

E-Sub-2

## MEMORANDUM

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TO: All Operators and Transporters Filing C-111, C-112, C-115 Forms

FROM: William J. LeMay, Director *WJL*

SUBJECT: Reporting Dates and Filing Extensions

DATE: February 7, 1994

As most operators know by now, the Oil Conservation Division, along with the State Land Office and Taxation and Revenue, are implementing the new ONGARD data base for production and revenue accounting. The three agencies have been working with industry for the past year to make the conversions and get up and running. C-111, C-112 and C-115 reports for the production month of January are the first to go into the new database and must be filed in the new format, whether done electronically or on paper.

Under the current rules, the C-111 and C-112 are due on the 15th of the month following the month of production, and the C-115 is due on the 25th. The Oil Conservation Division is applying to the Oil Conservation Commission for a rule change to make the due date for all reports the last day of the month following the month of production. A hearing will be set for these changes on February 10, 1994, and March 10, 1994. These hearings will be in Morgan Hall in the State Land Office Building, starting at 9:00 A.M. You are welcome to come and participate in the proceedings at that time.

The Division will be proposing penalties for failure to file timely and accurate reports. We do not plan to start imposing penalties until ONGARD is really up and running. The Division's current thinking is that the enforcement provisions will be in effect by January 1, 1995. The Division strongly encourages industry input on a reasonable but effective enforcement methodology which applies to filers who are late or consistently incorrect.

There is a more immediate matter of getting ONGARD up and running and getting everyone the data they need to file correctly. As many of you already know, the tremendous crunch of assigning OGRID's, API number corrections and POD assignments has taken a long time. The Division has not been able to get all of the numbers out as quickly as it would like.

Therefore, the Division hereby **grants an extension until March 31, 1994** to file reports for January production and transportation volumes. This extension is for everyone. February reports will also be due at that time. If you have all the information necessary to file January 1994 reports in the ONGARD format, please do so as soon as possible. **Do not wait for the March 31 deadline.**

For filers planning to file electronically, if you need additional time to be able to file by EDI, the Division will consider granting additional extensions on the basis of individual circumstances. Because ONGARD encourages electronic filing, the Division will work with filers to get an electronic filing process in place. Submit a request with an explanation to **Ed Martin at the Santa Fe Office**. Reporters filing electronically will not submit paper forms to the Division.

No extensions beyond the March 31 date will be granted for filers who plan to file their reports on paper. Because paper reports must be input by Division staff, any further delays will burden the staff. Therefore the Division is going to enforce the filing deadlines very stringently for paper filers.

We are enclosing copies of new forms C-111, C-112, and C-115, **which you should start using immediately**. Forms C-101, C-102 and C-104 will be mailed to you within the next 10 days.

If you have any questions, call Ed Martin at **(505) 827-5825**.

District I  
P.O. Box 1980, Hobbs, NM 88241-1980  
District II  
P.O. Drawer DD, Artesia, NM 88211-0719  
District III  
1000 Rio Brazos, Aztec, NM 84710

State of New Mexico  
Energy, Minerals & Natural Resources Department  
**OIL CONSERVATION DIVISION**  
P.O. Box 2088  
Santa Fe, NM 87504-2088

Form C-111  
Instructions on reverse side  
Revised January 31, 1994  
1 ☐ Amended Report  
2 ☐ Gas Transporter  
3 ☐ Gas Plant

### GAS TRANSPORTER'S AND FACILITY MONTHLY REPORT

4 Operator	5 OGRID
6 Address:	7 Month/Year
8 Facility Name and ID number	9 Page 1 of

Gas Receipts			
10 Received From	11 OGRID	12 POD	13 Volume

Use Continuation Page Form C-111A If Necessary

Gas Disposition				
14 Code	15 Gas Taken By	16 OGRID	17 POD	18 Volume

Use Continuation Page C-111B If Necessary

Plant Liquids					
19 Code	20 Opening Stock	21 Receipts	22 Production	23 Deliveries	24 Closing Stock

I hereby certify that the information contained in this report is true and complete to the best of my knowledge and belief.

25

Signature

Printed Name & Title

Date

Phone Number

**C-111 Instructions**  
**THESE INSTRUCTIONS ARE FOR HARD COPY FILERS ONLY**

Report all gas volumes at 15.025 PSIA at 60° F.  
Report all liquid volumes to the nearest whole barrel.

Always report zero production and storage volumes as "0" instead of leaving them blank. A blank will be considered "No Report." Report receipt and disposition volumes as "0" only on Amended Reports where a volume was erroneously reported and it should be zero.

If you are using this hard copy document instead of electronic filing to file your report, it must be sent to the Santa Fe office.

