



NorthSTAR User Manual
Application for Permit

Table of Contents

	Page
NorthSTAR Basic Functionality	3-7
Tour of Home Screen Navigation	
Search	
Home	
Explore Data	
Forms	
Maps	
Alerts	
Online Forms	
Forms in Progress	
Forms Submitted	
My Organization	
User Profile	
Required Information	
Greyed Out Fields/Dropdown Not Functioning	
Error Messages	
Completed Sections	
Information Tool Tip	
Picker Grids	
Advanced Filtering	
Gear Icon	
Grid Action	
Row Action	
Accordion Screen Function	
Column Sort	
Application for Permit Global Fields and Functions	8
Step 1 Form Information	9
Step 2 Operator Information	10
Step 3 Well Information	11
Step 4 Geologic Information	15
Step 5 UIC	19
Step 6 Area of Review	27
Step 7 Features & Cement	28
Step 8 Completion & Perforation	34
Step 9 Proposed Work	38
Step 10 Document Upload	39

Step 11	Operator Assertions	43
Step 12	Form Submit	44
Step 13	Confirmation	45
Step 14	Plan View	45
Step 15	Stipulations	45
Step 16	Review Checklist	45
Step 17	Review Comments	46
Step 18	Review	46

NorthSTAR Basic Functionality

This section reviews basic functionality of all forms and tools available in NorthSTAR. Each manual includes this information to encourage proper understanding of all basic functions.

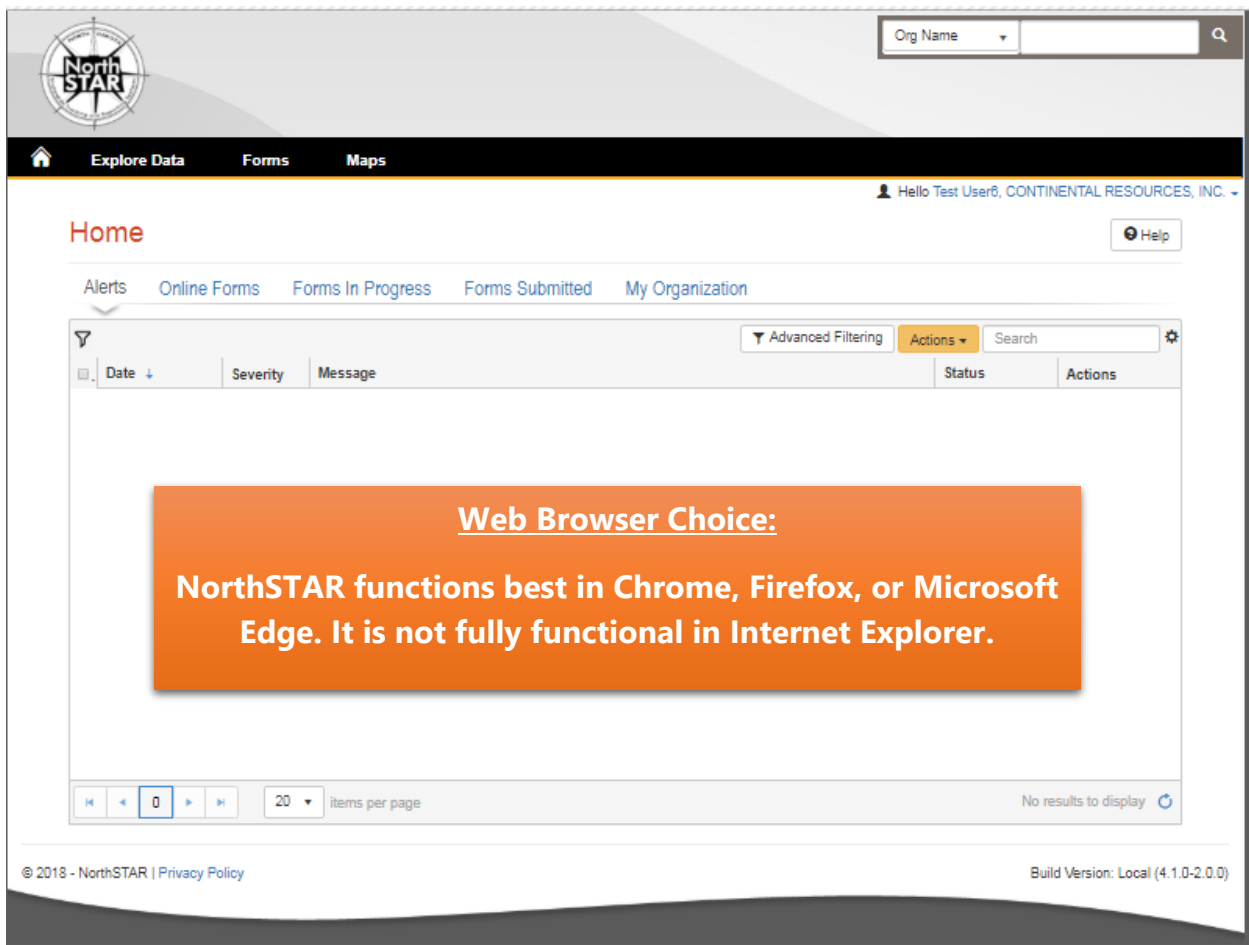


Figure 1: NorthSTAR Homepage

Tour of Home Screen Navigation – Once logged in; every operator will see the home screen (Figure 1) when logged into NorthSTAR:

Search - A quick search bar is available on your homepage in the upper right-hand corner. This search will apply to which ever selection was made in the dropdown menu to include: Organization Name, API, File Number, Bond Number, Last Name or First Name.

Home – Selecting the home image resets your browser window to the homepage; which will always open to Alerts.

Explore Data – Allows you to view data and information that you have entered or submitted through NorthSTAR. You can only view information under the organization that you are logged into.

Forms – Selecting “Forms” and then “Online Forms” will populate a grid listing all forms that you have security permissions to submit.

Maps – This will navigate over to the North Dakota Oil and Gas Division’s GIS Map Server.

Alerts – Alerts will show here for any actions that have been taken related to a form you have submitted or someone in your workgroup has submitted noting that the form has been approved, declined, or returned to you with edits needed.

Online Forms – This will show a listing of all forms that are available for you to submit based on your security permissions.

Forms in Progress – This page will show all forms in progress under your organization that you have security permissions to view. Forms in this section are still available to edit or duplicate as they have not been submitted to the ND Oil and Gas Division yet. Note that forms in progress may have a default filter set to only view “Drafts” – Should you be looking for a form with a status of “Returned” or “Declined” you will need to clear/reset the filter to see all forms.

Forms Submitted – This page will show all forms that have been submitted to the ND Oil and Gas Division for review or decision. Forms in this section will not be available to edit or duplicate unless you request it to be returned. Check the advanced filters to ensure no default filter has been set in place if you are unable to find a specific form. You will only be able to view forms that you or your workgroup have submitted.

My Organization – This page will take you to the Organization Detail page for the organization you are currently logged in under. If you submit data for multiple entities you will need to log out, and log in again selecting the organization that you plan to submit data for.

User Profile – The User Profile line displays the current user logged in and the corresponding company associated with the user.

Required Information – Will be denoted by a red asterisk (*). The applicant is encouraged however to complete as many fields as possible. If there are sections you believe should be required or are unsure of what to enter contact the North Dakota Oil and Gas Division (701-328-8020). **Fields in orange show required entry.**

Greyed Out Fields/Dropdown Not Functioning – Fields that are greyed out or where the dropdown does not function are for portions of the form that the North Dakota Oil and Gas Division staff will populate once the form is submitted. In the case of Transfers, it is because another entity will need to log in and populate that information.

The screenshot shows a form titled "Well Information" with a "[Hide Form Navigation]" link in the top right. The form contains several fields: "API:" (N/A), "File No.:" (N/A), "Field:" (N/A), "Type of Well:" (Salt Water Disposal), and "Type of Work:" (New Well - Horizontal). Below these is a greyed-out section with the text "Please enter information on the proposed Well operation below. Grey highlighted fields are informational only." and a legend "* Indicates Required Field". The greyed-out section includes "Associate Bond" (dropdown), "Associated Inspector" (dropdown), "Permit Fee" (dropdown), "Confidential Status" (radio buttons for Yes/No), and "Proposed Start Date" (calendar icon). Below this are "Well Name" and "Well Number" (both with red asterisks). A yellow box highlights the "Associated Inspector" and "Permit Fee" dropdowns.

