Oklahoma Corporation Commission

Welcome to the Oklahoma Corporation Commission website. All of our online databases can be accessed through our home page at www.occeweb.com.



Prepared by:
Oil and Gas Complaints & Information Department
Consumer Services Division
Oklahoma Corporation Commission
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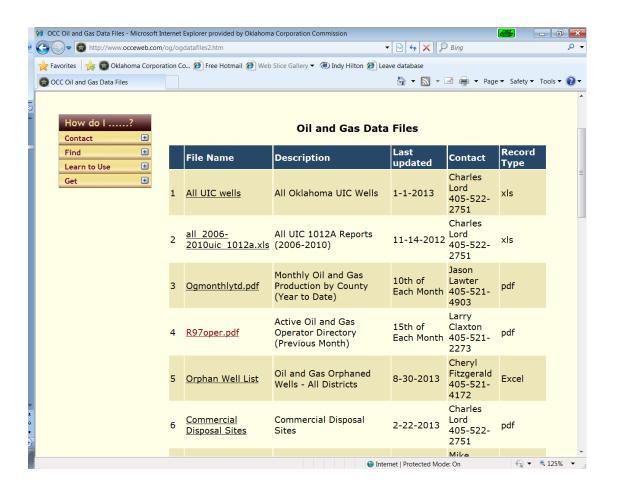
ACTIVE OIL AND GAS OPERATOR DIRECTORY

Use this database to look up an operator's contact information. You can also look up their operator number by name so you can use it to browse other databases.

When you get to our home page, hold your cursor over the gold button at the top of the screen labeled "Divisions." Don't click but move your cursor down the menu to "Oil and Gas" then move it over to the menu that appears to the right and click on "Data Files".

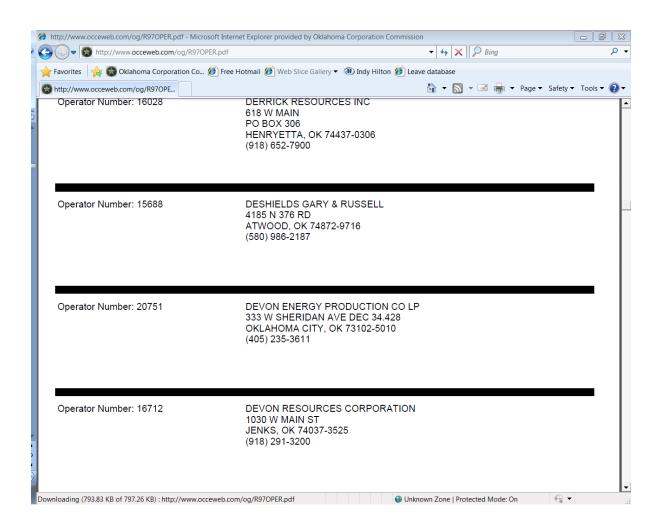


The Oil and Gas Operator Directory is the fourth item on the list. Click on the file name to open it.



The operator directory is updated around the middle of each month and lists all oil and gas well operators in Oklahoma that have current surety on file with the Oil & Gas Division. Even though the company may still be operating wells, if their surety has lapsed or their annual update is late, they will not be listed.

You can activate a find feature on this database by using the "control f" function.



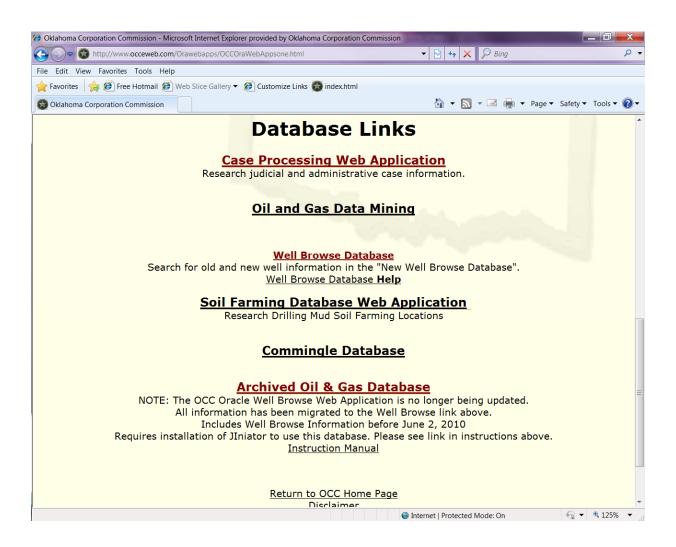
OCC OIL AND GAS WELL BROWSE DATABASE INSTRUCTIONS

This database is used to look up all wells, old and new, the associated well records, and gas volumes if the well is classified as a gas well.

When you get to our home page, hold your cursor over the gold button at the top of the screen labeled "Divisions". Don't click but move your cursor down the menu to "Oil and Gas" then move it over to the menu that appears to the right and click on "Databases".



On the next screen, scroll down and click on "Well Browse Database".



