

Michigan's State Tracking and Reporting System

MiSTAR Production User Guide



Oil, Gas, and Minerals Division

In coordination with



Michigan Public Service Commission

April 2023



Acknowledgements and Overview

In 2018, members of the Michigan Oil and Gas Association and staff from the Michigan Public Service Commission (MPSC) and the Oil, Gas, and Minerals Division (OGMD) held meetings to consider potential electronic reporting options for the future. It was agreed that OGMD should develop an application to enhance and ultimately replace the Oil and Gas Production E-file Reporting System which has been in use for the past two decades. Accordingly, OGMD has designed and developed a new and modern paperless systems web application – MiSTAR.

MiSTAR is a web application that allows operators to electronically submit production data to fulfill monthly/annual production reporting regulatory filing requirements. Please see page 5 for additional production reporting requirements that are not currently part of this phase of the MiSTAR Production reporting system. The MiSTAR Production system is the replacement to and an enhanced and upgraded version of the previous Michigan Oil & Gas Production E-File Reporting System. Data submitted within this system is designed to meet the regulatory requirements of both OGMD and MPSC. MiSTAR accepts a CSV and/or Excel data file similar in format and design to the original E-File program with some minor changes made to improve the overall user experience and allow for more automatic validation of data.

Disclaimers

MiSTAR is designed to be an interactive system involving multiple operators. OGMD will continually update, revise, and improve the functionality of MiSTAR. Suggestions from operators for improvements or enhancements of MiSTAR are welcome.

This Guide provides important information and useful instructions. The Guide may contain minor errors or omissions as to the functionality of the MiSTAR system. All text within the guide may not align with all written rules or regulations. Where known functionality issues or errors exist, they are denoted within this guide. Guide revisions and updates will occur periodically, and operators are encouraged to download current versions as applicable.

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MiSTAR: System Access and Requirements

Username and Password / Operator Number/ System Requirements

To receive access to MiSTAR, operators must submit the MiSTAR Letter of Assurance and the most current Well Permittee Organizational Report (EQP 7200-13). Please go to the EGLE/OGMD website to obtain those documents. Oil, Gas, and Minerals Division (michigan.gov)

After the signed Letter of Assurance and the Well Permittee Organizational Report are received and processed, a username and password will be created. **Your operator number, username, and password will be sent to the you by OGMD staff via email.**

To remove or add permissions and authorizations, a permittee must update its Well Permittee Organizational Report. Please contact the Permits and Bonding Unit at 517-284-6826 for more information.

To use MiSTAR, 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.

Contact Information

For assistance with any issues in MiSTAR, 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.

Reporting Requirements

OGMD Part 615 Administrative Rules (R 324.610) require those producing, purchasing, or transporting oil or gas to file reports of the amount of oil, gas, or both produced during the calendar month. These reports are due within 45 days after the end of the month.

MPSC Production and Transmission of Natural Gas Administrative Rules (R 460.866) require every operator of one or more gas wells to file monthly production information.

Records and Reporting to be submitted by Template Data

A Monthly Well Production E-File EDD form has been developed for the following:

Monthly/Annual Production Report (EQP 7101/7101A)

Monthly Production Report (Trenton Black River) (EQP 7105).

Operators should submit the Monthly Well Production E-File EDD to fulfill the reporting requirements for the reports indicated above. Submittal of this form is accomplished using the MiSTAR Production EDD submission process as described in detail later within this Guide.

IMPORTANT: *For companies that have not previously e-filed, the first three months of MiSTAR submittal must be accompanied by an e-mailed PDF of the completed standard EQP 7101/7101A or EQP7105 forms. This allows for enhanced review and troubleshooting of the EDD files as users grow accustomed to the new data submittal environment.*

Production Records and Reporting to be submitted by PDF Documents

Please note that at this time, the MiSTAR production system does not replace the following reporting:

Central Production Facilities Reporting (EQP 7126A/7126B)

Oil Gatherers Monthly Report (EQP7102 or approved equivalent)

Gas Gatherers Monthly Report (EQP7129)

Annual Domestic Well Status Report (EQP7101-D)

This reporting will be done via electronic submittal of the form through the EGLE-OGMD-Production@Michigan.gov inbox or via the US Mail at EGLE-OGMD, PO Box 30256, Lansing Michigan 48909-7756.

Preparing Template Data for Submission

Each Monthly Well Production E-File EDD form requires its data entry fields to be populated according to established criteria. To get started, operators should **export** a spreadsheet of their wells from the MiSTAR Production website. Once in the system, locate the “[Production Entity List](#)” page for wellbores, and filter by your operator name in the Current Operator filter and for active wells by selecting “producing”, “shut in”, and “temporarily abandoned” in the well status filter. You can then download the data set for reference. This page contains a comprehensive inventory of each operator’s wells that are reporting production and contains information necessary to populate fields in the templates. OGMD will also be providing a list of wells with other reporting details when communicating log-in information for the initial 2023 system roll out. Once you have received your login information and well list, you can get started completing your company’s wells information.

The use of unique 14-digit API numbers is required for each well in each EDD template. These 14-digit API numbers are provided on the Production Entity List. Your download should be kept available to assist you with filling out the templates.

In addition to a unique API, Michigan has three production entity types (wellbores, PRUs, and Antrim Projects). Each of these types have a unique set of attributes that must be captured on the EDD. The OGMD uses unique Production Reporting Units (PRU’s) that are associated with issued OGMD Permit numbers. For gas production, the MPSC uses the MPSC-issued Wellhead Connection Permit Number for recording gas production from gas wells and the issued OGMD Permit Number to record gas production from oil wells. The MPSC also uses the Antrim Project Numbers to group wells with Antrim Gas Production into the same project field.

Use the provided [template downloaded](#) from the MiSTAR Production system and the [validation guide](#) found within this document to fill out the Monthly Well Production E-File EDD form and save to a CSV or Excel (.xlsx) format file. The form can then be uploaded on the MiSTAR [Production Submissions](#) page. Upon upload the program performs automatic data validation and will insert the submission form into the list of submissions on the page. Once validation is complete you can open the [Submission Detail page](#) to see the full data file and the results of the validation check. Within this page all validation errors must be resolved, and the file must be submitted for agency review before the Operator submission process is complete. Once the record has been reviewed and accepted by the agency it will appear on all Production record grids.

The MiSTAR Production system is designed to readily accept an accurately completed template. The appropriate care should be taken when preparing the templates for submission as with any record that is required to be submitted. By following the necessary validation criteria provided in this guide the operator can complete the template and document submittal processes with a modest amount of time and effort. Templates that have been previously used and passed validation may be reused again without having to re-enter all relevant data (for instance, an API numbers, Production Entity information, etc. can be used again in a subsequent submittal).

MiSTAR Glossary

EDD (Electronic Data Deliverable): An electronic file (in this case a csv or Excel template) that is used to submit digital data to an application.

Data types: Specifies the type of data in the EDD that a column can hold.

String: characters which can include both letters and numbers.

Date: date.

DateTime: Date AND time.

Integer: whole number.

Decimal: number where decimal is allowed (not required).

Bit: Yes or No.

Data Validation: Rules used to check for potential errors in the data and streamline the data into a consistent format.

Modal: pop up box which deactivates rest of page. Typically allows for entering or editing records.

Production Data Submissions page: A list of all the EDDs that have been uploaded to the system by the operator currently logged in.

Production Submittal Overview page: Displays information about the header record and basic information for data records for an individual uploaded EDD file.

Production Records Page(s): Pages with individual monthly production records; One for each of the follow production entity types: PRU, Antrim Project, and Wellbores.

Production Entity Page(s): Pages with summary lists of PRUs, Antrim Projects, and Wellbores

Production Entity: Anything that production data is reported against. Michigan has three

production entity types (Wellbores, PRUs, and Antrim Projects). Each of these types have a unique set of attributes that must be captured on the EDD.

Wellbore: Individual well within a PRU or Antrim Project identified by API number. Used primarily for designation of production status.

Production Reporting Unit (PRU): As defined by OGMD as a single well or group of wells producing from the same formation to a single storage tank or set of tanks for shipment by a gatherer. There is no way to break out production from a multi-well PRU into individual wells. Occasionally single wells are brought together into multi-well PRU's or vice-versa. In these situations, the original PRU number(s) is retired and the new one takes precedence. The past PRU numbers can be viewed in MiSTAR within the Associations tab under PRU's. PRU numbers are required for successful validation of the submitted file. Incorrect numbers or missing numbers will result in the file being rejected. Operators should reach out to OGMD via Jason Mysinger (MysingerJ@Michigan.gov) or the production inbox (EGLE-OGMD-Production@Michigan.gov) with any questions regarding the appropriate PRU.

Antrim Project: An identification label used by the MPSC to designate a group of wells within a given Antrim field. The Antrim Project Number assigned by the MPSC is the same as the Antrim Project Number listed in MiSTAR. This number applies only to Antrim wells.

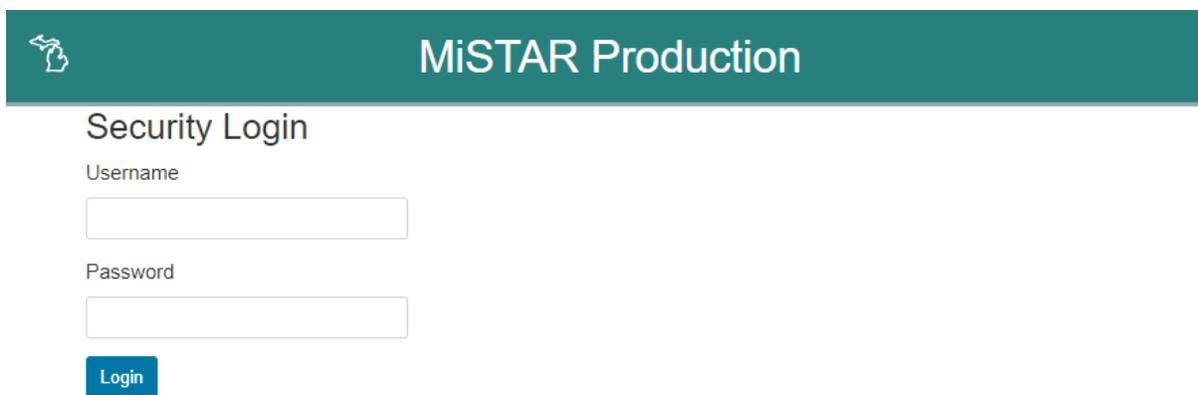
MiSTAR Production Design and Upload Tool

The MiSTAR Production application facilitates the uploading, validation, and agency review of data through an electronic data deliverable (EDD) Excel template saved as .csv or .xlsx file.