- | Box or<br>Column<br>Number | Gas Transporter   |
|----------------------------|---|
| 1.                         | Check this box only if this report amends a previously submitted report |
| 2.                         | Check this box if this is a report of your gas transporting activities. |
| 3.                         | DO NOT USE  |
| 2..                        | Transporter's OGRID name  |
| 5.                         | Transporter's OGRID number  |
| 6.                         | Transporter's OGRID address   |
| 7.                         | Month and year of this report (format 1/94)                             |
| 8.                         | DO NOT USE  |
| 9.                         | Number of pages in this report  |
| 10.                        | Name of Operator from which you are receiving this gas (Optional)       |
| 11.                        | OGRID number of the operator from which you are receiving this gas      |
| 12.                        | POD number for this volume of gas                                       |
| 13.                        | MCF of gas received through this POD                                    |
| 14.                        | Disposition code from the following table:                              |

**CODES**

- |    |  |
|----|--|
| A. | Unprocessed gas used on property           |
| B. | DO NOT USE                                 |
| C. | Unprocessed gas used for drilling          |
| D. | DO NOT USE                                 |
| E. | Unprocessed gas used for gas lift          |
| F. | DO NOT USE                                 |
| G. | Unprocessed gas used for fuel system       |
| H. | DO NOT USE                                 |
| I. | Unprocessed gas returned to lease for fuel |
| J. | DO NOT USE                                 |
| K. | Unprocessed gas returned to earth          |
| L. | DO NOT USE                                 |
| M. | Unprocessed gas used for pipeline fuel     |
| N. | DO NOT USE                                 |
| O. | Unprocessed gas vented                     |
| P. | DO NOT USE                                 |
| Q. | Shrinkage                                  |
| R. | Unprocessed gas leaving this pipeline      |
| S. | DO NOT USE                                 |

- |     |   |
|-----|---|
| 15. | Name of the operator receiving this gas (Optional)  |
| 16. | OGRID number of the operator receiving this gas   |
| 17. | POD number for this volume of gas   |
| 18. | MCF of gas through this POD   |
| 19. | DO NOT USE  |
| 20. | DO NOT USE  |
| 21. | DO NOT USE  |
| 22. | DO NOT USE  |
| 23. | DO NOT USE  |
| 24. | DO NOT USE  |
| 25. | The signature, printed name and title of the person authorized to make this report, the date this report was submitted, and the telephone number to call for questions about this report. |

- | Box or<br>Column<br>Number | Gas Processor   |
|----------------------------|---|
| 1.                         | Check this box only if this report amends a previously submitted report |
| 2.                         | DO NOT USE  |
| 3.                         | Check this box if this is a report of your gas processing activities.   |
| 2..                        | Plant operator's OGRID name   |
| 5.                         | Plant operator's OGRID number   |
| 6.                         | Plant operator's OGRID address  |
| 7.                         | Month and year of this report (format 1/94)                             |
| 8.                         | Facility Name and ID number assigned by Taxation and Revenue Department |
| 9.                         | Number of pages in this report  |
| 10.                        | Name of Operator from which you are receiving this gas (Optional)       |
| 11.                        | OGRID number of the operator from which you are receiving this gas      |
| 12.                        | POD number for this volume of gas                                       |
| 13.                        | MCF of gas received through this POD                                    |
| 14.                        | Disposition code from the following table:                              |

**CODES**

- |    |  |
|----|--|
| A. | Unprocessed gas used on property           |
| B. | Processed gas used on property             |
| C. | Unprocessed gas used for drilling          |
| D. | Processed gas used for drilling            |
| E. | Unprocessed gas used for gas lift          |
| F. | Processed gas used for gas lift            |
| G. | Unprocessed gas used for fuel system       |
| H. | Processed gas used for gas system          |
| I. | Unprocessed gas returned to lease for fuel |
| J. | Processed gas returned to lease for fuel   |
| K. | Unprocessed gas returned to earth          |
| L. | Processed gas returned to earth            |
| M. | Unprocessed gas used for plant fuel        |
| N. | Processed gas used for plant fuel          |
| O. | Unprocessed gas vented                     |
| P. | Processed gas vented                       |
| Q. | Shrinkage                                  |
| R. | Unprocessed gas leaving this facility      |
| S. | Processed gas leaving this facility        |

