

# Chapter 4

## How to Interpret Your Reference Information Reports

This chapter provides examples and field definitions for the WELL and FMP confirmation reports, which are reference information reports confirmed back to you. You may obtain the confirmation information on the Data Warehouse Portal at <https://onrrreporting.onrr.gov> . Log in, then look under Financial Reports – Customers and click your reporter number, or call your ONRR Production Reporting Contact. See Appendix O.

### 4.1 Purpose of the WELL

After operators submit their sundry notices/e-well documents, well completion reports, and operator changes to either BLM or BSEE, the ONRR financial accounting system receives the WELL information from BLM and BSEE to establish, change, and/or delete well data information. Specifically, the WELL is used to:

- Add a well (that is, an API well number) for a specific producing interval to a lease or agreement.
- Change a well status.
- Move a well from one lease or agreement to a different lease or agreement.
- Change or establish an operator for a well.
- Delete a well that should never have been added or does not exist.

### 4.2 WELL Form Confirmation Report Field-by-Field Descriptions

This section describes each field on the WELL Form Confirmation Report. The fields on the sample report are sequentially numbered and keyed to the descriptions that follow.

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**1 Report ID:** ZFWELLCF U.S. Department of the Interior  
04/06/2013  
Office of Natural Resources Revenue  
AM

**2 Run Date:**  
**3 Run Time:** 05:09  
**4 Page Number:** 2

### Well Confirmation Report

**NOTE:** We have updated information for the following well(s). This report displays a picture of the well(s) as of the Effective Date below. Even though a previous operator may have owned the well for the effective date, this report is being sent to you as the current operator.

**5 MMS Operator Number:**  
**6 Well Information Effective Date:**  
**7 Well Number**

**8 Temporary Well Number:**  
**9 Well Source Indicator:**  
**10 Well Formation Name:**  
**11 Well Location Method:**  
**12 Location ID:**  
**13 Offshore Field Code:**

#### Operator Well Information

**14 Operator Well Number:**  
**15 Operator Well Name:**  
**16 Reporting Frequency:**  
**17 End Date:**

#### Operator Change Information

**18 Operator Changed:**  
**19 Previous Operator:**  
**20 Start Date:**  
**21 End Date:**

#### Well Status Information

**22 MMS Well Status:**  
**23 Agency Well Status:**  
**24 End Date:**

#### Well Contract Information

**25 MMS Lease/Agreement Number:**  
**26 Agency Lease/Agreement Number:**  
**27 Agency Lease/Agreement Name:**  
**28 BLM Inspection Office:**  
**29 MMS Lease Number**  
(When in Agreement):  
**30 Agency Assigned Lease Number**  
(When in Agreement):  
**31 End Date:**

#### NOTE

*The red numbers on the sample report correspond to the field descriptions in the following sections. They are not printed on actual reports.*

4.2.1

**WELL Form Confirmation Report Identification Information**

Field no.	Field title and description
1	<b>Report-ID.</b> Contains the system name, ZFWELLCF, for the Well Confirmation Report
2	<b>RUN DATE.</b> Contains the date the report ran.
3	<b>RUN TIME.</b> Contains the time the report ran.
4	<b>PAGE Number.</b> Identifies the page number for this confirmation report within the entire report.
5	<b>MMS Operator Number.</b> Identifies the operator number assigned by ONRR (formerly <b>Minerals Management Service</b> ) and the company name assigned to the number and the name assigned in the ONRR database for that number.
6	<b>Well Information Effective Date.</b> Identifies the month/day/year the well data should be used for OGOR reporting.
7	<b>Well Number.</b> Identifies the 12-digit API number plus 3-character producing interval assigned to this particular well. <b>See Appendices F and G</b> for more information.
8	<b>Temporary Well Number.</b> This field is “N/A” unless the API number has changed, then this identifies the previous API well number and producing interval.
9	<b>Well Source Indicator.</b> Identifies who submitted the information: OMM = Bureau of Safety and Environmental Enforcement (formerly <b>Office of Minerals Management</b> ); BLM = Bureau of Land Management; MRM = ONRR (formerly <b>Minerals Revenue Management</b> ) personnel.
10	<b>Well Formation Name.</b> If populated, identifies, the reservoir formation the well completion is draining.
11	<p><b>Well Location Method.</b> Identifies the method (by code) used to format Item 12, Location ID, for the well.</p> <ul style="list-style-type: none"> <li>00 – Other (including metes and bounds, X and Y Coordinate system, Texas Survey, and physical onshore location)</li> <li>01 – Township-Range Section- Quarter-Quarter</li> <li>02 – Offshore area and block</li> <li>03 – Latitude and Longitude</li> </ul>