NAVIGATION

Log into the MiSTAR Production system using the following URL:

<https://egle.state.mi.us/MiSTAR-Production/>



MiSTAR Production

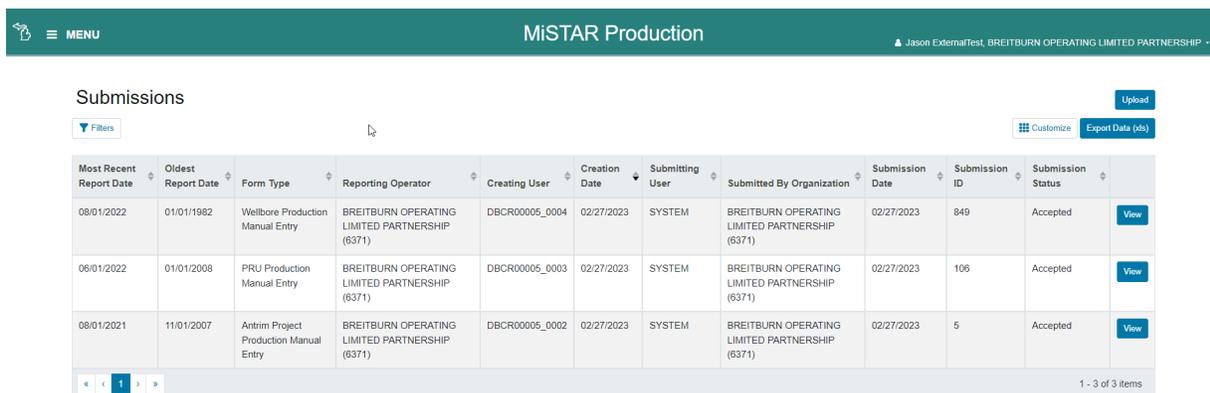
Security Login

Username

Password

Login

Enter your OGMD assigned username and password. After logging into the MiSTAR Production Application you will be directed to the Submissions List Page by default. See below:



MiSTAR Production Jason ExternalTest, BREITBURN OPERATING LIMITED PARTNERSHIP

Submissions

Filters Customize Export Data (xls) Upload

Most Recent Report Date	Oldest Report Date	Form Type	Reporting Operator	Creating User	Creation Date	Submitting User	Submitted By Organization	Submission Date	Submission ID	Submission Status	
08/01/2022	01/01/1982	Wellbore Production Manual Entry	BREITBURN OPERATING LIMITED PARTNERSHIP (6371)	DBCRC00005_0004	02/27/2023	SYSTEM	BREITBURN OPERATING LIMITED PARTNERSHIP (6371)	02/27/2023	849	Accepted	View
06/01/2022	01/01/2008	PRU Production Manual Entry	BREITBURN OPERATING LIMITED PARTNERSHIP (6371)	DBCRC00005_0003	02/27/2023	SYSTEM	BREITBURN OPERATING LIMITED PARTNERSHIP (6371)	02/27/2023	106	Accepted	View
08/01/2021	11/01/2007	Antrim Project Production Manual Entry	BREITBURN OPERATING LIMITED PARTNERSHIP (6371)	DBCRC00005_0002	02/27/2023	SYSTEM	BREITBURN OPERATING LIMITED PARTNERSHIP (6371)	02/27/2023	5	Accepted	View

1 - 3 of 3 items

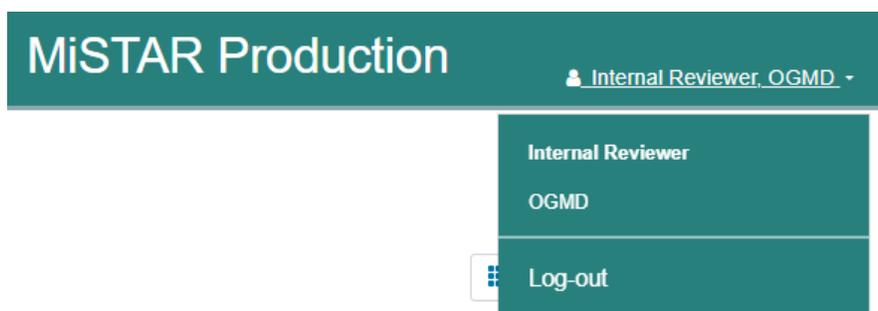
From here, any page within MiSTAR is accessible by clicking the MENU button in the top left. Navigation is broken into three main categories- “General” pages, “Production Entities” pages, and “Production” pages.



Each of the three [pages](#) listed under the “Production Entities” category contains a list of entity types against which production is reported. This includes Antrim Projects, Production Reporting Units (PRUs), and Wellbores. Similarly, each of the three [pages](#) under the “Production” category contain a list of individual Production Records grouped by Entity type.

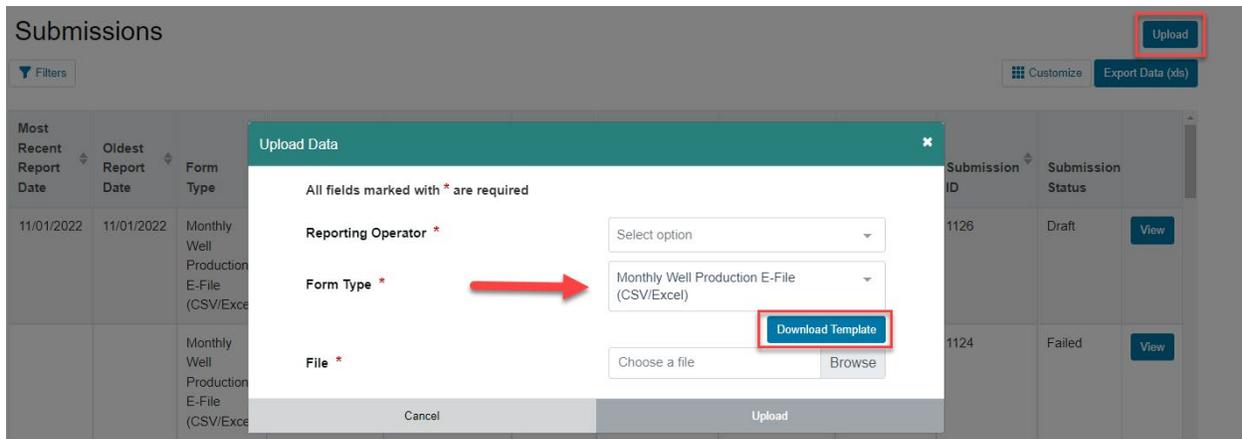
Detail pages such as the [Production Entity Detail Page](#) and the [Submission Detail Page](#) are accessed by clicking the **View** button for specific records on their respective parent list pages. For additional information on each of these pages reference the relevant section within this guide.

The User Information dropdown at the top right of the screen displays your name alongside your organization and includes an option to logout of the application. If a user is associated with multiple operators that they are reporting production against, they will see a dropdown list of operators immediately after logging in. The user must choose one operator to log in as. To switch operators simply log out of the application, log back in, and select the desired operator from your dropdown list.



Note that when navigating back and forth between pages you can either use the back button in the browser or the breadcrumb in the upper left-hand corner of the page. The browser back button will typically leave any filters intact while the breadcrumb refreshes the page. You can also maintain filters/searches by opening links using right-click followed by “open link in new tab”.

DOWNLOAD TEMPLATE



A generic “Monthly Well Production E-File” EDD template can be downloaded from the MiSTAR application. After login click the **Upload** button in the upper right-hand corner of the Submissions List page. In the upload modal select the “Monthly Well Production E-File” form from the form type dropdown. The **Download Template** button will now be accessible, and you can download a blank version of the form and save it on your computer. This form is downloaded in an .xlsx format in order to provide an additional “Rules” tab with useful validation information. If saving as a .csv for submittal, note that the formatting of the APIs must be such that the full 14 digits are visible within the Excel file. Note: You can only save the “EDD Template Draft” tab of the file as a CSV file.

	A	B	C	D	E	F	G	H	I	J
1	Production Report									
2	Reporting Operator ID									
3	Reporting Operator Name									
4										
5	Data Grid									
6	Production Category. Required for all lines.	Yes or No. Required for all lines.	MM/DD/YYYY. Required for all lines.	Antrim Project ID. Required for Antrim Project lines.	Antrim Project Name. Required for Antrim Project lines.	Percent carbon dioxide. Required for Antrim Project lines.	Oil gatherer account or transporter account or meter ID. As applicable. See supplemental instructions.	Gas gatherer account or transporter account or meter ID. As applicable. See supplemental instructions.	14 digit API number. Required on lines with well information.	OGMD Permit Number
7	Production Category	Amended Record?	Report Period Start Date	Antrim Project ID	Antrim Project Name	CO2 (%)	LACT Meter	Meter Station	API Number (14 digit)	OGMD Permit Number
8										
9										
10										
11										
12										
13										

DATA VALIDATION

Data validation is an automated process that occurs when a file is uploaded or data is added/edited via MiSTAR. This process is intended to reduce simple data entry errors and

manual data checks performed by the agency. Data validation includes rules which prevent the user from submitting the form and those that serve as “warnings” to the user to double check the data. For more information regarding data validation please refer to the [validation guide](#) found within this document

HOW TO USE TABLES

All data tables in the MiSTAR Production application offer the following functionality: paging, searching and sorting, filtering, and display/hide columns.

PAGING

When a table contains more than 50 rows, page through them using the controls on the bottom of the grid. You can also see the total number of records available as well as which records you are currently viewing.

Area of Review	ABC Operator	AOR EDD	03/27/2020 01:56 PM	Validation Errors	Edit
Area of Review	ABC Operator	AOR EDD	03/27/2020 02:36 PM	Validation Errors	Edit
Area of Review	Operator ABC	AOR EDD	03/30/2020 10:35 AM	Validated	Edit
Area of Review	Operator ABC	AOR EDD	03/30/2020 10:36 AM	Validated	Edit

Navigation controls: [Previous] [1] [2] [Next] [Total: 21 - 39 of 39 items]

SEARCHING AND SORTING

Some list pages include a Search Box that allows you to search for a record based on the field or fields specified in the search. The Search Box lists the names of the columns that can be searched in the search box helper text. As you type in the search box the results are dynamically updated.



