



California
**Department of
Conservation**
Oil, Gas, & Geothermal Resources



User Reference Guide

Idle Well Tests

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COURSE OVERVIEW

Course Description

Casing only pressure tests and clean out tags can be submitted through the Upload Test Result form. Test specific data can be captured. Fluid level test data is captured through the Fluid Level Test form. Unlike the upload Test Results form, fluid level data for multiple wells can be submitted through a single form. This course will walk through generating and reviewing both the Upload Test Results form and the Fluid Level Test form.

1 UPLOAD TEST RESULTS

Casing only pressure tests and clean out tags can be submitted through the Upload Test Result form. Test specific data can be captured. There is a single review of the Upload Test results form.

Lesson Objectives:

- Generate and submit a casing only pressure test.
- Generate and submit a clean out tag
- Review an Upload Test Results submission

1.1 Generate and submit a casing only pressure test.

Home

Help

My Tasks

Tasks

Alerts

Online Forms 1

Forms In Progress

Forms Submitted

Advanced Filtering

test 2

Form Name ↑	Form Category	Purpose	Version	Count
Schedule Test or Inspection	Well	Schedule Test or Inspection	2	9
Test Due Dates	Test	Online Form used to modify and update information about Test Due Dates in WellSTAR	1	0
Upload Test Results 3	Test	Upload results of scheduled and non-scheduled Tests	1	818

⏪

⏩

1

⏪

⏩

20

Items per page

Viewing 1 - 3 from 3 results

Step	Action	Required Fields
1	From the Home screen click Online Forms .	
2	Search for the form.	
3	Click Upload Test Results blue hyperlink.	

Form Information

[Hide Form Navigation]

Please enter information below. * Indicates Required Field

Form Name
Upload Test Results

Description * ⓘ 1

All comments are discoverable records, open to public review.

Organization * 2

Test Subject * 3

☐ Well
 ☐ Tank/Vessel
 ☐ Pipeline Segment

Test Type * 4

5

Step	Action	Required Fields
1.	Enter a Description . One which identifies this specific instance of the form will make it easier to search for the form in the future.	Description
2.	Select an Organization . If form is initiated by an operator, the Organization field will be pre-filled.	Organization
3.	Select Well as the Test Subject .	Test Subject
4.	Select Pressure Test - Casing Only as the Test Type .	Test Type
5.	Click Save and Continue .	

R5.0 Tests

Operator Information

[Hide Form Navigation]

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
Anterra Energy Services, Inc. (A3227)

Type of Organization
Corporation

Organization Primary Address
P.O. Box 3160
Camarillo, CA 93011 1

Organization Primary Phone Number

Ext

Contacts 2

Advanced Filtering

Actions ▾

Name ↑	Phone Number	Email	Role	Actions
John Harris		harris@numericsolutions.com	Agent	
William Schmidt		william.schmidt@conservation.ca.gov	Submitter	

3

Back

Next

Save

R5.0 Tests

Step	Action	Required Fields
1.	View the Organization information and confirm that it is correct.	
2.	Use the Actions button to Add a contact if desired.	
3.	Click Next .	

Test Subject Selection
[Hide Form Navigation]

Please use grids to select the subject for which your Test(s) or Inspection(s) will be associated.

* Indicates Required Field

Select Well

Advanced Filtering

Search

	API	Well Desi...	Current T...	Current S...	Lease	Field
<input type="radio"/>	0403056894		Well	Unknown		Asphalto
<input type="radio"/>	0403056895		Well	Active		Asphalto
<input type="radio"/>	0403056896		Well	Unknown		Asphalto
<input type="radio"/>	0403056897		Well	Active		Asphalto
<input type="radio"/>	0403056905		Well	Unknown		Asphalto
<input type="radio"/>	0403056906		Well	Unknown		Asphalto
<input type="radio"/>	0403056902		Well	Permitted		Asphalto
<input type="radio"/>	0403002902		Well	Plugged & Abandoned		Canal
<input type="radio"/>	0402936569		Well	Idle		Carneros Creek
<input type="radio"/>	0403046274		Well	Unknown		McKittrick
				Plugged &		

1

2

3

4

5

6

7

8

9

10

...

20

items per page

Viewing 1 - 20 from 8224 results

3

▼

▲

Associated Well

	API	Well Desi...	Current Ty...	Current St...	Lease	Field
<input type="radio"/>	0402936569		Well	Idle		Carneros Creek

Step	Action	Required Fields
1.	Use the Search box or Advanced Filtering to find the well. Note: the well will be preselected if the form was generated from the Well Detail page.	
2.	Click the radio button next to the well.	
3.	Click the down arrow to move the well into the Associated Well grid.	Associated Well
4.	Click Next .	

