

# eCOMMERCE- ELECTRONIC REPORTING



## Office of Natural Resources Revenue



### Kenai River :- Alaska

Using sophisticated, computerized accounting systems, the Office of Natural Resources Revenue processes nearly \$1 billion (mostly via electronic funds transfers) each month.

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[Frequently Asked Questions](#)

User ID:

Password:

For assistance, please call the help desk at 1-877-256-6260.  
Or send an email to [boemrehelpdesk@boemre.gov](mailto:boemrehelpdesk@boemre.gov)

# OFFICE OF NATURAL RESOURCES REVENUE (ONRR)

## Electronic Reporting - eCommerce

- eCommerce is ONRR's electronic reporting website used for submitting OGORs and PASRs via the internet.
- EMARF- (External MRMSS Access Request Form) required to gain access to the Office of Natural Resources Revenue Data Warehouse online portal.

# EMARF-eCommerce Access

## Instructions for the External MRMSS Access Request Form (EMARF)

An original, signed External MRMSS Application Request Form (EMARF) is required for external users to gain access to the Office of Natural Resources Revenue (ONRR) Data Warehouse through the online portal. Please print this form, fill it out according to the procedure below, and then sign it. Read the Acceptable Use Policy and select the box indicated you have read and understand your responsibility.

**PLEASE TYPE OR WRITE LEGIBLY!**

EMARF Item	Instructions
User Information	Blacken the radio button that indicates your status as a user: New User - If you have never had access to the ONRR Data Warehouse Portal. Change User - If you have access to the ONRR Data Warehouse Portal and this application is for a name change or other user information change. Type your current user ID in the Current User ID blank. Delete User - If you no longer need access to the ONRR Data Warehouse Portal. Type your
Legal Name	
Preferred Name (Optional)	
User Telephone Number	
User Email Address	
Organization (Company Name)	
User Mailing Address	routing information as appropriate, city, state or province, and Zip or postal code.
Industry	If you work for a company, you must provide at least one Payer Code/Operator Number here. If your company submits Royalty and/or Production reports, you must click the eCommerce Reporting. If your company submits Solids P&R reports, you must check that box in addition to providing at least one Payer Code/Operator Number.
Financial (Non-STRAC)	If you work in finance, complete either the State and Country fields or the Tribe field.
Compliance (STRAC)	If you are a STRAC member, provide either a Tribe Name or a two-digit alpha State abbreviation.
Federal	If you are employed by another Federal Agency, please provide the name.
External Auditor (DOJ, KPMG, OIG)	If you are an external auditor for one of these organizations, check the appropriate box(es) for access to the ONRR Data Warehouse and/or the PeopleSoft financial system.
User Signature	Read the rules and restrictions, then sign and date this form to indicate your agreement to abide by them.
Supervisor Name/Signature	Either you or your supervisor must print their name and telephone number. Your supervisor must sign and date the completed form.
Questions?	If you need assistance to complete this form, please contact the Help Desk at 877-256-6260.
Mailing Address	Mail the original, completed, signed form to this address (do NOT use FedEx delivery): Denver Federal Center Building 53 - Entrance W19 S Help Desk Mail Stop 3753 PO Box 25165 Lakewood, CO 80225

Updated 12/2010

Exempt from the Paperwork Reduction Act.  
Requesting only identifying information and certification.  
See 5 CFR § 1203.3 (b) (1-1-01)

U.S. DEPARTMENT OF THE INTERIOR  
Office of Natural Resources Revenue

Order # \_\_\_\_\_

## External MRMSS Application Request Form (EMARF) Data Warehouse Portal

**USER INFORMATION:**  New User  Change User  Delete User

LEGAL NAME: \_\_\_\_\_  
Last First Middle Initial

PREFERRED NAME (Optional): \_\_\_\_\_  
Last First Middle Initial

User Telephone Number: \_\_\_\_\_ User Email Address: \_\_\_\_\_

Organization (Company Name): \_\_\_\_\_

City Mailing Address: \_\_\_\_\_

Industry \_\_\_\_\_  Check if eCommerce Reporting

External Auditor (DOJ, KPMG, OIG)  ONRR Data Warehouse Portal  Peoplesoft

- I understand that the Office of Natural Resources Revenue (ONRR) systems are subject to monitoring and that I have no expectation of privacy regarding my use of the system or data within the system.
- I am responsible for the protection and use of my user credentials (User IDs and Passwords). It is forbidden to share user credentials.
- I will not introduce additional functionality, attempt to alter functionality, or add external applications into the ONRR system environment.
- I will not introduce malicious software (viruses, Trojans, worms, etc.) into the ONRR system environment.
- I will handle sensitive/proprietary data appropriately and understand that this information is not to be exchanged, divulged, or otherwise compromised in any way unless necessary for official government business. I agree not to disclose information covered by the Privacy Act or Trade Secrets Act to unauthorized individuals.
- I am responsible for protecting the integrity of the system environment by preventing the unauthorized alteration, damage, unauthorized destruction, and/or tampering with information. My access, use of the system, and its output is restricted to authorized use only and must be used for its ONRR intended function only.
- Once access to the ONRR system is no longer required, I or the supervisor will contact the Help Desk immediately and notify them to delete my User ID from that system.
- If I am aware of a security breach (password sharing, use of unauthorized software), I will immediately notify the Help Desk.

I have read, understand, and will comply with the detailed ONRR Acceptable Use Policy found at <http://www.onrr.gov/ME/acceptableu.htm>. By signing this form, I understand that if I violate any portion of the ONRR Acceptable Use Policy, my access may be revoked and/or possible criminal prosecution. I confirm that the information provided above is accurate and complete and that I have not knowingly or deliberately misrepresented any information.

User Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Supervisor Name (Print): \_\_\_\_\_ Phone: \_\_\_\_\_  
Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Updated 12/2010

Both forms are available via ONRR's website

[http://www.onrr.gov/FM/PDFDocs/EMARF\\_Instructions.pdf](http://www.onrr.gov/FM/PDFDocs/EMARF_Instructions.pdf)

<http://www.onrr.gov/FM/PDFDocs/EMARF.pdf>

# Electronic Reporting - eCommerce

- **Customer Support (Help Desk)**

Email:

[BOEM/BSEE.EnterpriseITServiceDesk@bsee.gov](mailto:BOEM/BSEE.EnterpriseITServiceDesk@bsee.gov)

Phone: 1.877.256.6260 or 303.231.3333

- **eCommerce Internet address**

<https://dwportal.mms.gov>

or

<https://onrrreporting.onrr.gov>

# eCommerce Login Process



## Office of Natural Resources Revenue



### Wind Farms :- Hawaii

Greater use of the nation's abundant wind and water resources for electric power generation will help stabilize energy costs, enhance energy security, and improve our environment. - U.S. Department of Energy

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[ONRR Homepage](#)

[Frequently Asked Questions](#)

User ID:

Password:

**Login- Enter USER ID and Password**

For assistance, please call the help desk at 1-877-256-6260.  
Or send an email to [boemrehelpdesk@boemre.gov](mailto:boemrehelpdesk@boemre.gov)