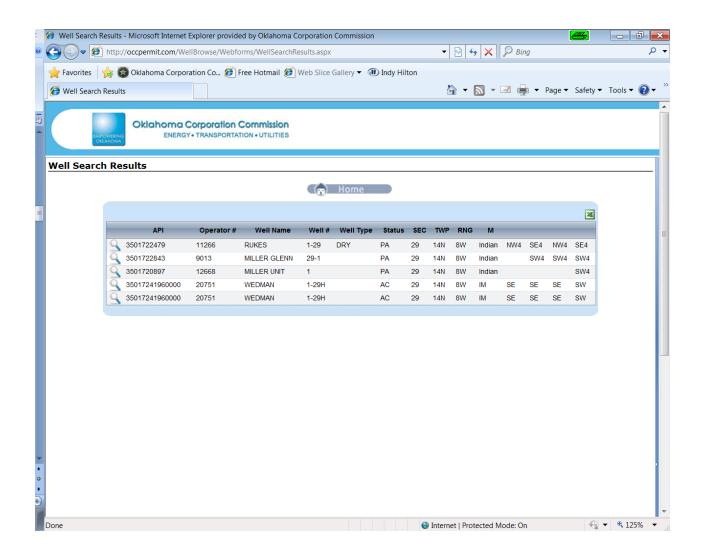
When you get to the well query page, you can search by well name, API number, or section, township, and range. Remember that, as with most OCC databases, the less information provided, the better your search results will be.

You will usually search by legal description. Go to the bottom of this form and enter the section, township, and range. It is not necessary to enter the county if you know the legal description unless the property about which you are inquiring is in the panhandle. If so, choose the county. The database cannot differentiate between 4N-10E in Hughes County from 4N-10E in Texas County without knowing the county, even if you enter the meridian. If any portion of your legal description is a single digit number, add a leading zero.

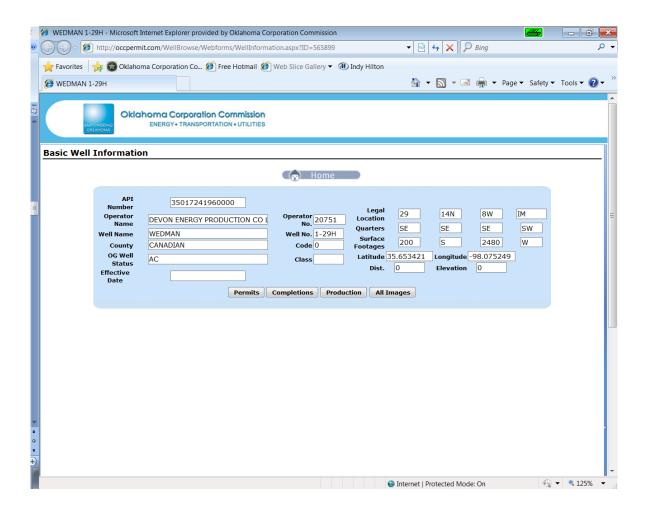
OCC records are filed by surface hole location, however, you can search for horizontal wells by bottom hole location once the well completion report, Form 1002A, has been filed.

	Ø Oklahoma Corporation Commission - Electronic Well Data - Microsoft Internet Explor	rer provided by Oklahoma Corporation Commissio	_
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After entering your search criteria, click "Search" at the bottom of the screen. This will take you to the results screen where you will see an inventory of all the wells in the section.



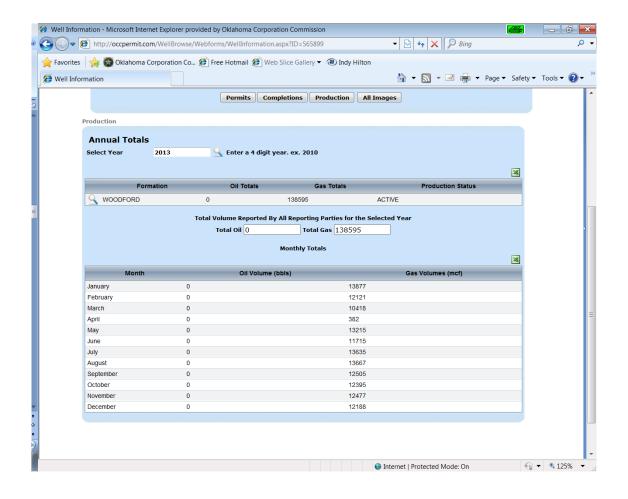
To retrieve information about a particular well, click on the magnifying glass icon all the way on the left side of the line on which the well name appears. This should take you to a screen that displays the well operator and other basic well information. If it doesn't and you only see a larger image of the previous screen, hold down "Control" and "Alt" at the same time you click on the magnifying glass to override your pop-up blocker.



You will see four buttons at the bottom of the page – "Permits", "Completions", "Production", and "All Images". Click "Production" to retrieve reported gas volumes if the well is classified as a gas well. Click any of the other buttons to retrieve well records pertaining to the well such as permit to drill, spud report, completion report, and plugging report.

