

## NEW MEXICO ELECTRONIC C-115 FILING NEWSLETTER

August 4, 1999

Hello! Thank you for filing your C-115s electronically with the Oil Conservation Division, and thanks for your cooperation and humor in our joint effort. Following are some changes and information related to electronic filing.

OCD Contact:

Jane Prouty  
[jprouty@state.nm.us](mailto:jprouty@state.nm.us) 505/827-1109

New Mexico Tech (PRRC) Contact for Excel Add-In only:

Bob Emery 505/835-5938  
Annette Carroll 505/835-5143

### **What Software Do You Use?**

We would like to publish information about vendors and individuals who provide software and assistance for C-115 filing. Please send a note to [jprouty@state.nm.us](mailto:jprouty@state.nm.us) or call me at the above number and let me know:

Your operator name and ogrid  
Software vendor, contact, address, and phone

We will contact the software vendors or assistants and request their permission to be listed on our web site.

### **Information for E-Mail Submitters**

Please send your electronic C-115 to the user [NMC115@state.nm.us](mailto:NMC115@state.nm.us) (case does not matter). This will allow us to maintain a separate in-basket for C-115 use.

Please include in the subject line when you send your C-115:

Some abbreviation of your company name(s)  
Reporting month, if there's room  
'Test' if appropriate  
'**Please read**' if you need special handling, i.e., deletion of earlier submission

The program only processes unread mail, so any text in the body of each submission is not generally read. The body of your note will be read if the subject line indicates 'Please read'.

### **Information for Diskette Submitters**

Please be sure to use a padded envelope or diskette mailer. The postage machines use a heavy roller which can damage the metal flap at the top of the diskette.

Please address your envelope to:  
C-115 Electronic Processing  
Oil Conservation Division  
2040 S. Pacheco  
Santa Fe, NM 87505

On the label, please indicate the operator name(s), ogrid(s), reporting month(s) and your name and phone number.

You can receive an automatic acknowledgement when your report is processed if you send me your e-mail address.

### **Amendments**

If you operate 100 or more wells, we request that your amendments be sent electronically as well as your initial C-115. It's best if you send a file containing just the well completions/disposition that you are amending. We know that some of your programs can't handle that easily, so you can also resubmit the whole month's report reflecting the amended amounts for the well completions/disposition that changed, and the original amounts for those that did not change. Our system will throw away the duplicates and keep the changes. This costs us extra processing, so we prefer to just receive changes if possible.

Be sure not to send an amendment that contains zeros for the non-amended well completions, because those zeros will overlay your initial entries!

### **PODs**

I surveyed many of you two months ago to see if any of you used Points of Disposition (PODs) for any purpose other than reporting to us. Everyone I surveyed said no. PODs were initially intended to help us track disposition as it moved through the state, but all of the supporting systems to utilize that information were never implemented, so we hoped to simplify your reporting by eliminating the use of PODs. However, the other state agencies that use your production and disposition data do feel that they need this information, so we are not able to proceed with a change at this time.