## Office of Natural Resources Revenue

Documents List

Registration Information

Upload File

Upload History

Help

Feedback

Log Out

Home » Documents List

New 2014

New OGOR

New PASR

Help

- **Documents List** — Lists reports entered into eCommerce
- **Registration Information** — Logon and Contact Information
- **Upload File** — Used to upload report files from local computer
- **Upload History** — Historical data and report status
- **Help** — Assistance and links regarding all aspects of eCommerce
- **Feedback** — Allows you to email comments about eCommerce site. Questions should be directed to your Production Reporting Contact not sent via Feedback.
- **Log Out** — Exit eCommerce

# Documents List Page



## Office of Natural Resources Revenue

- Documents List
- Registration Information
- Upload File
- Upload History
- Help
- Feedback
- Log Out

Home » Documents List

- New 2014
- New OGOR
- New PASR
- Help

### Filter Options

Document Type:  Status:  Starting Date:  Ending Date:

### Report Documents

Document Type	Report ID	User ID	Reporter Code	Reporter Assigned Doc No. / Reporter Doc Name	Status	Last Update (ET)	Edit / Display	Print	Copy		Delete	Export
OGOR	2675	PHILERUP	S0000	DEC10 5250055940 Well #2	OPEN	2/24/2011 6:25:26 PM	<input type="button" value="Edit"/>	<input type="button" value="Print"/>	<input type="button" value="Copy All"/>	<input type="button" value="Copy Specific"/>	<input type="button" value="Delete"/>	CSV Fixed
OGOR	1411	PHILERUP	S0000	FEB10-WS-TS52-Codes 12 85 1-6	OPEN	2/24/2011 6:23:12 PM	<input type="button" value="Edit"/>	<input type="button" value="Print"/>	<input type="button" value="Copy All"/>	<input type="button" value="Copy Specific"/>	<input type="button" value="Delete"/>	CSV Fixed
OGOR	615	BOYHOWDY	S0000	NOV10- TS18 Edit 11255	OPEN	2/24/2011 6:08:09 PM	<input type="button" value="Edit"/>	<input type="button" value="Print"/>	<input type="button" value="Copy All"/>	<input type="button" value="Copy Specific"/>	<input type="button" value="Delete"/>	CSV Fixed
OGOR	2750	PHILERUP	S0000	JAN11 Modify 5250055940	OPEN	2/24/2011 5:34:17 PM	<input type="button" value="Edit"/>	<input type="button" value="Print"/>	<input type="button" value="Copy All"/>	<input type="button" value="Copy Specific"/>	<input type="button" value="Delete"/>	CSV Fixed
OGOR	2600	BHAPPY	K8500	DEC10 5250055940 Well #1A	OPEN	2/24/2011 4:36:33 PM	<input type="button" value="Edit"/>	<input type="button" value="Print"/>	<input type="button" value="Copy All"/>	<input type="button" value="Copy Specific"/>	<input type="button" value="Delete"/>	CSV Fixed

eCommerce removes sent data from the Document List every six months

# Registration Information



## Office of Natural Resources Revenue

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[Log Out](#)

[Home](#) » [Registration Information](#)

### [Logon Information](#)

ONRR Reporter/Login ID:

PHILERUP

Full Name:

Up, Phil R.

### [Contact Information](#)

Company Name:

MRM

Address:

Bldg. 85, Denver Federal Center

City:

Denver

State:

CO

Zip:

80226

Country:

-

Phone Number:

303 333-3333

Fax Number:

-

Email Address:

PhilRUp@BigO&G.com

# Upload File



## Office of Natural Resources Revenue

Documents List

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Help

Upload Report Document

**To upload a report file from your local computer, click the "Select" button and choose a file.**

For faster delivery of multiple reports, compress them into one zip file prior to upload. The system will automatically detect the file type and process accordingly.

Report Files (.csv, .txt, and .zip formats only)

Select

**NOTE: Only .csv, .txt, and .zip formats are accepted file types to upload into eCommerce.**

\* .EDI or .DOC files must be converted to .TXT file format in order to upload

# Uploading a File into eCommerce



## Office of Natural Resources Revenue

Documents List   Registration Information   **Upload File**   Upload History   Help   Feedback   Log Out

Home » Upload File

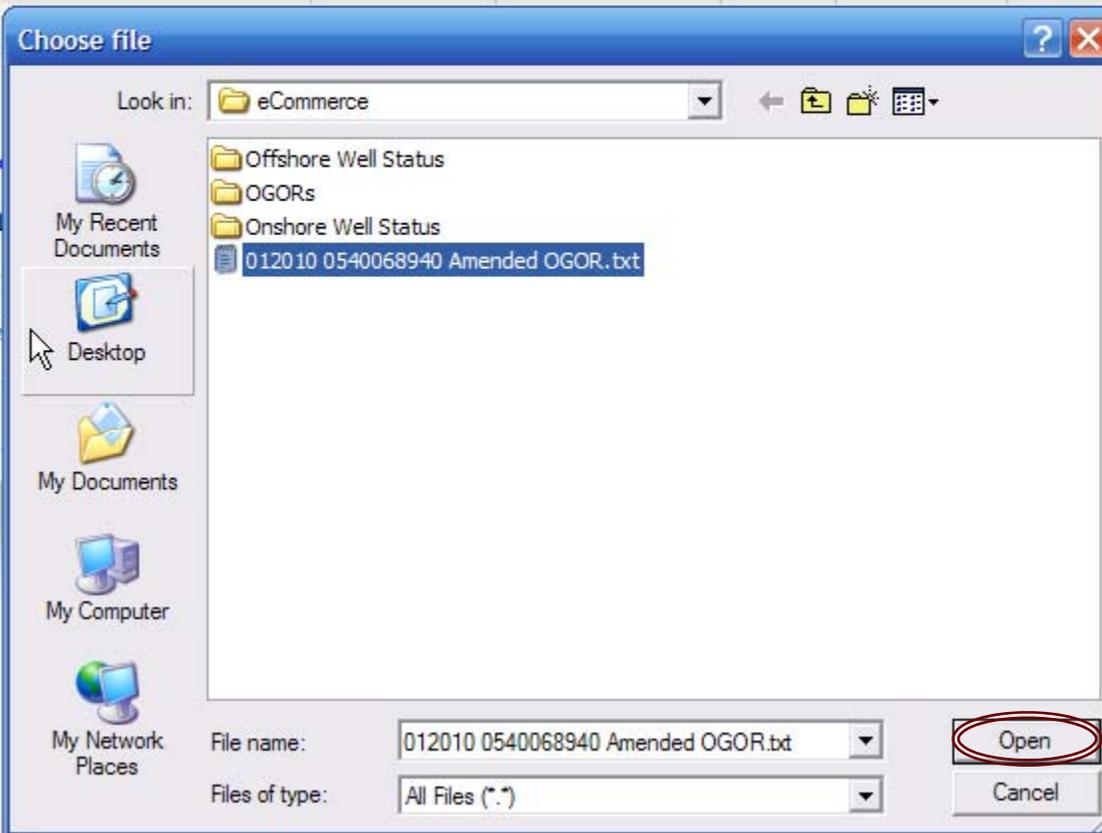
Help

Upload Report Do

**To upload a**

For faster delivery

Report Files (.csv,



**and choose a file.**

the file type and process accordingly.

