

SONRIS Production and Transportation Reports



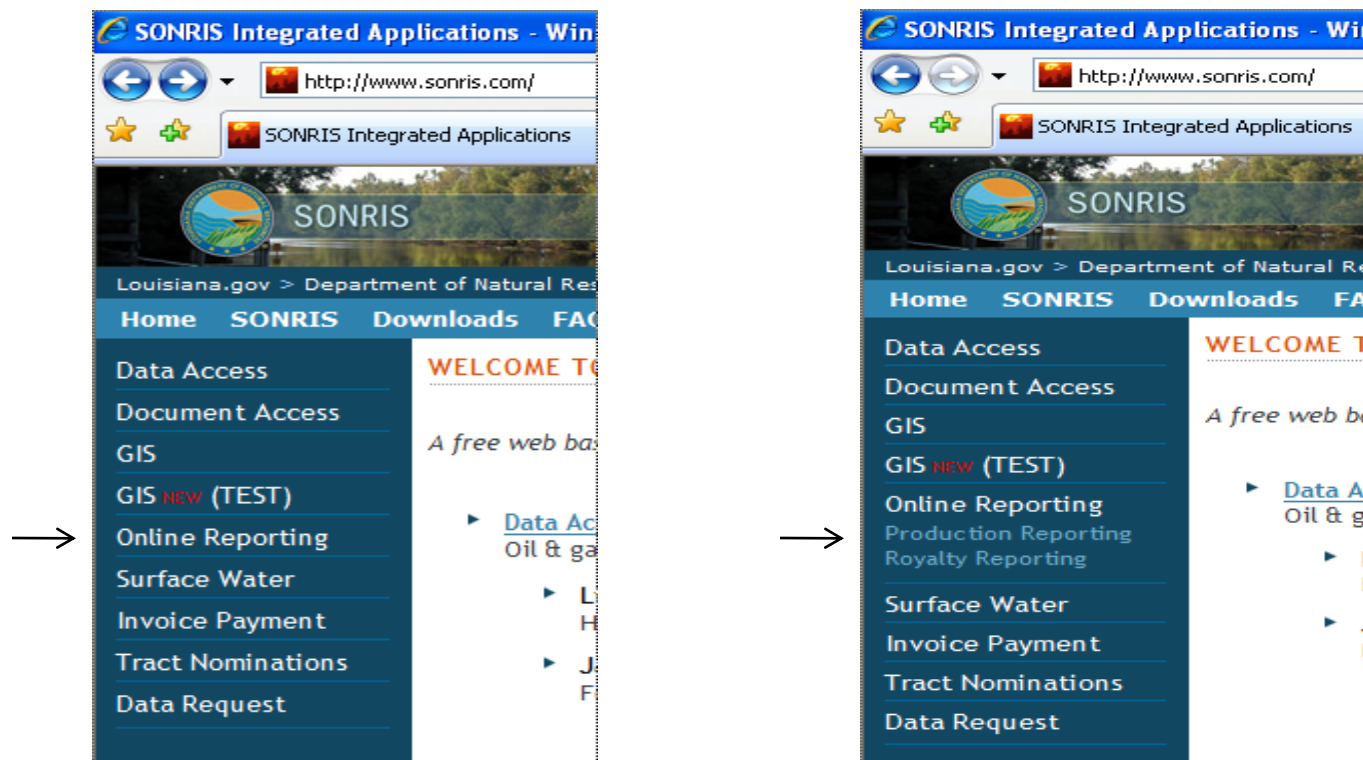
User's Guide

SONRIS: The New Generation

Production and transportation reports can be filed online at

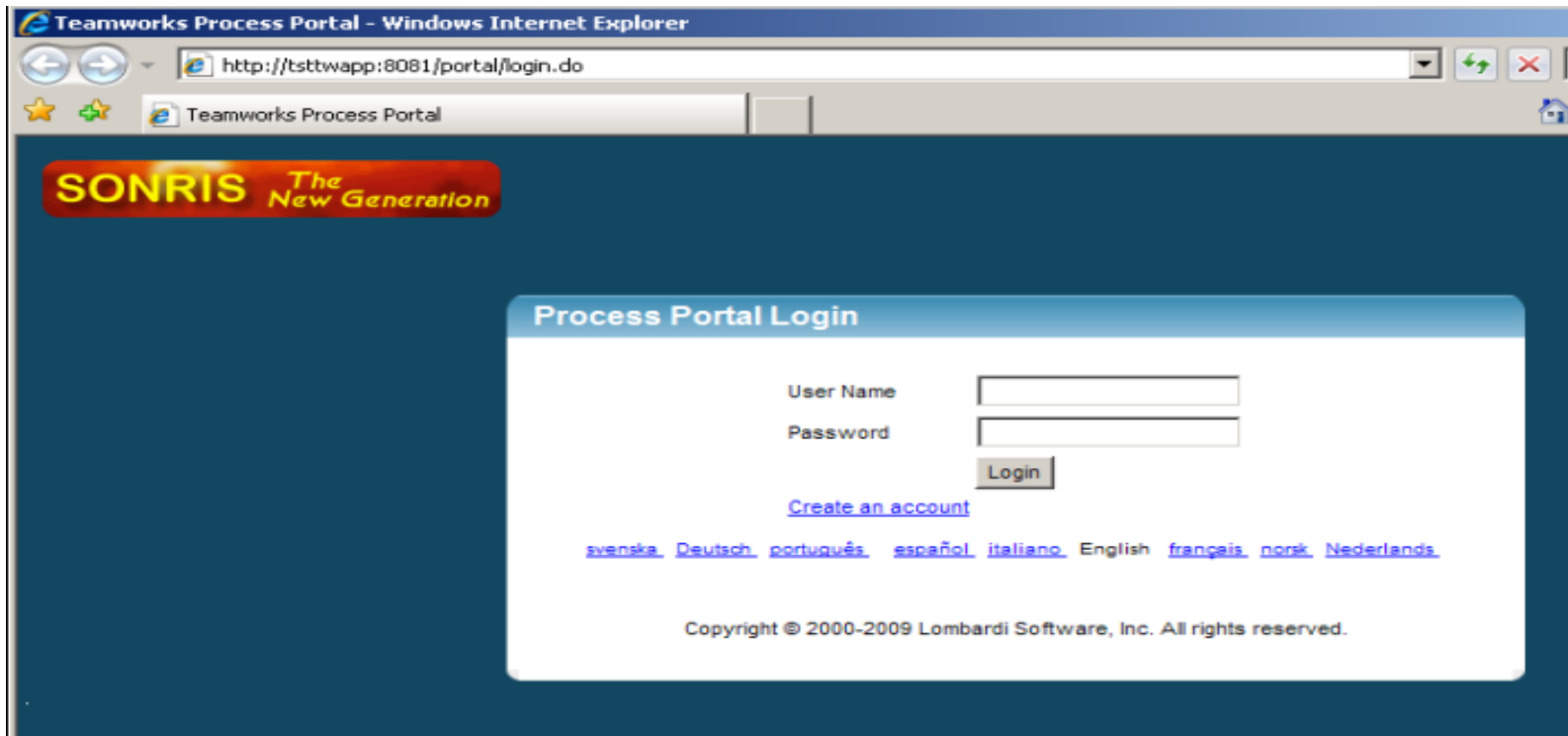
www.SONRIS.com

Click “Online Reporting” then select “Production Reporting”
(Be sure your Pop-Up Blocker is turned off)



Login

- Your *User Name* is your OOC Code.
- Your *Password* will be your OOC code dot 9 digit zip-code from the address under 6A on the current Form OR-1.
 - ex: Username: A123 Password: A123.123456789
 - Note: **Passwords are case sensitive.**
- Only report service companies will click on *Create an Account*.



The screenshot shows a web browser window titled "Teamworks Process Portal - Windows Internet Explorer". The address bar contains "http://tsttwapp:8081/portal/login.do". The page features a dark blue background with a "SONRIS The New Generation" logo in the top left. A white login form titled "Process Portal Login" is centered on the page. The form includes two input fields for "User Name" and "Password", a "Login" button, and a link for "Create an account". Below the form, there are several language links: "svenska", "Deutsch", "português", "español", "italiano", "English", "français", "norsk", and "Nederlands". At the bottom of the form, a copyright notice reads "Copyright © 2000-2009 Lombardi Software, Inc. All rights reserved."