R5.0 Tests

EDD Submission

An Electronic Data Deliverable (EDD) is not available for the Test Type you have chosen. Please continue to the next step of the form.

Back
Next 1
Save

Step	Action	Required Fields
1.	Click the Next button at the bottom of the EDD step. Note: the EDD step is not used for a casing only pressure test.	

Test Information

Test Type

Pressure Test - Casing Only

Actual Test Date * 1

Actual Test Time *

Was this test witnessed by CalGEM? * 2

Test Result * 3

Notes

Step	Action	Required Fields
1.	Enter the Actual Test Date and Time .	Actual Test Date, Actual Test Time
2.	Indicate if the test was witnessed by CalGEM.	
3.	Select Pass , Inconclusive or Fail as the Test Result .	Test Result

General Details

1 Casing Pressure Test Method * 2 Test Purpose * 3 Pre-Test Casing (psi) *

4 Gauge Accuracy (%) *

Is this well within the Area of Review for a cyclic steam injection well or a Steamflood injection well? *

5 ☐ Yes ☒ No

Remarks

Step	Action	Required Fields
1.	Enter a Casing Pressure Test Method . Either Fluid or Inert Gas. Note: different fields will be required depending on what method is chosen.	Casing Pressure Test Method
2.	Select one or more Test Purpose .	Test Purpose
3.	Enter Pre-Test Casing (psi) .	Pre-Test Casing PSI
4.	Enter the Gauge Accuracy as a percent.	Gauge Accuracy (%)
5.	Select the radio button to indicate if the well is within an Area of Review for a cyclic steam injection or a steamflood injection well.	AOR radio button

InertGasDepressionTest 1
▼

Required Fluid Level Depression Depth (feet MD) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	Computed volume to displace: (ft3) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	Wellbore Fluid Specific Gravity <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>
Test Start Time <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/> ⌚	Test End Time <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/> ⌚	Test Duration 2 <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/> ▼
Pre-Test Fluid Level: (feet MD) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	Start-Test Fluid Level (feet MD) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	End Fluid Level: (feet MD) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>
Start-Test Casing PSI <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	Net Change in Pressure: (%) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	Net Change in Pressure: (PSI) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>
End-Test Casing PSI <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	Net Change in Fluid Level <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>	Net Change in Fluid Level: (%) <input style="width: 100%; height: 25px; border: 1px solid #ccc;" type="text"/>

Test method is Fluid

Step	Action	Required Fields
1.	Enter data in the Inert Gas Depression Test section of the page (if test method was inert gas, otherwise skip and use liquid test section).	
2.	Select 30 or 60 minutes for the Test Duration .	Test Duration
3.	Click Next .	

LiquidTest 1
▼

Packer/Bridge Plug Depth:
(feet)

Start-Test Casing PSI

End-Test Casing P SI

Test Start Time
 ⌚

Test End Time
 ⌚

Test Duration 2
 ▼

Net Change in Pressure:
(PSI)

Net Change in Pressure: (%)

OR: Test method is Liquid

Step	Action	Required Fields
1.	Enter data in the Liquid Test section of the page.	
2.	Select 30 or 60 minutes for the Test Duration .	Test Duration
3.	Click Next .	

R5.0 Tests

Document Upload

[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering

Actions 1

Search

Upload...

Upload...

Type

Descri...

Filen

Add New

um...

Actions

Back

Next

Save

Step	Action	Required Fields
1.	Click the Actions button and select Add New .	

Document Upload 1

* Indicates Required Field

☒ Upload New Document
 ☐ Associate Existing WellSTAR Document

☐ Internal Only
 ☐ Confidentiality Requested ?

Category

Well

Type *

Relevant Date * ?

Description *

All comments are discoverable records, open to public review.

Filename * ?

Browse

Upload 2

Step	Action	Required Fields
1.	Complete the required fields in the Document Upload pop up.	Type, Relevant Date, Description, Filename
2.	Click Upload . Note: wait for the green checkmark next to the document before clicking Upload.	
3.	Click Next .	

Form Submit

Associate related online form submissions to this submission by entering the Form ID.

Online Form Association

Actions

Form ID	Form Category	Title	Description	Actions
---------	---------------	-------	-------------	---------

Comments

Acknowledgement

Submitter

☐ 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


Back

Submit

Save

Step	Action	Required Fields
1.	Associate any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Preview the submission.	
5.	Click Submit.	