Antrim Projects

Filters

Project ID	Project Name	Project Status	Current Operator	Project Date
1963	35-12	Active	LAMBDA ENERGY RESOURCES LLC (7772)	08/01/
968	400 HUNT CLUB	Active	MUSKEGON DEVELOPMENT COMPANY (40)	01/01/
725	451 RUM	Active	JORDAN DEVELOPMENT COMPANY LLC	01/01/

Each grid has a column designated as the default sort column. However, you can also change the sort on the grid columns in any grid. To sort the grid columns, click the column name at the top.

- 1 click: Sorts in ascending order
- 2 clicks: Sorts in descending order
- 3 clicks: Returns to default sort

FILTERING

Use the grid filters to easily filter the records. You can apply multiple filters to refine your list.

1. Click the **Filters** button at the top of the grid to open the Filters Panel.

The screenshot shows the MiSTAR Production interface. At the top, there is a green header with 'MiSTAR Production' and 'Internal Reviewer, OGMD'. Below the header, there is a search bar and a 'Filters' button. The Filters panel is open, showing various filter criteria for PRUs, including PRU Number, PRU Name, PRU Status, Current Operator, Field Name, Field Type, Producing Formation, Last Reported Date, and Updated Date. A red arrow points to the 'Filters' button.

2. Enter each of the filter fields you wish to apply. The grid will automatically filter the records based on your filter input.
3. If you wish to remove a filter, click the 'X' next to the filter criteria or delete the typed information. You can remove all applied filters at once by clicking the **X** button next to the main **Filters** button.

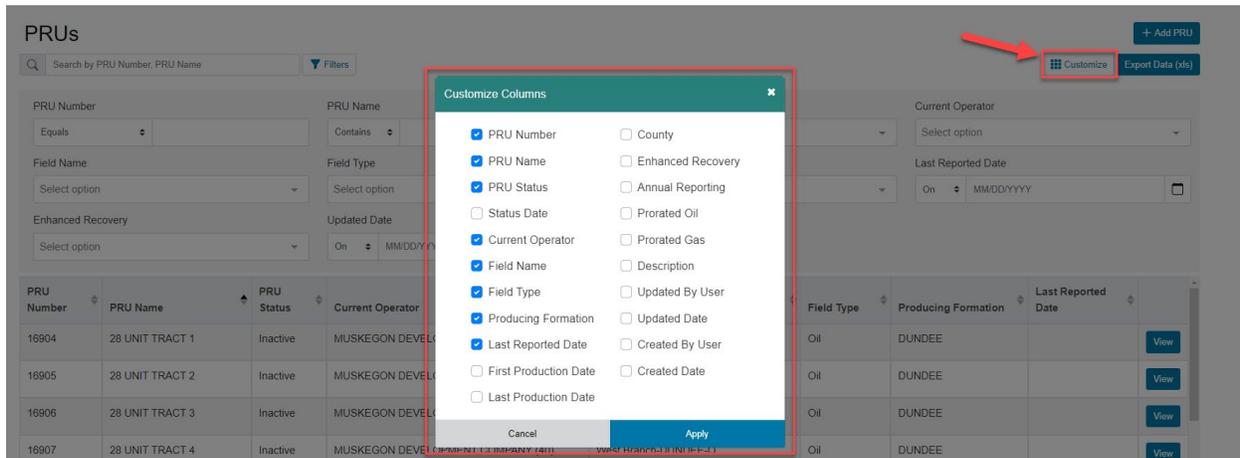
The screenshot shows the MiSTAR Production interface with the PRUs grid. The Filters panel is open, and a red arrow points to the 'X' button next to the 'Filters' button. Another red arrow points to the 'Yes' button in the 'Enhanced Recovery' filter. The grid below shows two records:

PRU Number	PRU Name	PRU Status	Current Operator	Field Name	Field Type	Producing Formation	Last Reported Date
4633	BLACKLEDGE 4-29	Inactive	DART OIL AND GAS CORP (42)	Winterfield-RICHFIELD-O	Oil	RICHFIELD	08/01/1988
4656	BLACKLEDGE, D 1-20	Inactive	DART OIL AND GAS CORP (42)	Winterfield-RICHFIELD-O	Oil	RICHFIELD	

4. To hide the Filters Panel, click the **Filters** button.

DISPLAY/HIDE COLUMNS

Many data tables are not wide enough to show all the columns at once, so some have been hidden. This is especially true for the various data viewing pages which typically do not show all the data columns by default. To show additional columns or hide existing columns, click on the **Customize** button at the top of the grid.



This will display a list of all the available columns. Currently visible columns will have a check in their checkboxes. Check or uncheck boxes to show and hide the desired columns. As you add columns, the table and columns adjust in size to accommodate the change. If all columns selected are not immediately visible use the scrollbar at the bottom of the table.



EXPORT DATA

Most grids found in MiSTAR can be exported at any point using the **Export Data** button on the upper righthand portion of the page. This will export the data in Excel format for all the columns in the table, not just the columns selected to view. The export will maintain any filters

that have been applied to the data.

If the **Export Data** button is grayed out and not accessible it means that there are >25,000 records in the grid. Filter the grid to < 25,000 records and the button should become accessible.

Wellbores

Search by API Number, Well Name & Number Filters Customize Export Data (46)

API Number	Well Name & Number	MPSC Number	OGMD Permit Number	Well Type	Wellbore Status	Current Operator	County	Township Name	Updated By User	Updated Date	
21-001-00319-9000	Kurrasch, H.A.1		319	Dry Hole	Plugging Approved	Kurrasch H.A. (6186)	ALCONA	HAWES	MW Record Conversion 2019 (MW)	10/29/2019	View
21-001-00381-9000	Killmaster and Tawas Mining1		381	Dry Hole	Plugging Approved	Killmaster and Tawas Mining Co (6184)	ALCONA	GUSTIN	MW Record Conversion 2019 (MW)	10/29/2019	View
21-001-00382-9000	Killmaster and Tawas Mining2		382	Dry Hole	Plugging Approved	Killmaster and Tawas Mining Co (6184)	ALCONA	GUSTIN	MW Record Conversion 2019 (MW)	10/29/2019	View
21-001-00383-9000	Harrisville1		383	Dry Hole	Plugging Approved	UNKNOWN (2222)	ALCONA	HARRISVILLE	MW Record Conversion 2019 (MW)	10/29/2019	View

Wellbores

Search by API Number, Well Name & Number Filters Customize Export Data (46)

API Number	Well Name & Number	MPSC Number	OGMD Permit Number	Well Type	Wellbore Status	Current Operator	County	Township Name	Updated By User	Updated Date	
21-001-50344-0000	COMSTOCK HILLS1-20 SWD		50344	Brine Disposal Well	Active	RIVERSIDE ENERGY MICHIGAN LLC (6361)	ALCONA	ALCONA	DTMBTester	10/28/2022	View
21-001-50406-0000	HOLCOMB CREEK1-1 SWD		50406	Brine Disposal Well	Active	RIVERSIDE ENERGY MICHIGAN LLC (6361)	ALCONA	CALEDONIA	InternalReviewer	10/28/2022	View
21-001-50553-0000	LOST LAKE WOODS1-21 SWD		50553	Brine Disposal Well	Active	RIVERSIDE ENERGY MICHIGAN LLC (6361)	ALCONA	ALCONA	DTMBTester	10/28/2022	View

MiSTAR Production Report Submittal

The MiSTAR Production Application organizes data at two levels: production entities and production records.

WHAT IS A PRODUCTION ENTITY?

A production entity is anything that production data is reported for. Michigan has three production entity types (Antrim Projects, PRUs, and wellbores). Each of these types have a unique set of attributes that must be captured on the EDD.

WHAT IS A PRODUCTION RECORD?

Production Records are the individual records of data submitted for each production entity.

MONTHLY PRODUCTION DATA SUBMITTAL FORM

The MiSTAR Monthly Production Data Form is a specific type of electronic data deliverable (EDD) designed to allow digital submission of OGMD/MPSC Monthly Production reporting (EQP 7101 and 7101A for those operators that are approved to file annually) by operators. It allows either monthly or yearly submission of multiple production entities on a single .csv or .xlsx report. This EDD should be completed using the guidance above and below. The electronic data submissions replace the use of existing paper forms as well as the current outdated Production E-file reporting system. Format and fields in the previous form were kept as close to the original E-file form as possible.

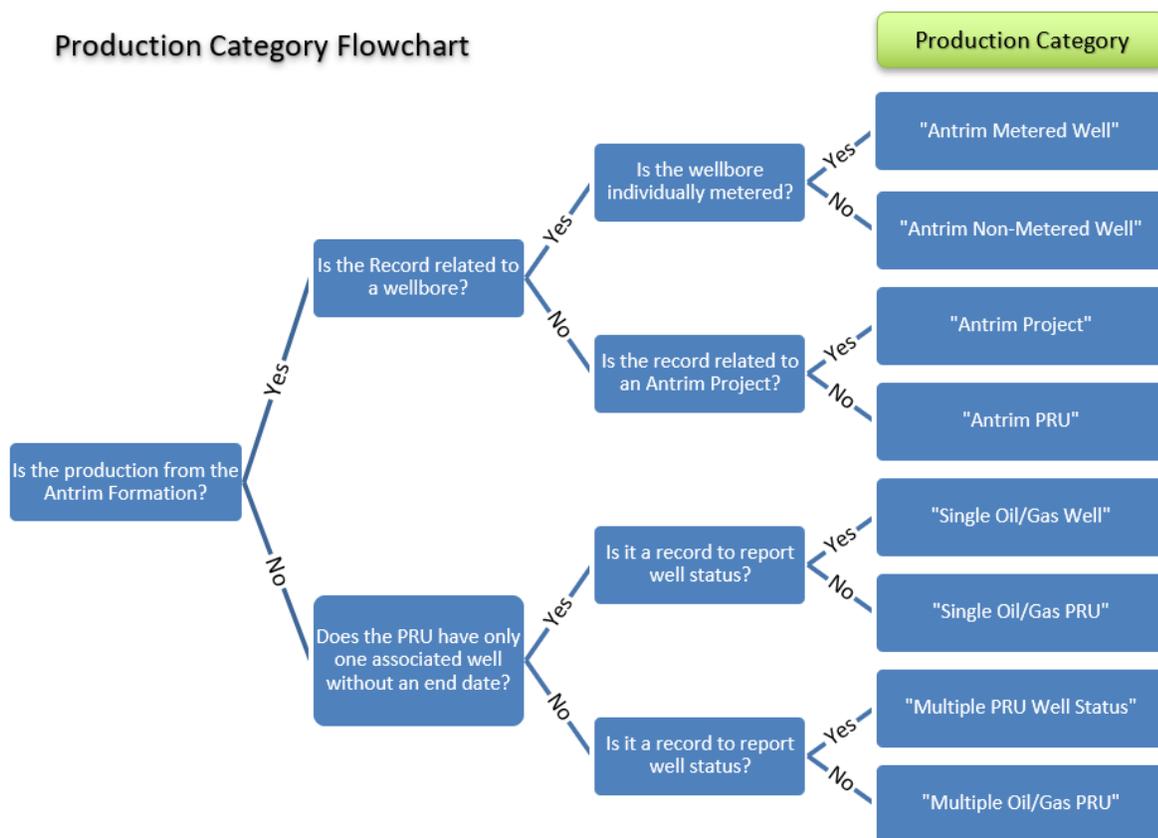
If needed- follow the [Download Template](#) instructions to download a blank template from the MiSTAR Production system. A downloaded blank template for the Production Data Form is shown below. This template has two tabs at the bottom- one for data entry and one for rules/validation criteria. The validation criteria explains which fields are required, what data type each field should be, and if only certain values are allowed.