Create an Account

SONRIS The New Generation

*Type: Agent/Service Provider

Tax Id:

Enter your full name ex. ("Joe Smith"). This field cannot be changed after your account has been created.

*Name:

*Address:

*City: *State: AL *Zip:

Enter your address information. The zip code field can take either five(5) or nine(9) characters. Do not use any spaces or symbols in the zip code field. The zip code field will format itself for you ex. ("12345" or "123456789")

*Email Address:

Your email address will serve as your user id and can be used to provide you with important account profile information and password retrieval.

*Confirm Email Address:

*Phone Number:

Enter the phone number you can be contacted at during work hours. You are required to give a ten(10) digit phone number. Please do not use any spaces or symbols. The field will format your phone number for you. ex. ("2258881234")

*Password:

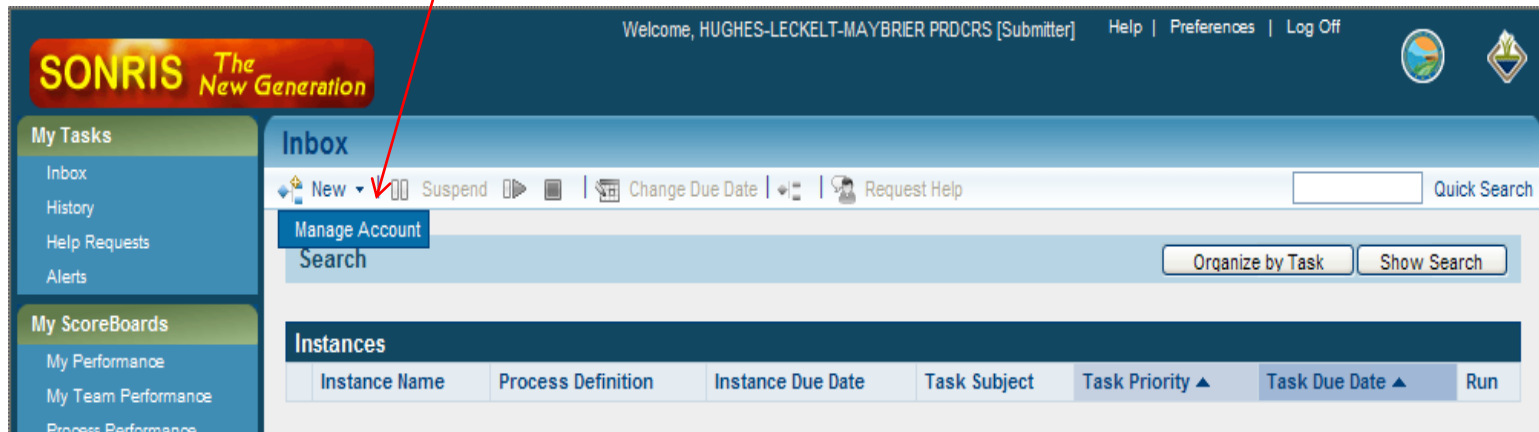
*Confirm Password:

Submit

- Report service companies will need to setup their own account
- The email address provided will become the Username.
- Be sure to select “Agent” in the “Type” category.
- Operators and Transporters should **NOT** be using this feature. Default accounts have already been setup for you.

Manage Account

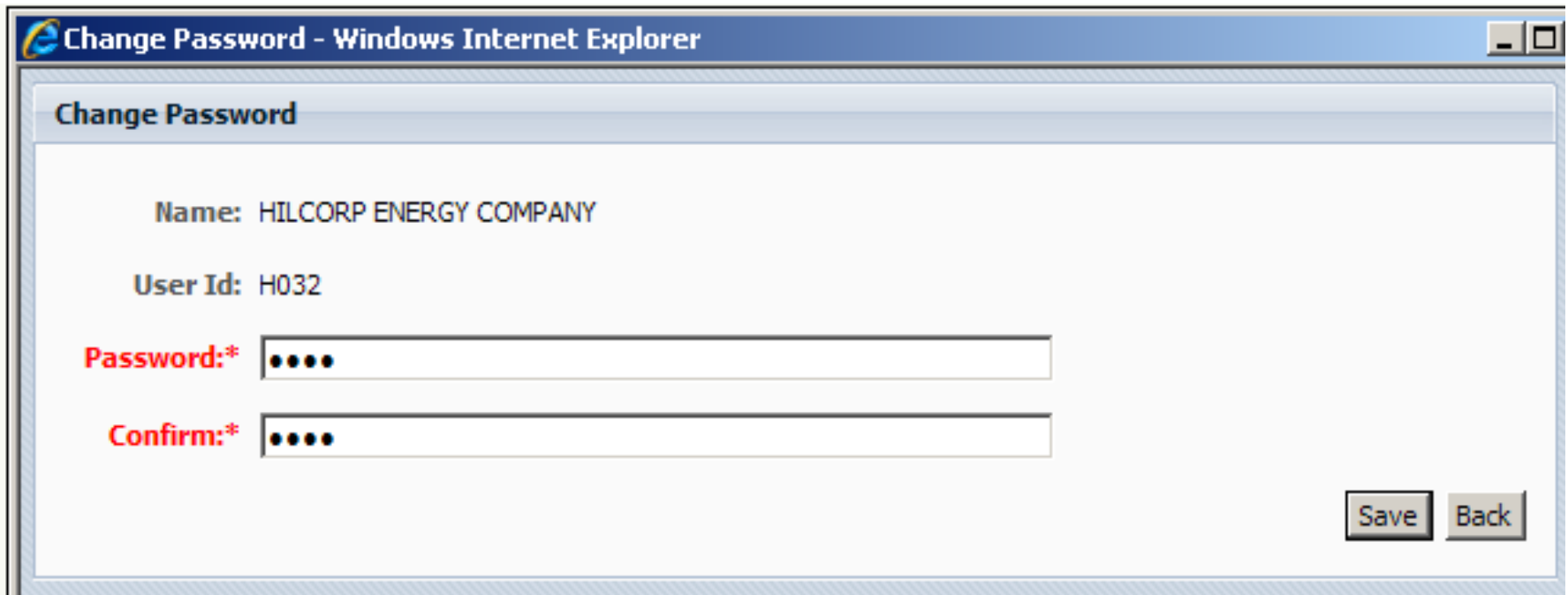
- Click *New* and then *Manage Account* to access your reports and to add users and/or service providers.



The screenshot displays the SONRIS web application interface. At the top, a dark blue header contains the text "Welcome, HUGHES-LECKELT-MAYBRIER PRDCRS [Submitter]" and navigation links for "Help", "Preferences", and "Log Off". The SONRIS logo, "The New Generation", is visible on the left. A sidebar on the left lists "My Tasks" (Inbox, History, Help Requests, Alerts) and "My ScoreBoards" (My Performance, My Team Performance, Process Performance). The main content area is titled "Inbox" and features a toolbar with a "New" dropdown menu, "Suspend", "Change Due Date", and "Request Help" buttons. A red arrow points to the "New" dropdown menu, which is open, showing the "Manage Account" option highlighted. Below the toolbar is a search bar and buttons for "Organize by Task" and "Show Search". At the bottom, a table titled "Instances" has columns for "Instance Name", "Process Definition", "Instance Due Date", "Task Subject", "Task Priority", "Task Due Date", and "Run".