[Home](#) | [Contact Us](#) | [Disclaimer](#) | [Privacy](#) | [Email ON](#)

[ms](#) | [Financial Reports & History Reports](#)

2011

Select file and click open

# Uploading a File into eCommerce



## Office of Natural Resources Revenue

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Home » Upload File

Help

Upload Report Document

**To upload a report file from your local computer, click the "Select" button and choose a file.**

For faster delivery of multiple reports, compress them into one zip file prior to upload. The system will automatically detect the file type and process accordingly.

Report Files (.csv, .txt, and .zip formats only)

Select

File successfully uploaded. Click on the Upload History tab to see the status of the file processing.

File successfully uploaded. Click on the Upload History tab to review the status of the file that was uploaded.

# Uploading Status in eCommerce



## Office of Natural Resources Revenue

Documents List   Registration Information   Upload File   Upload History   Help   Feedback   Log Out

Home » Documents List

New 2014

New OGOR

New PASR

Help

Current Upload Status

File Name	Report Type	Status	Uploaded By	Upload Date (EST)	Import Start	Import End	Report ID
012010 0540068940 Amended OGOR.txt	OGOR	Complete	PHILERUP	2/22/2011 1:21:26 PM	2/22/2011 1:21:31 PM	2/22/2011 1:21:33 PM	2597
012010 0540068940 Amended OGOR.txt	OGOR	Error	PHILERUP	2/22/2011 1:16:03 PM	2/22/2011 1:16:10 PM	2/22/2011 1:16:33 PM	

Filter Options

Document Type: All

Status: All

Starting Date: 9/22/2010

Ending Date:

Redisplay List

Report Documents

Document Type	Report ID	User ID	Reporter Code	Reporter Assigned Doc No. / Reporter Doc Name	Status	Last Update (ET)	Edit / Display	Print	Copy	Delete	Export
OGOR	2597	PHILERUP	S0000		OPEN	2/22/2011 1:21:33 PM	Edit	Print	Copy All   Copy Specific	Delete	CSV Fixed

Another method to determine uploaded file status is to return to the documents list. Newly uploaded files will display under Current Upload Status as well as under Report Documents.

# Upload History



## Office of Natural Resources Revenue

Documents List | Registration Information | Upload File | **Upload History** | Help | Feedback | Log Out

Home » Upload History

Help

### Status Legend

- Uploaded:** The file has successfully loaded onto the servers.  
**Pending:** The file is waiting for format validation processing.  
**Processing:** The file is being validated for format requirements.  
**Completed:** The file successfully passed format validation and a report has been created. The new report can be viewed in the Documents List.  
**Error:** The file has failed format validation. Click on the status to view format errors.

### Upload History

File Name	Report Type	Status	Uploaded By	Upload Date(EST)	File Size	Import Start	Import End	Report ID
112010 754305003A Current OGORs.txt	OGOR	Completed	PHILERUP	2/14/2011 12:01:08 PM	1659	2/14/2011 12:01:14 PM	2/14/2011 12:01:15 PM	1945
102010 0540097710 Amended OGORs.txt	OGOR	Completed	PHILERUP	2/14/2011 12:01:00 PM	1718	2/14/2011 12:01:04 PM	2/14/2011 12:01:06 PM	1944
112010 754305003A Current OGOR(s).txt	OGOR	Error	PHILERUP	2/14/2011 11:41:13 AM	1650	2/14/2011 11:41:15 AM		
102010 0540097710 Amended OGORs.txt	OGOR	Error	PHILERUP	2/14/2011 11:41:06 AM	1711	2/14/2011 11:41:15 AM		
112010 754305003A Current OGOR(s).txt	OGOR	Error	PHILERUP	2/14/2011 11:37:33 AM	1650	2/14/2011 11:37:33 AM		
102010 0540097710 Amended OGORs.txt	OGOR	Error	PHILERUP	2/14/2011 11:37:24 AM	1711	2/14/2011 11:37:33 AM		

# Help



## Office of Natural Resources Revenue

### Application Level Help

The eCommerce Reporting website provides three levels of help: Application Level, Page Level and Field Level.

Help

**Application Level-** This level of help is available on the main navigation bar and can be accessed at all times.

For help regarding all aspects of the eCommerce Reporting website refer to the links in the following list:

- [Document List - Help](#)
- [Electronic Reporting Contacts](#)
- [Electronic Reporting Policies](#)
- [Frequently Asked Questions](#)
- [MMS-2014 Document - Help](#)
- [OGOR Document - Help](#)
- [ONRR Home Page](#)
- [ONRR Feedback Page](#)
- [PASR Document - Help](#)
- [Reporter Handbooks](#)
- [Upload a CSV or Fixed-Width File](#)
- [What's New at ONRR](#)
- [Why Report Electronically?](#)

Each bullet pointed item is linked to provide further details regarding items or issues in question.

For more instructions on how to use the eCommerce website, please download a copy of the eCommerce Reporting Website – User Guide. This guide provides step-by-step instructions for each feature of the website. It explains the purpose and function of button commands and how to use any new functions that have been added as updates to the website.

Help

**Page Level-** this is available as a "Help" button located at the top of many pages within the eCommerce Reporting website. Once the "Help" button is clicked, a new window opens displaying useful information pertaining to that particular page.

To use Page Level Help:

1. Click the "Help" button on the page where help is needed.

# Feedback



## Office of Natural Resources Revenue

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### Tell Us What You Think of Our Site

[Provide Feedback](#)

Name:

Up, Phil R.

From:

PhilRUp@BigO&G.com

Feedback: (Required)

Max 4000 characters

Send Feedback

# Document List

Report Documents

Document Type	Report ID	User ID	Reporter Code	Reporter Assigned Doc No. / Reporter Doc Name	Status	Last Update (ET)	Edit / Display	Print	Copy	Delete	Export	
OGOR	2597	PHILERUP	S0000		OPEN	2/22/2011 1:21:33 PM	Edit	Print	Copy All	Copy Specific	Delete	CSV Fixed

- Edit- Allows open documents to be edited
- Print- Prints out selected Report ID
- Copy All- Creates an exact copy of Report ID
- Copy Specific- Copies a specific lease (s) within the file
- Delete- Deletes selected Report ID from document list
- Export- Allows selected Report ID to be archived in .CSV or Fixed file formats

## Editing and Other Options

# Copy Specific- Multiple Leases

The screenshot shows the Office of Natural Resources Revenue website. At the top left is a logo featuring a bison. The main header reads "Office of Natural Resources Revenue". Below this is a navigation bar with links: Documents List, Registration Information, Upload File, Upload History, Help, Feedback, and Log Out. A red arrow points to the "Documents List" link. Below the navigation bar, there are buttons for "New 2014", "New OGOR", "New PASR", and "Help". A "Filter Options" section includes dropdown menus for "Document Type" (set to "All") and "Status" (set to "All"), along with "Starting Date" (9/24/2010) and "Ending Date" fields, and a "Redisplay List" button. The main content area is a table with the following columns: Document Type, Report ID, User ID, Reporter Code, Reporter Assigned Doc No. / Reporter Doc Name, Status, Last Update (ET), Edit / Display, Print, Copy, Delete, and Export. The "Copy" column contains buttons for "Copy All" and "Copy Specific". The "Delete" column contains "Delete" buttons. The "Export" column contains "CSV Feed" links. A red circle highlights the "Copy Specific" button in the first row, with a red arrow pointing to it from the right. The first row of data is: OGOR, 3315, PHILERUP, S0000, 1/2012 O Manning Unit, PEN, 2/25/2011 4:03:11 PM, Edit, Print, Copy All, Copy Specific, Delete, CSV Feed. Other rows include reports for PHILERUP, BOYHOWDY, and BHAPPY.