Figure 2: Image of Greyed out fields outlined in yellow.

Error Messages – You will receive an error message at the top of the page if information was missed or entered incorrectly. These messages are hyperlinked and will take you directly to the portion of the page once clicked. You may also receive an error message in the form of a red letter "X" next to the step you have completed under "Form Navigation". This indicates information was entered incorrectly or information is missing from this section. Go back and correct the information to clear the error. You will not be able to submit the form until all mandatory sections and fields are completed adequately.

Completed Sections - When all fields and sections have been completed adequately, a green check mark "✓" will appear by each section under the "Form Navigation" banner. This will indicate that you may submit the application. Note that you *must* click the "Submit" button in order to properly complete a form.

Information Tool Tip – As shown in Figure 3 on the right, clicking on a tool tip will provide you with more information, entry tips, or other guidance on what is required for the selected field.

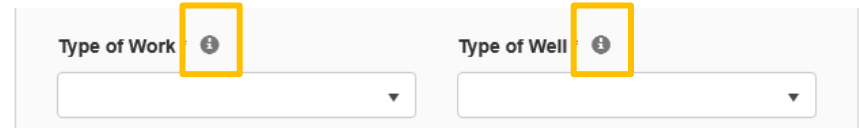


Figure 3: Information tool tip outlined in yellow.

Picker Grids – Some forms require that you select wells from a grid and associate them with the form as shown in Figure 4 on the right. You can do this by searching for the well in the top grid (Step 1.). Select the wells you would like to include (Step 2.). Use the down arrow to drop selected wells into the form (Step 3.). Reverse these steps if you have selected the incorrect well to remove the well from the form.

Advanced Filtering – The advanced filtering feature (Figure 4 - Step 1.) will show up in many locations in NorthSTAR such as forms in progress, finding wells, filtering wellbore information and anywhere else there is a table with the advanced filtering option.

TIP: Always open and select "Advanced Filtering" to see if any filters have been set as a default - specifically when viewing "Forms in Progress" or "Forms Submitted".

Once open, any column can be filtered by typing all or portions of text into the filter box. Select the filter icon "▼" to choose whether you would like the filter to be: equal to, not equal to, starts with, contains, does not contain, ends with, is null, it not null, is empty, is not empty, has no value, or has value.

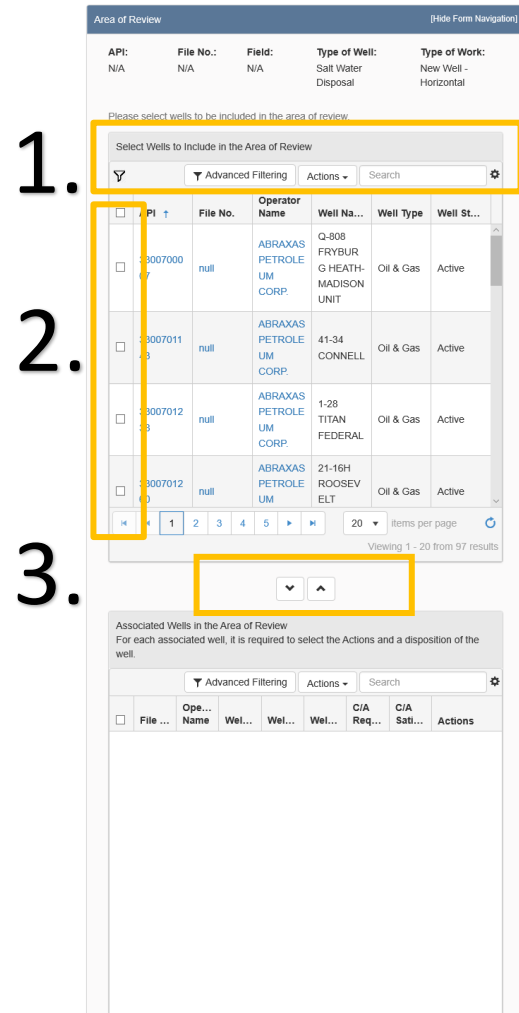


Figure 4: Picker Grid Guide showing advanced filtering (1), selection of wells (2), and selection arrows (3).

Gear Icon - The gear icon is located at the top of each grid. This icon allows the user to select/deselect the visible columns in the specific grid as shown in Figure 5.

TIP: The table text does not shrink to fit, the more columns chosen the more difficult it may be to read. If needed, use the export function to see the full information details of all the columns.

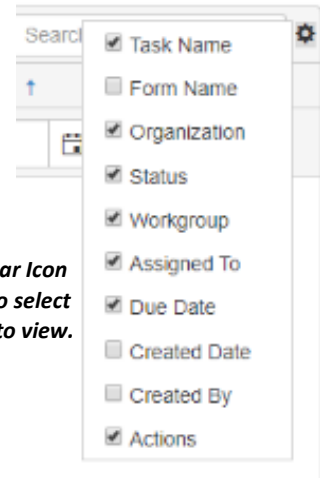


Figure 5: Gear Icon showing how to select more columns to view.

Grid Action – The “Actions” dropdown menu is located on the top of each grid (Figure 6 - Step 1). Actions selected will affect all information in the grid below. Typical actions available would be; edit, add a person, export to excel, export to pdf, and many other options depending on the grid. If exporting to excel or pdf: all information possible will be exported and you will need to re-filter the information once in excel.

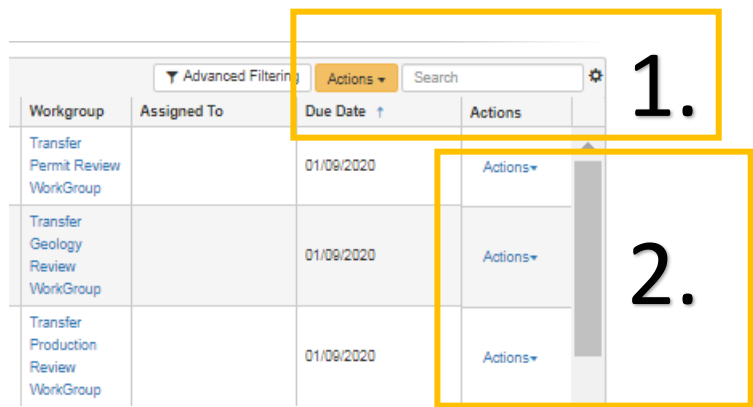


Figure 6: Sample of what Grid Action vs Row Action looks like.

Row Action – Row actions allow the user to modify information in a specific row without impacting the entire grid. Once you have added a line of information into the grid and need to edit or take action, select “Actions” next to the desired row as shown above in Figure 6 (Step 2).

Accordion Screen Function – If you see a small arrow on any heading bar (Figure 7) this will allow you to open and close sections of the form to streamline the visible information. Click the arrow to open or close the section.

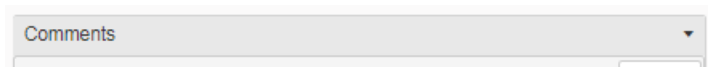


Figure 7: Image of Accordion Screen Function

Column Sort - Each column in a grid can be sorted in alphabetical order, A-Z or Z-A, or can be sorted in ascending to descending order by clicking on the column header.

Application for Permit: Global Fields and Functions

This section outlines the functions and usage of the pages that are common in all application for permit types regardless of work type, along with data input sections that are common in multiple work types.

Security Permissions

Access to submit an Application for Permit is only available to those with at least one of the following security permissions.

- **NorthSTAR Admin** – Ability to Create, Read, Update, and Delete *all forms available* in NorthSTAR for your organization.
- **Well Manager** – Ability to Create, Read, Update, and Delete
- **Well Submitter** – Ability to Create, Read, Update
- **Well Read Only** – Ability to Read

*The **NorthSTAR Admin** is the only person who can view or edit security permissions.*

To view Security Permissions:

- *Click on My Organization*
- *Click on Associated People*
- *Click on the hyperlinked name of the person you would like to review*
- *Click on Summary*
- *Click on Security*
- *Check permissions that apply and click Save*

TIP: Users with security permissions for a specific NorthSTAR form will be able to - at a minimum - read all forms in progress or submitted of that specific form type if they are affiliated with the corresponding Organization.