Confirmation
1
[Hide Form Navigation]


Your form has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the appropriate test review workgroup.	

1.1.1 Key Points

- Many tests types can be submitted through this form.
- The form generates differently for each test type.
- The form requires different fields based on which test method, Inert gas or fluid, is chosen.

1.2 Generate and submit a clean out tag

Home Help

My Tasks Tasks Alerts **Online Forms** Forms In Progress Forms Submitted

Advanced Filtering

Form Name ↑	Form Category	Purpose	Version	Count
Schedule Test or Inspection	Well	Schedule Test or Inspection	2	9
Test Due Dates	Test	Online Form used to modify and update information about Test Due Dates in WellSTAR	1	0
Upload Test Results	Test	Upload results of scheduled and non-scheduled Tests	1	818

20 items per page Viewing 1 - 3 from 3 results

Step	Action	Required Fields
1.	From the Home screen click Online Forms .	
2.	Search for the form.	
3.	Click Upload Test Results blue hyperlink.	

Form Information

[Hide Form Navigation]

Please enter information below. * Indicates Required Field

Form Name
Upload Test Results

Description * i 1

All comments are discoverable records, open to public review.

Organization * 2

Test Subject * 3

☐ Well
 ☐ Tank/Vessel
 ☐ Pipeline Segment

Test Type * 4

Cancel

Save & Continue 5

Step	Action	Required Fields
1.	Enter a Description .	Description
2.	Select an Organization . If initiated by an operator, the Organization field will be pre-filled.	Organization
3.	Select Well as the Test Subject	Test Subject
4.	Select Clean Out Tag as the Test Type .	Test Type
5.	Click Save and Continue .	

Operator Information
[Hide Form Navigation]

Please enter information below. * Indicates Required Field

Organization Name

Type of Organization
Corporation

Organization Primary Address

1

Organization Primary Phone Number

Ext

Contacts

Advanced Filtering

Actions

2

Name ↑	Phone Number	Email	Role	Actions
			Agent	
			Submitter	

Back

Next

3

Save

Step	Action	Required Fields
1.	View the Organization information.	
2.	Use the Actions button to Add a contact if desired.	
3.	Click Next .	

Test Subject Selection
[Hide Form Navigation]

Please use grids to select the subject for which your Test(s) or Inspection(s) will be associated.

* Indicates Required Field

Select Well

Advanced Filtering

Search

	API	Well Desi...	Current T...	Current S...	Lease	Field
<input type="radio"/>	0403056894		Well	Unknown		Asphalto
<input type="radio"/>	0403056895		Well	Active		Asphalto
<input type="radio"/>	0403056896		Well	Unknown		Asphalto
<input type="radio"/>	0403056897		Well	Active		Asphalto
<input type="radio"/>	0403056905		Well	Unknown		Asphalto
<input type="radio"/>	0403056906		Well	Unknown		Asphalto
<input type="radio"/>	0403056902		Well	Permitted		Asphalto
<input type="radio"/>	0403002902		Well	Plugged & Abandoned		Canal
<input type="radio"/>	0402936569		Well	Idle		Carneros Creek
<input type="radio"/>	0403046274		Well	Unknown		McKittrick
				Plugged &		

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...

20 items per page

Viewing 1 - 20 from 8224 results

3

▼


▲

Associated Well

	API	Well Desi...	Current Ty...	Current St...	Lease	Field
<input type="radio"/>	0402936569		Well	Idle		Carneros Creek

Step	Action	Required Fields
1.	Use the Search box or Advanced Filtering to find the well. Note: the well will be preselected if the form was generated from the Well Detail page.	
2.	Click the radio button to next to the well.	
3.	Click the down arrow to move the well into the Associated Well grid.	Associated Well
4.	Click Next .	

EDD Submission

 An Electronic Data Deliverable (EDD) is not available for the Test Type you have chosen. Please continue to the next step of the form.


Back
Next 1
Save

Step	Action	Required Fields
1.	Click the Next button at the bottom of the EDD step. Note: the EDD step is not used for a clean out tag test.	