Change Password

- Change the password for the company account
- Click *Save* or
- Click *Back* to return to *Manage Account*

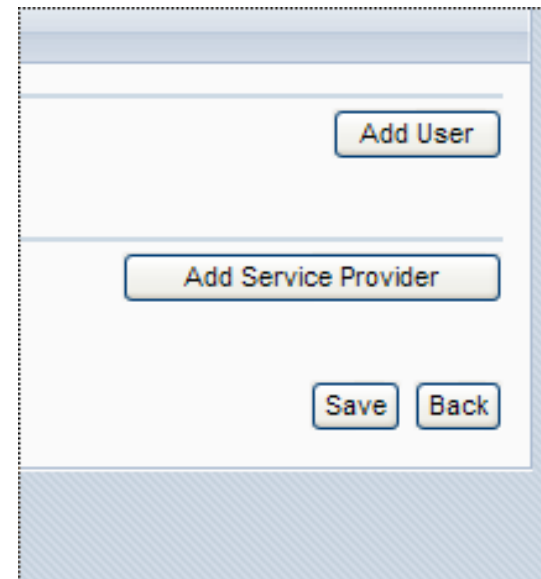


The screenshot shows a web browser window titled "Change Password - Windows Internet Explorer". The page content includes:

- A header section titled "Change Password".
- Text: "Name: HILCORP ENERGY COMPANY"
- Text: "User Id: H032"
- A "Password:*" label next to a text input field containing four black dots.
- A "Confirm:*" label next to another text input field containing four black dots.
- Two buttons at the bottom right: "Save" and "Back".

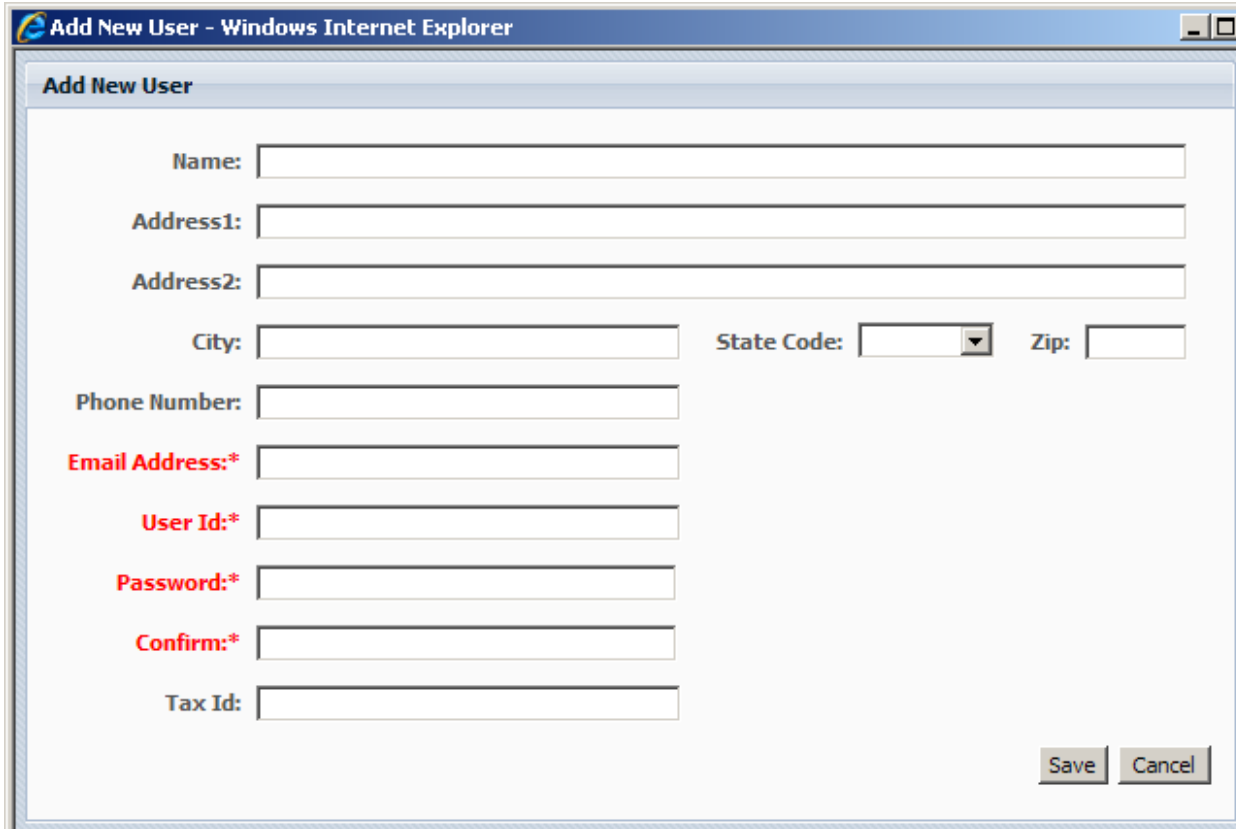
Report Submitters

- Click *Manage Users* to add company users and/or reporting agents.
- Click *Add User* to add an employee.
- Click *Add Service Provider* to add a reporting agent.



Add New Users

- Used to authorize an employee to file reports.
- Each user will create their own user ID and password to log into the system.



The screenshot shows a web browser window titled "Add New User - Windows Internet Explorer". The main content area is a form titled "Add New User" with the following fields:

- Name:
- Address1:
- Address2:
- City: State Code: Zip:
- Phone Number:
- Email Address*:
- User Id*:
- Password*:
- Confirm*:
- Tax Id:

At the bottom right of the form, there are two buttons: "Save" and "Cancel".

Adding Reporting Service Companies

- Key in part of the reporting service company's name.
- Click *Search* and then *Select*.

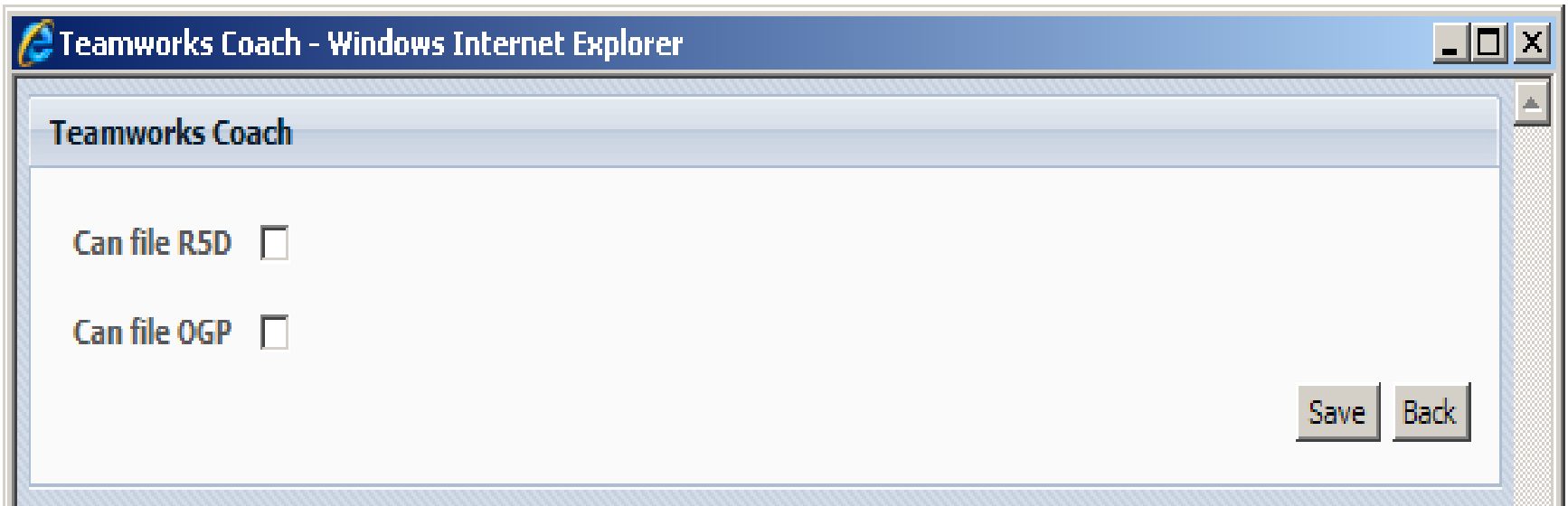
Add New User

Search Str:

	Name	Street Address	City	State
Select	BURTON OIL & GAS REPORTING SERVICE	P.O. BOX 351	VIVIAN	LA

Reports

- Check off the reports that you authorize the report service company to file.
- Click *Save*.



Approved

- The service provider is now approved to file production and/or transportation reports.