- |     |   |
|-----|---|
| 15. | Name of the operator receiving this gas (Optional)  |
| 16. | OGRID number of the operator receiving this gas   |
| 17. | POD number for this volume of gas   |
| 18. | MCF of gas through this POD   |
| 19. | API product code from this table:   |
| 49  | Condensate  |
| 52  | Ethane  |
| 54  | Propane   |
| 57  | Normalized Butane   |
| 58  | Iso Butane  |
| 65  | Gasoline  |
| 99  | Sulfur  |
| 203 | Other   |
| 20. | Opening stock of this liquid  |
| 21. | Amount of this liquid received as liquid  |
| 22. | Amount of this liquid product produced  |
| 23. | Amount of this liquid delivered   |
| 24. | Closing stock of this liquid  |
| 25. | The signature, printed name and title of the person authorized to make this report, the date this report was submitted, and the telephone number to call for questions about this report. |

**AMENDED REPORTING**

For receipt and disposition volumes show the correct volumes by POD and transporter OGRID. If a volume was attributed to a POD and transporter OGRID that should not have been attributed any volume, show that POD and transporter OGRID with a volume of zero (0) and then the correct volume with the correct POD and transporter OGRID.

District IDistrict II

### District III

[illegible]

District I  
P.O. Box 1980, Hobbs, NM 88241-1980  
District II  
P.O. Drawer DD, Artesia, NM 88211-0719  
District III  
1000 Rio Brazos, Aztec, NM 84710

State of New Mexico  
Energy, Minerals & Natural Resources Department

Form C-112  
Revised January 31, 1994  
Instructions on the back  
☐ Amended Report  
☐ Transporter  
☐ Storer

## OIL CONSERVATION DIVISION

P.O. Box 2088  
Santa Fe, NM 87504-2088

### OIL TRANSPORTER'S OR STORER'S MONTHLY REPORT

4 Operator	5 OGRID	6 Month/Year
7 Address:		8 POD

9 Total Stock Beginning of Month (Barrels)	
--	--

RECEIPTS				
10 Received From	11 OGRID	12 Place of Receipt	13 POD	14 Volume
15 Total Receipts				

Use Continuation Form C-112A If Necessary

DELIVERIES				
16 Delivered To	17 OGRID	18 Place of Delivery	19 POD	20 Volume (Barrels)

Use Continuation Form C-112B If Necessary

21 Total Deliveries	
22 Total Stock - End of Month	
23 Shortage	
24 Overage	
25 TOTAL DELIVERIES AND STOCK - Plus Shortage or Minus Overage	

I hereby certify that the information contained in this report is true and complete to the best of my knowledge and belief.

26  
Signature Printed Name & Title Date Phone Number

**C-112 INSTRUCTIONS**  
**THESE INSTRUCTIONS ARE FOR HARD COPY FILERS ONLY**

Report all oil volumes to the nearest whole barrel.

Always report zero storage volumes as "0" instead of leaving them blank. Report receipt and disposition volumes as "0" only on Amended Reports where a volume was erroneously reported and it should be zero.

If you are using this hard copy document instead of electronic filing to file your report, it must be sent to the OCD Santa Fe office.

FOR TRANSPORTERS ONLY		FOR STORERS ONLY	
Box Or Column Number		Box Or Column Number	
1.	Check this box if this report amends a previously submitted report.	1.	Check this box if this report amends a previously submitted report.
2.	Check this box if this is a report of your transport activities.	2.	DO NOT USE
3.	DO NOT USE	3.	Check this box if this is a report of your storage activities.
4.	Operator's OGRID name	4.	Operator's OGRID name
5.	Operator's OGRID number	5.	Operator's OGRID number
6.	Month and year of this report (format 1/94)	6.	Month and year of this report (format 1/94)
7.	Operator's OGRID address	7.	Operator's OGRID address
8.	DO NOT USE	8.	POD number of storage facility
9.	DO NOT USE	9.	Total Stock Beginning of Month
10.	Source operator name (Optional)	10.	Source operator name (Optional)
11.	OGRID number of source entity	11.	OGRID number of source entity
12.	POD description (Optional)	12.	DO NOT USE
13.	Source POD number	13.	DO NOT USE
14.	Barrels of crude oil and condensate transported from this POD for the month	14.	Barrels of crude oil and condensate received from this transporter during the month
15.	Total barrels of crude oil and condensate received during the month (Optional)	15.	Total barrels of crude oil and condensate received during the month (Optional)
16.	Name of the entity to whom you delivered crude oil or condensate (Optional)	16.	Name of the entity to whom you delivered crude oil or condensate (Optional)
17.	OGRID number of the entity to whom you delivered crude oil or condensate	17.	OGRID number of the entity to whom you delivered crude oil or condensate
18.	Place description (Optional)	18.	DO NOT USE
19.	Delivery POD number	19.	DO NOT USE
20.	Barrels of oil/condensate delivered	20.	Barrels of oil/condensate delivered to this transporter during the month
21.	Total barrels of crude oil and condensate delivered during the month (Optional)	21.	Total barrels of crude oil and condensate delivered during the month (Optional)
22.	DO NOT USE	22.	Total barrels of oil and condensate in storage at the end of the reporting month
23.	Negative value of Block 9 barrels + Block 15 barrels - Block 21 barrels (Optional)	23.	Negative value of Block 9 barrels + Block 15 barrels - Block 21 barrels (Optional)
24.	Positive value of Block 9 barrels + Block 15 barrels - Block 21 barrels (Optional)	24.	Positive value of Block 9 barrels + Block 15 barrels - Block 21 barrels (Optional)
25.	Sum of Block 21 + Block 9 less Block 23 or plus Block 24	25.	Sum of Block 21 + Block 9 less Block 23 or plus Block 24
26.	The signature, printed name and title of the person authorized to make this report, the date this report was submitted, and the telephone number to call for questions about this report.	26.	The signature, printed name and title of the person authorized to make this report, the date this report was submitted, and the telephone number to call for questions about this report.