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Field no.	Field title and description
12	<p><b>Location ID.</b> Identifies the actual physical location of well in format identified in Item 11. Examples:</p> <p>Code 01 – 51N 100W 7NENE Code 02 – HI 0283A B</p>
13	<p><b>Offshore Field Code.</b> Identifies the actual area and block location for offshore wells. Examples:</p> <p>SS349 (Ship Shoal) GC184 (Green Canyon) MP259 (Main Pass)</p>
Heading	<p><b>Operator Well Information.</b> Identifies information for operator-assigned well information, such as, operator well name.</p>
14	<p><b>Operator Well Number.</b> Identifies the number assigned by the operator for this well API plus producing interval combination.</p>
15	<p><b>Operator Well Name.</b> Identifies the name of the assigned by the operator for this API well number/producing interval combination.</p>
16	<p><b>Reporting Frequency.</b> Indicates how often the well should be reported on the OGOR.</p> <p>A – Annual M – Monthly Q – Quarterly S – Semi-annual</p>
17	<p><b>End Date.</b> Identifies the date used to make retroactive changes to the lease operator data for a particular period of time. The Effective Date is the Start Date and the End Date is the last month/day/year the change is effective.</p>
18	<p><b>Operator Changed.</b> If YES, identifies an operator change has occurred.</p>
19	<p><b>Previous Operator.</b> If populated, identifies the operator number and name that was assigned to the well previously.</p>
20	<p><b>Start Date.</b> Identifies beginning date of previous operator.</p>
21	<p><b>End Date.</b> Identifies ending date of Previous operator.</p>
22	<p><b>MMS Well Status.</b> Identifies the ONRR-assigned number for the translation of agency well status. See <b>Appendix H</b> for more information.</p>

Field no.	Field title and description
23	<b>Agency Well Status.</b> Indicates the BSEE/BLM well status abbreviation (for example, drilling is abbreviated DRL, or DRG, that translates into a number. See <b>Appendix H</b> for more information.
24	<b>End Date.</b> Used to make specific well status change for a particular period of time.
Heading	<b>Well Contract Information.</b> Identifies Lease/Agreement (L/A) information.
25	<b>MMS Lease/Agreement Number.</b> Identifies the ONRR-converted agency-assigned number. See Appendix B for more information.
26	<b>Agency Lease/Agreement Number.</b> Identifies for offshore (BOEM) and onshore (BLM) the actual number assigned given to your lease/agreement.
27	<b>Agency Lease/Agreement Name.</b> Identifies, for offshore (BOEM), the actual area and block or field location of the lease/agreement or BLM-assigned name.
28	<b>BLM Inspection Office.</b> Identifies BLM inspection office responsible for onshore leases/agreements.
29	<b>MMS Lease Number (when in Agreement).</b> If populated, identifies the ONRR lease within the agreement number identified in field 25 where the well is located.
30	<b>Agency Lease Number (when in Agreement).</b> If populated, identifies the agency-assigned lease number identified in field 26 where the well is located.
31	<b>End Date.</b> Used to make changes for a specific Lease/Agreement for a particular period of time.

**NOTE**

*If there are numbers in fields 14 and 15, this means you have been assigned a new API well number. The old number no longer exists, and we have changed all previous OGOR documents to the new number. If you modify or replace these documents, you must use the new API well number.*

4.3

**Purpose of the FMP**

The ONRR financial accounting system receives FMP information from BSEE for offshore properties to establish, change, and/or delete FMP information. Specifically, the FMP is used to:

- Initialize FMPs used for reporting.
- Establish a lease relationship to the approved sales point for royalty determination.
- Change any data relevant to an FMP already established.

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- Change/move an FMP to another operator.
- Delete an FMP that was entered incorrectly.

An FMP number is an alphanumeric code identifying a facility that sells, stores, or transfers oil or gas production prior to or at the point of royalty determination. Onshore reporters should use a BLM-approved FMP number if one is assigned. If an FMP number is not assigned, ONRR encourages onshore reporters to use their own identification number as an FMP number on the OGOR.

**FMP reference data.** ONRR initializes all FMP data into its financial accounting system.

- For offshore facilities, FMP information is furnished by BSEE.
- For onshore gas plants, FMP information is furnished to ONRR by the designated operator if the lease/agreement/facility is under BLM jurisdiction.
- Each regional office of BSEE or BLM:
  - Approves commingling applications,
  - Issues approvals, and
  - Updates its system to reflect the approved data.
- FMP data is captured for the ONRR financial accounting system to ensure the facility is reported correctly and as approved by BSEE; for example, operator, lease/agreement, commingling code, capacity, etc.

### NOTE

*The designated operator of an FMP is not necessarily the designated lease operator.*

- Operators may use the appendixes of this handbook to help them interpret the FMP data being confirmed. See **Appendix J**.
- For sales type FMPs, the lease/agreement relationship is monitored to ensure that a lease/agreement is not selling through an unapproved FMP.
- The FMP number is also the “link” for the ONRR Liquid Verification System (LVS) to compare the run tickets/tank tickets and the Gas Verification System (GVS) to compare the operator volume statements for offshore properties against the sales reported on the OGOR.
- All offshore FMPs that are assigned a **commingling code 3** are required to submit a monthly PASR. See **Appendix K** of this handbook for information on commingling codes.
- Offshore operators should contact the BSEE regional office prior to contacting their production reporting contact when they disagree with the FMP information.