Step 1: Form Information

The Form Information page is used to choose an organization, work type, well type, and to provide a brief description of what the permit is being submitted for.

Fields and Functions:

Form Name: Will default to the form you have selected in NorthSTAR.

Organization: From the dropdown menu, select the name of the organization that is submitting the permit from the dropdown menu.

Type of Work: From the dropdown menu, type of permit is being submitted.

- Conversion
- New Well – Directional
- New Well – Horizontal
- New Well – Vertical
- Permit Modification
- Recompletion – Directional/Horizontal
- Recompletion – Vertical
- Re-Entry – Directional
- Re-Entry – Horizontal
- Re-Entry – Vertical

Type of Well: From the dropdown menu, type of well the permit is being submitted.

- Acid Gas Disposal
- Air Injection
- CO2 Injection
- CO2 Storage
- Coal Bed Methane
- Dry Gas
- Dump Flood Injector/Producer
- Gas Condensate
- Gas Injection
- Gas Storage
- Injectivity Test
- Monitoring – Oil and Gas
- Monitoring – UIC
- Nitrogen Gas
- Non-Jurisdictional
- Oil and Gas
- Saltwater Disposal
- Slurry Fracture Injection

Stratigraphic Test
Water Injection
Water Source

Enter the well information in the following format: Enter the well info in the format provided as it will allow more search options for the user and the Oil & Gas Division.

Review the information, then click "Save & Continue" at the bottom of the page.

Form Information [Hide Form Navigation]

Please enter information below. * Indicates Required Field

Form Name
Application for Permit

Organization *

Type of Work * ⓘ **Type of Well *** ⓘ

Enter the well information in the following format: Township – Range – Section – Well Name and Number – Type of Well (Example: 156 – 097 – 02 – Smith 1– Oil & Gas). * ⓘ

Enter well information in the same format as indicated in the example.

Cancel Save & Continue

Figure 8: Form Information page

Step 2: Operator Information

The Operator Information page is used to designate contacts for the application.

By default, the person who is logged in and submitting the application will be displayed in the "Contacts" grid. By clicking the "Actions" button and selecting "Add Contact", additional contacts can be associated with the application in the pop-up window that appears. If the individual is already in NorthSTAR, check the box next to the statement "Is this contact already in NorthSTAR?" and complete the "Contact Role" and "Find Person" fields. Then, click "Save".

Review the operator information displayed at the top of the form to ensure the correct organization has been selected.

The screenshot shows two parts of the application interface. On the left is the 'Operator Information' form, and on the right is the 'Add Contact' pop-up window.

Operator Information Form:

- Header: Operator Information [Hide Form Navigation]
- Instructions: Please confirm the correct Organization has been selected, and designate contact(s) with their correct role. By default, the form submitter is selected as a contact. * Indicates Required Field
- Fields: Organization Name, Type of Organization, Organization Primary Address, Organization Primary Phone Number, Ext.
- Contacts Table:

Name ↑	Organization Pr...	Email	Role	Actions
Dan Jacobsen	(701) 328-8020	dejacobsen@nd.gov	Submitter	

Add Contact Pop-up Window:

- Header: Add Contact [Close]
- Instructions: * Indicates Required Field
- Checkbox: Is this contact already in NorthSTAR?
- Fields: Contact Role *, Find Person *, Contact Name, Phone Number, Email.
- Buttons: Cancel, Save

Figure 9: Operator Information Section (left) & Add Contact pop-up window (right)

Step 3: Well Information

This section is used to give more information about the permit, allowing the submitter to choose a bond to attach with the well, choose confidential status, and a well name. This section also has two sub-sections, "Wellhead Location" and "Surface Owner/Tenant".

Fields and Functions:

Associate Bond: Select the bond from the dropdown menu.

Confidential Status: Click either the "Yes" or "No" circle to indicate if Confidential Status is desired.

Proposed Start Date: Click the calendar icon to the right of the field to navigate the calendar and choose a proposed start date.

Well Name: Click inside the field and input the well name.

Well Number: Click inside the field and input the well number.

Review the information, then click "Save" to continue.


Well Information					[Hide Form Navigation]
API: N/A	File No.: N/A	Field: N/A	Type of Well: Salt Water Disposal	Type of Work: New Well - Horizontal	
Please enter information on the proposed Well operation below. Grey highlighted fields are informational only.					* Indicates Required Field
Associate Bond	Associated Inspector	Permit Fee			
<input type="text"/>	<input type="text"/>	<input type="text"/>			
Confidential Status *	Proposed Start Date *				
<input type="radio"/> Yes <input type="radio"/> No	<input type="text"/> 				
Well Name *	Well Number *				
<input type="text"/>	<input type="text"/>				

Figure 10: Well Information page

Wellhead Location

This section is used to give additional information about the location of the proposed well.

Fields and Functions:

Footages From Nearest Section Line: Input the distances (in feet) for both the "Footage 1" and "Footage 2" fields (e.g. "Footage 1" 420 "Feet From" N "Line").

Magnetic Declination

Qtr-Qtr or Lot, Section, Township, Range, and County: Choose all the pertinent information for each field from their respective dropdown menu.

Latitude of Well Head: Must be in Decimal Degrees and in NAD 83. Must have 2 whole numbers that are followed by 8 numbers to the right of the decimal place. (e.g. 48.57186300)

Longitude of Well Head: Must be in Decimal Degrees and in NAD 83. Must have a negative sign (-), 3 whole numbers, and then 8 numbers to the right of the decimal place. (e.g. -098.79502000)

Ground Elevation (FT above SL)

Graded Pad Elevation (FT above SL)

Review the information, then click "Save" to continue.

Wellhead Location

Surface Owner

Footages From Nearest Section Line

Footage 1: * Feet From Line

Footage 2: * Feet From Line

NDIC Pierre Top Pick
N/A Feet SS

Multi-Well Pad Number
N/A

Magnetic Declination ⓘ

Qtr-Qtr
or Lot: * Section: * Township: * N Range: * W County: *

Latitude of Well Head
(NAD 83): *

Longitude of Well Head
(NAD 83): *

Ground Elevation
(Ft above SL): * ⓘ

Graded Pad Elevation
(Ft above SL):

Although not shown as required; indicate the following (if known):

- Surface Owner
- Magnetic Declination
- Graded Pad Elevation

Figure 11: Wellhead Location page

Surface Owner/Tenant

This section allows the submitter to provide the surface owner/tenant information for future needs should contact be required.

Complete each field ("**Name**", "**Address**", "**City**", "**State**", and "**Zip code**") accordingly and provide detailed descriptions for "Surface Comments" and "Spill Prevention and Monitoring Controls".

Review the information, then click "Save" at the bottom of the page.

Surface Owner/Tenant

Name *

Address *

City * **State *** **Zip ***

Surface Comments (Max of 2000 Characters)

Spill Prevention and Monitoring Controls (Max of 2000 Characters)

Figure 12: Surface Owner/Tenant page

Although not shown as required; indicate the following (if known):

Spill Prevention and Monitoring Controls options:

- Copy & paste entire plan in this space,
- Indicate whether the NDIC OGD has a plan on file,
- Indicate if you will upload document as an attachment with application
- Indicate "Available upon request"

Step 4: Geologic Information

This section is used to provide geological information for the proposed well, allowing the submitter to choose the deepest formation the proposed well will penetrate by selecting it from the dropdown menu.

This section also has three sub-sections: Geologic Information; Proposed Logs; and Zones of Significance.

Fields and Functions:

Deepest Formation to Penetrate: From the dropdown menu, select the deepest formation that will be penetrated.

Review the information, then click "Save" at the bottom of the page.

Geologic Information [Hide Form Navigation]				
API:	File No.:	Field:	Type of Well:	Type of Work:
N/A	N/A	N/A	Salt Water Disposal	New Well - Horizontal
Please verify or enter location information on the Well below.				* Indicates Required Field
Deepest Formation to Penetrate *				
<input type="text"/>				

Figure 13: Geologic Information page

Proposed Logs

This section is used to show what types of initial logs the applicant intends to run, not run, or request a waiver. Click the circle for "Yes", "No", or "Request Waiver" for each item to indicate which logs the applicant has included, not included, or is requesting a waiver for that log.