Report Submitters - Windows Internet Explorer

Report Submitters

Add User

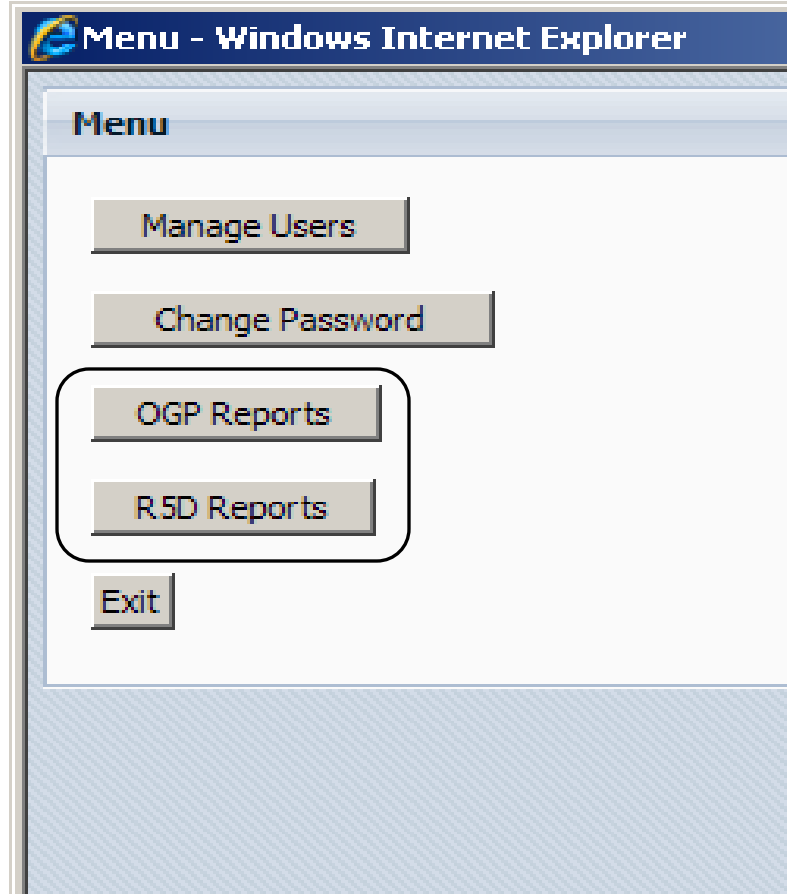
Name	Email Address	Phone Number	Can File OGP	Can File R5D
BURTON OIL & GAS REPORTING SERVICE	BURTONOGR@AOL.COM	(318) 375-5132	Yes	Yes

Add Service Provider

Save Back

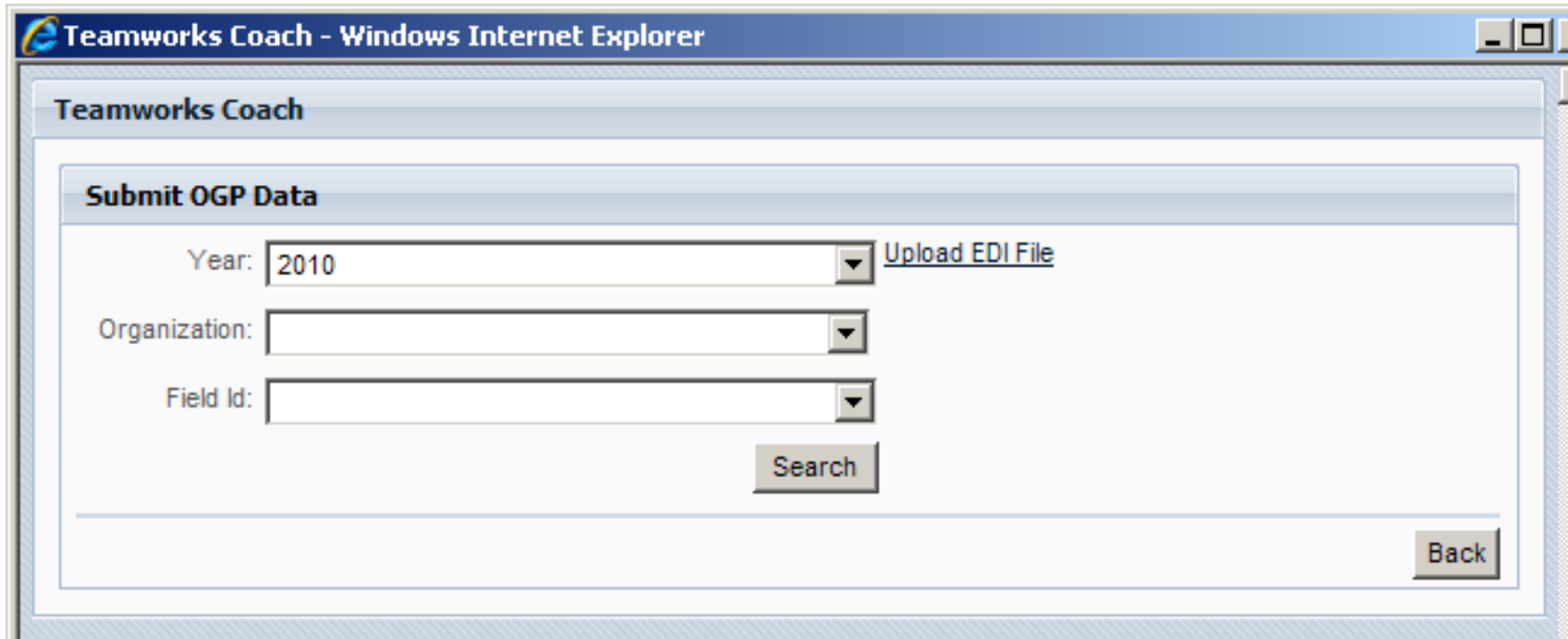
Operators and Transporters Reports

- Your OOC code will determine the reports for which you will have access to file.
- Select a report type to begin filing.



Electronic Filing: OGP and R5D

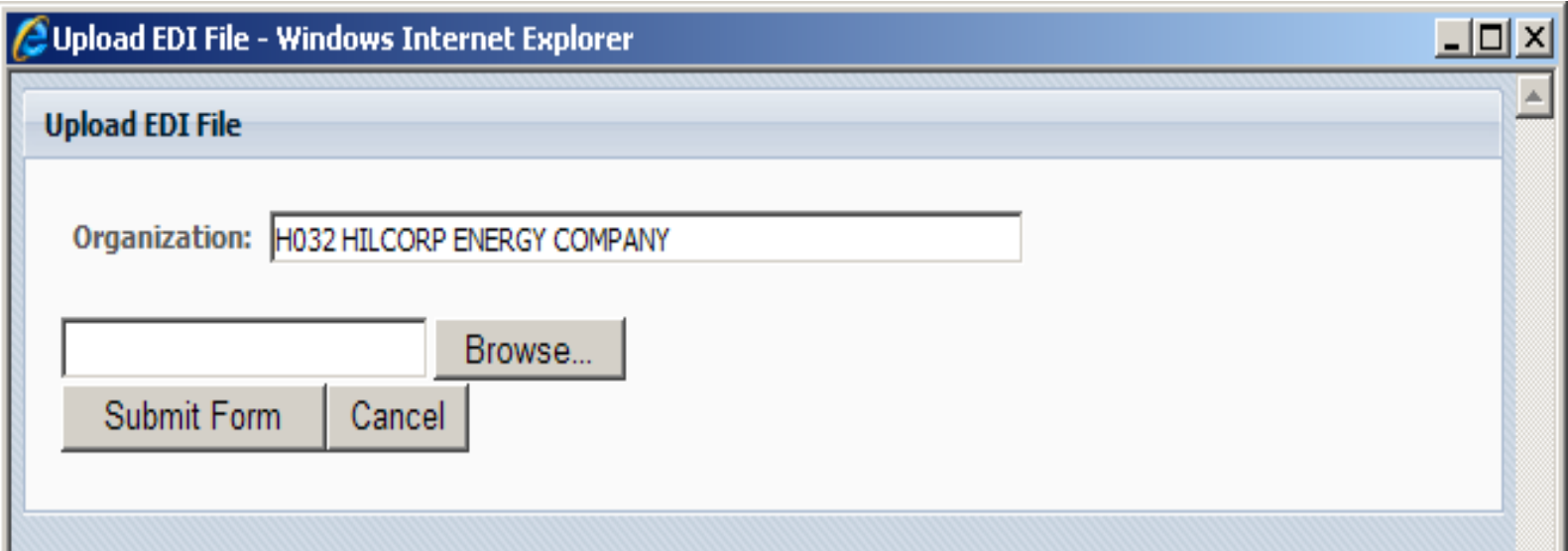
- To load EDI files, click *Upload EDI File*.
- This option is only available for OGP and R5D reports.