	A	B	C	D	E	F	G	H	I	J
1	Production Report									
2	Reporting Operator ID									
3	Reporting Operator Name									
4										
5	Data Grid									
6	Production Category. <i>Required for all lines.</i>	Yes or No. <i>Required for all lines.</i>	MM/DD/YYYY. <i>Required for all lines.</i>	Antrim Project ID. <i>Required for Antrim Project lines.</i>	Antrim Project Name. <i>Required for Antrim Project lines.</i>	Percent carbon dioxide. <i>Required for Antrim Project lines.</i>	Oil gatherer account or transporter account or meter ID. As applicable. See supplemental instructions.	Gas gatherer account or transporter account or meter ID. As applicable. See supplemental instructions.	14 digit API number. <i>Required on lines with well information.</i>	OGMD Permit Number
7	Production Category	Amended Record?	Report Period Start Date	Antrim Project ID	Antrim Project Name	CO2 (%)	LACT Meter	Meter Station	API Number (14 digit)	OGMD Permit Number
8										
9										
10										
11										
12										
13										

PRODUCTION CATEGORIES

One new feature of the form is the initial field titled “Production Category”. 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 Production Category values. To determine which category to use follow the flow chart below. Th

Production Category Flowchart



IMPORTANT ITEMS TO NOTE:

- Each Antrim Project/Antrim PRU record should have either metered or non-metered wellbore record(s) along with it.
- Each Single Oil/Gas PRU record should have one wellbore record along with it.
- Each Multiple Oil/Gas PRU should have multiple wellbore records along with it.
- Most wellbore records will just report the well status; except metered wellbores which will report Gas and Water volumes as well.
- Due to the .csv formatting, additional commas should not be used in any field. (Examples: The number “one thousand” should be “1000” and not “1,000”. The well name, “Anderson, Lisa #1” should be “Anderson Lisa #1”).
- Do NOT leave empty rows in your EDD- this will cause the program to miss records in your file.
- Columns in the original e-file form that appeared after the Water field and before Remarks have been removed. These fields were related to Adjustments to production or Transfers. For adjustments please submit amended records for the months involved and note the reason for the adjustment in the “Remarks” field. Transfers should also be noted in the “Remarks” field.
- If a well has multiple active API numbers, only one wellbore API number per well should be reported. To determine which API number to report - look at the Associations tab on the ‘Wellbore or PRU Production Entity Detail Page’ and use the API number with no association end date and report on that API number only.

2255 | RYESON 3-27B

Associated Entity Type	Associated Entity Name	Associated Entity ID	Current Operator	Start Date	End Date	Comment
Wellbore	RYESON 3-27B HD1	21055374350400	MAVERICK EXPLORATION AND PRODUCTION INC (6366)	12/01/2004	12/01/2004	
Wellbore	RYESON 3-27B HD2	21055374350500	MAVERICK EXPLORATION AND PRODUCTION INC (6366)	12/01/2004		
Wellbore	RYESON ETAL 3-27B	21055374350200	MAVERICK EXPLORATION AND PRODUCTION INC (6366)	05/01/1984	05/01/1984	

As a standard rule the API number with an MPSC permit number or (if not applicable) the highest API number should be the value used. In the example below the well has three active wellbores, however only the 0500 wellbore does NOT have an end date. This is the API that should be reported.

ANTRIM REPORTING EXAMPLES:

1. Antrim Field/Project with 12 non-metered Antrim wells and 1 metered Antrim well.

The production file would include the following records:

- 1 Antrim PRU Record for each PRU within the field
- 1 Antrim Project Record
- 12 Antrim Non-Metered Well Records
- 1 Antrim Metered Well Record

NOTE- Report both Antrim PRU and Antrim Project Records even if the PRU production is the same as the Project production.

2. Antrim Field with 8 metered wells.

- 1 Antrim PRU Record for each PRU within the field
- 1 Antrim Project Record
- 8 Antrim Metered Well Records

NON-ANTRIM REPORTING EXAMPLES:

3. Non-Antrim unitized unit with 2 wells.

- 1 Multiple Oil/Gas PRU record for the unitized production from the unit
- 2 Multiple PRU well status records

4. Non-Antrim well individually metered.

- 1 Single Oil/Gas PRU record for the production from the well
- 1 Single Oil/Gas Well record

MONTHLY PRODUCTION DATA FORM EXPLANATION

Each field on the Monthly Production Data Form and the relationship with the previous forms are explained in the following table and diagram:

	Field Heading in File	Data Description
1	Reporting Operator ID	Company Operator ID will be provided by OGMD when you receive your username & password. It can also be found in parentheses next to the company name in most fields.
2	Reporting Operator Name	Company Name as provided to OGMD.
	Production Category	NEW FIELD. See chart in user documentation above to determine which production category to assign each record.
3	Amended Record?	Same as former "Correction" field. Accepts a "Yes" for amended record and "No" for new records. This field is case sensitive.
4	Report Period Start Date	Same as former "ProdDate" field. Must be in the format of MM/01/YYYY. Multiple months of data on a single form are allowed.
5	Antrim Project ID	Same as former "FieldID" field. Antrim gas wells only. A list of Antrim Project IDs and Names associated with an operator can be found on the Production Entity List page for Antrim Projects. We suggest operators download an initial list of active status Projects by filtering to the desired operator and downloading the table.
6	Antrim Project Name	See Antrim Project ID. Do not use commas in numbers or names.
7	CO2(%)	Carbon dioxide percentage for Antrim projects only.
8	LACT Meter	Oil gatherer account number, transporter account number or meter station number.
9	Meter Station	Gas gatherer account number, transporter account number or meter station ID.
	API Number (14 digit)	NEW FIELD. A list of APIs, OGMD permit numbers, MPSC numbers and Well Names associated with an operator can be found on the Production Entity List page for wellbores. We suggest operators download an initial list by filtering to the desired operator and downloading the table. NOTE- only one wellbore per well should be reported against each month. IE- if a well has two active producing wellbores only use the wellbore with no end date on its association with other entities. (more details here)
10	OGMD Permit Number	See API Permit Number. Permit from OGMD for wellbore matching API field.
11	MPSC Number	See API Permit Number. Permit from MPSC for wellbore matching API field.
12	Well Name and Number	See API Permit Number. Do not use commas in numbers or names.
13	PRU Number	Same as former "PRU" field. A list of PRU IDs and Names associated with an operator can be found on the Production Entity List page for PRUs. We suggest operators download an initial list of active status PRUs by filtering to the desired operator and downloading the table.
	PRU Name	See above. Do not use commas in numbers or names.
14	Oil Prod (bbls)	Same as former "Oil" field. Oil produced for PRU. Use a zero for instances where there is no oil production.
15	Condensate Prod (bbls)	Same as former "Condensate" field. Condensate produced for PRU. Use a zero for instances where there is no condensate production.
16	NGL Prod (bbls)	Same as former "NGL" field. Natural Gas Liquids produced for PRU. Use a zero for instances where there is no NGL production.
17	Oil Sales (bbls)	Same as former "OilPLRuns" field. Oil sales for PRU. Use a zero for instances where there is no oil sales.

18	Condensate Sales (bbls)	Same as former "CondSales" field. Condensate sales for PRU. Use a zero for instances where there is no condensate sales.
19	NGL Sales (bbls)	Same as former "NGLSales" field. Natural Gas Liquids sales for PRU. Use a zero for instances where there is no NGL sales.
20	EOM Oil Storage (bbls)	Same as former "EOMOil" field. End of month oil storage for PRU. Use a zero for instances where there is no oil EOM storage.
21	EOM Condensate Storage (bbls)	Same as former "EOMCond" field. End of month condensate storage for PRU. Use a zero for instances where there is no condensate EOM storage.
22	EOM NGL Storage (bbls)	Same as former "EOMNGL" field. End of month NGL storage for PRU. Use a zero for instances where there is no NGL EOM storage.
23	Gas Sales Volume (mcf)	Same as former "GasDVol" field. Delivered gas volume for individually metered well, Antrim project, or PRU (@ 14.73 psia at 60 deg F). Use a zero for instances where there is no gas sales volume.
24	Wellbore Status	Same as former "Status" field. Use "Y" if well produced during month, "N" if well/lease did not produce during the month, "TA" for well/lease granted TA status by OGMD, and "SI" for shut-in by operator. If a well is plugged and abandoned, it does not need to be reported.
25	Water Prod (bbls)	Same as former "Water" field. Water produced for individually metered well, Antrim project, or PRU. Use a zero for instances where there is no water produced.
	Flared Gas Volume (mcf)	NEW FIELD. Flared Gas Volume is currently only relevant to Trenton/Black River wells which are reported on Form EQP7105. Report the volume of gas flared.
	Gas Utilized for Lease Fuel (mcf)	NEW FIELD. Lease Fuel Gas Volume is currently only relevant to Trenton/Black River wells which are reported on Form EQP7105. Report the volume of gas utilized for lease fuel.
26	Remarks	Other information for OGMD/MPSC.