Fields and Functions:

Acoustic/Sonic

Cased Hole

Casing Evaluation

Cement Evaluation (Required Type)

Density/Porosity (Required Type)

Drilling/Mud

Engineered/Advanced

Gamma to Ground Level (Required Type)

Geologic Interpretation

Other

Resistivity (Required Type)

Proposed Logs *

Logs	Yes	No	Request Waiver
Acoustic/Sonic	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cased Hole	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Casing Evaluation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cement Evaluation (Required Type)			
Density/Porosity (Required Type)			
Drilling/Mud			
Engineered/Advanced			
Gamma to Ground Level (Required Type)			
Geologic Interpretation			
Other			
Resistivity (Required Type)			

Although not shown as required; indicate the following (if known):

Other Proposed Logs, Cores or Tests (You may use this space to indicate if a PILOT HOLE will be drilled)

Figure 14: Proposed Logs page

Zones of Significance

This section is used to indicate each geological stratum that will be encountered during the drilling process by selecting "Actions" then "Add Zone" (Top of picker grid, Figure 16). Repeat the "Add Zone" step for each zone. Identify stratum that have environmental significance and identify the formations that will be drilled for mineral extraction. Add each identified zone to the picker grid by clicking "save" at the bottom of the "Add Zone" pop-up window (Figure 15). Review all zones on picker grid (Figure 16), then click "save".

Fields and Functions (Figure 15)

Zone Category: Select the appropriate zone category.

Zone Name: Select the appropriate zone name.

Estimated/Actual

Other Zone Category

Other Zone Name

Top TVD (ft)

Top MD (ft)

Bottom TVD (ft)

Bottom MD (ft)

Pressure (PSI)

Oil/Gas Show

**The info should reflect the operator's (standard) geologic prognosis.*

Although not shown as required; indicate the following (if known):

Operator must indicate all tops as noted in their geologic prognosis and include:

- Estimated/Actual
- Top TVD of the Zone of Significance (unless it's the Base of the Lase Salt)

Zone of Significance

* Indicates Required Field

Zone Category *	Zone Name *	Estimated/Actual	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Other Zone Category	Other Zone Name		
<input type="text"/>	<input type="text"/>		
Top TVD (ft)	Top MD (ft)	Bottom TVD (ft)	Bottom MD (ft)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Pressure (PSI)	Oil/Gas Show		
<input type="text"/>	<input type="text"/>		

Figure 15: "Add Zone" Pop-up window – Click save to add zone to picker grid

Zones of Significance ⓘ

Advanced Filtering Actions ⚙️

Zone Name	Zone Category ↑	Top TVD (ft)	Bottom TVD (ft)	Actions
Charles Salt	Base of Last Salt	8442	8643	Actions ▾
Pierre Fm.	Geologic Top	1412	3876	Actions ▾
Greenhorn Fm.	Geologic Top	3877	4217	Actions ▾
Mowry Fm.	Geologic Top	4218	4590	Actions ▾
Dakota Group	Geologic Top	4591	4983	Actions ▾
Swift Fm.	Geologic Top	4984	5438	Actions ▾
Rierdon Fm.	Geologic Top	5439	5976	Actions ▾
Dunham Salt	Geologic Top	5977	6362	Actions ▾
Pine Salt Member	Geologic Top	6363	6452	Actions ▾

Figure 16: Zones of Significance page – Example of fully populated grid

Step 5: UIC

Note: Step 5 (UIC) and Step 6 (Area of Review) are not applicable when submitting an Oil and Gas application.

This section is used to provide underground injection control (UIC) information for a proposed injection well.

Fields and Functions (Figure 17)

UIC Number: This number is unique to each UIC permit and will be assigned at permit approval.

Class: This field indicates the UIC class type for the application.

Order: This field indicates the Order authorizing permitting of the UIC application.

Case: This is the case number associated with the application.

UIC Status: This is the UIC status of the application which will be assigned prior to approval.

UIC Permit Types: This field indicates if the application falls under an area permit (Area) or if the application will require a hearing (Well).

UIC Modification: This field is used to modify an existing UIC permit and will indicate if the modification is considered major or minor.

Required MIT Pressure: The required MIT pressure will be set prior to approval.

New or Existing: Indicates if the UIC application is associated with a new drill well or if it is part of a conversion on an existing well.

Field, Pool and Enhanced Recovery Unit: These fields indicate the field and pool that the application is for or the enhanced recovery unit that the application falls under.

UIC					[Hide Form Navigation]
API: N/A	File No.: N/A	Field: N/A	Type of Well: Salt Water Disposal	Type of Work: New Well - Horizontal	
Please verify or enter UIC-specific information for the Well below.					* Indicates Required Field
Agency Only					
UIC Number	Class	Order	Case		
	<input type="text"/>	<input type="text"/>	<input type="text"/>		
UIC Status	UIC Permit Type		UIC Modification		
<input type="text"/>	<input type="text"/>		<input type="text"/>		
Required MIT Pressure	New or Existing				
<input type="text"/>	New				
Field	Pool	Enhanced Recovery Unit			
<input type="text"/>	<input type="text"/>	<input type="text"/>			

Figure 17: UIC page

UIC Information

This section is used to provide additional UIC information. Complete each field accordingly.

Fields and Functions (Figure 18)

Injection Zone Name:

Annulus Fluid Type:

Will oil be skimmed?:

Will this be a commercial Salt Water Disposal?:

Land Owner Notification Date:

Fracture Gradient of Top Confining Zone (psi/ft):

Bottom Hole Fracture Pressure of the Top Confining Zone (psi):

Specific Gravity of Injection Fluid (Deg. API):

Injection Fluid:

Pressure Gradient of Injection Fluid (psi/ft):

Est. Average Injection Rate:

Est. Average Injection Pressure (psi):

Maximum Injection Rate:

Maximum Allowable Injection Pressure (psi):

UIC Information

Injection Zone Name *		Annulus Fluid Type
<input type="text"/>		<input type="text" value="▼"/>
Will Oil Be Skimmed? * ⓘ	Commercial SWD? * ⓘ	
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	
Land Owner Notification Date ⓘ		
<input type="text" value=""/> ⓘ		
Fracture Gradient of Top Confining Zone (psi/ft)	Bottom Hole Fracture Pressure of the Top Confining Zone (psi)	
<input type="text"/>	<input type="text"/>	
Specific Gravity of Injection Fluid (Deg. API)	Injection Fluid	Pressure Gradient of Injection Fluid (psi/ft)
<input type="text"/>	<input type="text" value="▼"/>	<input type="text"/>
Est. Average Injection Rate	<input type="text" value="▼"/>	Est. Average Injection Pressure (psi)
<input type="text"/>		<input type="text"/>
Maximum Injection Rate	<input type="text" value="▼"/>	Maximum Allowable Injection Pressure (psi)
<input type="text"/>		<input type="text"/>

Figure 18: UIC Information page

Facility Information

This section is used to provide information about the injection facility. Complete each field accordingly.

Fields and Functions

Is the injection facility on the same pad as the well?: Select "Yes" or "No".

Transport method of injection fluid: Select from the dropdown.

The screenshot shows a form titled "Facility Information". It contains two fields:

- Is the injection facility on the same pad as the well? *** This field has a required field indicator (red asterisk) and an information icon (i). It contains two radio buttons: "Yes" (unselected) and "No" (selected).
- Transport method of the injection fluid *** This field has a required field indicator (red asterisk) and is represented by a dropdown menu with a downward arrow.

Figure 19: Facility Information page

Tanks

This section is used to provide information on proposed tanks to be built at the injection facility. Click "Actions" and select "Add Tank", a pop-up window will appear. Complete each applicable field accordingly and click "Save" at the bottom of the pop-up window. The tank will appear in the picker grid (Figure 20).