Document Type	Report ID	User ID	Reporter Code	Reporter Assigned Doc No. / Reporter Doc Name	Status	Last Update (ET)	Edit / Display	Print	Copy	Delete	Export	
OGOR	3315	PHILERUP	S0000	1/2012 O Manning Unit	PEN	2/25/2011 4:03:11 PM	Edit	Print	Copy All	Copy Specific	Delete	CSV Feed
2014	3337	PHILERUP	S0000	40000	OPEN	2/25/2011 4:01:38 PM	Edit	Print	Copy All	Copy Specific	Delete	CSV Feed
OGOR	3266	BOYHOWDY	S0000	10/2011 M Denver Unit	PEN	2/25/2011 3:45:47 PM	Edit	Print	Copy All	Copy Specific	Delete	CSV Feed
OGOR	3226	PHILERUP	S0000	9/2011 R Broncos Unit	PEN	2/25/2011 3:45:04 PM	Edit	Print	Copy All	Copy Specific	Delete	CSV Feed
OGOR	3257	BHAPPY	K8500	8/2011 O Super Bowl Unit	PEN	2/25/2011 3:42:28 PM	Edit	Print	Copy All	Copy Specific	Delete	CSV Feed

Make a selection from Document Type List

# Copy Specific- Multiple Leases

## Header Data

ONRR Operator Number:

K8500

Operator Name:

Big Oil

CORPORATION

Operator Assigned Doc. Name:

## OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number*	Agency Lease/Agree Number*	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	A	B	C
<input type="checkbox"/>	1	Original	0540010730		112010	OCS-G 1073	WEST DELTA 41	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	2	Original	0540010850		112010	OCS-G 1085	WEST DELTA 75	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	3	Original	0540010890		112010	OCS-G 1089	WEST DELTA 90	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	4	Original	0540011060		112010	OCS-G 1106	WEST DELTA 133	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5	Original	0540012940		112010	OCS-G 1294	SOUTH PASS 62	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6	Original	0540016090		112010	OCS-G 1609	SOUTH PASS 61	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	7	Original	0540016100		112010	OCS-G 1610	S PASS 65	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	8	Original	0540016140		112010	OCS-G 1614	SOUTH PASS 70	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	9	Original	0540016180		112010	OCS-G 1618	SOUTH PASS 89	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	10	Original	0540016660		112010	OSC-G 1666	MAIN PASS 289	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	11	Original	0540016670		112010	OCS-G 1667	MAIN PASS 290	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	12	Original	0540019010		112010	OCS-G 1901	SOUTH PASS 64	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	13	Original	0540019660		112010	OCS-G 1966	S PASS 65	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	14	Original	0540019670		112010	OCS-G 1967	S PASS 65	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	15	Original	0540021930		112010	OCS-G 2193	MAIN PASS 140	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	16	Original	0540026400		112010	OCS-G 2640	MISSISSIPPI CANYON 148	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	17	Original	0540029680		112010	OCS-G 2968	MISSISSIPPI CANYON 311	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	18	Original	0540040020		112010	OCS-G 4002	GRAND ISLE 33	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	19	Original	0540041260		112010	OCS-G 4126	MAIN PASS 310 (LEASE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	20	Original	0540042530		112010	OCS-G 4253	MAIN PASS 303	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Copy Specific- Multiple Leases

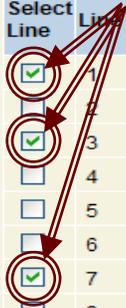
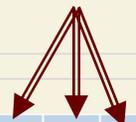
## Select Specific Line & A, B, C

Header Data

ONRR Operator Number: **K8500**  
 Operator Name: **Big Oil** CORPORATION  
 Operator Assigned Doc. Name: download

OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number*	Agency Lease/Agree Number*	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	A	B	C
<input checked="" type="checkbox"/>	1	Original	0540010730		112010	OCS-G 1073	WEST DELTA 41	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	2	Original	0540010850		112010	OCS-G 1085	WEST DELTA 75	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	3	Original	0540010890		112010	OCS-G 1089	WEST DELTA 90	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	4	Original	0540011060		112010	OCS-G 1106	WEST DELTA 133	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	5	Original	0540012940		112010	OCS-G 1294	SOUTH PASS 62	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	6	Original	0540016090		112010	OCS-G 1609	SOUTH PASS 61	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	7	Original	0540016100		112010	OCS-G 1610	S PASS 65	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	8	Original	0540016140		112010	OCS-G 1614	SOUTH PASS 70	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	9	Original	0540016180		112010	OCS-G 1618	SOUTH PASS 89	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	10	Original	0540016660		112010	OSC-G 1666	MAIN PASS 289	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	11	Original	0540016670		112010	OCS-G 1667	MAIN PASS 290	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	12	Original	0540019010		112010	OCS-G 1901	SOUTH PASS 64	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	13	Original	0540019660		112010	OCS-G 1966	S PASS 65	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	14	Original	0540019670		112010	OCS-G 1967	S PASS 65	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	15	Original	0540021930		112010	OCS-G 2193	MAIN PASS 140	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	16	Original	0540026400		112010	OCS-G 2640	MISSISSIPPI CANYON 148	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	17	Original	0540029680		112010	OCS-G 2968	MISSISSIPPI CANYON 311	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	18	Original	0540040020		112010	OCS-G 4002	GRAND ISLE 33	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	19	Original	0540041260		112010	OCS-G 4126	MAIN PASS 310 (LEASE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	20	Original	0540042530		112010	OCS-G 4253	MAIN PASS 303	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



# Copy Specific- Multiple Leases

Click on Create Form

Line Commands

Select All

De-select All

Create Form

Copy Line:

Copy From Line:

Copy To Line:

Go To

#Lines to Display: 25

This is the newly created file

Home » Documents List » OGOR

Save Override Print Validate Help Field Help Cancel Send

Seconds until next auto-save: 280

General Report Information

Report ID: 2880 Report Status: Open Override Status: No override request

Header Data

ONRR Operator Number:

Operator Name: Big Oil CORPORATION

Operator Assigned Doc. Name:

Enter Operator Assigned Doc Name

OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	1	Original	0540010730		11 2010	OCS-G 1073	WEST DELTA 41	Print Lease	A B C
<input type="checkbox"/>	2	Original	0540010890		11 2010	OCS-G 1089	WEST DELTA 90	Print Lease	A B C
<input type="checkbox"/>	3	Original	0540016100		11 2010	OCS-G 1610	S PASS 65	Print Lease	A B C

Calculate Totals For All Leases

Line Commands

Copy

Delete

Add Lines

1

Go To

1

#Lines to Display: 25

Enter an Operator Assigned Doc Name.