**AMENDED REPORTING**

For receipt and disposition volumes show the correct volumes by POD and transporter OGRID. If a volume was attributed to a POD and transporter OGRID that should not have been attributed any volume, show that POD and transporter OGRID with a volume of zero (0) and then the correct volume with the correct POD and transporter OGRID.

### District I

P O Box 1980, Hobbs, NM 88241-1980

## District II

P.O. Drawer DD, Artesia, NM 88211-0719

District III

1000 Rio Brazos, Aztec, NM 84710

State of New Mexico

Energy, Minerals &amp; Natural Resources Department

# OIL CONSERVATION DIVISION

P.O. Box 2088

Santa Fe, NM 87504-2088

Form C-112A

Revised January 31, 1994

Instructions on the back of C-112

**10 Amended Report**

2 ☐ Transporter

3- Storer

## OIL TRANSPORTER'S OR STORER'S MONTHLY REPORT

4 Operator	5 OGRID	6 Month/Year
7 Address:		8 POD

Receipts continued from C-112

[illegible]



P.O. Box 1980, Hobbs, NM 88241-1980

### District II

P.O. Drawer DD, Artesia, NM 88211-0719

### District III

1000 Rio Brazos, Aztec, NM 84710

State of New Mexico  
Energy, Minerals & Natural Resources Department

## OIL CONSERVATION DIVISION

P.O. Box 2088  
Santa Fe, NM 87504-2088

Form C-112B

Revised January 31, 1994

Instructions on the back of C-112

☐ Amended Report

20 Transporter

### 3. Storer

## OIL TRANSPORTER'S OR STORER'S MONTHLY REPORT

4 Operator	5 OGRID	6 Month/Year
7 Address:		8 POD

[illegible]

**District I**  
P.O. Box 1960, Hobbs, NM 88241-1960  
**District II**  
P.O. Drawer DD, Artesia, NM 88211-0719  
**District III**  
1000 Rio Brazos, Aztec, NM 86710

State of New Mexico  
Energy, Minerals & Natural Resources Department  
**OIL CONSERVATION DIVISION**  
P.O. Box 2088  
Santa Fe, NM 87504-2088  
**OPERATOR'S MONTHLY REPORT**

Form C-115 First Page  
Revised October 17, 1993  
Instructions on Reverse Side  
1 ☐ Amended Report

2 Operator:		3 OGRID:		4 Month/Year												
5 Address:				6 Page 1 of												
INJECTION			PRODUCTION			DISPOSITION OF OIL, GAS, AND WATER										
7 POOL NO. AND NAME Property No. and Name Well No. & U-L-S-T-R API No.	8 C O D F 1	9 Volume	10 Pressure	11 C O D E 2	12 Barrels of oil/conden- sate produced	13 Barrels of water produced	14 MCF Gas Produced	15 Days Prod- uced	16 C O D E 3	17 Point of Disposition	18 Gas BTU or Oil API Gravity	19 Oil on hand at beginning of month	20 Volume (Bbls/mcf)	21 Transporter OGRID	22 C O D E 4	23 Oil on hand at end of month

I hereby certify that the information contained in this report is true and complete to the best of my knowledge.  
24

Signature \_\_\_\_\_ Printed Name & Title \_\_\_\_\_ Date \_\_\_\_\_ Phone Number \_\_\_\_\_

# 115 INSTRUCTIONS

## THESE INSTRUCTIONS ARE FOR HARD COPY FILERS ONLY

Report all gas volumes at 15.025 PSIA at 60° F.  
Report all oil volumes to the nearest whole barrel.