The screenshot shows a web browser window titled "Teamworks Coach - Windows Internet Explorer". The main content area is titled "Teamworks Coach" and contains a section for "Submit OGP Data". This section includes three dropdown menus: "Year" (set to 2010), "Organization", and "Field Id". To the right of the "Year" dropdown is a blue hyperlink labeled "Upload EDI File". Below the dropdowns is a "Search" button. At the bottom right of the form area is a "Back" button.

Electronic Filing

- The file type must be saved as a text file (.TXT)
- The file name may be alpha-numeric, but no more than 15 characters in length, and must be in all caps.
- Click *Browse* to locate the file.
- After selecting the file, click *Submit Form*.



Upload EDI File - Windows Internet Explorer

Upload EDI File

Organization: H032 HILCORP ENERGY COMPANY

Browse...

Submit Form Cancel

Electronic Filing

- If the file is correct, click *OK*.
- If the file is incorrect, click *Cancel* to return to *Upload File* and browse again.

Preview Data - Windows Internet Explorer

	7379	260		385	3030	062010			000	0	0	SUC;MATILDA U WX RA SUM;RICELAND
	7379	69		81	956	062010			000	0	0	U WX RA SUN;MATILDA
	7379	67		69	956	062010			000	0	0	U WX RA SUC;W JOHNSO
		0		0	0	062010			000	0	0	U WX RA SUK;FOSTER L
	7379	22		23	927	062010			000	0	0	U WX RA SUE;RICELAND
		0		0	0	062010			000	0	0	SHC GAS SALES PT
		327		0	13574	062010			000	0	0	MIO RA SUA;W&T OFFSH
		247		0	8896	062010			000	0	0	MIO RB SUA;C O NOBLE
		281		0	12177	062010			000	0	0	Y 1 RA SUA;LABRY TRUS
	8296	158		189	96521	062010			000	0	0	L MIOGYP RA SUE;GLEN
		204		0	689	062010			000	0	0	MIDD MIOGYP RA SUE;F
		223		0	43626	062010			000	0	0	MIDD MIOGYP RA SUE;G
		0		0	0	062010			000	0	0	MIDD MIOGYP RA SUE;G
		7		0	902	062010			000	0	0	U MIOGYP RA SUE;GLEN
		142		0	18309	062010			000	0	0	U MIOGYP RA SUE;GLEN
		235		0	14522	062010			000	0	0	MARG H RB SUG;VINCEN
	7379	251		5062	6444	062010			000	0	0	H B W FARMS INC
	7379	208		781	3730	062010			000	0	0	CIB H RA SUA;LEBLANC
	7379	208		573	1348	062010			000	0	0	CIB H RB SUA;LEBLANC
		235		0	0	062010			000	0	0	HBY RD SUA;AUGUSTINE

OK Cancel

Online Reporting for Operators

- To file online, choose the year then the field for which you want to file.
- Click *Search*.
- Click *Select* to load the needed report.

The screenshot shows the 'Teamworks Coach' web application interface. At the top, the browser title is 'Teamworks Coach - Windows Internet Explorer'. The main content area is titled 'Teamworks Coach' and contains a section for 'Submit OGP Data'. This section includes three dropdown menus: 'Year' (set to 2010), 'Organization' (set to 60005 INDIGO MINERALS LLC), and 'Field Id' (set to 1320 BEAR CREEK). There is a 'Search' button and a link for 'Upload EDI File'. Below the form is a table with the following data:

		Report Submitted	Report Date	Organization Id	Organization Name
Select	Upload Excel File	Y	1-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	Y	2-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	Y	3-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	Y	4-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	Y	5-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	Y	6-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	Y	7-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	Y	8-1-2010	60005	INDIGO MINERALS LLC
Select	Upload Excel File	N	9-1-2010	60005	INDIGO MINERALS LLC

At the bottom right of the interface, there is a 'Back' button.

Operators Online Filing

- Key in the information for each active LUW code.
- Click *Submit Report* when you are finished.
- Note on disposition reporting:
 - 1st column is for the Transporter's ID
 - 2nd column is for "Disposition Type" (generally should be left blank; only to be used for oil spills or other losses of produced oil. See OGP instructions)
 - 3rd column is for reporting the volume of oil disposed.
 - If only one transporter is used, only fill out one disposition line per LUW code.

OGP Report - Windows Internet Explorer

OGP Report

Organization Id: C171 Report Date: 5-1-2010
 Field Id: 2368 [Form Instructions](#)

OGP Line Id	Luw Code	Facility Id	Wells Count	Parish Code	Opening Stock	Oil Production	Disposition			Closing Stock	Gas Production	Injection Volume
1	605294		1	07	154	10	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	164	27352	<input type="text" value="0"/>
2	614746		1	07	152	4	<input type="text"/>	<input type="text"/>	<input type="text" value="0"/>	156	3778	<input type="text" value="0"/>

Online Reporting for Transporters

- Choose the correct year, then click *Search*.
- Then click *Select* to load the needed report.

R2 Report - Windows Internet Explorer

R2 Report

Year: 2010

Organization: 8298 PLAINS PIPELINE, L.P.

Search

		Report Submitted	Report Date	Organization Id	Organization Name
Select	Upload Excel File	N	1-1-2010	8298	PLAINS PIPELINE, L.P.
Select	Upload Excel File	N	2-1-2010	8298	PLAINS PIPELINE, L.P.
Select	Upload Excel File	N	4-1-2010	8298	PLAINS PIPELINE, L.P.
Select	Upload Excel File	N	6-1-2010	8298	PLAINS PIPELINE, L.P.
Select	Upload Excel File	N	7-1-2010	8298	PLAINS PIPELINE, L.P.

Main Menu

Transporters Online Reporting

- Key in the information one Part at a time.
- “Report-Part” tabs are at the bottom right corner of the screen.
- When you are finished with all Parts of the report, click *Submit*.

R6 Report: Part 1 - Windows Internet Explorer

R6 Report: Part 1

Organization Id: 567Z Report Date: 7-1-2010 [Form Instructions](#)

Gasoline Cycling Plants

GCP Record Id	Group Code	Line Num	Operator/Facility Code	Field Code	Louisiana Volume MCF	Federal Offshore Area Volume MCF	Total Volume MCF	
1	208	1	906U		29503	0	29503	Delete
2	250	0			29503	0	29503	Delete
3	258	1	9965		25291	0	25291	Delete
4	290	0			2465	0	2465	Delete
5	295	0			1747	0	1747	Delete
6	299	0			29503	0	29503	Delete
7	157	1	7755		933	0	933	Delete
8	199	0			933	0	933	Delete

Add a new row

Errors

GCP Record Id	Fatal Flag	Error Message
---------------	------------	---------------