4.3.1

**FMP Confirmation Report Field-by-Field Descriptions**

This section describes each field on the FMP Confirmation Report. The fields on the following sample report are sequentially numbered and keyed to the descriptions that follow.

**NOTE** Numbers in **red** on the sample report correspond to the field descriptions in the following sections. They are not printed on actual reports.

1 Report ID: ZFFMPCON      U.S. Department of the Interior      2 Run Date:      04/06/2013  
 Office of Natural Resources Revenue      3 Run Time:      03:46 AM  
 4 Page Number: 22

FMP Confirmation Report

**NOTE:** We have updated information for the following FMP(s). This report displays a picture of the FMP(s) as of the Effective Date below. Even though a previous operator may have owned the FMP, this report is being sent to you as the current operator. If the change reflects a change in operator, this report will be sent to the previous operator as well.

5 MMS Operator Number:      F6890 SHELL OFFSHORE, INC.  
 6 FMP Information Effective Date:      04/01/2013  
 7 FMP Status:      A

8 FMP Header Information:  
 9 FMP Number:      21608156470  
 10 Facility Name:      SLEEPING BEAR PROSPECT  
 11 Location Method Code:      00 Other  
 12 Location ID:      MO 0113 A

13 FMP Operator Change Information:  
 14 Operator Changed:      Yes  
 15 Previous Operator:      F6890 SHELL OFFSHORE, INC.  
 16 Start Date: 01-APR-2009      End Date: 03/31/2013

17 FMP Detail Information:  
 18 Commingling Code:      2  
 19 Inventory Capacity:      0.0000000  
 20 Sales Allocation Method Code:      N/A

21 Lease/Agmt to Sales Point Information:  
 NOTE: Date is listed only for Lease/Agreement Numbers that have been Added (Status = A)/deleted (Status = I).

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4.3.2

### **FMP Confirmation Report Identification Information**

<b>Field no.</b>	<b>Field title and description</b>
1	<b>Report-ID.</b> ZFFMPCON refers to the system name for the FMP Confirmation Report.
2	<b>Run Date.</b> Contains the date the report ran.
3	<b>Run Time.</b> Contains the time the report ran.
4	<b>Page Number.</b> Identifies the page number for this confirmation report within the entire report.
5	<b>MMS Operator Number.</b> Identifies the BSEE (offshore) operator number converted to the ONRR format and the company name that is in ONRR's database. This is the ONRR operator number assigned for the detail section information on the report to use when a PASR is required. Onshore gas plant operator numbers are assigned using the next available number in ONRR's database. If a change to the operator name is necessary, call your production reporting contact or send us a letter. (See <b>Appendix O</b> for contact information.)
6	<b>FMP Information Effective Date.</b> Identifies the month/day/year the confirmed data in the detail section is effective for the purpose of reporting.
7	<b>FMP Status.</b> Identifies if the meter is "A"ctive or "I"nactive
8	<b>FMP Header Information.</b> Identifies FMP number, Facility Name, Location Method Code and Location ID information.
9	<b>FMP Number.</b> Identifies the unique offshore FMP number that BSEE assigned OR the onshore gas plant number. See <b>Appendix J</b> for more information.
10	<b>Facility Name.</b> Identifies the name assigned to the FMP Facility.
11	<b>Location Method Code.</b> Identifies the code that relates to the location description. See <b>Appendix E</b> for more information.
12	<b>Location ID.</b> Identifies the actual physical location of the FMP, used for inspection purposes.
13	<b>FMP Operator Change Information.</b> This section will only appear if there is a change of Operator. Identifies the Operator Changed, Previous Operator, and Start date.



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Field no.	Field title and description
14	<b>Operator Changed.</b> Identifies change, if populated (YES).
15	<b>Previous Operator.</b> Identifies the BSEE (offshore) operator number converted to the ONRR format or ONRR gas plant operator. Name of previous Operator is also shown.
16	<b>Start Date/End Date.</b> Identifies the date the previous Operator started as FMP Operator and the date they ended as Operator.
17	<b>FMP Detail Information.</b> Identifies the Commingling Code, Inventory Capacity, Sales Allocation Method Code, and End Date section.
18	<p><b>Commingling Code.</b> Identifies the commingling indicator that ONRR/BSEE assigned to the FMP number. See <b>Appendix K</b> for more information.</p> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-bottom: 5px;"><b>NOTE</b></div> <p style="margin-left: 20px;"><i>If the commingling code is 3, a PASR is required monthly.</i></p>
19	<b>Inventory Capacity.</b> Identifies the actual storage capacity of the tank in barrels and does not include additional inventories that may be maintained in the pipeline. Required for FMP type code 01. See <b>Appendix J</b> for more information.
20	<b>Sales Allocation Method Code.</b> Identifies Code if populated
21	<p><b>Lease/Agreement to Sales Point Information.</b></p> <div style="border: 1px solid black; padding: 5px; display: inline-block; margin-bottom: 5px;"><b>NOTE</b></div> <p style="margin-left: 20px;"><i>If populated, data is listed only for Lease/Agreement Numbers that have been added (Status = A) or deleted (Status =I).</i></p>