EGLE		MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY - OIL, GAS, AND MINERALS DIVISION MICHIGAN PUBLIC SERVICE COMMISSION - OPERATIONS AND WHOLESALE MARKETS DIVISION						MPSC			
MONTHLY PRODUCTION REPORT											
<small>By authority of Part 615 of Act 451 PA 1994, as amended and MPSC Rule R 460.866. Non-submission and/or falsification of this information may result in suspension of operations. File this report with the Oil, Gas, and Minerals Division (OGMD) and MPSC within 45 days after the end of the month of production. If wells have received approval for annual reporting, use form EQP 7101A. Identify all wells whether produced or not. For Production Reporting Unit (PRU) information, contact the Petroleum and Mining Geology Unit of the OGMD, 517-388-4174.</small>											
Name and address of permittee 1						Month and year 3 & 4					
Name and phone number of person preparing report System recorded											
For gas wells: Field name or Antrim project name 5 & 6		For gas wells: Producing formation Not Required		For Antrim projects: →	Percent Carbon Dioxide 7	Total gas sales (Mcf @ 14.73 psia w/o CO ₂): 23		Total Water (Bbls): 25			
1. Oil account number	2. Gas account number	3. MPSC permit number	4. OGMD permit number	5. OGMD PRU number	6. Well name and number.	For multiple well PRUs, total PRU production on a separate line					
7. Actual amount of oil produced - Bbls	8. Net oil sales - Bbls	9. Storage at end of month - Bbls	10. Total gas sales - Mcf @ 14.73 psia	11. Water production - Bbls	12. Produced during month						
Assigned by oil gatherer.	Assigned by gas gatherer.	Michigan Public Service Commission permit number.	State of Michigan drilling permit number.	OGMD Production Reporting Unit number.	Same as on drilling permit. List each well in a Production Reporting Unit (PRU) separately. Use separate line indicating product type (oil, condensate, NGLs). For Antrim wells: number each well (1,2,3,...etc), file a separate report for each Antrim project, and total project volumes of gas and water in above right.	The net liquid hydrocarbons produced during the month from PRU.	Net liquid hydrocarbons trucked or piped from the PRU.	Liquid hydrocarbon stock on hand at the end of the reported month.	Total volume of gas sold from PRU. Report Antrim volumes without CO ₂ .	Total volume of water produced from the PRU.	Yes (Y) or No (N).
8	9	11	10	13	12	14, 15, 16	17, 18, 19	20, 21, 22	23	25	24
CERTIFICATION "I state that I am authorized by said owner. This report was prepared under my supervision and direction. The facts stated herein are true, accurate and complete to the best of my knowledge."											
Name and title (print or type) System recorded						Signature Inherent in submittal of form			Date System recorded		
Send to both addresses: Or submit via email to EGLE at: egle-geologicalrecords@michigan.gov.				OIL, GAS, AND MINERALS DIVISION MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY PO BOX 30256 LANSING MI 48909-7756				OPERATIONS AND WHOLESALE MARKETS DIVISION MICHIGAN PUBLIC SERVICE COMMISSION PO BOX 30221 LANSING MICHIGAN 48909			

DATA VALIDATION RULES

When a Production Data file is uploaded, validation checks are performed against both the header data information and all corresponding detail data records. This validation check also runs when you click the **Validate** button on the Submission Detail Page.

Some validation rules will prevent a file from uploading and a user will receive an error message. These errors are “**Submission Level**” errors because they prevent the data from being uploaded into the system. These errors must be resolved in the data file before attempting another upload.

Other validation rules allow the data to be imported but prevent the file from being submitted to the agency for review. These “**Row Level**” errors appear on the Submission Details page and must be resolved within the application before the user can submit the form to the agency for review.

A final special category of validation rules referred to as “**Non-Blocking Warning**” errors and are meant to serve as notices to check data for errors but will not prevent the user from submitting the record to the agency for review.

For the Monthly Production Record Form the Production Record types, Fields and Requirements are shown in the following tables which provide an overview of the Data Types and requirements of each field within the Monthly Production Data Form EDD and the corresponding validation guide.

Production Reporting Requirements

		Antrim Records				Non-Antrim Records			
		x = required field Null = not required and will not be brought over into system If applicable = see detailed instructions							
Data Field	Data Type	Antrim PRU	Antrim Project	Antrim Metered Well	Antrim Non-Metered Well	Single Oil/Gas PRU	Single Oil/Gas Well	Multiple Oil/Gas PRU	Multiple PRU Well Status
Reporting Operator ID	Integer	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Reporting Operator Name	String	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Production Category	String	x	x	x	x	x	x	x	x
Amended Record?	String	x	x	x	x	x	x	x	x
Report Period Start Date	Date	x	x	x	x	x	x	x	x
Antrim Project ID	Integer	Null	x	Null	Null	Null	Null	Null	Null
Antrim Project Name	String	Null	x	Null	Null	Null	Null	Null	Null
CO2 (%)	Decimal	Null	x	Null	Null	Null	Null	Null	Null
LACT Meter	String	Null	Null	Null	Null	if applicable	Null	if applicable	Null
Meter Station	String	if applicable	Null	Null	Null	if applicable	Null	if applicable	Null
API Number (14 digit)	Integer	Null	Null	x	x	Null	x	Null	x
Well Name & Number	String	Null	Null	x	x	Null	x	Null	x
OGMD Permit Number	String	Null	Null	x	x	Null	x	Null	x
MPSC Number	String	Null	Null	if applicable	if applicable	Null	if applicable	Null	if applicable
PRU Number	Integer	x	Null	Null	Null	x	Null	x	Null
PRU Name	String	x	Null	Null	Null	x	Null	x	Null
Oil Prod	Integer	x	Null	Null	Null	x	Null	x	Null
Condensate Prod	Integer	x	Null	Null	Null	x	Null	x	Null
NGL Prod	Integer	x	Null	Null	Null	x	Null	x	Null
Oil Sales	Integer	x	Null	Null	Null	x	Null	x	Null
Condensate Sales	Integer	x	Null	Null	Null	x	Null	x	Null
NGLSales	Integer	x	Null	Null	Null	x	Null	x	Null
EOM Oil Storage	Integer	if applicable	Null	Null	Null	if applicable	Null	if applicable	Null
EOM Condensate Storage	Integer	if applicable	Null	Null	Null	if applicable	Null	if applicable	Null
EOM NGL Storage	Integer	if applicable	Null	Null	Null	if applicable	Null	if applicable	Null
Gas Sales Volume	Integer	x	x	x	Null	x	if applicable	x	Null
Wellbore Status	String	Null	Null	x	x	Null	x	Null	x
Water Prod	Integer	if applicable	x	x	Null	if applicable	if applicable	if applicable	Null
Flared Gas Volume	Integer	Null	Null	Null	Null	if applicable	Null	if applicable	Null
Gas Utilized for Lease Fuel	Integer	Null	Null	Null	Null	if applicable	Null	if applicable	Null
Remarks	String	if applicable	if applicable	if applicable	if applicable	if applicable	if applicable	if applicable	if applicable

Production Record Validation Guide				
Data Field	Submission-Level Validation	Row-Level Validation	Valid Values	Non-Blocking Warning
	<i>A failure on this validation will cause system to reject the entire upload rather than loading and then giving a row-level validation message. The user will receive a validation error specifying the submission-level validation errors.</i>	<i>A failure on this validation will cause the system to give a row-level validation error. The user will see a row-validation error message on the impacted record.</i>	<i>Acceptable values for certain fields. Note that spaces and capitalization must be exact.</i>	<i>Notices of possible data issues. Will not block submission.</i>
Reporting Operator ID	Reporting Operator ID must be present. AND Reporting Operator ID must be populated with the Operator Company Number (CoNo) and must match the Company of the user login.	N/A	N/A	N/A
Reporting Operator Name	N/A	N/A	N/A	N/A
Production Category	Production Category must be present. AND Production Category must be one of the valid values. See list of values in Valid Values column.	N/A	Antrim PRU Antrim Project Antrim Metered Well Antrim Non-Metered Well Single Oil/Gas PRU Single Oil/Gas Well Multiple Oil/Gas PRU Multiple PRU Well Status	N/A
Amended Record?	Amended must be present. AND Amended must be a valid value.	When Amended = 'Yes' there must be an existing production record with the same combination of Production Record Entity ID and Report Period Start and End Dates. AND When Amended = 'No' there must not be an existing production record with the same combination of Production Record Entity ID and Report Period Start and End Date.	Yes No	N/A
Report Period Start Date	Report Period Start Date must be present.	Report Period Start Date must be before today's date. AND Report Period Start Date must be the first day of the month in the format MM/01/YYYY.	N/A	N/A
Antrim Project ID	When Production category= 'Antrim Project' the Antrim Project ID must be present and match an existing project. Antrim Project IDs can be found on the Antrim Project list page within this application. AND Operator ID must match an operator in the Operator History for the project.	N/A	N/A	Project Status for this Antrim Project ID is not active. Please double check within this application to ensure ID is correct.

Data Field	Submission-Level Validation	Row-Level Validation	Valid Values	Non-Blocking Warning
Antrim Project Name	When Production category= 'Antrim Project' the Antrim Project Name must be present.	N/A	N/A	N/A
CO2 (%)	When Production Category = 'Antrim Project' CO2% must be present.	N/A	N/A	N/A
LACT Meter	N/A	N/A	N/A	N/A
Meter Station	N/A	N/A	N/A	N/A
API Number (14 digit)	API Number (14 digit) must be present and must match an existing wellbore when Production Category = 'Antrim Metered Well', 'Antrim Non-Metered Well', 'Single Oil/Gas Well', or 'Multiple PRU Well Status' AND Operator ID must match an operator in the Operator History for the well AND When Production Category = 'Antrim Metered Well', 'Antrim Non-Metered Well', and 'Multiple PRU Well Status' may only have one wellbore reported <u>per well</u> per report period. Click here for information on which API to report.	N/A	N/A	1. The number of metered or nonmetered wells reported does not match the number of expected current wells on this Project. Check the Antrim Project well associations within this application to ensure all wells are reported. 2. The API listed for Antrim Metered Well or Antrim Non-Metered Well record is not currently associated with an active Antrim Project. Check entered API value for accuracy. 3. The API listed for Single Oil/Gas Well record is not currently associated with an active PRU. Check entered API value for accuracy and ensure API is currently listed with NO end date on a Single Oil/Gas PRU association within this application.
Well Name & Number	When Production Category = 'Antrim Metered Well', 'Antrim Non-Metered Well', 'Single Oil/Gas Well', or 'Multiple PRU Well Status': Well Name & Number must be present.	N/A	N/A	N/A
OGMD Permit Number	When Production Category = 'Antrim Metered Well', 'Antrim Non-Metered Well', 'Single Oil/Gas Well', or 'Multiple PRU Well Status': OGMD Permit Number must be present. AND OGMD Permit Number must belong to the same wellbore as the API Number. Permit number and APIs can be located on the wellbore list page within this application.	N/A	N/A	N/A
MPSC Number	N/A	N/A	N/A	N/A
PRU Number	Required when Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': PRU Number must be present and must match an existing PRU. PRU Numbers can be found on the PRU list page within this application. AND Operator ID must match an operator in the Operator History for the PRU.	When Production Category = 'Single Oil/Gas PRU', there must be exactly one wellbore associated with the PRU where the PRU Report Period Start Date is on or between the association's Start and End Date. (Hint- where multiple wellbores exist use the API in the associated items that does NOT have an end date)	N/A	PRU number entered is listed as inactive at the time of Report Period Start Date. Please check for entry error and PRU Status.
PRU Name	When Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', 'Multiple Oil/Gas PRU': PRU Name must be present.	N/A	N/A	N/A