Click "Home" at the top of the screen to conduct a new search.

If you need assistance, contact the Oil and Gas Complaints and Information Department at (405) 521-2613.



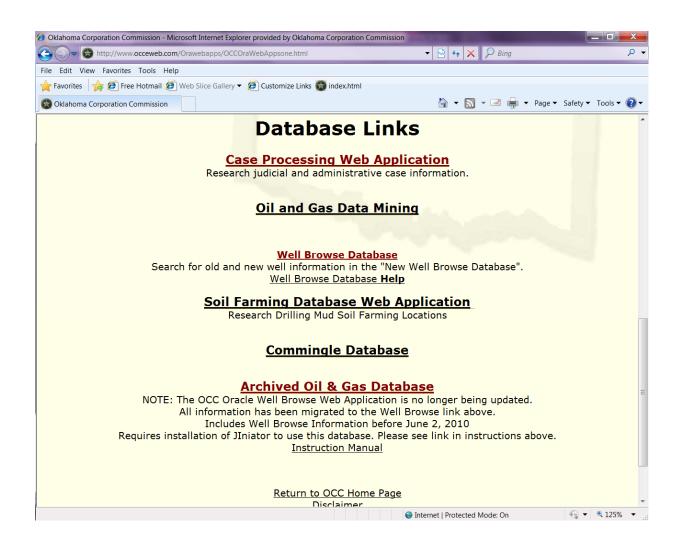
OCC OIL AND GAS DATA MINING INSTRUCTIONS

Use this database to look up operator and well information including historical gas production volumes.

When you get to our home page hold your cursor over the gold button at the top of the screen labeled "Divisions." Don't click but move your cursor down the menu to "Oil and Gas" then move it over to the menu that appears to the right and click on "Databases".

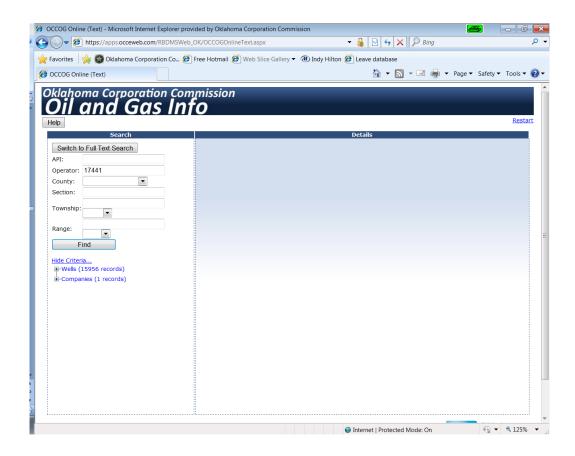


On the next screen, scroll down and click on "Oil and Gas Data Mining".

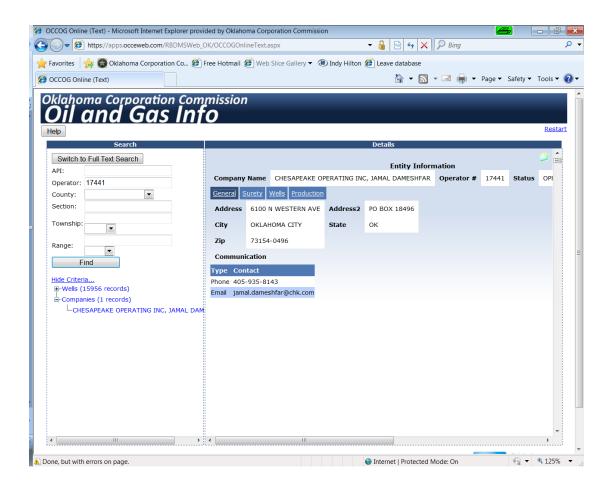


At the top center of the next screen click on "Text Data Mining", then, on the left side of the next screen, click "Switch to Advanced Filter". To look up a well operator in order to get their contact or other information, the easiest way is to enter their operator number which can be retrieved from the Active Oil and Gas Operator Directory.

Enter an operator number in the appropriate field and click "Find".



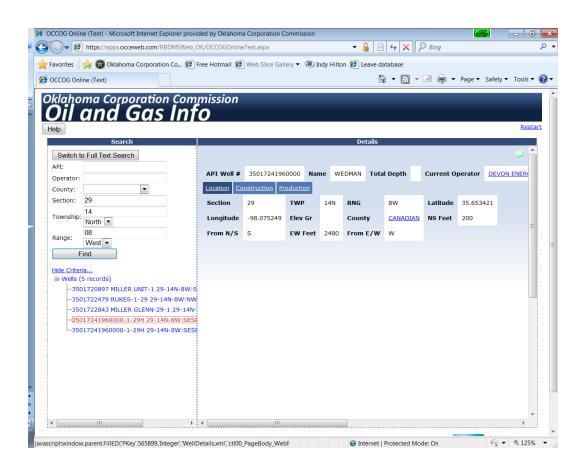
Because a company's well number is associated with all its wells, all the wells come up in the search results but click on the link to "Companies" then the company name to get company information.