For injection wells, report zero injection volumes as "0" instead of leaving them blank. For production wells, report zero oil, gas, water, days produced, and storage volumes as zero instead of leaving them blank. A blank will be considered "No Report". Report disposition volumes as "0" only on Amended Reports where a volume was erroneously reported and it should be zero. Leading zeros must be shown for OGRID, pool, property, and POD codes.

If you are using this hard copy document instead of electronic filing to file your report, the original must be sent to the OCD Santa Fe office and a copy sent to the appropriate OCD district office.

Box or  
Column  
Number

1. Check this box if this report amends a previously submitted report.
2. Operator's OGRID name
3. Operator's OGRID number (The role is "C-115 Filer")
4. Month and year of report (format: 5/93)
5. Operator's OGRID address for this report
6. Total pages in this report
7. Use the following example:

55555 GOOD OIL POOL  
333333 Jones-Smith A Com  
123R B-12-26N-12W  
30-045-12345

Do not repeat the pool number and name for each well in that pool, nor the property number and name for each well completion on the same property. Order the well completions as follows:

Oil pools and then gas pools by pool number  
Properties by number under each pool  
Wells by well number under each property

Order disposition by POD number at the end of the well completion listing for a property.

8. Well status at the end of the month code from Code 1 table

### CODE 1 (WELL STATUS)

- |   |  |
|---|--|
| F | Flowing  |
| P | Pumping  |
| G | Gas Lift   |
| S | Shut-In  |
| T | Temporarily Abandoned (Use only if TA status has been approved at the OCD district office) |
| I | Injection Well for Enhanced Recovery   |
| D | Salt Water Disposal Well   |
| A | Plugged and Abandoned (Use only on the last report for this completion)                    |

### INJECTION

9. Barrels of water or MCF of gas injected
10. Injection pressure PSIG
11. Type of injected fluid code from Code 2 table

### CODE 2 (TYPE OF INJECTED FLUID)

- |   |                 |
|---|-----------------|
| W | Water           |
| G | Gas             |
| C | CO <sub>2</sub> |
| O | Other           |

### PRODUCTION

12. Barrels of crude oil or condensate produced for the month

13. Barrels of water produced for the month
14. MCF of gas (includes CO<sub>2</sub>) produced for the month
15. Number of days that the well completion produced during the month

### DISPOSITION

The disposition portion of this report may begin on either the same or next line as the last well completion production line.

16. Product code from Code 3 table

### CODE 3 (PRODUCT)

- |   |                                 |
|---|---------------------------------|
| G | Gas (includes CO <sub>2</sub> ) |
| O | Crude Oil, Condensate, Dnp      |
| W | Water                           |

17. POD number for each product transported from the property or non-transported volume that affects oil storage balance
18. Gas BTU in effect for the gas volume transported adjusted to 15.025 PSIA at 60° F. or weighted average API oil gravity of oil transported by the specific transporter
19. Beginning oil storage volume (This can be reported on a separate line or on the same line with the first reported sales volume.)
20. Volume of oil, gas, or water transported or otherwise dispositioned (lost, vented, spilled, used on property, etc.)
21. Transporter OGRID for oil and gas volumes transported from the POD
22. Disposition code from Code 4 table for non-transported products

### CODE 4 (NON-TRANSPORTED DISPOSITION)

- |           |   |  |
|-----------|---|--|
| For Oil   | C | Circulating Oil                        |
|           | S | Sedimentation (B S & W)                |
|           | L | Lost (e.g. Spilled, Fire, etc.)        |
|           | T | Theft                                  |
|           | O | Other                                  |
| For Gas   | G | Gas Lift                               |
|           | R | Repressurizing or Pressure Maintenance |
|           | V | Vented/Flared                          |
|           | U | Gas Used on This Property              |
|           | L | Lost (e.g. Leaked, Fire)               |
|           | O | Other                                  |
| For Water | I | Water Rejected on This Property        |
|           | P | Pitted                                 |
|           | A | Evaporated                             |
|           | O | Other                                  |

23. Ending oil storage volume on the same line as item 19

24. The signature, printed name and title of the person authorized to make this report, the date this report was submitted, and the telephone number to call for questions about this report.

### AMENDED REPORTING

For injection and production volumes show only those well completions that need correction and the corrected volumes.

For disposition volumes show the correct volumes by POD and transporter OGRID. If a volume was attributed to a POD and transporter OGRID that should not have received any volume, show that POD and transporter OGRID with a volume of zero (0) and then the correct volume to the correct POD and transporter OGRID.

[illegible]