United States Department of the Interior

OFFICE OF NATURAL RESOURCES REVENUE

Reporter Training

Tulsa, Oklahoma *March 10-13th, 2015*

Tuesday, March 10 – Starts With Production

Event	Speaker	Time

Production Agenda will be posted on February 12th.

Wednesday, March 11th – Royalty

Event	Speaker	Time
Opening	Lee-Ann Martin	8:30 – 8:45 am
Lease & Agreements	George Hutchison	8:45 – 11:00 am
Break	--	11:00 – 11:15 am
EMARFS	Mary Dietrick	11:15 - 12:00 pm
Lunch	----	12:00 – 1:15 pm
Data Warehouse/CSV Files	Rebecca Dyess	1:15 – 2:15 pm
Break	----	2:15 – 2:30 pm
Electronic Reporting	Chris Davis	2:30 – 4:30 pm

Thursday, March 12th – Royalty

Event	Speaker	Time
Opening	Lee-Ann Martin	8:30 – 9:00 am
Basic Reporting Principles	Rebecca Dyess	9:00 –10:00 am
Break	----	10:00 – 10:15 am
Transaction Codes	Chris Davis	10:15 – 11:30am
Lunch	----	11:30 – 12:45 pm
Adjustments, Refunds, and Recoupments	Rebecca Dyess	12:45 – 1:45 pm
Break	----	2:30 – 2:45 pm
Reporting Issues	Mary Dietrick	3:00 – 3:15 pm
What's New	Chris Davis	3:15 – 3:45 pm
CMP's Audits, 4444's (Company Address Changes) Mergers And Acquisitions, Data Mining Requests	Lee-Ann Martin, Audit	3:45 – 4:30 pm
Mergers & Acquisitions, Data Mining Requests, Audits		

Friday, March 13th – Continues With Royalty Exception Processing, On-Line Rental & Valuation

Event	Speaker	Time
Opening	Lee-Ann Martin	8:30 – 8:45 am
Exception Processing	Kim Bearden/	8:45 – 9:45 am
Electronic Statement of Accounts (ESOA)	Corine Billingsley	9:45 – 10:00 am
Break	----	10:00 – 10:15 am
On-Line Rental	Trisha Potter	10:15 - 10:45 am
Federal Valuation	Mitch Mouton/TBA	10:45 – 12:00pm
Lunch	----	12:00 – 1:15 pm
Indian Valuation	Mitch Mouton/TBA	1:15 – 3:30 pm
Closing		3:30 – 4:00 pm

**Times are approximate and may run over or under*