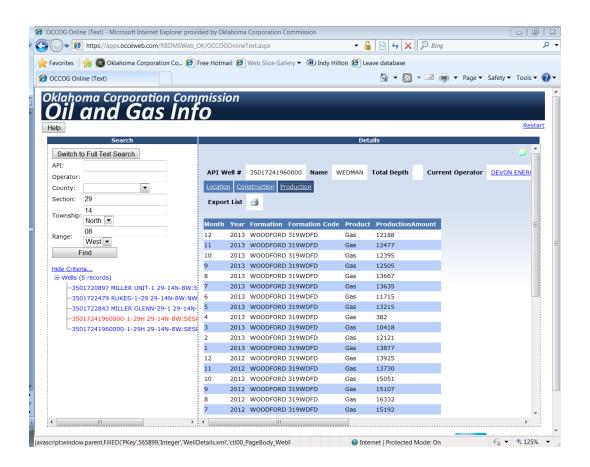
To look up information about a particular well, enter the well's API number or the legal description. It's often best to search by legal description because most royalty owners don't know their wells' API numbers and if there is more than one well in your section you can pull them all up at once. Searching by API number will only pull up one well.

From the same screen we used in the previous exercise to look up well operator information, enter a section, township, and range in the appropriate fields and click "Find." Click on the "+" to display the wells. Click on the well you are interested in. There is a glitch with the database here. As you can see, sometimes the well name is not displayed, but the API# and the well number are. Also, sometimes there is more than one entry for the same well. If you are looking for gas production volumes and don't find them under one entry, try the other one.

The well we are looking for is Wedman #1-29H so, by process of elimination, we know the last two entries are for that well.



From here you can click on the operator name to display their contact information or click on "Production" to obtain historical gas production volumes for the well. The Wedman #1-29H is a relatively new well but gas volumes are available for some older wells back to the 1980s. This information can be exported to various types of spreadsheets and saved by clicking the printer icon next to "Export List".



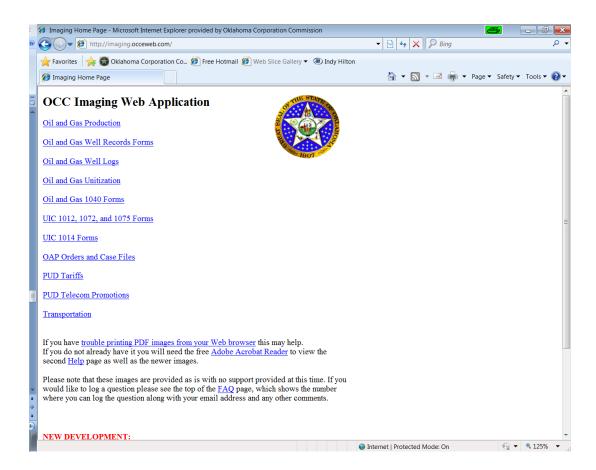
OCC IMAGED RECORDS DATABASE INSTRUCTIONS

This database is used to retrieve copies of imaged Commission records including well records, orders, applications, oil production reports, electric logs, etc.

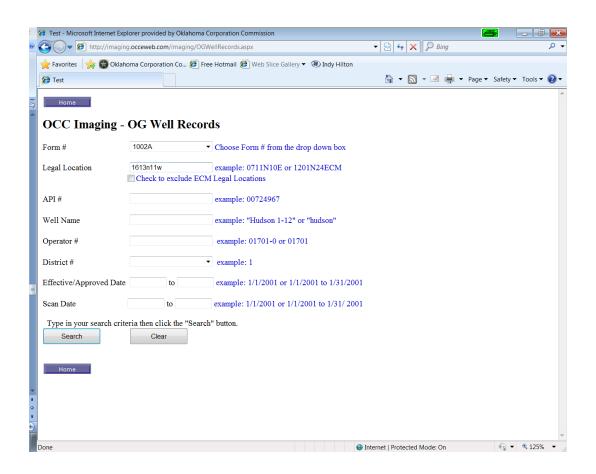
When you get to our home page, hold your cursor over the gold button at the top of the screen labeled "Divisions", Don't click but move your cursor down the menu to "Oil and Gas" then move it over to the menu that appears to the right and click on "Imaged Documents".



The next screen contains a list of the types of records that are imaged. Select the type of document you want to look at - usually "Oil and Gas Well Records" for completion and plugging reports, "OAP Orders and Case Files" for orders and applications such as pooling, spacing, etc., or "Oil and Gas Production" for oil volumes.