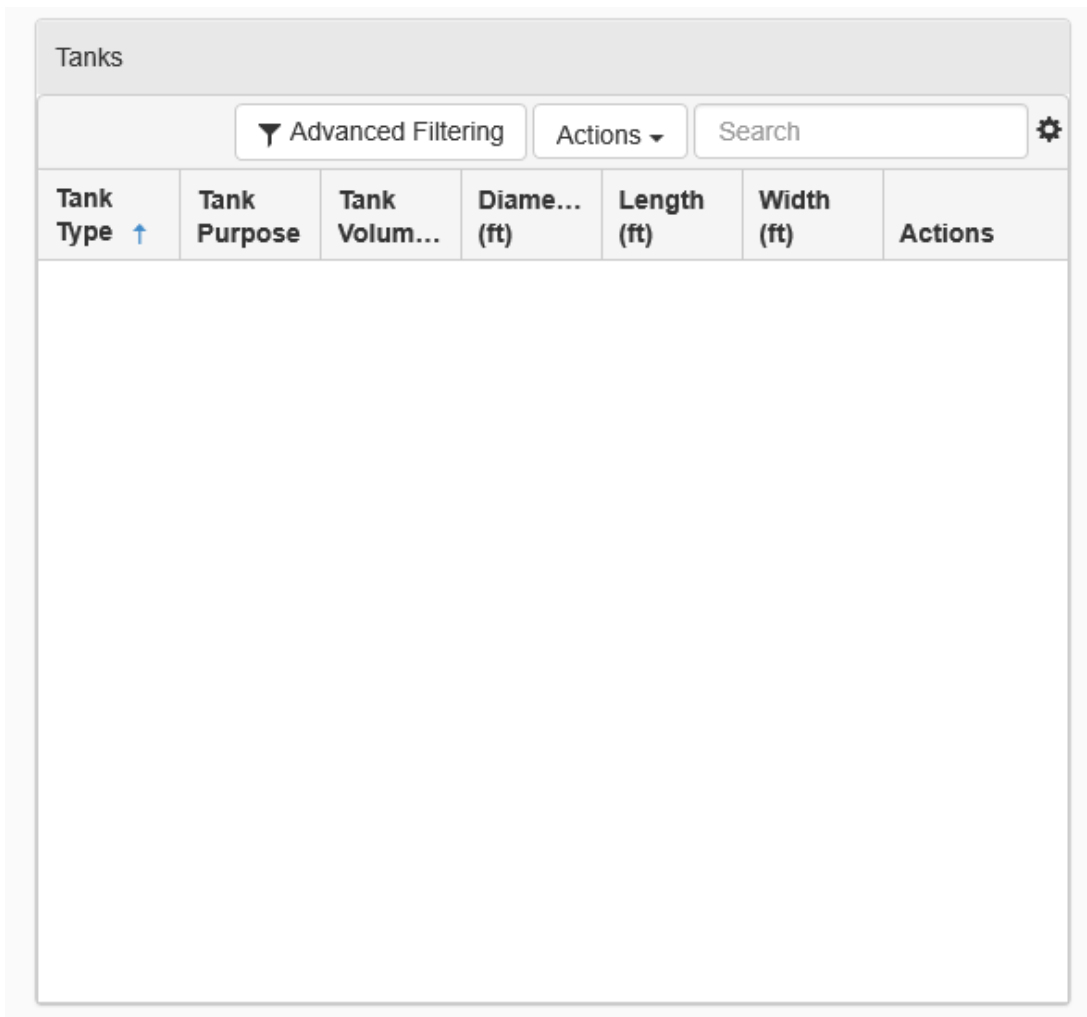
Fields and Functions

Tank Type

Tank Volume

Tank Purpose

Tank Construction Material



The screenshot shows a web interface for managing tanks. At the top, there is a header "Tanks". Below the header, there are three controls: "Advanced Filtering" with a dropdown arrow, "Actions" with a dropdown arrow, and a "Search" input field with a gear icon on the right. Below these controls is a table with the following columns: "Tank Type" (with an upward arrow), "Tank Purpose", "Tank Volum...", "Diame... (ft)", "Length (ft)", "Width (ft)", and "Actions". The table body is currently empty.

Tank Type ↑	Tank Purpose	Tank Volum...	Diame... (ft)	Length (ft)	Width (ft)	Actions
-------------	--------------	---------------	---------------	-------------	------------	---------

Figure 20: Tanks grid

Tank Dike Information

This section is used to provide information about the tank dike proposed to be built at the facility site. Complete each field accordingly. Total Tank Displacement is automatically calculated based off the tank information populated in the Tank Section.

Fields and Functions

Tank Dike Construction Material

Tank Dike Height

Tank Dike Capacity Considering Displacement

Total Tank Dike Capacity

The screenshot shows a form titled "Tank Dike Information" with a light gray header. Below the header, there are five input fields arranged in two rows. The first row contains three fields: "Tank Dike Construction Material" (a dropdown menu with a downward arrow), "Tank Dike Height (ft)" (a text input field), and "Tank Dike Capacity Considering Displacement (bbbls)" (a text input field). The second row contains two fields: "Total Tank Dike Capacity (bbbls)" (a text input field) and "Total Tank Displacement (bbbls)" (a text input field).

Figure 21: Tank Dike Information page

Perimeter Berm Information

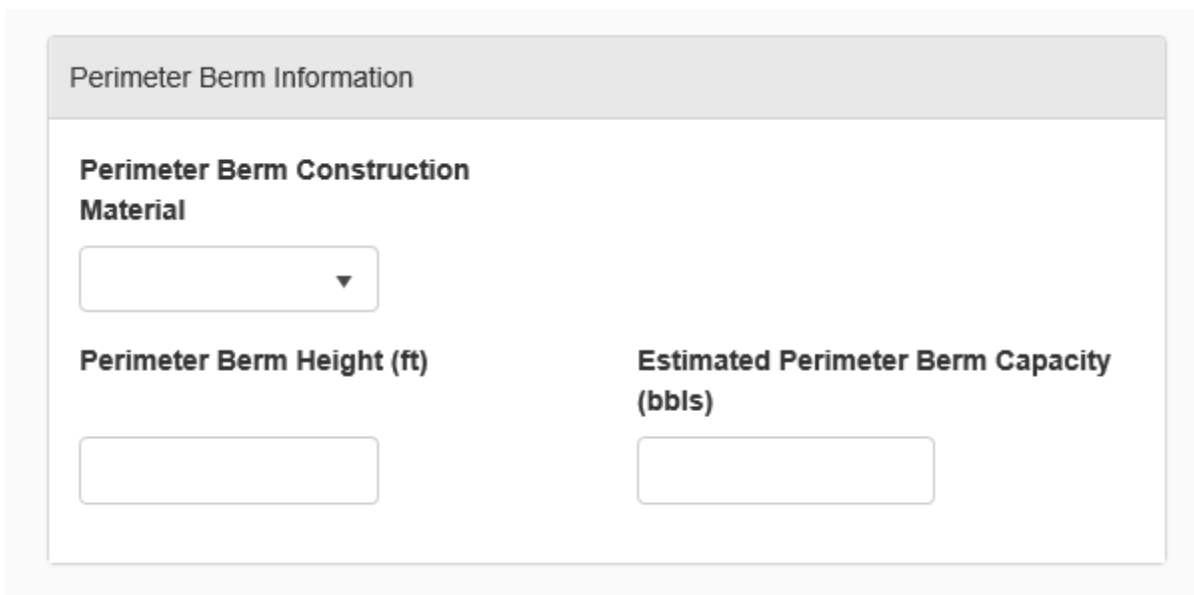
This section is used to enter information about the perimeter berm proposed at the site. Complete each applicable field accordingly and click "Save" at the bottom of the page.

Fields and Functions

Perimeter Berm Construction Material

Perimeter Berm Height

Estimated Perimeter Berm Capacity



The screenshot shows a web form titled "Perimeter Berm Information". The form contains three input fields: a dropdown menu for "Perimeter Berm Construction Material", a text box for "Perimeter Berm Height (ft)", and a text box for "Estimated Perimeter Berm Capacity (bbbs)".

Perimeter Berm Information	
Perimeter Berm Construction Material	
<input type="text"/>	
Perimeter Berm Height (ft)	Estimated Perimeter Berm Capacity (bbbs)
<input type="text"/>	<input type="text"/>

Figure 22: Perimeter Berm Information page

Step 6: Area of Review

Note: Step 5 (UIC) and Step 6 (Area of Review) are not applicable when submitting an Oil and Gas application.

This section allows the submitter to choose wells in the UIC application area of review (AOR) and to enter information for each well within the AOR.

Wells that are selected in the upper grid must be moved to the lower grid by clicking the down arrow. Once a well is in the lower grid the submitter can select a "Row Action" if needed. On the desired row, select "Actions" on the far right of the row, then "Edit Corrective Action" to explain any corrective action required for a well within the AOR.

Area of Review
[Hide Form Navigation]

API:	File No.:	Field:	Type of Well:	Type of Work:
N/A	N/A	N/A	Salt Water Disposal	New Well - Horizontal

Please select wells to be included in the area of review.