Data Field	Submission-Level Validation	Row-Level Validation	Valid Values	Non-Blocking Warning
Oil Prod (bbls)	N/A	When Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': Oil Prod (bbls) must be present.	N/A	1. Unusual Oil Prod increase or decrease from previous month. Check value for accuracy. 2. Oil Prod value is an exact match to value reported previous month. Check value for accuracy. 3. Oil Prod value is negative- Remark is required to explain negative value "i.e. water draw from tanks, etc".
Condensate Prod (bbls)	N/A	When Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': Condensate Prod (bbls) must be present.	N/A	1. Condensate Prod value is an exact match to value reported previous month. Check value for accuracy. 2. Condensate Prod value is negative- Remark is required to explain negative value "i.e. water draw from tanks, etc".
NGL Prod (bbls)	N/A	When Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': NGL Prod (bbls) must be present.	N/A	1. NGL Prod value is an exact match to value reported previous month. Check value for accuracy. 2. NGL Prod value is negative- Remark is required to explain negative value "i.e. water draw from tanks, etc".
Oil Sales (bbls)	N/A	When Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': Oil Sales (bbls) must be present. AND Oil Sales (bbls) must not be a negative value. "Negative values are not accepted- if an adjustment needs to be made to the previously reported values please submit an amended record (ex: water draw)"	N/A	Oil Sales value is an exact match to value reported previous month. Check value for accuracy.
Condensate Sales (bbls)	N/A	When Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': Condensate Sales (bbls) must be present. AND Condensate Sales (bbls) must not be a negative value. "Negative values are not accepted- if an adjustment needs to be made to the previously reported values please submit an amended record (ex: water draw)"	N/A	Condensate Sales value is an exact match to value reported previous month. Check value for accuracy.
NGLSales (bbls)	N/A	When Production Category = 'Antrim PRU', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': NGL Sales (bbls) must be present. AND NGL Sales (bbls) must not be a negative value. "Negative values are not accepted- if an adjustment needs to be made to the previously reported values please submit an amended record (ex: water draw)"	N/A	NGL Sales value is an exact match to value reported previous month. Check value for accuracy.

Data Field	Submission-Level Validation	Row-Level Validation	Valid Values	Non-Blocking Warning
EOM Oil Storage	N/A	EOM Oil Storage (bbls) must not be a negative value. "Negative values are not accepted- if an adjustment needs to be made to the previously reported values please submit an amended record (ex: water draw)"	N/A	N/A
EOM Condensate Storage	N/A	EOM Condensate Storage (bbls) must not be a negative value. "Negative values are not accepted- if an adjustment needs to be made to the previously reported values please submit an amended record (ex: water draw)"	N/A	N/A
EOM NGL Storage	N/A	EOM NGL Storage (bbls) must not be a negative value. "Negative values are not accepted- if an adjustment needs to be made to the previously reported values please submit an amended record (ex: water draw)"	N/A	N/A
Gas Sales Volume	N/A	When Production Category = 'Antrim PRU', 'Antrim Project', 'Antrim Metered Well', 'Single Oil/Gas PRU', or 'Multiple Oil/Gas PRU': Gas Sales Volume (mcf) must be present. AND Gas Sales Volume (mcf) must not be a negative value. "Negative values are not accepted- if an adjustment needs to be made to the previously reported values please submit an amended record"	N/A	1. Unusual Gas Sales volume increase or decrease from previous month. Check value for accuracy. 2. Gas Sales value is an exact match to value reported previous month. Check value for accuracy.
Flared Gas Volume	N/A	N/A	N/A	Flared Gas volume is negative. Check value for accuracy.
Gas Utilized for Lease Fuel	N/A	N/A	N/A	Gas Utilized for Lease Fuel value is negative. Check value for accuracy.
Water Prod	N/A	When Production Category = 'Antrim Project' or 'Antrim Metered Well': Water Prod (bbls) must be present.	N/A	1. Unusual Water Prod increase or decrease from previous month. Check value for accuracy. 2. Water Prod value is an exact match to value reported previous month. Check value for accuracy. 3. Water Prod value is negative- Remark is required to explain negative value "i.e. water draw from tanks, etc".

Data Field	Submission-Level Validation	Row-Level Validation	Valid Values	Non-Blocking Warning
Wellbore Status	Wellbore Status must be present and must be one of the valid values when Production Category = 'Antrim Metered Well', 'Antrim Non-Metered Well', 'Single Oil/Gas Well', or 'Multiple PRU Well Status'. See valid values column for list of options and meanings.	<p>When Production Category = 'Antrim Metered Wells': records with Wellbore Status of 'Y' must have either 'Gas Sales Volume (mcf)' or 'Water Prod' values greater than 0 AND</p> <p>When Production Category = 'Antrim Metered Wells': records with Wellbore Status of 'N', 'SI', or 'TA' must have both 'Gas Sales Volume (mcf)' and 'Water Prod' values equal to 0. AND</p> <p>When Production Category = 'Single Oil/Gas PRU', then corresponding Single Oil/Gas Well production record for the same Report Period Start Date must exist either in the submitted form or as an 'Accepted' production record in the system. AND</p> <p>When Production Category = 'Single Oil/Gas PRU': If the corresponding Single Oil/Gas Well record has a Wellbore Status of 'Y' then the Single Oil/Gas PRU production record must have either 'Oil Prod(bbls)' or 'Condensate Prod (bbls)' or 'NGL Prod (bbls)' or 'Gas Sales Volume (mcf)' or 'Water Prod' values greater than 0. AND</p> <p>When Production Category = 'Single Oil/Gas PRU': If the corresponding Single Oil/Gas Well record has a Wellbore Status of 'N', 'SI', or 'TA' then the Single Oil/Gas PRU production record must have 'Oil Prod(bbls)' or 'Condensate Prod (bbls)' or 'NGL Prod (bbls)' or 'Gas Sales Volume (mcf)' or 'Water Prod' values all equal to 0.</p>	<p>'Y' = Producing 'N' = Not Producing 'SI' = Shut In 'TA' - Temporarily Abandoned</p>	Wellbore status is listed as 'TA' (Temporarily Abandoned) or 'SI' (Shut In)- Agency should check for accuracy.
Remarks	N/A	N/A		

SUBMISSIONS LIST PAGE

As mentioned, upon logging into the MiSTAR Production Application you will be directed to the 'Submissions List Page' by default. The 'Submissions List Page' is filtered to only show the submissions of production records that belong to your organization which have previously been submitted. Click the **View** button at the right side of the row for any record in the 'Submissions List Page' grid to navigate to the 'Submission Detail Page' for that submission. This table allows sorting, filtering, customization of columns, and exporting of data. By default, the grid is sorted by the record creation date in descending order. For details about how to use tables [click here](#).

Most Recent Report Date	Oldest Report Date	Form Type	Reporting Operator	Creating User	Creation Date	Submitting User	Submitted By Organization	Submission Date	Submission ID	Submission Status	
04/01/2018	01/01/2017	Wellbore Production Manual Entry	TERRA ENERGY CO LLC (6417)	DBCRC00005_0004	11/22/2022	SYSTEM	TERRA ENERGY CO LLC (6417)	11/22/2022	672	Accepted	View
08/01/2003	12/01/1998	Wellbore Production Manual Entry	H R F ANTRIM LP (4868)	DBCRC00005_0004	11/22/2022	SYSTEM	H R F ANTRIM LP (4868)	11/22/2022	647	Accepted	View
06/01/2001	09/01/1995	Wellbore Production Manual Entry	MERCURY EXPLORATION CO (5017)	DBCRC00005_0004	11/22/2022	SYSTEM	MERCURY EXPLORATION CO (5017)	11/22/2022	667	Accepted	View
07/01/2007	04/01/1998	Wellbore Production	DOMINION MIDWEST ENERGY INC (1252)	DBCRC00005_0004	11/22/2022	SYSTEM	DOMINION MIDWEST ENERGY INC (1252)	11/22/2022	669	Accepted	View

To upload a new EDD, from the 'Submissions List Page' click on the **Upload** button in the upper right-hand corner to open the Submission Upload modal. This modal allows a user to browse their computer to the .csv or .xlsx file that has been populated based upon the provided EDD template and then upload it to the submission page. **NOTE** -The Reporting Operator dropdown is automatically populated based on the user login.

Upload Data

All fields marked with * are required

Reporting Operator *

Form Type *

File *

When initially uploading a file it will show a status of "Processing" and the **View** button will be

inaccessible. Refresh the page to check the status. To review or edit a submission the next step is to navigate to the 'Submission Detail Page' by clicking the **View** button on the submission record.

SUBMISSION DETAIL PAGE

Each submission has a corresponding 'Submission Detail Page'. You can access this page in two ways:

- Clicking the **View** button for the submission record in the 'Submissions List Page'.
- Clicking on the Submission ID link on either the 'Production Record List Pages' or the Production Record table in 'Production Entity Detail Pages'.

The 'Submission Detail Page' has two sections- Submission Information and Production Records.

The Submission Information section of this page displays information about the submission. Within the Submission Information section the Submission History shows a history of the submission's status changes with information on who initiated the change and when the change occurred. Above the Submission Information header section is a set of buttons to allow a user to delete a submission, re-validate a submission, or submit a submission for review. Validation errors that occur during submission upload are displayed at the top the Submission Information section.

1066 | Monthly Well Production E-File (CSV/Excel)

Delete Validate Submit for Review → * Please validate the data before submitting.

Submission Information

▲ Error(s)

1 rows contain validation errors.