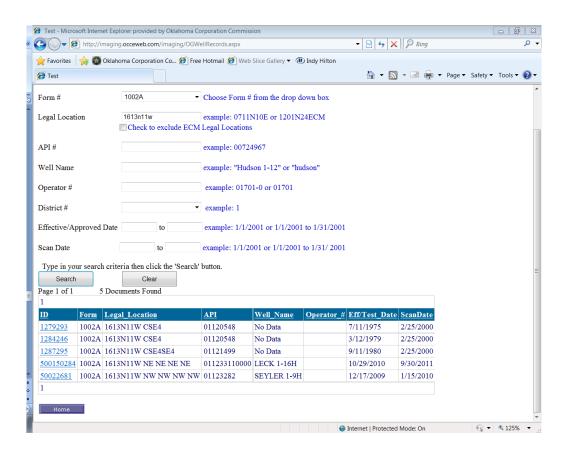


To find a copy of a well record including permit-to-drill, spud report, completion report, plugging report, change of operator, choose "Oil and Gas Well Records Forms". For well records there are several different search criteria. As with all OCC databases, providing too much information can affect the accuracy of your search results, however, it's often helpful to enter the legal description and the form number if you want to limit your search to just permits-to-drill or just completion reports. To search by legal description, run all the digits together as shown in the example on the screen. Enter your search criteria and click "Search".



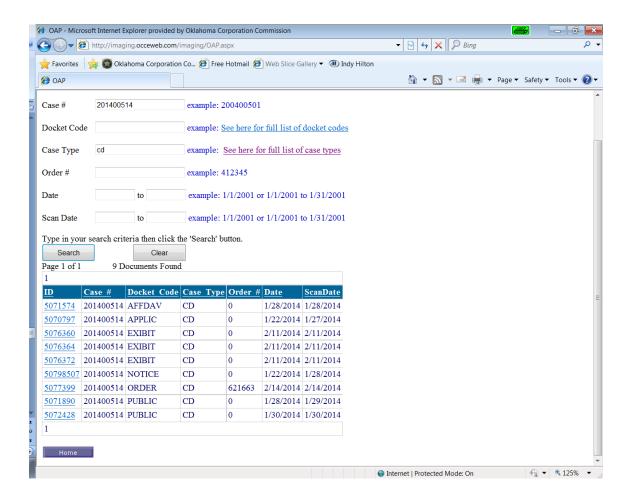
When the list of records appears it may be necessary to view several of them to locate the record you are looking for. Some wells will be identified by a combination of well name, API number, quarter section, form number, etc. Click on the blue ID number to the left of the item you are interested in and an image of the document will appear.

You can customize your search by using the wild card, "%", in place of section number or other information and by including a date range in the "Effective/Approved Date" field. Use this format for dates: 1/1/2014.



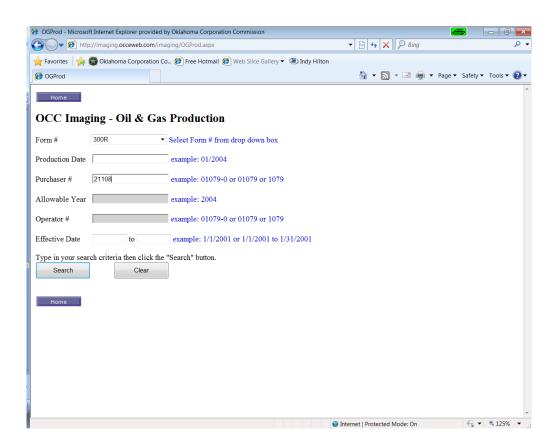
To search for an order or application go to "OAP Orders and Case Files" and enter the order number or the cause number. When searching by cause number it is important to also complete the field "Case Type", usually CD for oil and gas. This database contains all Commission records including transportation and public utilities, not just oil and gas, and sometimes the same case number might be assigned to different case types. Searching by cause number will retrieve all the documents in the case file including the order, if it has been issued. Searching by order number will only retrieve the order.

Documents can be saved and printed.



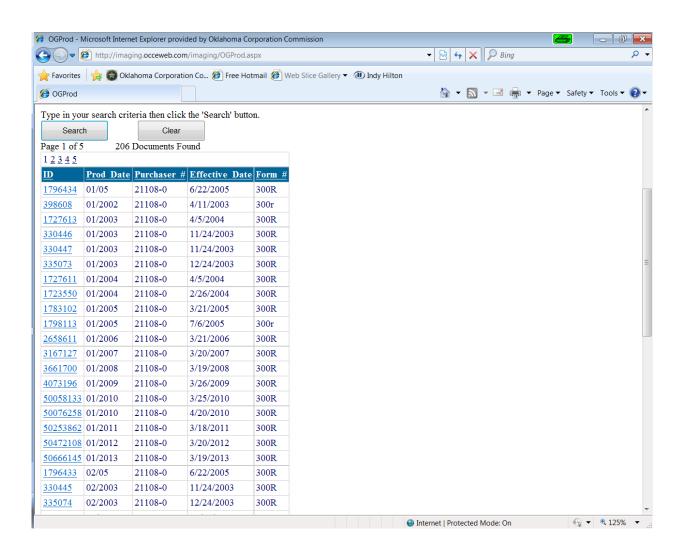
Although oil production volumes are not posted on the "Well Browse" or "Data Mining" databases, it is possible to obtain oil volumes in the "Imaged Records" database because all Form 300R reports submitted by the oil purchasers are imaged. From the list of types of imaged records, choose "Oil and Gas Production." You will need two pieces of information about your lease to look up oil production, the purchaser number of the oil purchasers for the well or lease and the Production Unit Number (PUN) assigned to the well or lease by the Oklahoma Tax Commission. Both of these numbers can be found on the OTC website which we will review later.