Enter the corrections for each OGOR, Validate and Send the file

# Advantages of eCommerce Reporting

- Additional upfront edits so the operator can submit more accurate reports.
- Fewer Overrides.
- Historical data will be more accurate because monthly reports will be processed faster.

# New eCommerce Edits

- **10557** — An original document already exists for this report period.
- **11011** — Original document from previous report period is in suspense.
- **11016** — Original doc does not exist for this L/A and report period.
- **11017** — Original doc not allowed for date greater than L/A termination date.
- **11022** — Authorization Date must be greater than Authorization Date for Previous Report.
- **11037** — Add line already exists on this document or a document in staging.

## New Error Edits, cont

- **11250** — Cannot report abandoned well
- **11252** — Well Code must be 15, (ABD) for this report period.
- **11259** — Well not active for given L/A and report period
- **11260** — Well not found on database
- **11286** — Well status different from that in Reference Data
- **11525** — BTU must be entered for given disposition/product combination
- **11527** — Future Well Operator exists – cannot update Well Operator through OGOR validation

# Creating a New OGOR



## Office of Natural Resources Revenue

[Documents List](#) | [Registration Information](#) | [Upload File](#) | [Upload History](#) | [Help](#) | [Feedback](#) | [Log Out](#)

Home » [Documents List](#)

[New 2014](#)

[New OGOR](#)

[New PASR](#)

[Help](#)

Click the New OGOR button to generate a new OGOR

# Select Operator Number under Header Data, enter Operator Assigned Doc Name, Report Type, Lease Number, Production Month



## Office of Natural Resources Revenue

Documents List | Registration Information | Upload File | Upload History | Help | Feedback | Log Out

Home » Documents List » OGOR

Save | Override | Print | Validate | Help | Field Help | Cancel | Send

Seconds until next auto-save: 260 eCommerce Auto Save Feature

**General Report Information**  
Report ID: 2598   Report Status: Open   Override Status: No override request

**Header Data**

ONRR Operator Number:\*  ↖

Operator Name:  CORPORATION ↖

Operator Assigned Doc. Name:\*  ↖ Allows 29 alpha numeric characters

**OGOR Report Lease Lines**

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	> 1	Original	<input type="text"/>	<input type="text"/>	12 2010	<input type="text"/>	<input type="text"/>	Print Lease	A B C

Note: It is highly recommended that Operators enter well name, L/A numbers, production month/year or other specifics under Operator Assigned Doc Name for easy retrieval

# New OGOR Report



Office of Natural Resources Revenue

- Documents List
- Registration Information
- Upload File
- Upload History
- Help
- Feedback
- Log Out

Home » Documents List » OGOR

- Save
- Override
- Print
- Validate
- Help
- Field Help
- Cancel
- Send

Seconds until next auto-save: 40

General Report Information

Report ID: 3487    Report Status: Open    Override Status: No override request

Header Data

ONRR Operator Number\*:

Operator Name:  CORPORATION

Operator Assigned Doc. Name\*:

Enter ONRR or Agency Number- not both

These 2 boxes are optional. They help describe the lease/agreement

OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	1	Original	<input type="text" value="5250055940"/>	<input type="text" value="WYW55522"/>	12 2010	<input type="text" value="Manning 18"/>	<input type="text" value="Manning Unit #1"/>	Print Lease	A B C
<input type="checkbox"/>	2	Original Modify Replace	<input type="text" value="0540020150"/>	<input type="text" value="OCS-G 2015"/>	12 2010			Print Lease	A B C

Examples of BLM Lease/Agreement Number and Offshore Lease/Unit number

# Select A from Display Part List

## OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	>	1	Original	5250055940	12	2010		Print Lease	<b>A</b> B C

Calculate Totals For All Leases

## Line Commands

Copy Delete Add Lines 1 Go To 1 #Lines to Display: 25

# OGOR PART A- Enter API Number, Production Interval, Well Status, Days Produced, Oil, Gas and/or Water Volumes

## General Report Information

Report ID: 2598 Report Status: Open Override Status: No override request

## Lease Information

Report Type: Original Production Month: 122010  
ONRR Lease/Agreement Number: 5250055940 Operator Name: **Big Oil** CORPORATION  
Agency Lease/Agreement Number: Operator Lease/Agreement Number:  
ONRR Operator Number: **K8500** Operator Lease/Agreement Name:

## Well Detail Information

Select Line	Line #	Action Code*	API Well Number*	Prod. Interval*	Operator Well Number	Well Status*	Well Shut-in Reason	Well Action	Days Produced*	Oil/Cond. Production (BBL)	Gas Production (MCE)	Water Production (BBL)	Injection Volumes
<input type="checkbox"/>	>	1	Add						0	0	0	0	0

Must enter 12 digits

Must enter 3 alpha/numeric characters: i.e., S01, D02 etc.

# PART A Well Production

## OGOR PART A- API Number, Production Interval, Well Status, Days Produced, Oil, Gas and/or Water Volumes

Home » Documents List » OGOR » OGOR Part A - Well Production

Seconds until next auto-save: 295

### General Report Information

Report ID: 2600    Report Status: Open    Override Status: Saved

### Lease Information

Report Type: Original    Production Month: 122010  
ONRR Lease/Agreement Number: 5250055940    Operator Name: **Big Oil** CORPORATION  
Agency Lease/Agreement Number:    Operator Lease/Agreement Number:  
ONRR Operator Number: **K8500**    Operator Lease/Agreement Name:

### Well Detail Information

Select Line	Line #	Action Code*	API Well Number*	Prod. Interval*	Operator Well Number	Well Status*	Well Shut-in Reason	Well Action	Days Produced*	Oil/Cond. Production (BBL)	Gas Production (MCF)	Water Production (BBL)	Injection Volumes
<input type="checkbox"/>	>	1	Add	300432034600	S01	1-1	08-POW		30	5000	1000	100	0

### Line Commands

#Lines to Display: 25

**Add Lines: Select Add Lines if additional Wells are to be reported on lease/agreement.**

# PART A Well Production

## OGOR PART A- Well Status Drop Down

Well Detail Information

Select Line	Line #	Action Code*	API Well Number*	Prod. Interval*	Operator Well Number	Well Status*	Well Shut-in Reason	Well Action	Days Produced*	Oil/Cond. Production (BBL)	Gas Production (MCF)	Water Production (BBL)	Injection Volumes	
<input type="checkbox"/>	>	1	Add	300432034600	S01	1-1	08-POW			30	5000	1000	100	0

Line Commands

#Lin

Total Volume

Total Volume	Oil	Gas	Water
Production	5,000	1,000	100
Injection	0	0	0

Authorization Contact/Comments

Contact Name: **Happy, Bee**

Phone Number:\* **303-333-3333**

Extension:

Date (MMDDYYYY):\*

Comments:

