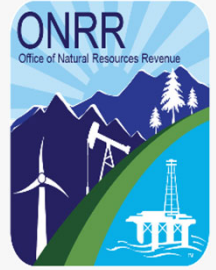
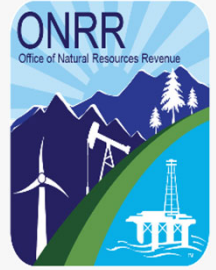


Reporter Online Training Housekeeping

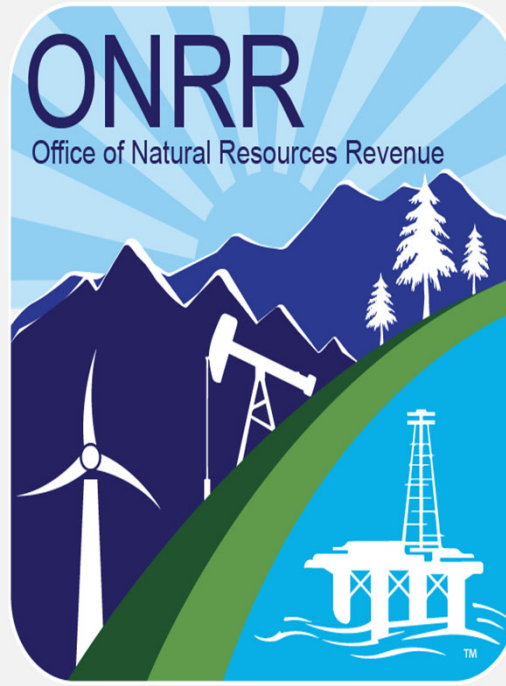


- All participants will be muted upon joining the training due to the large class size.
- Please use the chat feature to ask any questions.
- If you require closed captioning, you can turn it on by clicking on the three dots (more), scroll down to CC. Once you click on CC the closed captioning will be on. Some of our presenters will be close captioning their presentations.

Disclaimer



- These training materials are offered in a training scenario to serve as guidance to assist in reporting, paying, or determining value for royalties. Because reporting, payment, and valuation circumstances vary from lessee to lessee, be advised that these training materials may not precisely reflect your scenario. Accordingly, these general materials should not be construed as setting binding or enforceable policy.
- Reliance on this guidance does not prohibit ONRR from future compliance activities or auditing of your reporting based on your use of the information contained within or from directing you to report and pay in a different manner based on an application of federal law to your unique factual circumstances. These training materials do not constitute an appealable decision or order under 30 C.F.R. 1290, Subpart B. If you have any questions, please use the contact information identified in this presentation or visit <https://onrr.gov/about/contact>.

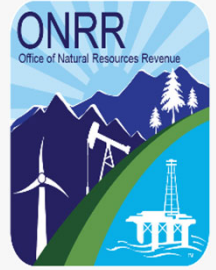


ACCOUNTS RECEIVABLE

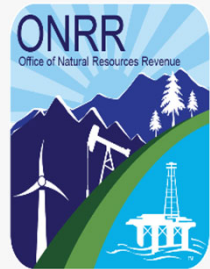
FINANCIAL SERVICES



OBJECTIVE



- **Understanding when Royalties and Rent payment requirements are due & when to recoup**
- **Listing the different kinds of accepted payments to ONRR**
- **Understand where additional resources and videos are for making payments**
- **Understanding what is done when an LAS request is performed**
- **Understand what steps are taken for non-payment/under payment of receivables**



WHEN TO PAY

30 CFR 1218.50-51 PAYMENT REQUIREMENTS

Royalties are due:

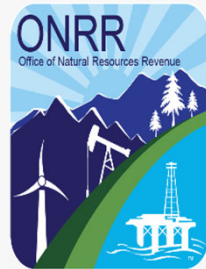
30 days after the product is removed or sold from lease

Rents & Minimum Royalties Paid in Advance (MRPIA) are due:

On or before the 1st day of lease year

Weekend or holiday, next business day

(unless lease is within a LMU, then it's on the LMU anniversary date)



WHEN TO RECOUP

Recoupable Rent:

- Can not be submitted until after the due date.