To search for oil production, choose Form 300R in the first field of the search screen and enter the purchaser number in the appropriate field. Do not confuse purchaser number with operator number.



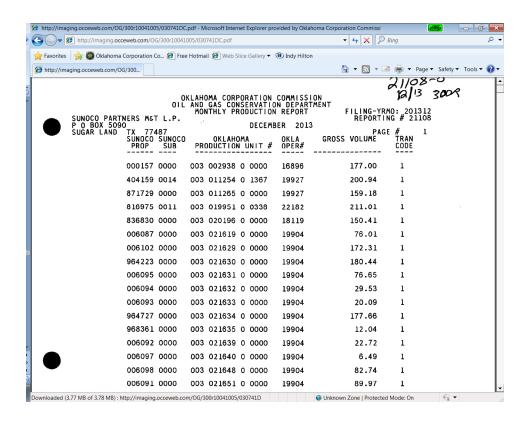
Click "Search" to obtain a list of Form 300R reports submitted by the purchaser you chose. Look at the second column to find the production month you want to search. Usually, all the January reports for all years are sorted together, then February, etc. Sometimes they are not so you may need to search a little bit for your record.

Click on the blue I.D. number in the column to the left of the date you are interested in to open the record.



Most Form 300R reports look similar to this one submitted by Sunoco. They are sorted by PUN and may or may not reflect the well or operator name. In most cases, the reports are listed numerically by PUN. Look down the list until you find the PUN for your well or lease to get the monthly volume. Repeat the process to obtain production volumes for another well or month.

If you need assistance navigating the database, contact the Oil and Gas Complaints and Information Department at (405) 521-2613.



OCC CASE PROCESSING DATABASE INSTRUCTIONS

This database is used to look up OCC causes, applications, orders, hearing dispositions, etc. This database is most commonly used when you don't already know the cause or order number, and only cases from 1996 forward are listed.

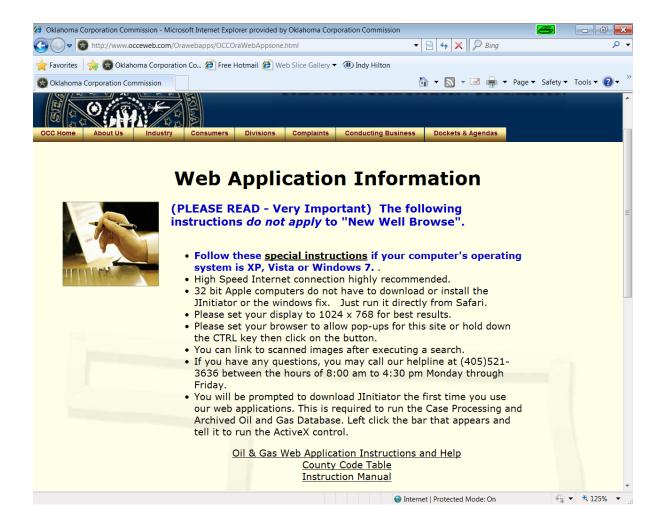
When you get to our home page, hold your cursor over the gold button at the top of the screen labeled "Divisions". Don't click but move your cursor down the menu to "Oil and Gas" then move it over to the menu that appears to the right and click on "Databases".



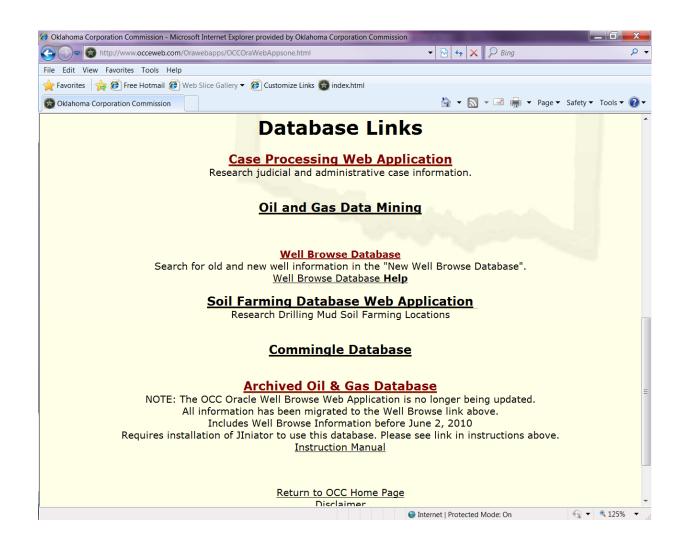
If you have not already downloaded the Oracle database, you will be required to do this before accessing "Case Processing".