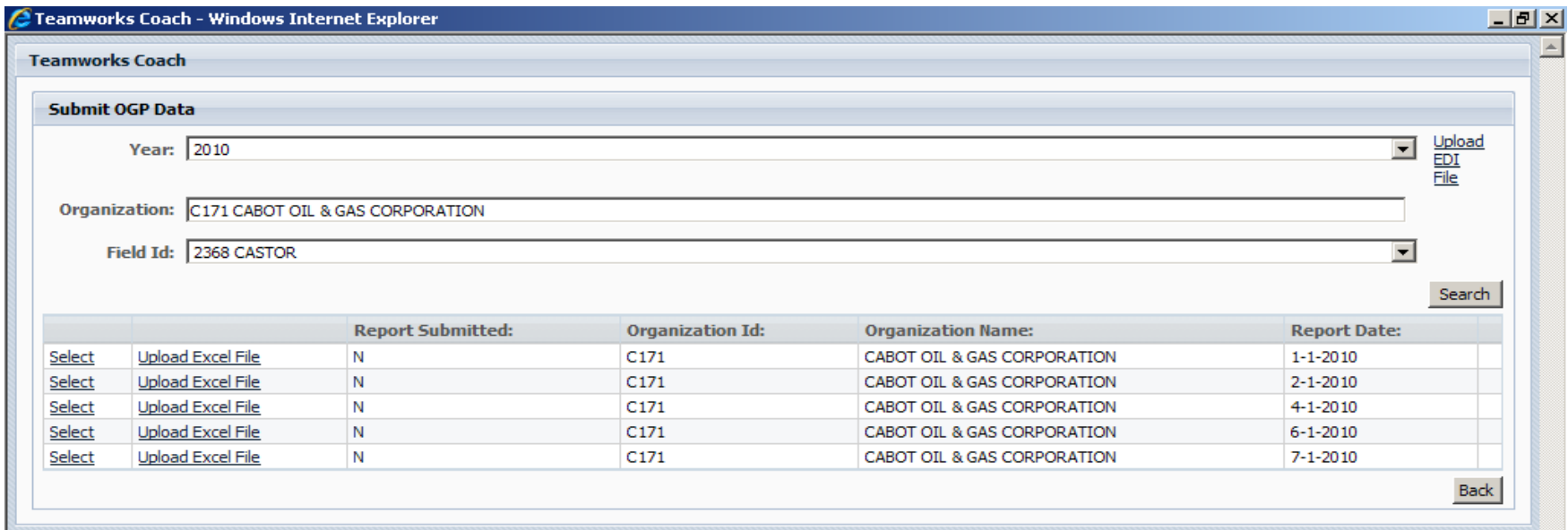
Back to Search Main Menu R6-Part 2 Submit

Excel File Formatting

- All files must be generated using specific templates provided by OOC.
- Header information must be entered using capital letters.
- The Report Date must be properly formatted:
 - For months 1-9, **m/1/yyyy**
 - For months 10-12, **mm/1/yyyy**
- All organization codes within R5D and R5T reports must use capital letters.
 - Correct: **H032** Incorrect: h032
- Please review the Template Examples at the end of this Guide for reference on how to properly format Excel files.

Excel File Reporting: Operators

- To submit an Excel file, select the year/field, then click *Search*.
- Click *Upload Excel File* next to the report being filed.



The screenshot shows the 'Teamworks Coach' web application interface. The main heading is 'Submit OGP Data'. Below this, there are three input fields: 'Year' (set to 2010), 'Organization' (set to C171 CABOT OIL & GAS CORPORATION), and 'Field Id' (set to 2368 CASTOR). To the right of these fields are links for 'Upload EDI File' and a 'Search' button. Below the form is a table with the following columns: 'Report Submitted:', 'Organization Id:', 'Organization Name:', and 'Report Date:'. The table contains five rows of data, each with a 'Select' link and an 'Upload Excel File' link in the first column.

		Report Submitted:	Organization Id:	Organization Name:	Report Date:	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	1-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	2-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	4-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	6-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	7-1-2010	

Excel File Upload: Operators

- Click *Browse* to locate the Excel file.
- Click *Submit Form*.
- If submitted correctly, the report will appear on the screen, properly formatted as an “online report”.



Teamworks Coach - Windows Internet Explorer

Teamworks Coach

Organization Id:	H032	Report Date:	7-1-2010
Field Id:	2184	Form Instruction	

Browse...

Submit Form Cancel

Excel File Reporting: Transporters

- Not available for R3 and R6 reports.
- To submit an Excel file, select the year then click *Search*
- Click *Upload Excel File*.

The screenshot shows a web browser window titled "Teamworks Coach - Windows Internet Explorer". The main content area is titled "Teamworks Coach" and contains a "Submit OGP Data" form. The form has three input fields: "Year" (set to 2010), "Organization" (set to C171 CABOT OIL & GAS CORPORATION), and "Field Id" (set to 2368 CASTOR). To the right of the "Year" field is a link labeled "Upload EDI File". Below the form is a "Search" button. Underneath the search area is a table with the following data:

		Report Submitted:	Organization Id:	Organization Name:	Report Date:	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	1-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	2-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	4-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	6-1-2010	
Select	Upload Excel File	N	C171	CABOT OIL & GAS CORPORATION	7-1-2010	

At the bottom right of the table area is a "Back" button.

Excel File Upload: Transporters

- *Browse* to locate the Excel file(s).
- Then click *Submit Form*.
- If you have no activity to report, the Excel file must contain the header information (report date, transporter name and OOC code) and ONLY the “total acquisition” and “total disposition” group codes showing a “0” volume.

The screenshot shows a web browser window titled "Teamworks Coach - Windows Internet Explorer". The page content includes:

- Organization Id: 924E
- Report Date: 7-1-2010
- [Form Instructions](#)
- Three file upload fields:
 - R5T Part1:
 - R5T Part2:
 - R5T RC:
- Submit Form

Excel File Corrections

- If no correction is needed, click *Back to Search* to file another field, or *Main Menu* to load a different report type.
- If needed, corrections may be filed by keying directly into the system immediately after the file is submitted (or at a later time by following the “online reporting” method previously mentioned)
- Corrections can also be made by submitting another **complete** Excel file.

OGP Report - Windows Internet Explorer

OGP Report

Organization Id: 2918 Report Date: 7-1-2010
 Field Id: 6124 [Form Instructions](#)

OGP Line Id	Luw Code	Facility Id	Wells Count	Parish Code	Opening Stock	Oil Production	Disposition			Closing Stock	Gas Production	Injection Volume
1	017923			39	0	0			0	0		
	016700		1	39	130	548	7488		534	144	0	
3	049221			39	0	0			0	0		
	032149		1	39	234	85	7288		180	159	440	

OGP Line Id	OD Line Id	Error Flag	Error Message
2		F	Opening stock of 130 exceeds previous monthly closing stock of 105 by more than 5 BBLS.
2	1	F	Transporter ID: 7488 is not listed on R4 for that field, LUW, facility, operator.
4		F	Opening stock of 234 exceeds previous monthly closing stock of 259 by more than 5 BBLS.
4		F	Out of mathematical balance for more than 5 BBLS.
4	1	F	Transporter ID: 7288 is not listed on R4 for that field, LUW, facility, operator.

OGP Template

- Every line reported must show “2” as the Record Type unless you have disposition to two or more transporters for the same LUW/facility.
- Use “5” as the Record Type for any additional transporters to which you have disposition for the same LUW/facility. (see example below)
- Names for Leases/Units, fields, companies, etc. cannot use punctuation.