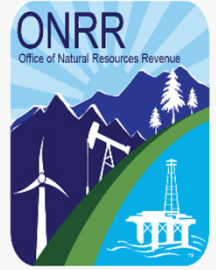
Note: To better align with regs, the system will no longer allow you to recoup Rent without it and MRPIA being paid first.

Minimum Royalties Paid in Advance (MRPIA):

- You can recoup up to the amount of monthly production, not to exceed the full MRPIA amount

Note: Recoupments can be reported on the same submission as royalties however it's much easier for us to match documents if recoupments are reported separately on their own submission

ONRR Accepted Types of Payment



Per [CFR §1218.51 \(b\)](#) General instructions, you must make all payments to ONRR electronically to the extent it is cost effective and practical.

Pay.gov- Made through the website, payment can be made 24/7/365

Wire-Federal Wire Network- Set up through your bank

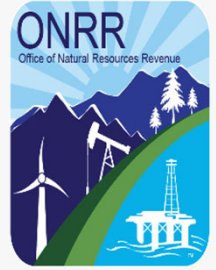
Automated Clearing House (ACH)- Set up through your bank

Credits/On Account Balances- Overpayments, Negative 2014 reports

IND Lockbox- Sent to Lockbox at the PO where bank picks up and deposits

IND Direct Pay- Sent directly to the Tribe

Required Information on Payments Submitted to ONRR

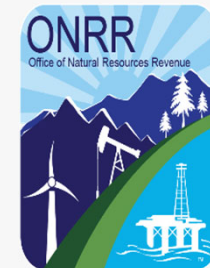


In order for payments to be applied in a timely manner and avoid a possible penalty, please make sure all elements are included on the payment.

- Payor Code (If possible, do not include any characters before the payor code so the information appears correctly on our side)
- PAR/Invoice Number
- F or I indicator
- Dist Code (if Indian)

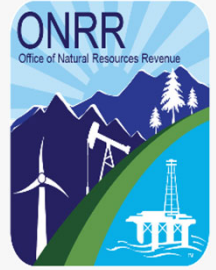
*The instructions for FW and ACH state to use an * but any character can be used to separate the information, even spaces.

When Does ONRR Date Your Payment



- ☐ Pay.gov- Possible 2-3 days after payment is submitted in the system
- ☐ Fed Wire- Same day payment is made by the bank
- ☐ ACH- About a day after payment is made by the bank
- ☐ Credits- If it's money on account from a previous overpayment then when that payment was originally made taking into consideration the above circumstances. If it's a credit due to a negative report submitted due to adjustments then the submission date is used as a "payment date"

What Happens to Money On Account/Credits?



- ☐ Can be used toward future receivables
- ☐ A refund can be requested to have the money paid back (please note there are requirements that need to be met before a refund will be issued)
- ☐ Since Solids does not have a statute of limitations credits can be on account without them being written off however if a large amount of money is left unapplied, an Order to Report can possibly be issued

Pay.gov Additional Resources



References **Paying** Compliance & Enforcement Indian Resources About ONRR

Home | Paying | Payment Options

Payment Options

Pay.gov Automated Clearing House (ACH) Fedwire Rent Payments Check Payments Tribal Lockbox Payments

Pay.gov

Pay.gov is the free internet portal to the U.S. Treasury.

[Video Instructions for Using Pay.gov \(YouTube\)](#)

Create an Account or Sign In (Optional)

Create an account to keep payment history and save your banking information. You are not required to have an account to make payments through an account at any time in the future.

[Create an Account at Pay.gov](#) [Sign into Pay.gov](#)

Complete the Appropriate ONRR Payment Form

You can either search for "ONRR" to find our forms or use the direct links below.

As a courtesy, ONRR sends a notification that payments were rejected if the payor provides an email address on their payment through Pay.gov

May need to provide ONRR
Agency ID 1417000103-Royalty
& 1417000101-Rental
(eCommerce)

Pay.gov Automated Clearing House (ACH) Fedwire Rent Payments

Automated Clearing House (ACH)

You may remit bank-initiated payments to ONRR through the Automated Clearing House (ACH).