When asked to download Oracle, Java Aplet, J Initiator, etc. always give the positive response. Depending upon the type of internet connection you have, downloading will be very quick or quite time consuming. If you need technical assistance downloading the databases, please call our IT Help Desk at (405) 521-3636.

NOTE: If you are using Internet Explorer 7.0, Microsoft Vista, Microsoft 7, please see the special instructions on this screen before going to the next step.

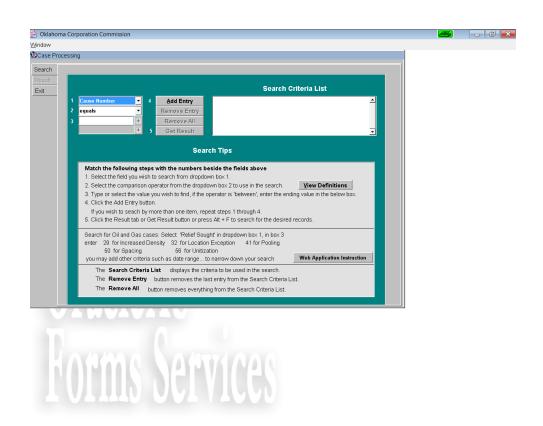


After you have downloaded the Oracle database, scroll down and click on "Case Processing Web Application".



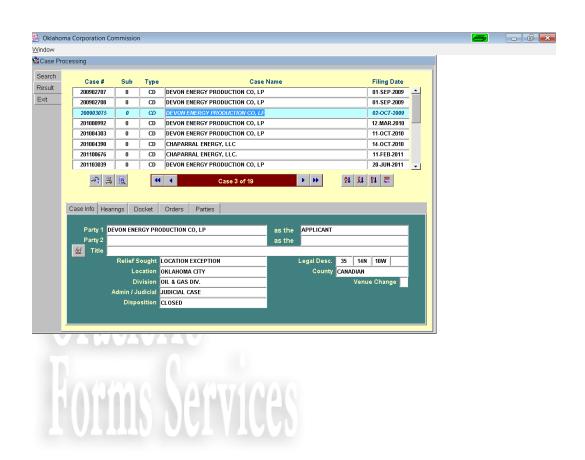
A green and grey screen with a table will appear. Use the pop-up menus labeled 1, 2, and 3 to choose your search criteria.

Example: 1) Section 2) Equals 3) 24. Click 4) Add Entry. Repeat until all search criteria have been entered then click 5) Get Result. If you make a mistake click "Remove Entry", however, if you need to remove more than one entry you must "Remove All" and start over.



Adding as much information as possible will shorten the search time. Once the list of cases appears, click on the one you are interested in and follow the tabs in the center of the screen to retrieve case information. Click on the view icon to retrieve images of documents associated with the case. If clicking on the view icon does not direct you to the imaged documents database, hold ""Control" and "Alt" at the same time you click on the icon.

If you need assistance navigating the database, contact the Oil and Gas Complaints and Information Department at (405) 521-2613.



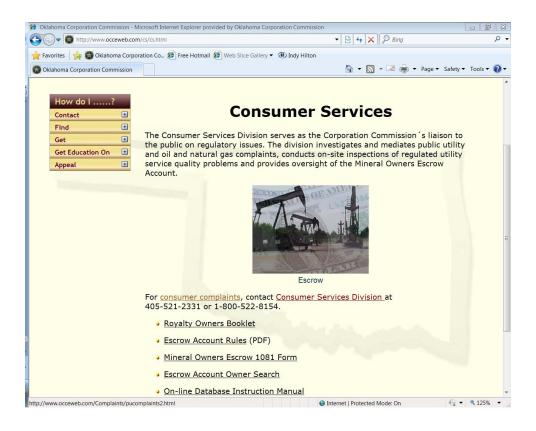
MINERAL OWNER ESCROW ACCOUNT OWNER SEARCH

The Mineral Owner Escrow Account was created to monitor and maintain bonuses and royalties owed to unlocatable pooling respondents. MOEA funds that are received at the Oklahoma Corporation Commission are remitted to the Unclaimed Property Department at the Oklahoma State Treasurer's Office. They are held there until they are claimed by the rightful owners. Escheated funds are reported by owner name, therefore, the MOEA Owner Search database can be searched by name to locate pooling revenue.

When you get to our home page hold your cursor over the gold button at the top of the screen labeled "Divisions". Don't click but move your cursor down the menu to "Consumer Services" and click there.

