

MiSTAR Production FAQs

PRODUCTION REPORTING REQUIREMENTS

When should an operator report production?

Monthly filers- Production reports are due by 5:00 p.m. Eastern Standard or Eastern Daylight Savings Time, 45 days after the close of the production month.

Filers (with annual filing permissions) - Production reports are due by 5:00 p.m. Eastern Standard or Eastern Daylight Savings Time on February 14 after the end of the production year.

MiSTAR PRODUCTION REPORTING WEB APPLICATION

Are operators required to use the MiSTAR Production web application?

Yes. EGLE\OGMD has sent letters to all Michigan's producing well operators advising that all owners and operators of producing wells are required to use Michigan's State Tracking and Reporting (MiSTAR) web application to electronically submit data to fulfill the regulatory requirements of OGMD and the MPSC.

Instructions for using the MiSTAR application are available at:

<https://www.michigan.gov/egle/about/organization/oil-gas-and-minerals/oil-and-gas/mistar>

If I already have access to the MiSTAR Injection system, do I need to request access to the MiSTAR Production application?

Access to the Production application will be automatically granted to all current MiSTAR Injection users who have submitted the Well Permittee Organizational Report (EQP 7200-13) and have signed a Letter of Assurance on file. If additional users need access, a new Organizational Report must be submitted.

Can an individual submit reports in MiSTAR for more than one operator?

Yes. However, individuals' names must be submitted on the Well Permittee Organizational Report (EQP 7200-13) to submit reports for an organization. If your organization is comprised of multiple operators, a Letter of Assurance and a Well Permittee Organizational report must be submitted for each operator.

Note that a logged in user can only submit for one Operator in a given login session- the operator selected during the login process. To submit for a different operator the user must logout and re-login and choose the operator needed.

Can we change user information or a username?

Users assigned to a company can be modified by submitting a new Well Permittee Organization report. Users cannot modify their usernames or passwords.

Can formulas be used in an electronic form?

Yes. So long as the file is saved as a .csv or .xlsx before uploaded to MiSTAR. Alternatively, you can copy and “paste values” into a new spreadsheet, but you must ensure that all cells are formatted properly (i.e. date is formatted as date, API is formatted as a number with no decimals, etc).

Can the production form be populated from another database?

Yes, with the understanding that the MiSTAR templates require specified placement of data, headers, cell formatting, and correct number of digits for an electronic form to pass the established validation criteria necessary to submit data to MiSTAR.

If there is no production/sales of a certain type but the field is required, what do I enter?

Operators should enter a zero for any required production field where there was no production/sales of that type.

The MiSTAR templates have some fields that require the entry of a “valid value”. Is there a list of “valid values” available?

Yes. Valid values are indicated in the validation rules section of the main MiSTAR Production user guide.

What is an Antrim Project?

An Antrim Project is a group of wells within a given Antrim field which is assigned a specific ID number by the MPSC (Michigan Public Service Commission) which regulates natural gas production for the state. The Antrim Project Number assigned by the MPSC is also referred to as a “Field” and is the same as the Antrim Project Number listed in MiSTAR. Antrim Project numbers apply only to Antrim gas wells.

What is the Production Category field in the production form for?

This field allows for different validation depending on the record type and is similar to the categories of records used in the original e-file form. This field must be filled out with one of the valid record type values.

What is the Flared Gas Volume field and the Gas Utilized for Lease Fuel field in the production form for?

Flared Gas Volume and Gas Utilized for Lease Fuel are only relevant to Trenton/Black River wells formerly

reported on Form EQP7105. Special Order No. 18-2007 Part 10, regarding Trenton/Black River wells, states that “For each well subject to this Order, the report of oil and gas produced, purchased, or transported required by rule under Part 615 shall include the gross volumes of oil and gas produced as well as the volume of gas utilized for lease fuel or other uses and the volumes of gas sold or flared”

The MiSTAR templates indicate that the entry of some values must be either numeric or decimal – what is meant by numeric and decimal?

Numeric means any whole number, positive or negative. For example, 329, 12, or -52.

Decimal means that numbers are allowed (but not required) after the decimal point, generally one or two digits. For example, 12.5, -10.5 or 1.22.

I’ve uploaded the production records for this month to the Submission list- am I done?

