

Reconcile Production:

Form Section	Key Information
1. Form Information	<ul style="list-style-type: none">•Input Organization, Reporting Period and Description (Recommended to add reporting period).
2. Reconcile Monthly & Annual Data	<ul style="list-style-type: none">•This monthly data is read only, if updates are required, please submit the proper monthly form.•Allows internal user view discrepancies between the reported monthly and annual data and determine which will be used for assessment report.
3. Adjusted Assessable Volumes	<ul style="list-style-type: none">•Displays changes made in section two of the form•If the data is not correct, return to section two of the form to complete the changes
4. Document Upload	<ul style="list-style-type: none">•Upload any relevant documents related to the well summary form (i.e. OG110 and 110 form snapshots, form 122 snapshot etc.)
5. Form Submit	<ul style="list-style-type: none">•Review submitted data before final submission.•Associate other forms, add comments and check acknowledgment.
6. Confirmation	<ul style="list-style-type: none">•Confirmation that submittal was successful (or not).