Test Information ▼

Test Type
Clean Out Tag

Actual Test Date * 1



Actual Test Time *



Was this test witnessed by CalGEM? *

▼ 2

Test Result *

▼ 3

Notes

Step	Action	Required Fields
1.	Enter the Actual Test Date and Time .	Actual Test Date, Actual Test Time
2.	Indicate if the test was witnessed by CalGEM.	
3.	Select Pass , Inconclusive , or Fail as the Test Result .	Test Result

GeneralDetails

Test Purpose 1

Test Method 2

Tubing or Gauge Ring Diameter (inches) 3

Actual Clean Out Depth (feet MD) 4

Required Clean Out Depth (feet MD)

Step	Action	Required Fields
1.	Select one or more Test Purpose .	Test Purpose
2.	Select a Method; Coil Tubing, gauge Ring, Or Open Ended Tubing	Method
3.	Enter the Diameter of either the tubing or gauge ring	Diameter
4.	Enter remaining General Details .	
5.	Click Next .	

Document Upload

[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering

Actions 1

Search

Upload...

Upload...

Type

Descri...

Filen

Add New

um...

Actions

Back

Next

Save

Step	Action	Required Fields
1.	Click the Actions button and select Add New Document .	

Document Upload
1

* Indicates Required Field

☒ Upload New Document
☐ Associate Existing WellSTAR Document

☐ Internal Only
☐ Confidentiality Requested ?

Category
Well

Type *

Relevant Date * ?

Description *

All comments are discoverable records, open to public review.

Filename * ?

Browse

Cancel Upload
2

Step	Action	Required Fields
1.	Complete the required fields in the Document Upload pop up.	Type, Relevant Date, Description, Filename
2.	Click Upload . Note: wait for the green checkmark next to the document before clicking Upload.	
3.	Click Next .	

Form Submit

Associate related online form submissions to this submission by entering the Form ID.

Online Form Association

1

Actions

Form ID	Form Category	Title	Description	Actions
---------	---------------	-------	-------------	---------

2

Comments

Acknowledgement

Submitter

3

☐ I hereby certify all statements made in this form are, to the best of my knowledge, true, correct and complete. *

Form Submit Preview

4

Click the button below to preview your submission summary.

Preview Submission Summary

5

Back

Submit

Save


R5.0 Tests

Step	Action	Required Fields
1.	Associate any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Preview the submission.	
5.	Click Submit.	

Confirmation

1

[Hide Form Navigation]

 Your form has been submitted successfully. You will be notified when a determination has been made.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the appropriate test review workgroup.	

1.2.1 Key Points

- Many tests types can be submitted through this form.
- The form generates differently for each test type.

2 FLUID LEVEL TESTS

Fluid level test data is captured through the Fluid Level Test form. Unlike the upload Test Results form, fluid level data for multiple wells can be submitted through a single form. This course will walk through generating and reviewing the Fluid Level Test form.

Lesson Objectives:

- Generate and initiate the Fluid Level Test form.
- Download, edit, and Upload the Fluid Level Test EDD.
- Manually add and edit fluid level data.
- Complete and Submit the Fluid Level Test form.
- Review the Fluid Level Test form.

2.1 Generate and submit the Fluid Level Test form

Home

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Tasks

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Online Forms

1

Forms In Progress

Forms Submitted

Advanced Filtering fluid 2

Form Name ↑	Form Category	Purpose	Version	Count
Fluid Level Test(s) 3	Well	Facilitates the submission and review of fluid level test results	1	2

1 20 items per page Viewing 1 - 1 from 1 results

Step	Action	Required Fields
1.	From the Home screen click Online Forms .	
2.	Search for the Fluid Level Test form.	
3.	Click the blue Form Name hyperlink.	

Form Information [Hide Form Navigation]

Please complete all required fields below. * Indicates Required Field

Form Name
Fluid Level Test(s)

Organization * 1

Description * 2

All comments are discoverable records, open to public review.

Cancel

Save & Continue 3

Step	Action	Required Fields
1.	Select an Organization . If initiated by an operator, the Organization field will be pre-filled. Note: for external users, this will be prefilled with the submitting operator's name.	Organization
2.	Enter a Description .	Description
3.	Click Save and Continue .	

Operator Information
[Hide Form Navigation]

Please enter information below. * Indicates Required Field

Organization Name

Type of Organization
Corporation

Organization Primary Address

1

Organization Primary Phone Number

Ext

Contacts

Advanced Filtering

Actions

2

Name ↑	Phone Number	Email	Role	Actions
			Agent	
			Submitter	

Back

Next

3

Save

Step	Action	Required Fields
1.	View the Organization information.	
2.	Use the Actions button to Add a contact if desired.	
3.	Click Next .	