No- you must click the **View** button on your submission in the list and then click the **Submit for Review** button to submit the data to the agency for approval. If the **View** button is grayed out, refresh the browser page.

What is the process to change an EDD from DRAFT to PENDING REVIEW?

1. Click on the **View** button to the right of the submission on the Submissions List page as shown below.

Submissions

[Filters](#) [Customize](#) [Export Data \(xls\)](#) [Upload](#)

Most Recent Report Date	Oldest Report Date	Form Type	Reporting Operator	Creating User	Creation Date	
03/01/2022	03/01/2022	PRU Production Manual Entry	OMIMEX ENERGY INC (5095)	ExternalSubmitter	12/05/2022	View
02/01/2004	02/01/2004	PRU Production Manual Entry	OMIMEX ENERGY INC (5095)	ExternalSubmitter	12/05/2022	View
03/01/2022	01/01/1982	PRU Production Manual Entry	OMIMEX ENERGY INC (5095)	DBCR00005_0003	11/22/2022	View

2. Then click **Submit for Review** button on the Submission Detail page.

[Submissions List Page](#) / 687 | PRU Production Manual Entry

687 | PRU Production Manual Entry

[Delete](#) [Validate](#) [Submit for Review →](#)

Submission Information

Reporting Operator

OMIMEX ENERGY INC (5095)

Form Type

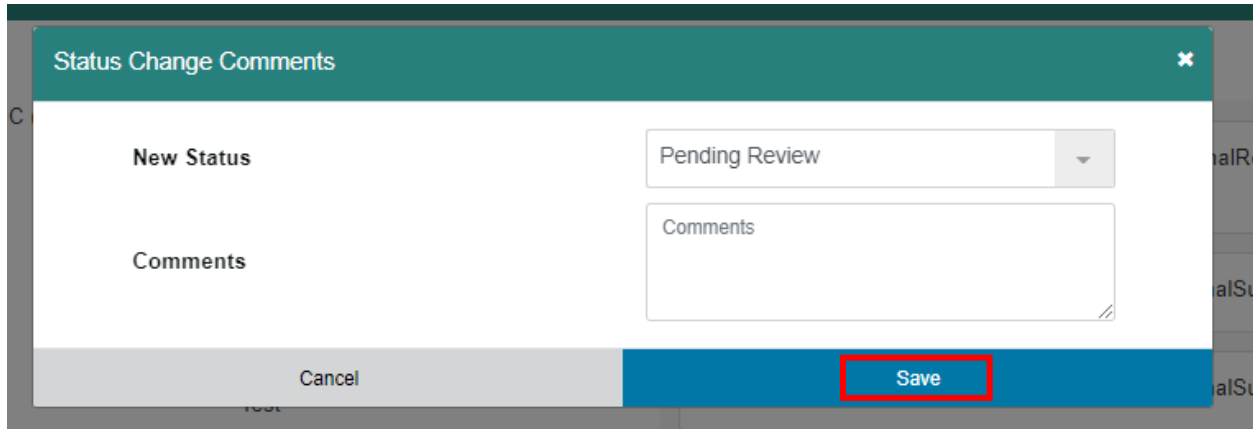
PRU Production Manual Entry

Submission History

Draft
Test

InternalReviewer 12/05/2022

3. Following that, add any necessary comments and click **Save** on the pop-up box.



What computer capabilities do I need to use the MiSTAR Production system?

To use MiSTAR Production, operators will need a computer with internet access with any of the following internet browsers: Google Chrome, Mozilla Firefox, or Microsoft Edge. Use of other browsers may result in the application not working or working with reduced functionality. The ability to create CSV (Comma Separated Values format) files or Excel files in .xlsx format is required.

I keep getting errors and cannot get my production form to finally submit.

Refer to the “MiSTAR Production User Guide” validation rules section and the “MiSTAR Production Quick Start and Walkthrough” located on the MiSTAR webpage here:

<https://www.michigan.gov/egle/about/organization/oil-gas-and-minerals/oil-and-gas/mistar>

For assistance with any issues in MiSTAR Production, please contact EGLE/OGMD Production Reporting Staff by phone (Jason Mysinger, 517-290-6131) or send your inquiry by email to EGLE-OGMD-Production@Michigan.gov.