create or maintain a well stimulation permit	1	10
Assessment Control	Production	Used to apply assessment rate to oil and gas volumes for the year.	1	1
Dead Information	Dead	Create or Maintain Dead Information	2	20

At the bottom of the table, there is a pagination control showing '20' items per page and 'Viewing 1 - 20 from 44 results'.

Step	Action	Required Fields
1.	From the Home screen, select Online Forms .	
2.	In the search bar on the right, type in “72-Hour Notification Form” .	
3.	Click on 72-Hour Notification Form .	

Section 1. Form Information

Well Stimulation 72-Hour Notification

Form Information

Please enter information below. * Indicates Required Field

Form Name
72-Hour Notification Form

Organization *

Aera Energy LLC (A0610) - Bakersfield, CA ▼

WST Permit # *

90313535 ▼

Description * i

All comments are discoverable records, open to public review.

Cancel
Save & Continue

Step	Action	Required Fields
1.	You will be taken to Section 1. Form Information page for Well Stimulation Information. Start by typing in the Organization Name and search for the correct organization for the dropdown.	Organization
2.	Select from the available WST Permit # from the dropdown.	WST Permit #
3.	Enter in a Description for this 72-Hour Notification Form. NOTE: It is recommended to enter "Operator – WST Permit #: API# - Well Name" in Description so that this information can also be used to locate the form. Example: Aera – WST Permit # 90313535: 03033333 – Belridge I 8199C-2	Description
4.	Click Save & Continue	

Section 2. Operator Information

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 Aera Energy LLC (A0610)	Type of Organization Corporation
Organization Primary Address 10000 Ming Avenue Bakersfield, CA 933111301	
Organization Primary Phone Number (661) 665-5325	Ext

Contacts

Advanced Filtering	Actions ▾			
Name ↑	Phone Number	Email	Role	Actions
Jeffrey Young	(661) 665-5693	jayoung@aeraenergy.comx	Agent	
John Wilson	(661) 326-6026	John.Wilson@conservation.ca.govx	Submitter	

Back
Next
Save

Step	Action	Required Fields
1.	Review organization details for correctness. <i>Note:</i> Changes cannot be made to organization details here.	
2.	Select contacts responsible for form completion and submission.	
3.	If the person is not listed on the contacts list, click "Actions" .	
4.	Click "Add Contact" .	
5.	Complete contact info dialogue box that appears.	
6.	Click blue "Update" button.	
7.	Click "Next" . Next	

Section 3. 72-Hour Notification

72-Hour Notification [Hide Form Navigation]

Please enter information below. * Indicates Required Field

Scheduled Treatment Date & Time *

3/11/2019 12:00 AM 📅 ⌚

All updated well information has been submitted.
 Neighbors have been identified.

Earliest Date Treatment Can Be Performed *

3/11/2019 📅

Date & Time Cement in Place *

3/1/2019 12:00 AM 📅 ⌚

Date & Time Cement Evaluation Run *

3/4/2019 12:00 AM 📅 ⌚

This confirms that the stimulation treatment will begin in no less than 72-hours at a minimum.

Does a GWMP or Exclusion Exist?