Select Wells to Include in the Area of Review

Advanced Filtering
Actions

⚙️

	API ↑	File No.	Operator Name	Well Na...	Well Type	Well St...
<input type="checkbox"/>	33007000 07	null	ABRAXAS PETROLEUM CORP.	Q-808 FRYBUR G HEATH- MADISON UNIT	Oil & Gas	Active
<input type="checkbox"/>	33007011 43	null	ABRAXAS PETROLEUM CORP.	41-34 CONNELL	Oil & Gas	Active
<input type="checkbox"/>	33007012 38	null	ABRAXAS PETROLEUM CORP.	1-28 TITAN FEDERAL	Oil & Gas	Active
<input type="checkbox"/>	33007012 60	null	ABRAXAS PETROLEUM CORP.	21-16H ROOSEV ELT	Oil & Gas	Active

⏪ ⏩
1 2 3 4 5
20 items per page
🔄

Viewing 1 - 20 from 97 results

⏴ ⏵

Associated Wells in the Area of Review

For each associated well, it is required to select the Actions and a disposition of the well.

Advanced Filtering
Actions

⚙️

	File ...	Ope... Name	Wel...	Wel...	Wel...	C/A Req...	C/A Sati...	Actions
<input type="checkbox"/>								

Figure 23: Area of Review page

Step 7: Features and Cement

This section is used to provide details in four consecutive segments: "Wellbore Information", "Wellbore Construction Feature", "Cement Segment", and "Cement Class".

TIP: You must complete each section for each wellbore in order. (e.g. For Wellbore 1, complete the wellbore information, wellbore construction feature, cement segment, and cement class; then move to wellbore 2)

Click "Save" at the bottom of the picker grid (Figure 24) once all strings for all wellbores have been added.

The screenshot shows the 'Features & Cement' page with the following sections:

- Wellbore Information:** A table with columns: Wellbore Code (A...), Wellbore Name (S...), Wellbore Status (S...), Wellbore ID (D...), Total Depth (W...), Total Depth (ft) (T...), and M... (ft) (ft). Below the table is a large empty box labeled 'Wellbore Information'.
- Wellbore Construction Feature:** A table with columns: Feature Name, Install Status, Feat. Rec., Feat. Top MU, Feat. Bot. MU, Feat. Inc., and Feat. Pos. Below the table is a large empty box labeled 'Wellbore Construction Feature'.
- Cement Segment:** A table with columns: Segment ID, Associated Feature ID, Inst. Sta., Se... Sta., Top MU (ft), and Botto... (ft). Below the table is a large empty box labeled 'Cement Segment'.
- Cement Class:** A table with columns: Ce... Class, Ce... Unit, Ce... Seg, Install Stat., Class (Rec. Stat.), Co... Str. (par), We... (bar), Slurry Co... (Bu), and L... (ft). Below the table is a large empty box labeled 'Cement Class'.

At the bottom of the page, there are 'Back', 'Next', and 'Save' buttons.

Figure 24: Features & Cement page

Wellbore Information

This section is used to add wellbore information. Click the "Actions" dropdown menu and choose "Add Wellbore". A pop-up window will appear (Figure 25, next page).

Note: Repeat these steps for each string in the wellbore (e.g. Surface Hole, Vertical & Curve, and Lateral).

Fields and Functions

Wellbore Type: Choose the type of wellbore from the dropdown menu. Note: do these steps again for each string in the wellbore (e.g. Surface Hole, Vertical & Curve, and Lateral).

Wellbore Sequence #: Choose a "Wellbore Sequence #" for each wellbore from the shallowest depth (i.e. 00) to the deepest depth (e.g. Surface Hole would be "00", while "Vertical & Curve" would be "01", and Lateral would be "02").

Wellbore Code (API-12):

Wellbore Construction Status: Choose "Not drilled" for new wells and choose "Drilled" for existing wells that are being proposed to be re-entered from the dropdown menu.

Parent Wellbore: Choose the appropriate wellbore accordingly (e.g. Surface Hole would be the parent wellbore of Vertical & Curve).

Wellbore Start Depth (ft MD): Indicate the wellbore start depth (MD -Measured Depth). For example, a surface hole's start depth would be "0".

Total Depth (MD ft): Input the total depth. Input the total depth (e.g. A surface holes total depth could be "2100").

Total Depth (TVD ft): Input the total vertical depth (TVD). (i.e. A surface hole's TVD would be coincident with its MD)

Drilling Mud Type: Choose the appropriate mud type from the dropdown menu.

Legal Entry Point & Spacing Unit – Entry Point Coordinates from Well Head: Complete the all fields as they are in relation to the Well Head location in order to demonstrate the legal entry point of the borehole into the pool and spacing unit.

KOP Footages from Nearest Section Line: Choose all pertinent information for each field (i.e. Qtr-Qtr or Lot, Section, Township, Range, and County) from their respective dropdown menu.

Bottom Hole Coordinates from Well Head: Choose all pertinent information for each field [i.e. From WH, (N/S), From WH, and (E/W)] from their respective dropdown menu.

Description: Enter a detailed description of each string in the wellbore.

Click "Save" at the bottom of the pop-up window, then repeat steps for each string in the wellbore.

* Indicates Required Field

Wellbore Type *	Wellbore Sequence # *	Wellbore Code (API-12)
<input type="text"/>	<input type="text"/>	<input type="text"/>
Wellbore Construction Status * ⓘ		
<input type="text" value="Not Installed"/>		
Record Status	Parent Wellbore * ⓘ	
<input type="text" value="New"/>	<input type="text"/>	
Wellbore Start Depth (ft MD) *	Kick Off Point (MD ft)	
<input type="text"/>	<input type="text"/>	
Azimuth°	Total Depth (MD ft) *	Total Depth (TVD ft) *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Drilling Mud Type *	MWD Contractor	Hole Size (in)
<input type="text"/>	<input type="text"/>	<input type="text"/>
Legal Entry Point into Pool & Spacing Unit - Entry Point Coordinates from Well Head ⓘ		
<input type="text"/>	From WH <input type="text"/>	(N/S) <input type="text"/>
<input type="text"/>	From WH <input type="text"/>	(E/W) <input type="text"/>
KOP Footages From Nearest Section Line		
<input type="text"/>	Feet From <input type="text"/>	Line <input type="text"/>
<input type="text"/>	Feet From <input type="text"/>	Line <input type="text"/>
Qtr-Qtr/Lot	Section	Township
<input type="text"/>	<input type="text"/>	<input type="text"/>
		N
		Range
		<input type="text"/>
		W
		County
		<input type="text"/>
Bottom Hole Coordinates From Well Head		
<input type="text"/>	From WH *	(N/S) *
<input type="text"/>	From WH *	(E/W) *
Bottom Hole Footages From Nearest Section		
<input type="text"/>	Feet From <input type="text"/>	Line <input type="text"/>
<input type="text"/>	Feet From <input type="text"/>	Line <input type="text"/>
Qtr-Qtr	Section	Township
<input type="text"/>	<input type="text"/>	<input type="text"/>
		N
		Range
		<input type="text"/>
		W
		County
		<input type="text"/>
Description		
<input type="text"/>		

Cancel Save

Figure 25: Wellbore Information page

Wellbore Construction Feature

This section is used to add wellbore construction feature information. Click the "Actions" dropdown menu and choose "Add Feature". A pop-up window will appear (Figure 26).

Note: Repeat these steps for each string in the wellbore.

Fields and Functions

Feature: Choose a feature from the dropdown menu (e.g. Surface Casing 1) that was created from the previous "Wellbore Information" step.

Wellbore Start: Choose a wellbore start from the dropdown menu (e.g. Surface Casing 1) that was created from the selection from the "Feature" dropdown menu.

Wellbore End: Choose a wellbore end from the dropdown menu (e.g. Surface Casing 1) that was created from the selection from the "Wellbore Start" dropdown menu.

Construction Status: Choose "Not drilled" for new wells or choose "Drilled" for existing wells that are being proposed to be re-entered from the dropdown menu.

Feature Top MD (ft): Input the top depth (i.e. "0" for Surface Casing 1)

Feature Bottom MD (ft): Input the bottom depth (i.e. "0" for Surface Casing 1).

Click "Save" at the bottom of the pop-up window, then repeat steps for each string in the wellbore.