How ACH Payments Work

- Your bank will prepare ACH payments based on your instructions and transaction details.
- ACH payments use overnight batch processing, which delays the deposit of your payment. Make sure to time your transfers to meet payment deadlines.
- Payments made to ACH cannot exceed \$99,999,999.99.

ONRR's ACH Payment Requirements

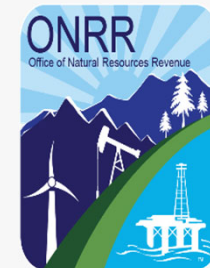
We require payors to:

- Use the CCD+ ACH format.
- Prepare a separate report and payment for each payor code.
- Prepare a separate report and payment for federal and Indian leases.
- Prepare a separate ACH transaction for each document (report) you pay.
- Include an addenda record that follows an ONRR proprietary record layout, including federal or Indian identification, and, if Indian, a tribal Distributee/Fund Code.

ONRR Bank Account Information

[Automated Clearing House \(ACH\) Instructions and Examples](#) PDF

Additional Resources for Companies



Home | Bursted Reports | Industry Reports | Rhonda Denk

Application Links (Industry)

- eCommerce
- eStatement of Accounts (eSOA)
- Lease Account Balance (LAB)
- Solids P&R

eCommerce

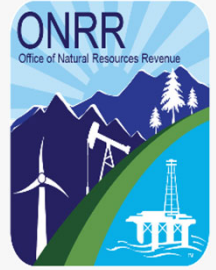
eStatement of Accounts (eSoA)

Lease Account Balance (LAB)

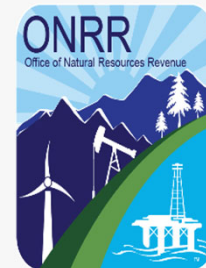
Solids P&R

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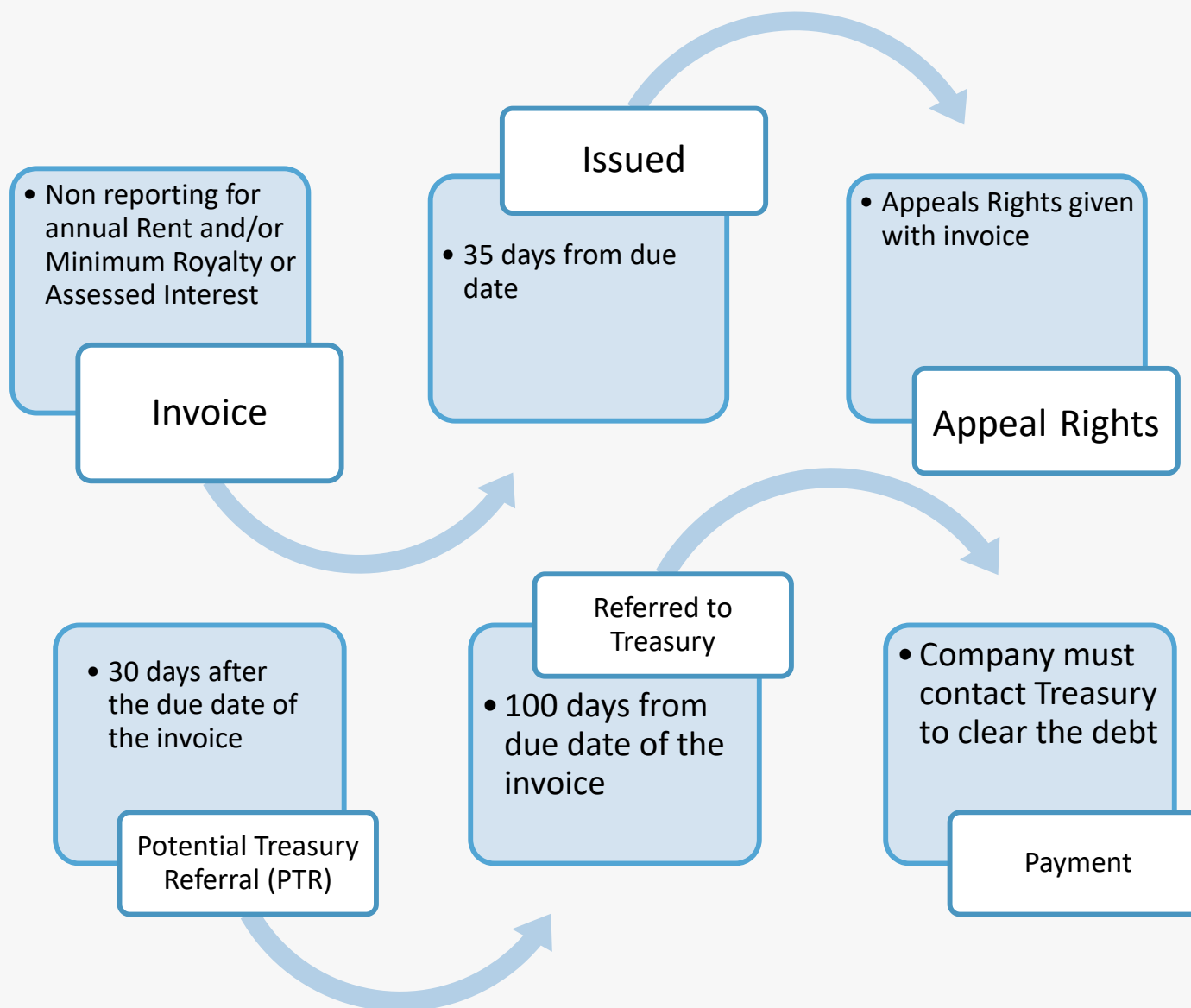
Lease Account Status Requests

