

OIL CONSERVATION COMMISSION

BOX 2045

HOBBS, NEW MEXICO

DATE May 22, 1962

OIL CONSERVATION COMMISSION
BOX 871
SANTA FE, NEW MEXICO

Re: Proposed NSP _____

Proposed NSL _____

Proposed NFC _____

Proposed DC X

Gentlemen:

I have examined the application dated 5/11/62
for the Continental Oil Co. Britt R-15 #13-D 15-20-37
Operator Lease and Well No. S-T-R

and my recommendations are as follows:

O.K.---E.F.E.

Geologically O.K.---J.W.R.

Yours very truly,

OIL CONSERVATION COMMISSION

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry must be clearly documented, including the date, amount, and purpose of the transaction. This ensures transparency and allows for easy verification of the data.

The second part of the document outlines the procedures for handling discrepancies. It states that if there is a difference between the recorded amount and the actual amount received or paid, it should be investigated immediately. The document provides a step-by-step guide for identifying the source of the error and correcting it.

The third part of the document discusses the importance of regular audits. It states that audits should be conducted at least once a year to ensure that all records are accurate and up-to-date. The document provides a checklist for conducting an audit and a list of common errors to watch for.

The fourth part of the document discusses the importance of maintaining proper documentation. It states that all documents related to the transactions should be kept in a secure and accessible location. The document provides a list of documents that should be kept and a list of documents that should be discarded.

The fifth part of the document discusses the importance of maintaining proper communication. It states that all parties involved in the transactions should be kept informed of the progress of the work. The document provides a list of communication methods that should be used and a list of communication protocols that should be followed.

The sixth part of the document discusses the importance of maintaining proper security. It states that all data should be protected from unauthorized access. The document provides a list of security measures that should be taken and a list of security protocols that should be followed.

The seventh part of the document discusses the importance of maintaining proper compliance. It states that all transactions should be conducted in accordance with applicable laws and regulations. The document provides a list of compliance requirements that should be followed and a list of compliance protocols that should be followed.

The eighth part of the document discusses the importance of maintaining proper ethics. It states that all transactions should be conducted in a fair and honest manner. The document provides a list of ethical principles that should be followed and a list of ethical protocols that should be followed.

The ninth part of the document discusses the importance of maintaining proper documentation. It states that all documents should be kept in a secure and accessible location. The document provides a list of documents that should be kept and a list of documents that should be discarded.

The tenth part of the document discusses the importance of maintaining proper communication. It states that all parties involved in the transactions should be kept informed of the progress of the work. The document provides a list of communication methods that should be used and a list of communication protocols that should be followed.