Construction Feature

* Indicates Required Field

Feature *
Construction Status * ⓘ
Record Status

Wellbore Start * ⓘ
Wellbore End * ⓘ

Feature Top MD (ft) *
Feature Bottom MD (ft) *
Outside Diameter (decimal inches)
Inside Diameter (decimal inches)

Weight (lbs)
Grade/Type
Burst Pressure (psi)

Feature Condition
Install Date
Remove Date

Pulled
Connection Type

Description

Cancel Save

Figure 26:
Construction Feature
page

Cement Segment

This section is used to add cement segment information. Click the "Actions" dropdown menu and choose "Add Cement Segment". A pop-up window will appear (Figure 27).

Note: Repeat these steps for each string in the wellbore.

Fields and Functions

Associated Feature: Choose an associated feature from the dropdown menu (e.g. Surface Casing 1).

Inside/Outside Casing?: Dependent upon which wellbore was chosen in the previous step, select "Inside", "N/A", or "Outside".

Construction Status: Choose "Not drilled" for new wells or choose "Drilled" for existing wells that are being proposed to be re-entered from the dropdown menu.

Click "Save" at the bottom of the pop-up window, then repeat steps for each string in the wellbore.

Cement Segment

* Indicates Required Field

Associated Feature *
Inside/Outside Casing? *
Construction Status * ⓘ
Record Status
Top MD (ft)
Bottom MD (ft)
Verify Method
Cementing Company
Install Date
Remove Date
Description

Not Installed

New

Cancel Save

Figure 27: Cement Segment pop-up window

Cement Class

This section is used to add cement class information. Click the "Actions" dropdown menu and choose "Add Cement Class". A pop-up window will appear (Figure 28).

Note: Repeat these steps for each string in the wellbore.

Fields and Functions

Associated Cement Segment: Choose an associated cement segment that was created in the "Cement Segment" step from the dropdown menu (e.g. C2).

Cement Type: Choose the appropriate cement type from the dropdown menu.

Construction Status: Choose "Not drilled" for new wells or choose "Drilled" for existing wells that are being proposed to be re-entered from the dropdown menu.

Click "Save" at the bottom of the picker grid (Figure 24) once all strings for all wellbores have been added.

Cement Class

* Indicates Required Field

Associated Cement Segment * Cement Type * Construction Status * ⓘ

Record Status Compressive Strength (psi) Weight (lbs/gal) Slurry Consistency (Bu)

Lead/Tail Volume (Sacks) Yield (cu ft per sack)

Description

Cancel Save

Figure 28: Cement Class pop-up window

Step 8: Completion & Perforation

This section allows the applicant to provide the details in two segments: "Completion Interval" and "Completion Open Hole or Perforations".

Please disclose as much information as known for the completion of the wellbore.

TIP: Select "Action" in the grid to add features to each completion interval. Select "Action" in the row to edit a specific feature that has been previously added.

The screenshot displays two data entry sections within a single page:

- Completion Interval:** This section has a table header with columns: Co... Int... Un..., Wel..., Co... Inte... Type, P... St..., P... St... D..., P... C... D..., In... St..., R... St..., Top M..., B... M..., Fl..., P..., and Actions. The main content area contains the text "Completion Interval" in large red font.
- Completion Open Hole or Perforations:** This section has a table header with columns: Perfor... Unique ID, Accool... Compl... Interval..., Install Status, Record Status, Type, Open ... Perfor... Status, Top MD (ft), Bottom MD (ft), and Actions. The main content area contains the text "Completion Open Hole or Perforation" in large red font.

At the bottom of the page, there are three buttons: "Back", "Next", and "Save".

Figure 29: Completion & Perforation page

Completion Interval

This section is used to add completion interval information. Click the "Actions" dropdown menu and choose "Add Completion Interval". A pop-up window will appear (Figure 30, next page).

Fields and Functions

Wellbore: Choose a wellbore from the list (e.g. Surface Hole 1)

Completion Interval Type: Select the appropriate type (e.g. Oil & Gas, Salt Water Disposal, Coal Bed Methane etc.).

Pool Status: Select the appropriate status (e.g. Permitted to Drill, Permit to Re-Complete, Permit to Re-Entry, Salt Water Disposal etc.).

Interval Construction Status:

Record Status:

Top MD (ft): Input the appropriate depth (i.e. '0' for Surface hole 1)

Top TVD (ft):

Bottom MD (ft): Input the appropriate depth (i.e. '2100' for Surface Hole 1).

Bottom TVD (ft):

Top Coordinates (ft):

Bottom Coordinates (ft):

Longstring Casing Point: Choose all the pertinent information for each field (i.e. Qtr-Qtr or Lot, Section, Township, Range, and County) from their respective dropdown menu and be sure to include footages.

Click "Save" at the bottom of the pop-up window.

Note - An example of "Longstring" on a typical Bakken well is seven-inch casing set into the pool and across the hard lines.

Wellbore * Completion Interval Type * Pool Status

Interval Construction Status * ⓘ Record Status

Top MD (ft) * Top TVD (ft) Bottom MD (ft) * Bottom TVD (ft)

Top Coordinates (ft): * From WH N/S Bottom Coordinates (ft): * From WH N/S

From WH E/W From WH E/W

Longstring Casing Point

Footages: Feet From Line Coordinates (ft): From WH N/S

Feet From Line From WH E/W

Qtr-Qtr Section Township N Range W County

Enhanced Recovery Unit Field Pool

Spacing/Drilling Unit Type Permit Classification Acres in Unit Industrial Commission Order

Legal Description of the Spacing/Drilling Unit ⓘ

Reservation Surface Boundary Intersected by Spacing/Drilling Unit ⓘ

Description

Figure 30: Completion Interval pop-up window

Completion Open Hole or Perforation

To add completion open hole or perforations information, click the "Actions" dropdown menu and choose "Add Completion Open Hole or Perforation". A pop-up window will appear (Figure 31).

Fields and Functions

Associated Completion Interval: Choose the appropriate wellbore (e.g. C3 which is for Lateral 1).

Construction Status: Choose "Not drilled" for new wells or "Drilled" for existing wells that are being proposed to be re-entered from the dropdown menu.

Type: Choose the appropriate type for completion (e.g. Sliding Sleeve)

Open Hole or Perforation Status: For new wells, choose "proposed". Otherwise, choose the appropriate type.

Top MD (ft): Input the appropriate depth for the start of the process.

Bottom MD (ft): Input the appropriate depth for the end or bottom of the process.

Objective Horizons

Click "Save" at the bottom of the pop-up window, then click "Save" at the bottom of the picker grid (Figure 29).

Completion Open Hole or Perforation

* Indicates Required Field

Associated Completion Interval * Construction Status * ⓘ Record Status

Type * Open Hole or Perforation Status *

Top MD (ft) * Bottom MD (ft) *

Perforation Diameter (inches) Perforation Spacing (ft)

Number of Shots (per foot) Perforated Date

Objective Horizons *

Description

Cancel Save

Figure 31: Completion Open Hole or Perforation pop-up window

Step 9: Proposed Work

This section allows the applicant to provide additional information they feel is warranted in the review process by the Oil & Gas Division, not included within the uploaded documents. This is not a required field. Click "Save" at the bottom of the page to continue.

Proposed Work [Hide Form Navigation]

API:	File No.:	Field:	Type of Well:	Type of Work:
N/A	N/A	N/A	Salt Water Disposal	New Well - Horizontal

Please enter information on proposed work below. * Indicates Required Field

Proposed Work, Comments and Additional Information
(2000 characters maximum. If additional information is needed, please upload additional documentation):

Figure 32: Proposed Work page

Step 10: Document Upload

This section is used to upload documents applicable to the work being done, documents to support a request for waiver, etc. Document Types Accepted: PDFs, TIFFs, JPEGs, GIFs, PNGs, etc.