1	A	B	C	D	E	F	G	H	I	J	K	L	M
2	OGP OPERATOR'S MONTHLY GAS PRODUCTION REPORT							RECORD TYPE CODE		DISPOSITION TYPE CODE			
3	OFFICE OF CONSERVATION							2 - DETAIL		04 - Loss			
4	REPORT DATE	8/11/2010					3 - ADDITIONAL TRANSPORTER		05 - Misc				
5	FIELD	North Grand Cane		FIELD CODE			4166						
6	OPERATOR	Rarbattam Production Company		OPERATOR CODE			6338						
7													
8													
9	RECORD TYP	DOC USE	LW	FACILITY	LEASE/UNIT	NUMBER OF	PARISH	CRUDE OIL/CONDENSATE	CRUDE OIL/CONDENSATE	TRANSPORTE	TYPE	AMOUNT	CRUDE OIL/CONDENSATE
10	CODE	ONLY	CODE	CODE	NAME	WELLS	CODE	OPENING STOCK (BBL)	PRODUCTION (BBL)	CODE	CODE	(BBL)	CLOSING STOCK (BBL)
11													
12	2		610546		GRRASUD	1	16	82	31	8296		16	82
13	5		610546		GRRASUD	1	16			7488		15	
14													
15													
16													

7	8	9	10	11	12	13	14	15	16
		RECORD TYPE	DOC USE	LW					
		CODE	ONLY	CODE					
12	2			610546					
13	5			610546					
14									
15									
16									

DISPOSITION				CRU
TRANSPORTER	TYPE	AMOUNT		CL
CODE	CODE	(BBL)		
8296		16		82
7488		15		

R5D Template

FORM_R5D_2007.xlsx - Microsoft Excel

Home Insert Page Layout Formulas Data Review View

Clipboard Font Alignment Number

B4 6/1/2010

1	OPERATOR'S MONTHLY GAS DISPOSITION REPORT			
2	R5D	OFFICE OF CONSERVATION		
3				
4	REPORT DATE	6/1/2010		
5	FIELD	ROCKY MOUNT	FIELD CODE	7741
6	OPERATOR	DEVON ENERGY OPERATING CO LP	OPERATOR CODE	D151
7				
8				
9	GROUP	ORGANIZATION	FIELD	PLANT
10	CODE	CODE	CODE	VOLUME (MCF)
11				
12	02			40257
13	06	W192	7741	4200
14	50			44457
15	53	910D		44457
16	99			44457
17				

R2 Part 1 Template

FORM_R2part1_200

Home Insert Page Layout Formulas Data Review View

Clipboard Paste Font Alignment Number

D21 111720

	A	B	C	D
1	R2			
2	PART 1			
3	TRANSPORTER'S AND STORER'S			
4	MONTHLY REPORT			
5	OFFICE OF CONSERVATION			
6	REPORT DATE <u>3/1/2010</u>			
7	COMPANY <u>STINGRAY PIPELINE COMPANY, L.L.C.</u>			
8	TRANSPORTER ID <u>8581</u>			
9				
10	GROUP	LINE	OPERATOR	BARRELS
11	CODE	NUM	CODE	(42 U.S. GALLONS)
12				
13	103	1		0
14	108	1	7874	5737
15	130			99037
16	145			104774
17	147			6946
18	150			111720
19	158	1	8298	104739
20	197			6981
21	199			111720
22				

R2 Part 2 Template

FORM_R2part2_2007 (3).xlsx - Microsoft Excel

Home Insert Page Layout Formulas Data Review View

Clipboard Font Alignment Number Styles

B24

	A	B	C	D	E	F
1	R2 PART 2	DETAIL OF OIL ACQUISITIONS FROM LOUISIANA OPERATORS OFFICE OF CONSERVATION				
2						
3						
4						
5	REPORT DATE <u>8/1/2010</u>					
6	COMPANY <u>CAILLOU BOCA GATHERING, LLC</u>					
7	TRANSPORTER ID <u>7246</u>					
8						
9	LINE		FACILITY	FIELD	OPERATOR	BARRELS
10	NUM	LWU	CODE	CODE	CODE	(42 U.S. GALLONS)
11						
12	1		952450	9100	H172	15416
13	2		952440	9100	S386	4226
14						

R5T Part 1 Template

FORM_R5Tpart1_2007 (3).xlsx - Microsoft Excel

Home Insert Page Layout Formulas Data Review View

Clipboard Font Alignment Number

B25

	A	B	C	D	E
1	R5T PART 1	NATURAL GAS TRANSPORTER'S MONTHLY REPORT			
2		OFFICE OF CONSERVATION			
3					
4					
5	REPORT DATE	<u>4/1/2010</u>			
6	COMPANY	<u>LOUISIANA MIDSTREAM GAS SERVICES</u>		TRANSPORTER ID	<u>917L</u>
7					
8					
9	GROUP	LINE	OPERATOR	FIELD	
10	CODE	NUM	CODE	CODE	VOLUME (MCF)
11					
12	202	1	C084	2360	3981651
13	202	2	C084	7651	1501829
14	202	3	C084	4166	231199
15					

R5T Part 2 Template

FORM_R5Tpart2_2007 (5).xlsx - Microsoft Excel

Home Insert Page Layout Formulas Data Review View

Clipboard Font Alignment Number Styles

B19

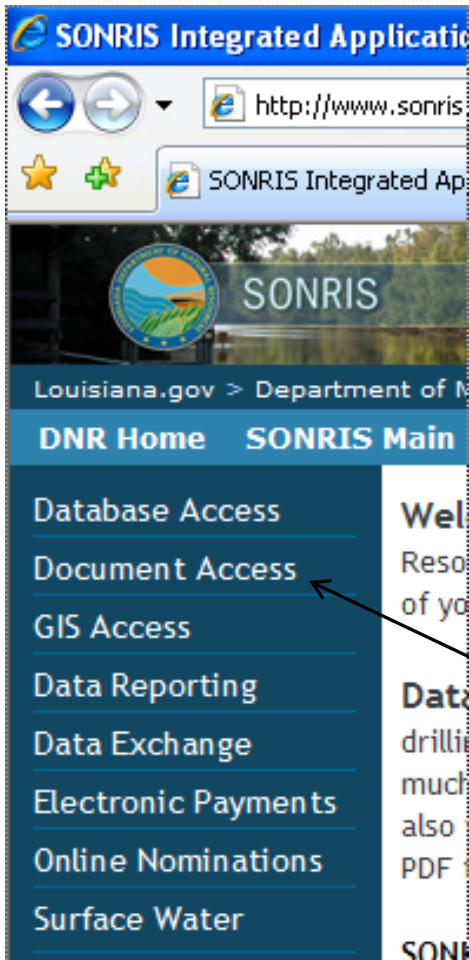
	A	B	C	D	E	F
1	UNDERGROUND GAS STORAGE REPORT					
2	R5T					
3	PART 2					
4	OFFICE OF CONSERVATION					
5	REPORT DATE	<u>7/1/2010</u>				
6	COMPANY	<u>EGAN HUB STORAGE, LLC</u>			TRANSPORTER CODE	<u>924E</u>
7						
8						
9	LINE	FACILITY				
10	NUM	CODE	OPENING STOCK	DEPOSITS	WITHDRAWALS	CLOSING STOCK
11						
12	1	0357	14520883	6156106	4082019	16594970
13	990		1452083	6156106	4082019	16594970
14						

RC Template

The image shows a Microsoft Excel spreadsheet titled "RC Template". The spreadsheet is displayed in a window with the ribbon set to "Home". The active cell is C23. The spreadsheet content is as follows:

	A	B	C
1	OIL AND GAS		
2	R-C	IMPORT/EXPORT SUMMARY	
3		OFFICE OF CONSERVATION	
4			
5	REPORT DATE	<u>4/1/2010</u>	
6	COMPANY	<u>LOUISIANA MIDSTREAM GAS SERVICES</u>	
7	TRANSPORTER CODE	<u>917L</u>	
8			
9	GROUP	STATE/COUNTRY	
10	CODE	CODE	VOLUME
11			
12	234	043	131796
13			
14			

Content Management



Important Tips:

- Disable pop-up blockers.
- Uninstall browser add-ons (toolbars).
- Download Adobe Reader