Reporting Operator REEFWORKS LLC (8299)	Form Type Monthly Well Production E-File (CSV/Excel)	Submission History <table border="1"> <tr> <td>Draft</td> <td>SYSTEM</td> <td>03/29/2023</td> </tr> <tr> <td>Processing</td> <td>InternalReviewer</td> <td>03/29/2023</td> </tr> </table>	Draft	SYSTEM	03/29/2023	Processing	InternalReviewer	03/29/2023
Draft	SYSTEM	03/29/2023						
Processing	InternalReviewer	03/29/2023						
Amended? No	Data Source File Upload							
Submission ID 1066	Submission Comments							

Production Records

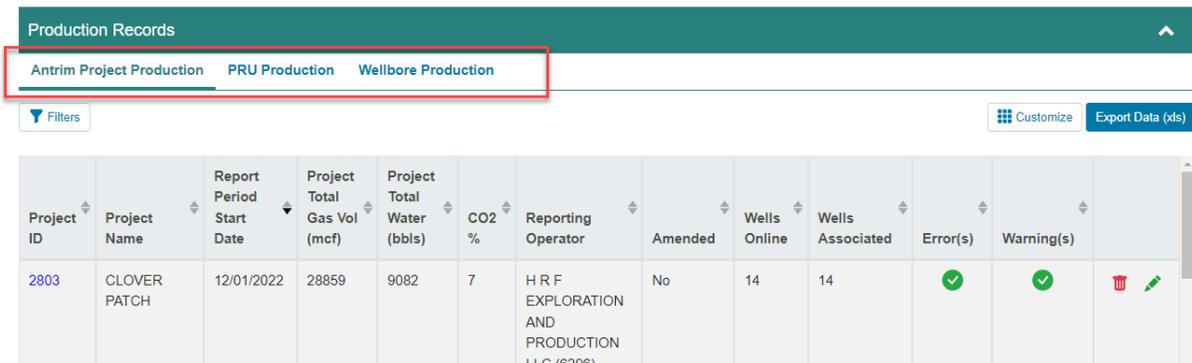
Antrim Project Production PRU Production Wellbore Production

Filters Customize Export Data (xls)

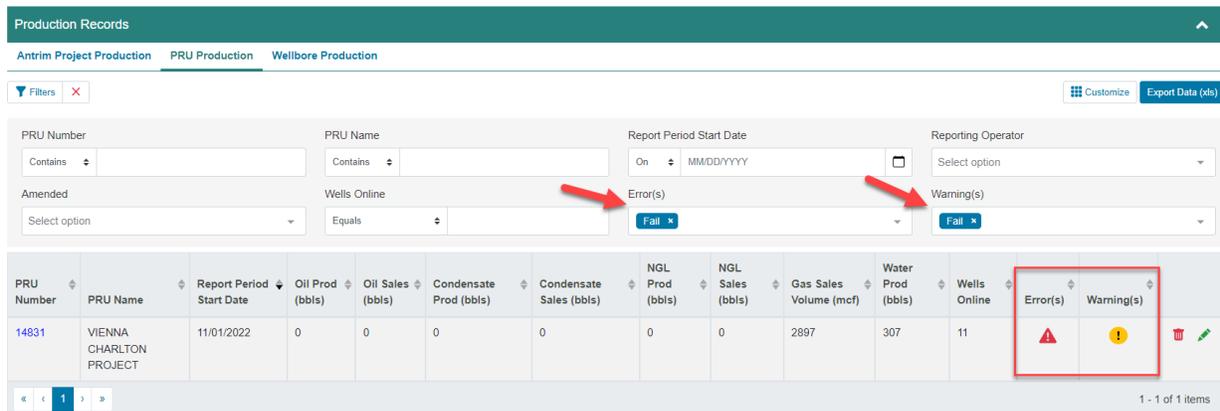
PRU Number	PRU Name	Report Period Start Date	Oil Prod (bbls)	Oil Sales (bbls)	Condensate Prod (bbls)	Condensate Sales (bbls)	NGL Prod (bbls)	NGL Sales (bbls)	Gas Sales Volume (mcf)	Water Prod (bbls)	Wells Online	Error(s)	Warning(s)		
466	STATE KALKASKA D 13 unit	01/01/2023	0	0	0	0	0	0	-1526	0	1				
21361	State Grant & Schmuckal 1-3A	01/01/2023	379	450	0	0	0	0	0	2228	1				
19421	SPIDER LAKE-STATE EAST BAY 1-3	01/01/2023	624	578	0	0	150	0	667	644	1				

Validation errors in individual production records are displayed with a red exclamation symbol in the record row. All validation errors must be corrected before records can be submitted for review. Validation warnings are not intended to prevent submission but rather exist as notices to check and confirm the accuracy of data.

The Production Records section of this page displays all the production records included in the submission. If more than one production entity type was included in the submission, the Production Records section displays a tabbed grid with each type in a separate tab. The tab currently selected is underlined. Click on each title to navigate to other entity type records.



Each production entity type has its own unique filters and columns available. These tables also include links to the 'Production Entity Detail Pages' for each of the production records in the grid. HINT- after uploading an EDD you can use the filters in each grids to show just records with validation errors or warnings when resolving errors.



Click on the error or warning icon to display the details involved. Then edit the record using the pencil button at the far right. This will take you to the edit module to resolve the error. Once you believe the error is resolved click the **Validate** button to re-validate the data and clear the error. For additional details see the [Correcting Errors](#) section of this document.

PRODUCTION RECORD MANUAL SUBMISSION/EDITS

In addition to using an EDD, production data can be submitted to MiSTAR Production via manual submissions. File uploads through use of the EDD, as discussed, allow users to submit more than one record at a time and it is the OGMDs preferred method of receiving data. Manual submissions allow users to submit a single production record. Each submission, regardless of number of records involved, appears as a record in the Submissions List Page. Operators can see only the submissions for their organization and can only add/edit records for entities where they are listed as the current owner.

All production records submitted by Operators must go through the agency review process before they are accepted and displayed in the MiSTAR production record tables. Note that manually added/edited records have the same validation requirements as uploaded files.

CREATING A NEW MANUAL PRODUCTION RECORD

1. Navigate to the [Production Entity List Page](#) for the type of the entity you want to add a production record for.
2. Click the **View** button for the entity record to go to the Production Entity Detail Page.
3. Scroll down to the Production Records section.
4. Click the **Add Production Record** button at the top right of the production record grid.
5. In the Add Production Record Modal, enter the required data for the production record and then click the **Save** button.
6. Records created from the Add Production Record Modal are automatically submitted for agency review if they pass validation. A new submission record will be added to the Submissions List Page with a submission status of “Pending Review”. If validation fails during this process the submission will remain in “Draft” status until the error(s) are resolved.

Add Production Record

All fields marked with * are required

Report Period Start Date *

Report Period End Date *

Production Category *

Oil Prod (bbls) *

Oil Sales (bbls) *

EOM Oil Storage (bbls)

Condensate Prod (bbls) *

Condensate Sales (bbls) *

EOM Condensate Storage (bbls)

NGL Prod (bbls) *

NGL Sales (bbls) *

EOM NGL Storage (bbls)

Gas Sales Volume (mcf) *

EDITING A PRODUCTION RECORD

Existing production records can be edited from either the Production Record List Page or from the Production Entity Detail Page - Production Records grid. Edits to production records are treated as amendments to the record. Amended records must go through the agency review process before they are displayed in the application. You can also submit a file of amended (edited) records via the Submission Upload Modal.

Edits from the Production Entity Detail Page:

1. On the Production Entity Detail Page, in the Production Records grid, locate the production record you wish to edit.
2. Click the **Edit** button for the production record. Data will automatically be populated

within the Edit Production modal.

3. In the Edit Production Record Modal, update the fields you wish to edit and then click the **Save** button. NOTE: The Report Period Start Date and Report Period End Date cannot be edited in the edit modal.

The screenshot shows a modal window titled "Edit Production Record". At the top, it states "All fields marked with * are required". The form contains the following fields:

- Report Period Start Date * (03/01/2022)
- Report Period End Date * (03/31/2022)
- Production Category * (Select option)
- Oil Prod (bbls) * (0)
- Oil Sales (bbls) * (0)
- EOM Oil Storage (bbls) (0)
- Condensate Prod (bbls) * (0)
- Condensate Sales (bbls) * (0)
- EOM Condensate Storage (bbls) (0)
- NGL Prod (bbls) * (0)
- NGL Sales (bbls) * (0)
- EOM NGL Storage (bbls) (0)
- Gas Sales Volume (mcf) * (0)

At the bottom of the modal, there are two buttons: "Cancel" on the left and "Save" on the right.

4. Records created from the Edit Production Record Modal are automatically submitted for agency review if they pass validation. A new submission record will be added to the Submissions List Page with a submission status of "Pending Review". If validation fails after saving the submission will remain in "Draft" status until the error(s) are resolved.

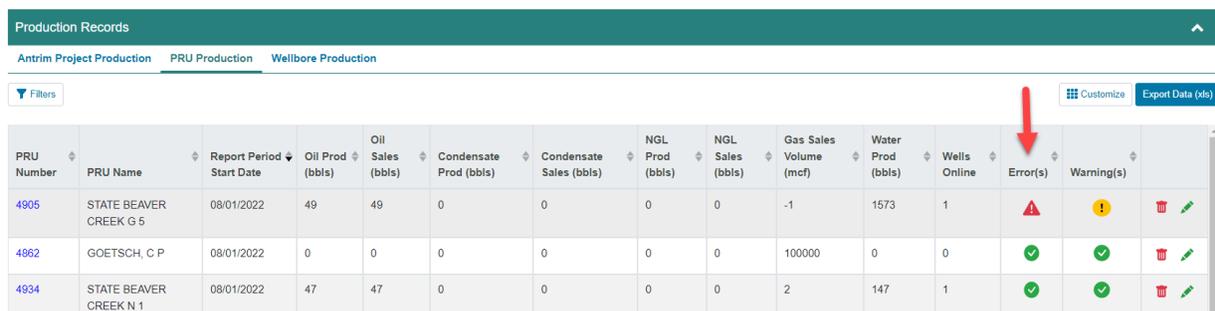
Edits from the Production Record List Page:

1. Navigate to the [Production Record List Page](#) for the production record type of the record you wish to edit.
2. Locate the production record in the list via the Search Box, filtering, etc.
3. Click the **Edit** button for the production record. Note that the **Edit** button is not available for Operators unless the record is associated with their operator.
4. In the Edit Production Record Modal, update the fields you wish to edit. Note- The Report Period Start Date and Report Period End Date cannot be edited in the modal.
5. Click the **Save** button.
6. Records created from the Edit Production Record Modal are automatically submitted for agency review if they pass validation. A new submission record will be added to the Submissions List Page with a submission status of “Pending Review”. If validation fails after saving the submission will remain in “Draft” status until the error(s) are resolved.

Note- Edits will not appear in the production record grids until an agency user reviews and accepts the edits.