Fluid Level Test EDD

You have the option of using a file to input data on this form. If you would like to do so, select "Yes" below. * Indicates Required Field

Do you wish to submit Fluid Level Test data using an Electronic Data Deliverable (EDD) template? *

☒ **Yes** 1
☐ No

Step 1: [Download the EDD template](#) 2

Step 2: Fill out all fields in the template.

Step 3: Upload the completed EDD.

Click Next to upload EDD. See template for specific instructions on filling out the fields.

Note: Your EDD may take some time to populate in this form. If you would like to return later, you can save and close, then visit the Forms in Progress section of your landing page to resume editing this form.

Submit data VIA EDD

Step	Action	Required Fields
1	Click "Yes"	Yes, No
2	Click the Blue Download the EDD template link.	

R5.0 Tests

[illegible]

Step	Action	Required Fields
1.	Open EDD template. The Data Descriptions tab gives information on units and formats for data. The Fluid Level Results tab is where data is entered.	
2.	Enter API, Actual Test Date, Actual Test Time.	API, Actual Test Date, Actual Test Time
3.	Enter True or False for USDW known and enter the Base Depth of a USDW.	USDW known
4.	Enter a Test Method ; Acoustic, Mechanical or Other	Test Method

5.	Enter Fluid Level and Casing Pressure .	Fluid Level
6.	Enter True or False for Witnessed and a Scheduled Test ID and Remarks if desired.	Witnessed
7.	Repeat for each well as needed.	
8.	Save the updated EDD template file locally.	

Fluid Level Test EDD

You have the option of using a file to input data on this form. If you would like to do so, select "Yes" below. * Indicates Required Field

Do you wish to submit Fluid Level Test data using an Electronic Data Deliverable (EDD) template? *

☒ Yes ☐ No

Step 1: [Download the EDD template.](#)

Step 2: Fill out all fields in the template.

Step 3: Upload the completed EDD.

1

Click Next to upload EDD. See template for specific instructions on filling out the fields.

Note: Your EDD may take some time to populate in this form. If you would like to return later, you can save and close, then visit the Forms in Progress section of your landing page to resume editing this form.

3

Step	Action	Required Fields
1.	Click Browse .	
2.	Navigate to and select the local copy of the EDD template.	
3.	Click Next .	

R5.0 Tests

Test Details

[Hide Form Navigation]

Please enter the details of each Test below. Record all depths as Measured Depths. If USDW depth is unknown, record unknown in the USDW field. The fluid level is presumed to be above USDW if the USDW depth is unknown.

* Indicates Required Field

Advanced Filtering

Actions

Search

1

API

Actual...

USDW...

...

...

...

2

3

Add New Fluid Test

Review Selected Fluid Tests

Export - Excel

Actions

0

20

items per page

No results to display

Add a new row to the test details grid


Step	Action	Required Fields
1.	View the test details brought in by the EDD.	
2.	Click the grid level Actions button at the top of the grid.	
3.	Select Add New Fluid Level Test .	

R5.0 Tests

Test Result Details

1

Well API *



Lease Name



Well Number

County


District

Field

Actual Test Date/Time *



USDW Known? *



Base Depth of USDW

Test Method *

Fluid Level *





Casing Pressure

Witnessed by DOGGR? *

☐ Yes
 ☒ No

Scheduled Test ID



Cancel

2

Save

Step	Action	Required Fields
1.	Enter the test information.	Well API, Actual Test Date, Actual Test Time, USDW known, Test Method, Fluid level
2.	Click Save .	

R5.0 Tests

Test Details

[Hide Form Navigation]

Please enter the details of each Test below. Record all depths as Measured Depths. If USDW depth is unknown, record unknown in the USDW field. The fluid level is presumed to be above USDW if the USDW depth is unknown.

* Indicates Required Field

<div> <div>Advanced Filtering</div> <div>Actions</div> <div>Search</div> <div></div> </div>										
<input type="checkbox"/>	API	Actua...	USD...	Status	Validation	Actions
<input type="checkbox"/>	0411121 605		False		20 00	10 0	fal se	*	Errors and/or warnings on row	<div> <div>1</div> <div>Actions</div> </div>
<input type="checkbox"/>	0411121 608		False		20 00	10 0	fal se	*	Errors and/or warnings on row	<div> <div>2</div> <div>Edit Test Details</div> <div>Remove Test</div> <div>Review Test</div> </div>
<input type="checkbox"/>	0411121 843		False		20 00	10 0	fal se	*	Errors and/or warnings on row	<div> <div>Actions</div> </div>
<input type="checkbox"/>	0411121 624		False		20 00	10 0	fal se	*	Errors and/or warnings on row	<div> <div>Actions</div> </div>
<input type="checkbox"/>	0411121 626		False		20 00	10 0	fal se	*	Errors and/or warnings on row	<div> <div>Actions</div> </div>

1

2

20 items per page

Viewing 1 - 20 from 33 results

Edit a test record


Step	Action	Required Fields
1	Click the Actions in row with the record.	
2	Click Edit Test Details .	