**Appendix H**

Contact information must be entered in order to validate

# PART B Product Disposition

Home » Documents List » OGOR » OGOR Part A - Well Production

Seconds until next auto-save: 85

## General Report Information

Report ID: 2598    Report Status: Open    Override Status: No override request

Home » Documents List » OGOR » OGOR Part B - Product Disposition

Seconds until next auto-save: 295

## General Report Information

Report ID: 2598    Report Status: Open    Override Status: No override request

## Lease Information

Report Type:	Original	Production Month:	122010
ONRR Lease/Agreement Number:	5250055940	Operator Name:	<b>Big Oil</b> CORPORATION
Agency Lease/Agreement Number:		Operator Lease/Agreement Number:	
ONRR Operator Number:	<b>K8500</b>	Operator Lease/Agreement Name:	

## Product Disposition Information

Select Line	Line #	Action Code*	Disp. Code*	Metering Point	Gas Plant	API Gravity (99.9)	BTU (9999)	Oil/Cond. Disp Vol.(BBL)	Gas Disp Vol.(MCF)	Water Disp Vol. (BBL)
-------------	--------	--------------	-------------	----------------	-----------	--------------------	------------	--------------------------	--------------------	-----------------------

No Rows Returned

## Line Commands

#Lines to Display:

Select Add Lines to enter production disposition information

# PART B Product Disposition

## OGOR PART B- Enter Disposition Code, API Gravity or BTU, and Disposition Volumes of Oil, Gas or Water

### General Report Information

Report ID: 2600 Report Status: Open Override Status: Saved

### Lease Information

Report Type: Original Production Month: 122010  
ONRR Lease/Agreement Number: 5250055940 Operator Name: **Big Oil** CORPORATION  
Agency Lease/Agreement Number: Operator Lease/Agreement Number:  
ONRR Operator Number: **K8500** Operator Lease/Agreement Name:

### Product Disposition Information

Select Line	Line #	Action Code*	Disp. Code*	Metering Point	Gas Plant	API Gravity (99.9)	BTU (9999)	Oil/Cond. Disp Vol.(BBL)	Gas Disp Vol.(MCF)	Water Disp Vol. (BBL)
<input type="checkbox"/>	>	1	Add	01		65.0	0	5000	0	0
<input type="checkbox"/>	>	2	Add	27		0.0	0	0	0	100
<input type="checkbox"/>	>	3	Add	01		0.0	1350	0	1000	0

### Line Commands

Copy Delete Add Lines 1 Go To 1 #Lines to Display: 25

### Total Volume

Total Oil/Condensate Disposition Volume: 5,000 Total Gas/Condensate Disposition Volume: 1,000 Total Water/Condensate Disposition Volume: 100

Calculate Totals

Note: Each product requires a separate Disposition Line to process Report Production from Part A

# PART C Inventory

Home » Documents List » OGOR » OGOR Part A - Well Production

Seconds until next auto-save: 85

## General Report Information

Report ID: 2598    Report Status: Open    Override Status: No override request

Home » Documents List » OGOR » OGOR Part B - Product Disposition

Seconds until next auto-save: 295

## General Report Information

Report ID: 2598    Report Status: Open    Override Status: No override request

## Lease Information

Report Type:	Original	Production Month:	122010
ONRR Lease/Agreement Number:	5250055940	Operator Name:	<b>Big Oil</b> CORPORATION
Agency Lease/Agreement Number:		Operator Lease/Agreement Number:	
ONRR Operator Number:	<b>K8500</b>	Operator Lease/Agreement Name:	

## Product Disposition Information

Select Line	Line #	Action Code*	Disp. Code*	Metering Point	Gas Plant	API Gravity (99.9)	BTU (9999)	Oil/Cond. Disp Vol.(BBL)	Gas Disp Vol.(MCF)	Water Disp Vol. (BBL)
No Rows Returned										

## Line Commands

#Lines to Display:

# PART C Inventory

OGOR PART C- Enter Product Code, API Gravity, Beginning Inventory, Production, Sales, Adjustment Code, Adjustment Volume and Ending Inventory

Home » Documents List » OGOR » OGOR Part A - Well Production

Save Report B C Override Print Validate Help Field Help Cancel Send

Seconds until next auto-save: 85

## General Report Information

Report ID: 2598 Report Status: Open Override Status: No override request

Note: Offshore Reporters  
Inventory Storage Points &  
Metering Points are  
Mandatory Fields

## General Report Information

Report ID: 2598 Report Status: Open Override Status: No override request

## Lease Information

Report Type: Original Production Month: 122010  
ONRR Lease/Agreement Number: 5250055940 Operator Name: Big Oil CORPORATION  
Agency Lease/Agreement Number: Operator Lease/Agreement Number:  
ONRR Operator Number: K8500 Operator Lease/Agreement Name:

## Product Sales From Facilities

Select Line	Line #	Action Code	Prod. Code*	Inventory Storage Point	Metering Point	API Gravity (99.9)	Beginning Inventory (BBL)	Production (BBL)	Sales (BBL)	Adj. Code	Adj. Volume (BBL)	Ending Inventory (BBL)
<input type="checkbox"/>	>	1	Add			0.0	0	0	0		0	0

- 01
- 02
- 17

02-Condensate exceeding 40 degrees API Gravity

## Line Commands

Copy Delete Add Lines 1 Go To 1 #Lines to Display: 25

Select Add Lines to enter additional Inventory Storage Points/Sales Meters.

# PART C Inventory

## OGOR PART C- Adjustment Code Drop Down

Home » Documents List » OGOR » OGOR Part A - Well Production

Seconds until next auto-save: 85

### General Report Information

Report ID: 2598 Report Status: Open Override Status: No override request

Select Line	Line #	Action Code*	Prod. Code*	Inventory Storage Point	Metering Point	API Gravity (99.9)	Beginning Inventory (BBL)	Production (BBL)	Sales (BBL)	Adj. Code	Adj. Volume (BBL)	Ending Inventory (BBL)
<input type="checkbox"/>	>	1	Add			0.0	0	0	0		0	0

### Line Commands

#Lines to Display:

### Total Volume

Beginning Inventory: 0 Production: 0 Sales: 0 Adjustment Volume: 0 Ending Inventory: 0

### Authorization Contact/Comments

Contact Name: **Happy, Bee**  
Phone Number\*: **303-333-3333**  
Extension:  
Date (MMDDYYYY)\*: 2/22/2011  
Comments:

**Appendix I**



- 03
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- 49
- 51

All Adjustment Code descriptions can be found in the *Minerals Production Reporter Handbook* or within the Help section in eCommerce

# Calculating Totals

## Lease Information

Report Type: Replace      Production Month: 122010  
ONRR Lease/Agreement Number: 5250055940      Operator Name: **Big Oil** CORPORATION  
Agency Lease/Agreement Number:      Operator Lease/Agreement Number:  
ONRR Operator Number: **K8500**      Operator Lease/Agreement Name:

## Product Sales From Facilities

Select Line	Line #	Action Code*	Prod. Code*	Inventory Storage Point	Metering Point	API Gravity (99.9)	Beginning Inventory (BBL)	Production (BBL)	Sales (BBL)	Adj. Code	Adj. Volume (BBL)	Ending Inventory (BBL)	
<input type="checkbox"/>	>	1	Add	01			52.1	100	5000	4000	32	-10	1090

## Line Commands

1  1 #Lines to Display: 25

## Total Volume

Beginning Inventory: 100      Production: 5,000      Sales: 4,000      Adjustment Volume: -10      Ending Inventory: 1,090

## OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	>	1	Original	5250055940		12 2010			Print Lease <input type="button" value="A"/> <input type="button" value="B"/> <input type="button" value="C"/>

Totals can be calculated individually on Parts A, B, or C or completely by selecting  and Calculate Totals for All Leases

# Save, Validate and Send



U.S. DEPARTMENT OF THE INTERIOR  
Office of Natural Resources Revenue

Home » Documents List » OGOR » OGOR Part C - Product Sales From Facilities

Save Report A B Override Print Validate Help Field Help Cancel Send

Select Save on any screen to save the document as-is.