Yes No

Water Board Global Identifier *


Water Board Global Identifier

Project Location

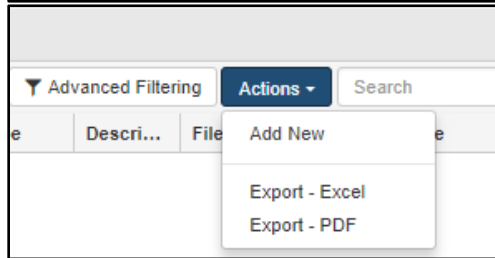
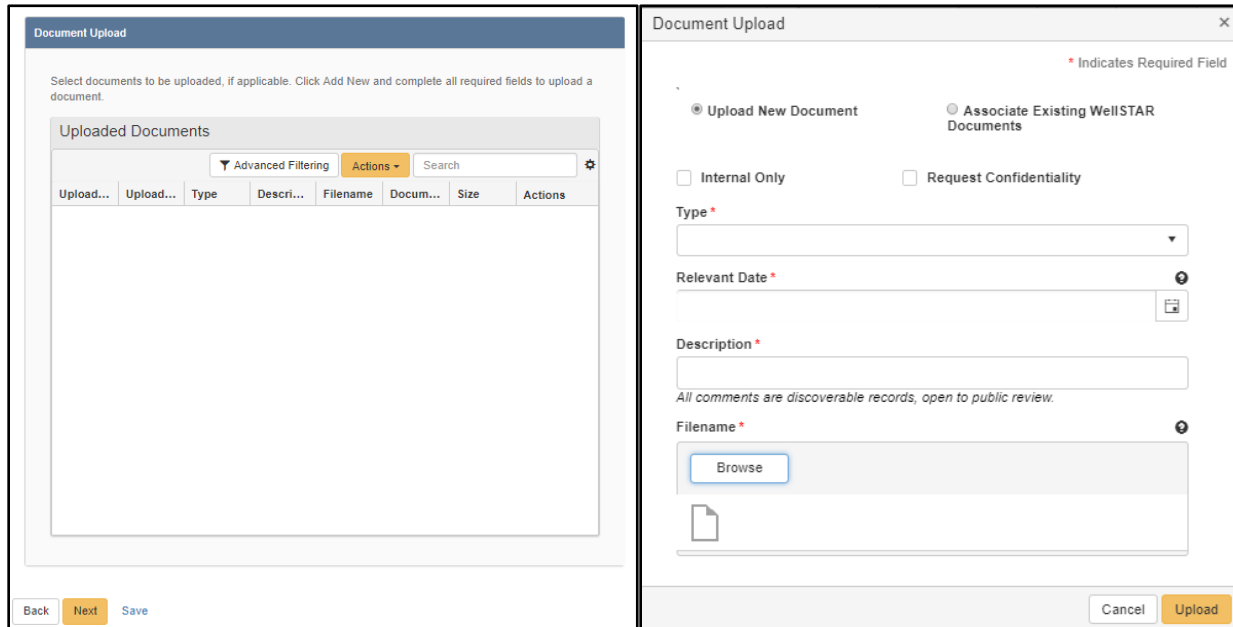
Managing District *

Inland ▼

Well Stimulation 72-Hour Notification

Step	Action	Required Fields
1.	Enter the date and time of the Scheduled Treatment Time .	Scheduled Treatment Time
2.	Check box if all updated well information has been submitted	Scheduled Treatment Time
3.	Check box if neighbors have been identified.	Scheduled Treatment Time
4.	Enter the date of the Earliest Date Treatment Can Be Performed .	Earliest Date Treatment Can Be Performed
5.	Enter the date and time the primary cement was placed.	Date & Time Cement in Place
6.	Enter the date and time the cement evaluation was conducted.	Date & Time Cement Evaluation Run
7.	Select if a Ground Water Management Plan or a Letter of Concurrence (LoC) for exclusion exist.	GWMP or Exclusion Exist
8.	Enter the appropriate Water Board Global Identifier associated with the well stimulation permit. This can be found in the State Water Board's GeoTracker website.	Water Board Global Identifier
9.	Select the appropriate Managing District.	Managing District
10.	Click 	

Section 4. Document Upload



Step	Action	Required Fields
1.	Upload any pertaining documents applicable to the 72-Hour Notification Form. Required documents include (Directional Survey, Water Code 1073, CIT, CBL, and Declaration of Notice).	Directional Survey, Water Code 1073, CIT, CBL, Declaration of Notice
2.	To upload, click Actions Then Add New . A popup will expand below.	
3.	In this popup, input all information. To add the document, select Browse , search for the correct file and click Upload .	Type, Relevant Date, Description
4.	Select Next	

Section 5. Form Submit

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 ▾				

Comments ▾

		Actions ▾

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

Add

All comments are discoverable records, open to public review.

Well Stimulation 72-Hour Notification

Acknowledgement

Submitter

Internal User John Wilson

Date Received

03/04/2019 📅

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

Step	Action	Required Fields
1.	If any form needs to be added, click Add Form under Online Form Association. This creates a popup. Type in the form ID or name and click “Save” .	
2.	If any comments pertaining to the submittal is needed, type in the comment and click Add under Comments.	
3.	When ready to acknowledge, click the box label “I hereby certify...” . This auto populates the user’s name who is filling out the form.	
4.	Preview submission by clicking the “Preview Submission Summary” button. Previewing is optional but recommend.	
5.	When satisfied with the submission, click “Submit” . Submit	

Section 6. Confirmation

Confirmation

 Your 72-Hour Notification Form 5796 has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	No action needed. NOTE: The 72-Hour Notification is submitted and goes through an internal review process. The Review Task is created for the {District} WST Review workgroup.	

1.1.1 Key Points

- Both internal and external users can submit this form.