R5.0 Tests

Test Result Details

1

Well API *



Lease Name



Well Number

County


District

Field

Actual Test Date/Time *



USDW Known? *



Base Depth of USDW

Test Method *

Fluid Level *





Casing Pressure

Witnessed by DOGGR? *

☐ Yes
 ☒ No

Scheduled Test ID



Cancel

2

Save

Step	Action	Required Fields
1.	Edit record as appropriate.	
2.	Click Save .	

R5.0 Tests

Test Details

[Hide Form Navigation]

Please enter the details of each Test below. Record all depths as Measured Depths. If USDW depth is unknown, record unknown in the USDW field. The fluid level is presumed to be above USDW if the USDW depth is unknown.

* Indicates Required Field

<input type="checkbox"/>	API	Actua...	USD...	Status	Validation	Actions
<input type="checkbox"/>	0411121 605		False		20 00	10 0	fal se	*	Errors and/or warnings on row	Actions
<input type="checkbox"/>	0411121 608		False		20 00	10 0	fal se	*	Errors and/or warnings on row	Actions
<input type="checkbox"/>	0411121 843		False		20 00	10 0	fal se	*	Errors and/or warnings on row	Actions
<input type="checkbox"/>	0411121 624		False		20 00	10 0	fal se	*	Errors and/or warnings on row	Actions
<input type="checkbox"/>	0411121 626		False		20 00	10 0	fal se	*	Errors and/or warnings on row	Actions

Advanced Filtering

Actions

Search

1

2

Review Test

1

2

3

4

20 items per page

Viewing 1 - 20 from 33 results

Remove a test record

Step	Action	Required Fields
1.	Click the Actions in row with the record.	
2.	Click Remove Test .	
3.	Click Yes to confirm.	
4.	Click Next .	

R5.0 Tests

Document Upload

[Hide Form Navigation]

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

Advanced Filtering

Actions 1

Search

Upload...

Upload...

Type

Descri...

Filen

Add New

um...

Actions

[Back](#) [Next](#) [Save](#)

Step	Action	Required Fields
1.	Click the Actions button and select Add New .	

Document Upload
1

* Indicates Required Field

☒ Upload New Document
☐ Associate Existing WellSTAR Document

☐ Internal Only
☐ Confidentiality Requested ?

Category
Well

Type *

Relevant Date * ?

Description *

All comments are discoverable records, open to public review.

Filename * ?

Browse

Cancel Upload
2

Step	Action	Required Fields
1.	Complete the required fields in the Document Upload pop up.	Type, Relevant Date, Description, Filename
2.	Click Upload . Note: wait for the green checkmark next to the document before clicking Upload.	
3.	Click Next .	

Form Submit

Associate related online form submissions to this submission by entering the Form ID.

Online Form Association

1

Actions

Form ID	Form Category	Title	Description	Actions
---------	---------------	-------	-------------	---------

2

Comments

Acknowledgement

Submitter

3

☐ I hereby certify all statements made in this form are, to the best of my knowledge, true, correct and complete. *

Form Submit Preview

4

Click the button below to preview your submission summary.

Preview Submission Summary

5


Back

Submit

Save

Step	Action	Required Fields
1.	Associate any other forms.	
2.	Leave a comment for the reviewer as needed.	
3.	Click the Certify checkbox.	
4.	Click Submit.	

Confirmation
1
[Hide Form Navigation]


Fluid Level Test(s) have been submitted successfully for review.

Step	Action	Required Fields
1.	View the confirmation.	
2.	A review task has now been generated to the Fluid Level Test Results Workgroup.	

2.1.1 Key Points

- One form can submit data for fluid level tests for many wells, if all wells belong to the same operator.
- Many fluid level tests can be uploaded via the EDD.
- The uploaded data will populate the section: test details.
- Test records can be added manually, edited or deleted.
- Only one task is created when this form is generated even when wells from more than one District are included in the submission. The Subtask functionality can be utilized to create subtasks to the appropriate District office if desired.