U.S. DEPARTMENT OF THE INTERIOR  
Office of Natural Resources Revenue

Home » Documents List » OGOR » OGOR Part C - Product Sales From Facilities

Save Report A B Override Print Validate Help Field Help Cancel Send

Select Validate prior to submission of the OGOR. If any warning or fatal errors exist they will be displayed upon validating the OGOR.

# Validation Results

Warning Codes will allow OGOR to be submitted, however, Error Codes (Fatal) messages must be corrected prior to submission.

## Validation Results

### General Report Information

Report ID: 2598   Report Status: Open   Override Status: No override request

Location	Warning Code	Message
Lease #: 1	11030	Beginning inventory total must match ending inv total from prior report period

Location	Error Code	Message
Lease #: 1	11034	Inventory totals do not balance
Lease #: 1 Line #: 1 for Part C	496	Product Code is a required field
Lease #: 1 Line #: 1 for Part C	11522	Product code must 01, 02, 17 for an OGOR
Lease #: 1 Line #: 1 for Part C	11767	Inventory totals do not balance

Revalidate after errors have been corrected

NOTE: Warning Error 11030 for inventory — If reporting a new L/A or Operator change you must enter zero for the beginning inventory. Enter an adjustment code and volume on OGOR-C to identify inventory received from previous L/A or Operator.

# Send

## Validation Results

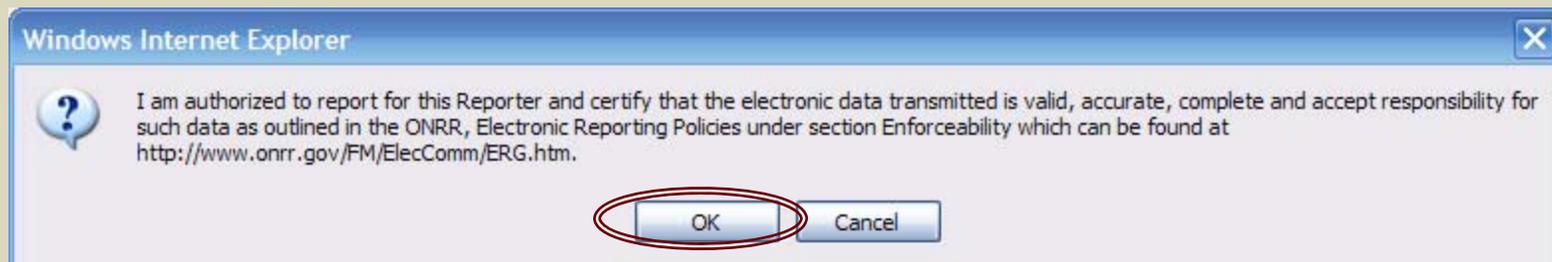
### General Report Information

Report ID: 2598    Report Status: Open    Override Status: No override request

There are no warnings.

There are no errors.

Your document is valid and can now be sent.



When sent the Selected Report ID will display on Report Documents list with a SENT status

Document Type	Report ID	User ID	Reporter Code	Reporter Assigned Doc No. / Reporter Doc Name	Status	Last Update (ET)	Edit / Display	Print	Copy	Delete	Export
OGOR	2598	BHappy	K8500	DEC10 5250055940 Well #1	SENT	11/22/2011 5:18:50 PM	Display	Print	Copy All    Copy Specific		CSV Fixed



Office of Natural Resources Revenue

# SCENARIOS

# Add Lines for Lease/Agreement

Select Add Lines for additional L/A on the File

## OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	>	1	Original	5250055940		12 2010			Print Lease A B C

Calculate Totals For All Leases

## Line Commands

Copy Delete **Add Lines** 1 Go To 1 #Lines to Display: 25

Line Added

## OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	>	1	Original	5250055940		12 2010			Print Lease A B C
<input type="checkbox"/>	>	2	Original			12 2010	NMNM65895		Print Lease A B C

Calculate Totals For All Leases

## Line Commands

**Copy** **Delete** Add Lines 1 Go To 1 #Lines to Display: 25

To Copy/Delete a line, check Select Line box and choose either Copy/Delete.



## Office of Natural Resources Revenue

# Modify OGORs

A Modify OGOR is a tool that deletes the incorrect line and adds the correction.

**\*\*\*\*\*The Delete Line must be entered first.\*\*\*\*\***

A Modify OGOR can also be used to report a missing non-producing well to OGOR A.



## Office of Natural Resources Revenue

# Modify OGORs

- Select modify report type from drop down menu.
- Enter the Production Month/Year you are modifying.
- Enter the corrections for each line containing errors.
- Duplicate the ENTIRE line **EXACTLY** as it was reported on the original or prior document, except use a 'D' in the action code field.
- Enter the entire corrected or additional lines that were not submitted on the original using an 'A' in the action code field.
- Make sure that you enter the Delete line before the new Add line. The Delete line must **EXACTLY** match the last accepted line.



## Office of Natural Resources Revenue

# Modify OGORs

- To compute totals, subtract all values that have a 'D' action code and add all volumes that have an 'A' action code to achieve the sum (can be negative or positive) for the total lines submitted.
- When reporting negative volumes on electronic reporting do not use brackets. Use a minus sign before the number. i.e. **-1000**
- Be sure to change the authorization date to the current date.
- Click Calculate Totals in order to adjust volumes.

# Modify OGORs

Select Modify from Report Type drop down menu



Office of Natural Resources Revenue

Documents List | Registration Information | Upload File | Upload History | Help | Feedback | Log Out

Home » Documents List » OGOR

Save | Override | Print | Validate | Help | Field Help | Cancel | Send

Seconds until next auto-save: 260

## General Report Information

Report ID: 2600 | Report Status: Open | Override Status: Saved

## Header Data

ONRR Operator Number:\*

K8500

Operator Name:

Big Oil CORPORATION

Operator Assigned Doc. Name:\*

DEC10 5250055940 Well 1A Mod

These 2 boxes are optional. They help describe the lease/agreement

## OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	1	Modify	5250055940	WYW55522	12 2010			Print Lease	A B C

A Modify OGOR when accepted inactivates the incorrect line and/or adds the corrected line. The Delete Line must be entered first.