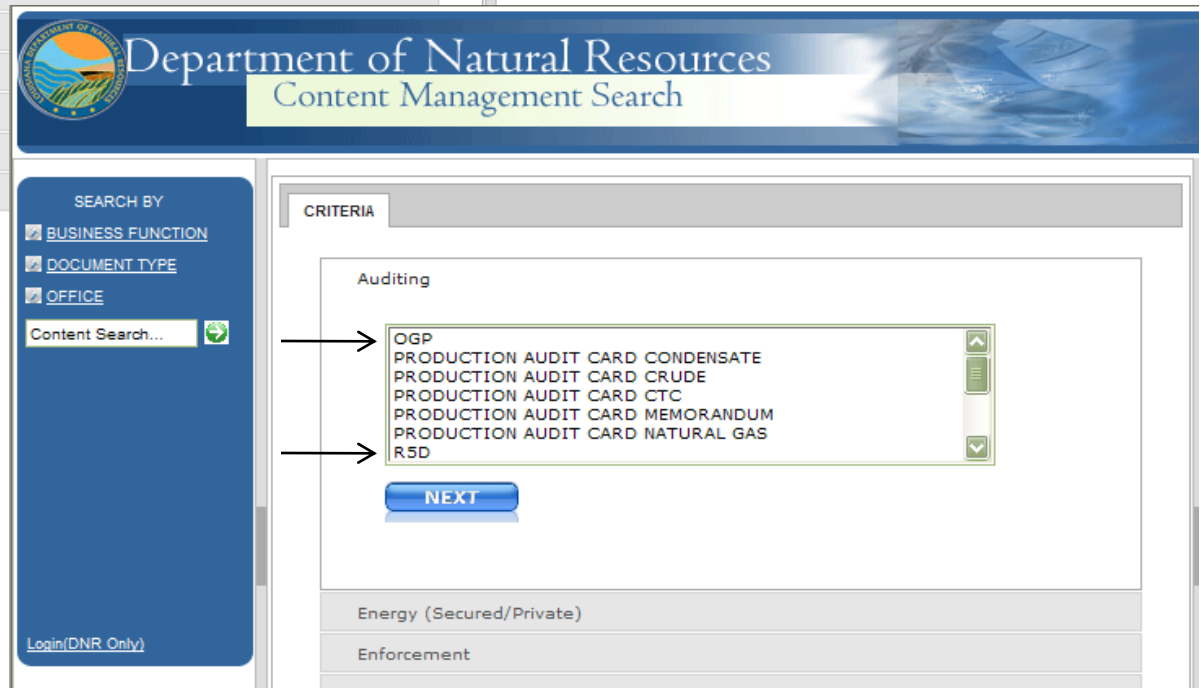
From www.SONRIS.com
Click *Document Access*

Document Access

1. Click *Auditing*



2. Select OGP or R5D then click *Next*



Document Access - Search

The screenshot shows the 'Department of Natural Resources Content Management Search' interface. On the left, a sidebar contains search filters: 'SEARCH BY' with checkboxes for 'BUSINESS FUNCTION', 'DOCUMENT TYPE', 'OFFICE', and 'TUTORIAL'. Below these is a search box with 'Content Search...' and a green icon. The main area is titled 'CRITERIA' and shows 'SEARCH TERMS: OGP'. Below this is a table of criteria:

Auditing
Energy (Secured/Private)
Enforcement
Leasing
Permitting
Regulatory

On the right, the 'Enter search criteria:' section includes input fields for 'Date(mm/dd/yyyy):', 'Entry Date(mm/dd/yyyy):', 'Field Code:', and 'Operator Code:'. Each field has a 'To' field next to it. Below these fields is a checkbox for 'Get associated documents' and two buttons: 'SEARCH' and 'CLEAR'. A yellow arrow points to the 'Enter search criteria:' label.

- Enter the “Date”, Field Code, and Operator Code
 - “Entry date” should be left blank
 - To search for multiple fields: leave the “Field Code” blank
 - Check “Get associated documents” to populate OGP and R5D reports in one search
- Click *Search*

Document Access - Results

Click *View* or *Alt View* to open documents

Content Management Search

[Back to Search](#) [Print this page](#)

Displaying 1-14 of 14 documents

Info	View	Alt View	Document Type	Date	Entry Date	Well Serial Number	Lease Number	Ref Number	Field Code	Operator Code
		pdf	OGP	5/1/10 12:00 AM	7/28/10 11:40 AM				4989	H032
		pdf	OGP	5/1/10 12:00 AM	7/28/10 6:57 AM				4989	H032
		pdf	OGP	5/1/10 12:00 AM	9/8/10 3:43 PM				4989	H032
		pdf	OGP	5/1/10 12:00 AM	8/27/10 11:48 AM				4989	H032
		pdf	OGP	5/1/10 12:00 AM	7/28/10 11:37 AM				4989	H032
		pdf	OGP	6/1/10 12:00 AM	9/8/10 3:59 PM				4989	H032
		pdf	OGP	6/1/10 12:00 AM	9/8/10 4:38 PM				4989	H032
		pdf	OGP	6/1/10 12:00 AM	8/31/10 3:02 PM				4989	H032
		pdf	OGP	6/1/10 12:00 AM	9/8/10 3:53 PM				4989	H032
		pdf	OGP	6/1/10 12:00 AM	9/8/10 3:55 PM				4989	H032
		pdf	OGP	6/1/10 12:00 AM	9/8/10 3:56 PM				4989	H032
		pdf	OGP	6/1/10 12:00 AM	9/8/10 4:37 PM				4989	H032

Document Access - Image

Print

Save

http://ucmwww.dnr.state.la.us/ucmsearch/UCMRedir.aspx?url=http%3a%2f%2fdnrucm.dnr.state.la.us%2 - Windows Internet Explorer

http://ucmwww.dnr.state.la.us/ucmsearch/UCMRedir.aspx?url=http%3a%2f%2fdnrucm.dnr.state.la.us%2fucm%2fgroups

File Edit Go To Favorites Help

http://ucmwww.dnr.state.la.us/ucmsearch/UCMRedir...

1 / 1 59% Find

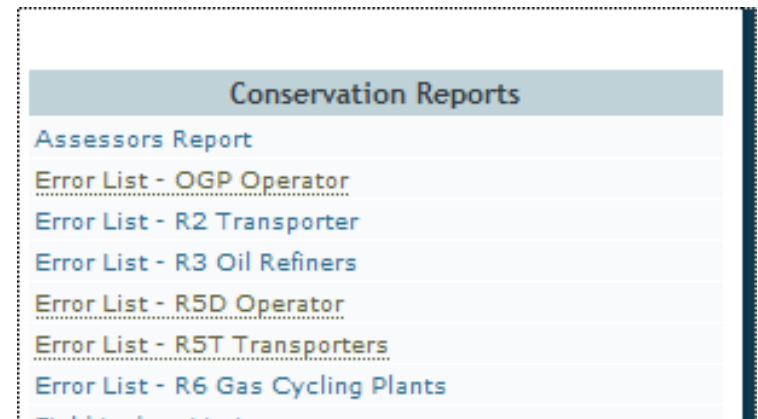
Form OGP STATE OF LOUISIANA CONSERVATION DISTRICT LAFAYETTE
 Rev. 11/01 OFFICE OF CONSERVATION FIELD LAFITTE
 OPERATOR'S MONTHLY OIL & GAS PRODUCTION REPORT OPERATOR HILCORP ENERGY COMPANY
 ADDRESS P.O. BOX 61229 HOUSTON, TX 772081229
 CODE NO. 21 DISPOSITION TYPE CODE
 CODE NO. 4889 04 - Loss (explain)
 CODE NO. H032 05 - Misc. (explain)
 MONTH May YEAR 2010
 PAGE 1 OF 1

Doc Use Only	LWU Code	Consolidating Facility or Common Entry or Lease Safety Code Number	Lease / Unit Name	Number Of Producing Wells	Parish Code Number	Crude Oil/ Condensate Opening Stock (BBLs)	Crude Oil/ Condensate Production (BBLs)	Disposition			Crude Oil/ Condensate Closing Stock (BBLs)	Natural Gas / Casinghead Gas Production (MCF)	Gas Injected into Reservoir (MCF)
								Transporter Code No.	Type Code	Amount (BBLs)			
	304705	924800		0	26	0	0	7288			0	0	0

In Compliance? Checking for Errors

1. Go to www.SONRIS.com
2. Click *Database Access*
3. Click *Conservation*
4. Error listing are located under the heading “Conservation Reports”

Note: Sun Java is required to view error listings



Download Sun Java here

Need Help?

If you need assistance, please contact one of the following and you will be directed to the appropriate field analyst:

- Linda Miller, Mineral Production Supervisor (Monroe fields):
Linda.Miller@LA.gov or 225.342.5479
- Stacie Massey, Mineral Production Supervisor (Shreveport fields):
Stacie.Massey@LA.gov or 225.342.5489
- Lisa Babin, Mineral Production Supervisor (Lafayette fields):
Lisa.Babin@LA.gov or 225.342.5499