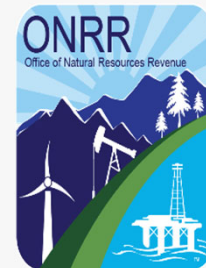


- ❑ Requested from BLM to ONRR to review leases
- ❑ Review Sales Summaries, P&R Submissions are up to date, Correct reporting and payment of lease level obligations, pending invoices
- ❑ All items found incorrect, open, pending or missing must be cleared before gaining a “Requirements Met” results
- ❑ ONRR will then notify BLM of the results whether the findings are still outstanding or if they were cleared and no findings remain

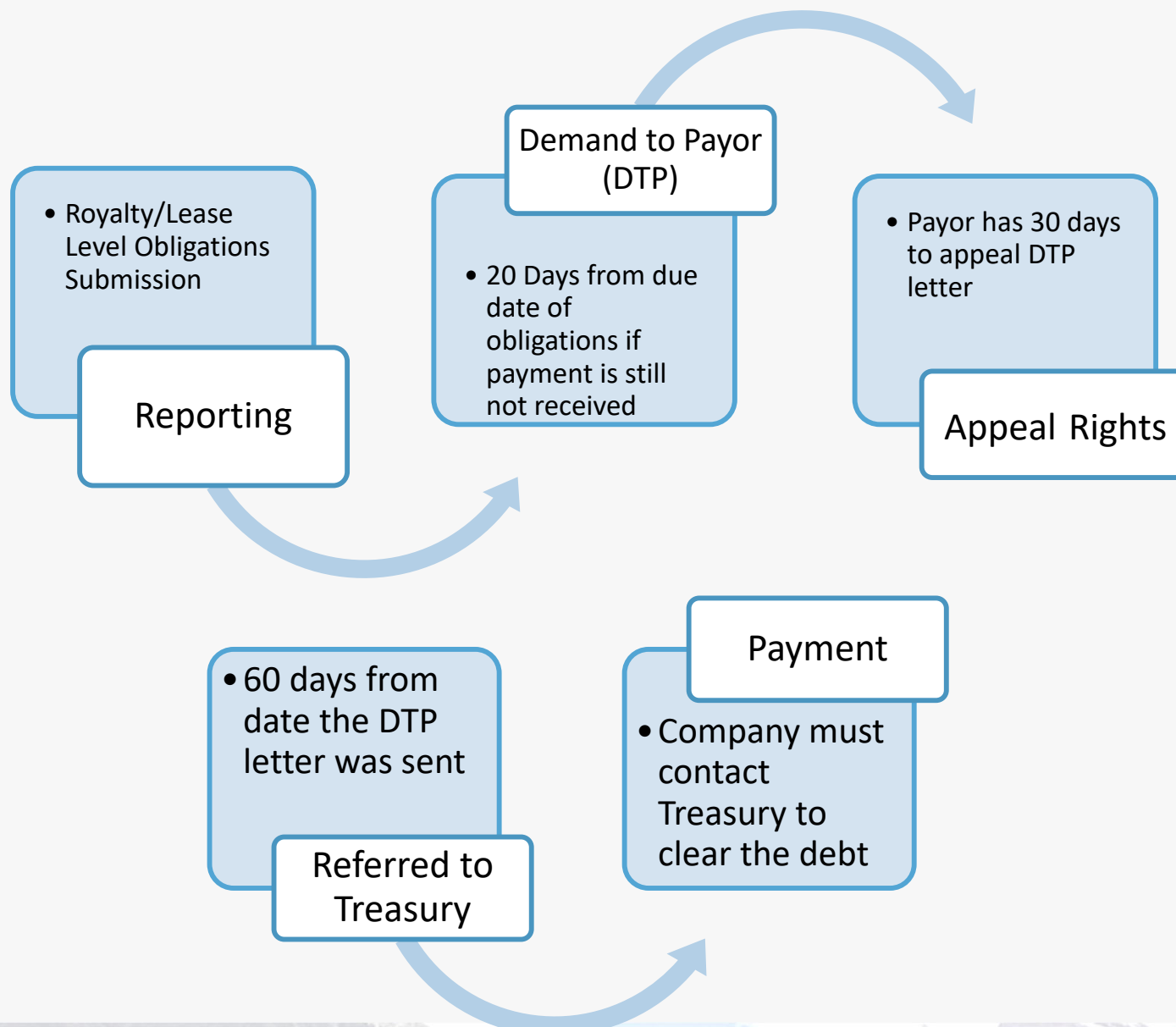


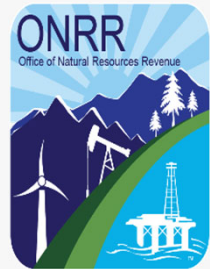
Debt Collection- Invoice





Debt Collection- P&R Submission





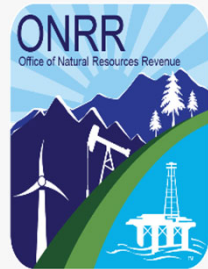
Interest and Admin Costs

If you have not appealed and also fail to pay the debt in full within 60 days from the date of this Demand to Payor, ONRR may refer your debt to the U.S. Department of the Treasury's Debt Management Services (DMS) for collection. If a referral to DMS is made, a fee for Treasury's collection services will be added to your debt (the "Treasury fee").

Currently, the Treasury fee is 30% of the outstanding balance (including interest and administrative fees) for most debts and 32% for debts that have been delinquent for more than two years. As stated above, interest will continue to accrue until the debt is paid in full.

In addition to the Treasury fee, ONRR will assess a \$436.00 fee to the debt to cover administrative costs incurred by ONRR should the debt not be paid within 30 days of the date of this letter.

Once debt is referred to Treasury, payments and questions must be made to Treasury, not to The Office of Natural Resources and Revenue (ONRR).



Resources

- ❑ ONRR Payment Information Page- Instruction Videos

<https://onrr.gov/references/training?tabs=training-videos,paying>

- ❑ ONRR Contacts

<https://onrr.gov/about/contact/paying-contacts?tabs=contacts,debt-collection>

- ❑ ONRR Refund Request

<https://onrr.gov/paying/payment-options?tabs=refunds>

Email: onrrrefundrequest@onrr.gov

- ❑ Debt Collection Act of 1996

<https://www.fiscal.treasury.gov/debt-management/index.html>

- ❑ Royalty Simplification Fairness Act (RSFA) of 1996

<https://www.govtrack.us/congress/bills/104/hr1975/text>

Any Questions?