CORRECTING SUBMISSION ERRORS

While reviewing the Submission Detail Page for your submission, you may notice errors. To submit production data to the agency for review, you will need to correct all errors. Production records with errors are indicated by a red exclamation mark icon. Warnings are indicated by a yellow exclamation mark icon.



The screenshot shows a table titled "Production Records" with tabs for "Antrim Project Production", "PRU Production", and "Wellbore Production". The "PRU Production" tab is active. The table has columns for PRU Number, PRU Name, Report Period Start Date, Oil Prod (bbbls), Oil Sales (bbbls), Condensate Prod (bbbls), Condensate Sales (bbbls), NGL Prod (bbbls), NGL Sales (bbbls), Gas Sales Volume (mcf), Water Prod (bbbls), Wells Online, Error(s), and Warning(s). A red arrow points to the "Error(s)" column for PRU 4905, which shows a red exclamation mark icon. PRU 4962 and PRU 4934 show green checkmark icons in the "Error(s)" column, indicating no errors. The "Warning(s)" column for PRU 4905 shows a yellow exclamation mark icon, indicating a warning. Action icons (trash and edit) are present for each row.

PRU Number	PRU Name	Report Period Start Date	Oil Prod (bbbls)	Oil Sales (bbbls)	Condensate Prod (bbbls)	Condensate Sales (bbbls)	NGL Prod (bbbls)	NGL Sales (bbbls)	Gas Sales Volume (mcf)	Water Prod (bbbls)	Wells Online	Error(s)	Warning(s)	
4905	STATE BEAVER CREEK G 5	08/01/2022	49	49	0	0	0	0	-1	1573	1	⚠	⚠	🗑️ ✎️
4962	GOETSCH, C P	08/01/2022	0	0	0	0	0	0	100000	0	0	✅	✅	🗑️ ✎️
4934	STATE BEAVER CREEK N 1	08/01/2022	47	47	0	0	0	0	2	147	1	✅	✅	🗑️ ✎️

To correct errors in the production records:

1. Click the validation error icon to see the errors for the record.

◆	◆	◆	◆	◆	◆	◆	◆	◆
NGL Prod (bbls)	NGL Sales (bbls)	Gas Sales Volume (mcf)	Water Prod (bbls)	Wells Online	Error(s)	Warning(s)		
0	0	-1	1573	1	⚠	!	🗑	✎
0	0	100000			✔	✔	🗑	✎
0	0	2			✔	✔	🗑	✎
0	0	7	94	1	✔	!	🗑	✎

Error(s)

1. Gas Sales Volume (mcf) must not be a negative value. Negative values are not accepted - if an adjustment needs to be made to the previously reported values, please submit an amended record.

2. Click the **Edit** button (green pencil) in the production record row.
3. In the Edit Production Record Modal, update the fields that contained errors and then save the record. Edits can be made directly in the grid when the submission status is 'Draft'.
4. Once you believe all errors are corrected click the Validate button near the top of the Submission Detail page to confirm. The error icon will change to a green check mark icon if validation has passed.

936 | Monthly Well Production E-File (CSV)

[Delete](#) [Validate](#) [Submit for Review →](#) * Please validate the data before submitting.

Submission Information

⚠ Error(s)

1 rows contain validation errors.

Warning(s)

5. Once all errors are corrected, click the **Submit for Review** button to submit the records for agency review.

Note- If a user would rather upload a new version of the file, users can delete the submission when the submission status is 'Draft' or 'Failed'. Once a submission is submitted for review, users cannot delete the submission.

MiSTAR Production Tools and Pages

PRODUCTION ENTITY LIST PAGES

Michigan has three production entity types (PRUs, Antrim Projects, and Wellbores) and therefore also has three Production Entity List pages. The pages contain lists of all the entities of a given type and other information related to the entity such as current operator, status, and location information. You can use the list pages to quickly see information for several entities at once. Each list page includes a quick search and robust filtering that allows you to quickly filter larger lists to find entities. You can export the list to an Excel file for viewing and analysis outside the Production Application. For details about how to use tables [click here](#).

PRU Number	PRU Name	PRU Status	Current Operator	Field Name	Field Type	Producing Formation	Last Reported Date	
16904	28 UNIT TRACT 1	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View
16905	28 UNIT TRACT 2	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View
16906	28 UNIT TRACT 3	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View
16907	28 UNIT TRACT 4	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View
16908	28 UNIT TRACT 5	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View

Note- only Agency users can create new production entity records.

To navigate to the other entity list pages, utilize the dropdown **MENU** in the upper left corner of the screen and select a different entity type.

PRU Number	PRU Name	PRU Status	Current Operator	Field Name	Field Type	Producing Formation	Last Reported Date	
16904	28 UNIT TRACT 1	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View
16905	28 UNIT TRACT 2	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View
16906	28 UNIT TRACT 3	Inactive	MUSKEGON DEVELOPMENT COMPANY (40)	West Branch-DUNDEE-O	Oil	DUNDEE		View

Each entity record includes a **View** button on the right side of the grid. When clicked, the Production Entity Detail Page for the entity displays information about the entity as well as the entity's production records.

PRODUCTION ENTITY DETAIL PAGES

Each production entity has a Production Entity Detail Page that shows detailed information about the entity. At the top of the Production Entity Detail Page is a header section with several tabs containing information relevant to the production entity titled "Overview", "Associations", "Operator History" and "Allowables". The **Overview** tab is the default view. These tabs contain tables which function similarly to other tables within the application. The tab currently being viewed is underlined.

[PRUs](#) / 16908 | 28 UNIT TRACT 5

16908 | 28 UNIT TRACT 5

The screenshot shows the top portion of a web page. At the top is a dark teal header bar with the text "Entity Information" on the left and an upward-pointing arrow on the right. Below this is a horizontal tab bar with four tabs: "Overview", "Associations", "Operator History", and "Allowables". The "Overview" tab is underlined and highlighted with a red rectangular box. Below the tabs is a summary table with three columns: "PRU Number", "PRU Name", and "PRU Status".

PRU Number	PRU Name	PRU Status
16908	28 UNIT TRACT 5	Inactive

Summaries of the tab contents are as follows:

- **Overview**- basic information about the production entity including name, status, current operator, relevant dates, location, etc.
- **Associations**- information about other related production entities including the associated entity name and ID as well as the date the association started and ended.
- **Operator History**- the history of operator ownership for a given entity. Be aware that this information is based on the historical data within our database and may not always be a complete history.
- **Allowables**- information about production allowables assigned to different wellbores or PRUs. Note that Antrim Projects do not have production allowables.

Below the header section is a Production Records section which contains a table with detailed production information. Each record in the table represents the production data reported for a single report period. When viewed together, the production records provide a history of the production for the entity. The table allows sorting, filtering, customization of columns, and exporting of data. By default the grid is sorted by report period start date starting the with the most recent submitted date. For details about how to use tables [click here](#).

Note that the table will only show records which have been Accepted by the agency.

If you are an agency user or an external user who belongs to the Operator that owns the production entity, you can [create manual production record submissions](#) and [edit existing production records](#) on this page.

Report Period Start Date	Oil Prod (bbbls)	Oil Sales (bbbls)	Condensate Prod (bbbls)	Condensate Sales (bbbls)	NGL Prod (bbbls)	NGL Sales (bbbls)	Gas Sales Volume (mcf)	Water Prod (bbbls)	Wells Online	
07/01/2022	0	0	0	0	0	0	4410	0		Edit
06/01/2022	0	0	0	0	0	0	3960	72		Edit
05/01/2022	0	0	0	0	0	0	4077	117		Edit
04/01/2022	0	0	0	0	0	0	3906	207		Edit
03/01/2022	0	0	0	0	0	0	4014	180		Edit
02/01/2022	0	0	0	0	0	0	3735	378		Edit
01/01/2022	0	0	0	0	0	0	4014	0		Edit

PRODUCTION RECORD LIST PAGES

Production Record List Page(s) show all the production records of a single production record type submitted for all entities. Each production record type (Wellbore, PRU, and Antrim Project) has a separate Production Record List Page. You can search and filter the lists to find specific records or to see only a subset of records. The lists can also be exported to Excel for viewing and analysis outside the Production Application. If the **Export Data** button is grayed out and not accessible it means that there are >25000 records in the grid. Filter the grid to less than 25000 records and the button will become accessible. For details about how to use tables [click here](#).

PRU Production

Search by PRU Number, PRU Name Filters Customize Export Data (xls)

PRU Number	PRU Name	Report Period Start Date	Oil Prod (bbls)	Oil Sales (bbls)	Condensate Prod (bbls)	Condensate Sales (bbls)	NGL Prod (bbls)	NGL Sales (bbls)	Gas Sales Volume (mcf)	Water Prod (bbls)	Wells Online	
3548	OLDEBEKING, H	08/01/2022	0	0	0	0	0	0	0	0		Edit
3549	RIGTERINK, H	08/01/2022	0	0	0	0	0	0	0	0		Edit
3565	WRIGHT	08/01/2022	39	39	0	0	0	0	0	0		Edit
3570	BALLY	08/01/2022	70	70	0	0	0	0	0	80		Edit
3574	KNUTH-CHANDLER	08/01/2022	24	24	0	0	0	0	0	940		Edit
3614	SINDLINGER, R	08/01/2022	122	122	0	0	0	0	0	2170		Edit
3616	WEBER, G	08/01/2022	101	101	0	0	0	0	0	400		Edit

An agency user or an external user who belongs to the Operator that owns the production entity can edit existing production records on this page. Note that the table will only show records which have been Accepted by the agency.

To navigate to the other Production Record list pages, utilize the dropdown **MENU** in the upper left corner of the screen and select a different entity type.

MiSTAR Production External Submitter, RIVERSIDE ENERGY MICHIGAN LLC

- General
- Submissions
- Reports

- Production Entities
- Antrim Projects
- PRUs
- Wellbores

- Production
- Antrim Project Production
- PRU Production
- Wellbore Production

Customize Export Data (xls)

PRU Number	PRU Name	Report Period Start Date	Oil Prod (bbls)	Oil Sales (bbls)	Condensate Prod (bbls)	Condensate Sales (bbls)	NGL Prod (bbls)	NGL Sales (bbls)	Gas Sales Volume (mcf)	Water Prod (bbls)	Wells Online
24000	Test PRU Lambda	02/01/2023	2	2	2	2	2	2	2	2	
18496	ALBERT-LOUD UNIT	11/01/2022	1	1	1	1	1	1	1	1	
276	BABER-STATE PARADISE 2-21	11/01/2022	271	274	2	2	2	2	136	897	
4905	STATE BEAVER CREEK G 5	11/01/2022	120	120	0	0	0	0	0	120	1