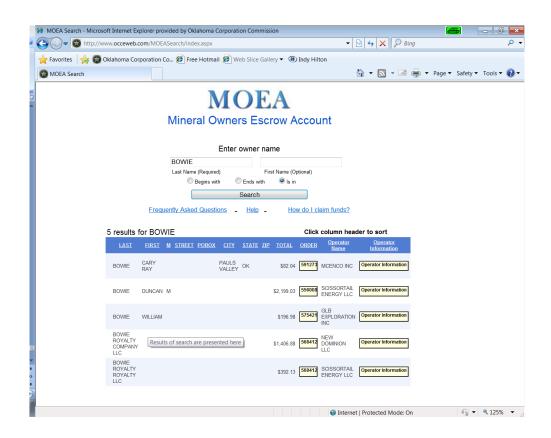


Scroll down and click "Escrow Account Owner Search".



Type in the name you wish to search and click "Search". The results will be a list of owners for whom royalties and/or pooling bonuses have been reported to the Mineral Owner Escrow Account. You can click on the order number or operator information for additional data.

In addition to the search field in which you enter the name, there is a link to a very good "FAQ" and a "Help" feature that shows you the format to use to enter the name. The telephone number to the MOEA is (405) 521-4499.



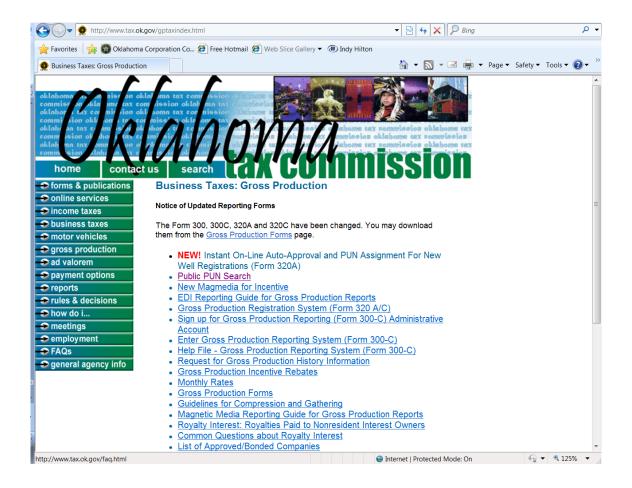
OKLAHOMA TAX COMMISSION

The Oklahoma Tax Commission has recently made some oil and gas well information available to the public on their website at www.tax.ok.gov. This database allows you to retrieve operator and well production information. Here you can also find the PUN and purchaser number for a well or lease that is necessary to look up oil production in the OCC "Imaged Records" database.

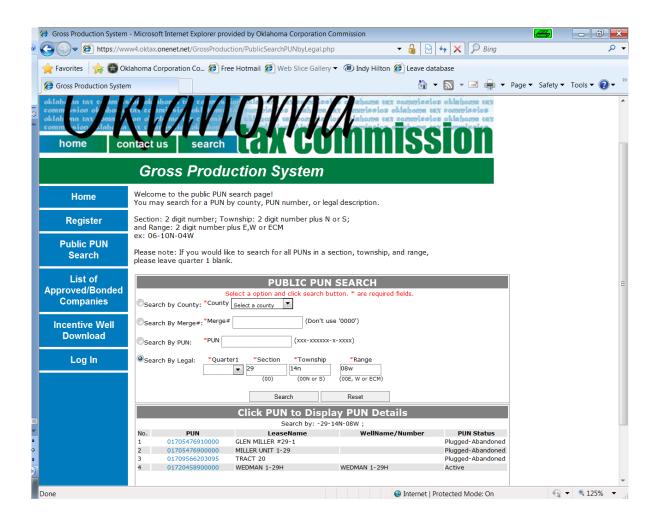
From the menu on the left, choose "Gross Production."



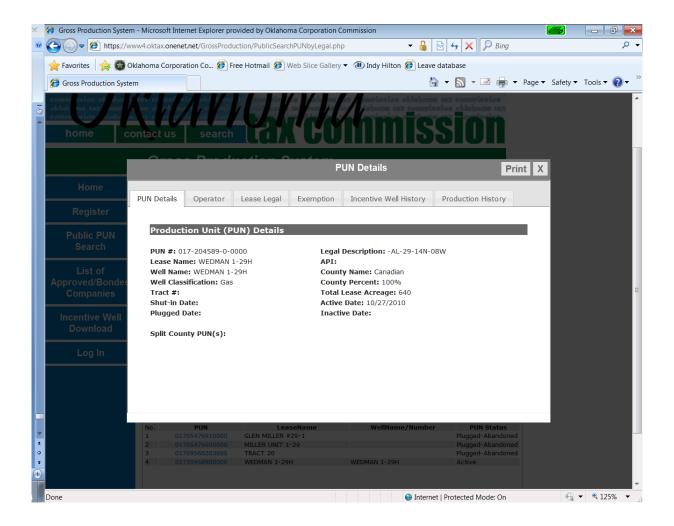
From the list in the center of the page, choose "Public PUN Search".



Click the button next to the type of search criteria by which you wish to search and enter that information, usually legal description. Click "Search" to display a list of wells or leases in that description.



Click the PUN to the left of the well name to get more information about the well or lease.



If you click "Production History" you can obtain monthly oil and gas volumes by reporting company for the last year.