# Office of Natural Resources Revenue

Home » Documents List » OGOR » OGOR Part A - Well Production

Save Report B C Override Print Validate Help Field Help Cancel Send

Seconds until next auto-save: 300

### General Report Information

Report ID: 2325 Report Status: Open Override Status: No override request

### Lease Information

Report Type: Modify Production Month: 122010  
ONRR Lease/Agreement Number: Operator Name: Big Oil  
Agency Lease/Agreement Number: K8500- Operator Lease/Agreement Number:  
ONRR Operator Number: Operator Lease/Agreement Name:

ACCEPTED DATA

### Well Detail Information

Select Line	Line #	Action Code*	API Well Number*	Prod. Interval*	Operator Well Number	Well Status*	Well Shut-in Reason	Well Action	Days Produced*	Oil/Cond. Production (BBL)	Gas Production (MCF)	Water Production (BBL)	Injection Volumes
<input type="checkbox"/>	1	Add	300393078600	S01	1st completion	11-PGW			20	100	200	100	0

### Line Commands

Copy Delete Add Lines 1 Go To 1 #Lines to Display: 25

### Total Volume

Total Volume	Oil	Gas	Water
Production	100	200	100
Injection	0	0	0

Calculate Totals

For this example, the OGOR is being corrected to an S02 Completion



# Office of Natural Resources Revenue

Home » Documents List » OGOR » OGOR Part A - Well Production

Save Report B C Override Print Validate Help Field Help Cancel Send

Seconds until next auto-save: 265

### General Report Information

Report ID: 2325 Report Status: Open Override Status: No override request

### Lease Information

Report Type: Modify Production Month: 122010  
ONRR Lease/Agreement Number: Operator Name: APACHE CORPORATION  
Agency Lease/Agreement Number: F1050 Operator Lease/Agreement Number:  
ONRR Operator Number: Operator Lease/Agreement Name:

MODIFIED DATA

### Well Detail Information

Select Line	Line #	Action Code*	API Well Number*	Prod. Interval*	Operator Well Number	Well Status*	Well Shut-in Reason	Well Action	Days Produced*	Oil/Cond. Production (BBL)	Gas Production (MCF)	Water Production (BBL)	Injection Volumes
<input type="checkbox"/>	1	Delete	300393078600	S01	1st completion	11-PGW			20	100	200	100	0
<input type="checkbox"/>	2	Add	300393078600	S02	2nd completion	11-PGW			20	100	200	100	0

### Line Commands

Copy Delete Add Lines 1 Go To 1 #Lines to Display: 25

### Total Volume

Total Volume	Oil	Gas	Water
Production	0	0	0
Injection	0	0	0

Calculate Totals

Note: The Delete line must be entered first

Enter the corrections for each OGOR, Validate and Send the file



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# Replace OGORs

- Check Replace report type.
- Enter the Production Month/Year you are replacing.
- Enter any corrections or information not previously reported.
- Since a REPLACE report overlays the previously submitted report, all of the data is needed - not just the data being changed.
- Authorization date must be later than the original or previously submitted report.

# Replace OGOR

File Edit View Favorites Tools Help

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Documents List Registration Information Upload File Upload History Help Feedback Log Out

Home » Documents List » OGOR

Save Override Print Validate Help Field Help Cancel Send

Seconds until next auto-save: 195

General Report Information

Report ID: 1106 Report Status: Open Override Status: No override request

Header Data

ONRR Operator Number:\* K8500

Operator Name: Big Oil

Operator Assigned Doc. Name: Edit 11772-orig-new tank

OGOR Report Lease Lines

Select Line	Line #	Report Type*	ONRR Lease/Agree Number* Search	Agency Lease/Agree Number* Search	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name	Print	Display Part
<input type="checkbox"/>	1	Replace	0540019010		10 2010			Print Lease	A B C

Calculate Totals For All Leases

Line Commands

Copy Delete Add Lines 1 Go To 1 #Lines to Display: 25

Select Replace from Report Type drop down menu

Enter any changes & validate

# Override



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Documents List

Registration Information

Upload File

Upload History

Help

Feedback

Log Out

Home » Documents List » OGOR

Save

Override

Print

Validate

Help

Field Help

Cancel

Send

Select Override, complete justification, requester telephone number, save and submit

### OGOR Overridable Errors

Report

Submit

Save

Print

Help

#### General Report Information

Report ID: 2600   Report Status: Open   Override Status: No override request

#### Override Request

In the Justification box, type a detailed reason for your override request. If you have additional information pertaining to your request, please attach to a separate email and send to: ONRR\_eCommerceOverride\_Approval-OGOR@onrr.gov

Justification: \*

Requester Name:

Happy, Bee

Requester Telephone: \*

303-333-3333

#### OGOR Report Lease Lines

Line #	Report Type*	ONRR Lease/Agree Number*	Agency Lease/Agree Number*	Production Month*	Operator Lease/Agree Number	Operator Lease/Agree Name
No Rows Returned						

# Override

Home » Documents List » OGOR » Override

OGOR Overridable Errors

## General Report Information

Report ID:  Report Status: Open Override Status: No override request

## Override Request

In the Justification box, type a detailed reason for your override request. If you have additional information pertaining to your request, please attach ONRR\_eCommerceOverride\_Approval-OGOR@onrr.gov

Justification: \*

Requester Name:

Requester Telephone: \*

## OGOR Report Lease Lines

Line #	Report Type*	ONRR Lease/Agree Number*	Agency Lease/Agree Number*	Production Month*	Operator Lease/Agree Number	Operator Lease/
1	Original	7940008190	SW819	102010	SW819	

- Lease #: 1 Line #: 2 for Part A - Well status different from that in Reference Data
- Lease #: 1 Line #: 1 for Part B - Quality Btu is not within the acceptable range

All fields are required to process override request

## Override - continued

After submitting override request contact your ONRR Error Correction Contact to submit additional override documentation.

# Override - continued

Once the override request has been approved or denied, the status will change from Pending to Approved or Denied.

Click on Override



# Override - continued

If Override is approved, click Report, validate and send the OGOR



Home » Documents List » OGOR » Override

OGOR Overridable Errors

Report Print Help Unlock

General Report Information

Report ID: 3952 Report Status: Open Override Status: Denied

Override Request

The screenshot shows a web interface for managing OGOR overrides. At the top, there is a breadcrumb trail: 'Home » Documents List » OGOR » Override'. Below this, the title 'OGOR Overridable Errors' is displayed. A row of four buttons is visible: 'Report', 'Print', 'Help', and 'Unlock'. Below the buttons, there is a section titled 'General Report Information' containing the text 'Report ID: 3952 Report Status: Open Override Status: Denied'. A third section, 'Override Request', is partially visible at the bottom. Two red arrows are overlaid on the image: one points from the top left towards the 'Report' button, and another points from the bottom center towards the 'Unlock' button.

If the Override has been denied, click unlock and then go to the Report and fix the errors, revalidate and request a second Override or send the OGOR.



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- List of OGOR/PASR Edits
- **ERROR CORRECTION GUIDANCE-**
- <http://www.onrr.gov/FM/PDFDocs/OGORedits.PDF>



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QUESTIONS???