**We prefer no .zip files and all documents be submitted in .pdf format.*

Attaching a New Document (Figure 33):

**As a general guideline separate documents and upload them individually for easier navigation post submittal.

1. At the top of the grid, click the "Actions" button and select "Add New".
2. Click the circle by the "Upload New Document" statement for new attachments.
3. Choose to either have the attachments marked "Internal Only" or "Request Confidentiality" or both by clicking the box next to either statement.
4. **Type:** From the dropdown menu, you may choose from an assortment of document types listed below:
 - Affidavit of Mailing - Land Owner Notification
 - Affidavit of Mailing - Operator Notification
 - Anti-Collision Report
 - AOR Map
 - AOR Well Review
 - AOR: Land Ownership Legal Description
 - APD- Attachments
 - APD- UIC Attachments
 - Approach Permit or Statement
 - Best management practices letter
 - Casing and Cement Detail
 - Class 6 Attachment
 - Completion Procedure
 - Completion Schematic
 - Conversion Procedure
 - Corrective Action Statement
 - Drilling Procedure
 - Existing Wellbore Schematic
 - Facility Diagram
 - Freshwater well Sample Analysis
 - Gas Capture Plan
 - Gas Storage Attachment
 - Geologic Prognosis
 - Geo-Technical Report

- H2S Stress Cracking Analysis
 - Injection Fluid Source List
 - Injection Plan
 - Internal NDIC Documentation
 - Land Owner Notification – Letter
 - NDIC Permit Policy Compliance Documentation
 - Operator Notification Letter
 - Plats
 - Plugging Procedure
 - Procedure
 - Proposed Survey Plot and Plan
 - Proposed Wellbore Schematic
 - Representative Injection Fluid Sample Analysis
 - Requested/Required Affidavit
 - Shoe Detail Schematic
 - Site Schematic
 - Slurry Fracture Injection Attachment
 - Sundry Attachment
 - Traffic Flow Diagram
5. **Relevant Date:** Input the date of the submittal of the application.
 6. **Description:** Input any additional description for the attachment.
 7. **Filename** (Attaches the document to application):
 - First, click the “Browse” in order to navigate to the desired attachment.
 - Next, click the desired attachment inside the pop-up window.
 - Then, click the “Open” button.
 - Wait for the attachment to download.
 - Lastly, click the “Upload” button in the “Document Upload” pop-up window.
 8. Once all attachments are uploaded, click “Save” at the bottom of the page (Figure 35).

Attaching a document Existing in NorthSTAR (Figure 34):

1. Click the circle by “Associate Existing NorthSTAR Document” in order to utilize attachments that have been stored in NorthSTAR.
2. **Document ID:** From the dropdown menu, choose the appropriate attachment to upload.
3. Click “Upload”.
4. Once all attachments are uploaded, click “Save” at the bottom of the page (Figure 35).

Document Upload ×

* Indicates Required Field

Upload New Document Associate Existing NorthSTAR Document

Internal Only Request Confidentiality

Category
Well ▼

Type *
▼

Relevant Date * ?
📅

Description *

Filename * ?




Figure 33: Upload New Document

Document Upload ×

* Indicates Required Field

Upload New Document Associate Existing NorthSTAR Document

Document ID *
▼

Figure 34: Associate Existing Document

Document Upload
[Hide Form Navigation]

API:	File No.:	Field:	Type of Well:	Type of Work:
N/A	N/A	N/A	Oil & Gas	New Well - Horizontal

Select documents to be uploaded, if applicable. Click Add New and complete all required fields to upload a document.

Uploaded Documents

⚙

Upload Date ↓	Uploaded By	Type	Description	Filename	Actions
11/08/2019	ExtOp1 APDManager	Gas Capture Plan	GCP	GCP.pdf	Actions▼
11/08/2019	ExtOp1 APDManager	Well Completion or Plugging Snapshot	Shoe Detail	Shoe Detail.pdf	Actions▼
11/08/2019	ExtOp1 APDManager	Completion Schematic	Completion Schematic	Shoe Schematic.pdf	Actions▼
11/08/2019	ExtOp1 APDManager	Plats 1) - Well loc plat	Well Location Plat	Well Plot.pdf	Actions▼
11/08/2019	ExtOp1 APDManager	Plats 3) - Cut & Fill Schematic	Spoil Balance and Xsections	Spoil Balance and Xsections.pdf	Actions▼
11/08/2019	ExtOp1 APDManager	Plats 4) - Topo Maps	Location Maps	Location Maps.pdf	Actions▼

CommentsAdd

Figure 35: Document Upload page - Example of populated picker grid

Step 11: Operator Assertions

This section requires the applicant to indicate if they have reviewed and understand the Oil and Gas Division's permit policies applicable to the application (i.e. NDIC-PP 1.01 thru 1.07 and NDIC-PP 2.01 thru 2.04). The Oil and Gas Division will use these assertions to determine additional review. Click the circle for either the "Yes", "No", or "N/A" for all assertions within the table.

Note: Every assertion needs to be addressed with either a "Yes", "No", or "N/A"; if an assertion is skipped or missed you will receive an error message and not be able to submit your Application for Permit.

If Water Appropriation Number does not apply enter NA.

Operator Assertions *			
Assertions	Yes	No	N/A
Are the well and production facility on the same pad?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you acknowledge that you will provide prior written notice, up to ten days and not less than seven business days, to any operator of a well completed in the same pool, if publicly available information indicates or if the operator is made aware, if the completion intervals are within one thousand three hundred twenty (1,320) feet or (402.34 meters) of one another as applicable?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Does the operator acknowledge they will contact the NDIC Field Inspector to seek proper plug back procedures in the event of a sidetrack?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Does the operator understand that effective June 1, 2014 a covered leak-proof container (with placard) for filter sock disposal must be maintained on the well site beginning when the well is spud and must remain on-site during clean-out, completion, and flow-back whenever filtration operations are conducted?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Does the well pad block any drainages?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has the operator confirmed with the NDIC Oil & Gas Division the method of payment to be used for any fees associated with the processing of this application?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has the operator provided notice to the owner of any permanently occupied dwelling located within 1320 feet of the proposed oil or gas well?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Has the operator reviewed any wells within 500' of the proposed wellbore and addressed anti-collision concerns?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
If the well is within 1000 feet of an occupied dwelling: Are the proposed production facilities located at a greater distance from the occupied dwelling than the wellbore?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the pad between 2,640 feet and 10,000 feet from the end of a public use airport runway?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well located off-spacing and if so, has a surface use agreement been executed with the landowner?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well or production facility closer than 500' to an occupied dwelling?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad located on an aquifer?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad located on/adjacent to unstable soils or areas with a high potential for soil instability (mapped or unmapped)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad located on/near surface coal, sand or gravel deposit?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad located within 33 feet of a section line?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad located within a city's extra territorial boundary?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad located within a county, state or fed designated historic site, recreation area or wildlife management area?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad within 2,640 feet from the end of a public use airport runway (If yes, there is a 45-day comment period required)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad within 200 feet of the centerline of a state or federal highway on flat land or 400 feet in rough topography?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad within a 100-year (or less) floodplain?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well pad within a well head protection area?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is the well within a planned bypass route that has been proposed in an approved ten year, or less, county, state, or federal road master plan?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is this well or completion interval located within the external boundaries of the Fort Berthold Indian Reservation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is this well within 1,320 feet of a military facility?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Is this well within an area of interest as it relates to public lands pursuant to NDIC PP 2.01 (If yes, a 10-day comment period required)?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pursuant to the NDIC 43-02-03-31 (Well Log, Completion, and Workover Reports), the operator understands and will run porosity and resistivity logs on this well unless otherwise approved by the Director.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Figure 36: Operator Assertions page

Step 12: Form Submit

This page allows the applicant to submit the application.

If needed, comments can be added by typing in the textbox below the grid, then click the yellow "Add" button on the right. All comments associated with the application will be displayed.

"Submitter" is filled in automatically with the current user's information. The current date is automatically entered for "Date Received".

Click the checkbox next to the statement "I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete."

Click "Preview Submission Summary" to review the form, and then click "Submit" at the bottom of the page.

The screenshot displays the 'Form Submit' page. At the top, there is a header with 'Form Submit' on the left and '[Hide Form Navigation]' on the right. Below the header is a table with the following data:

API:	File No.:	Field:	Type of Well:	Type of Work:
N/A	N/A	N/A	Salt Water Disposal	New Well - Horizontal

Below the table, there is a text instruction: 'Add Comments and preview your submission summary below. After review, complete the Acknowledgement section and Submit the form.'

The 'Comments' section features a large text input area, an 'Actions' dropdown menu, and a pagination control showing '0' items per page and 'No results to display'. A yellow 'Add' button is located at the bottom right of the comments section.

The 'Acknowledgement' section contains a 'Submitter' text field, a 'Date Received' field with the value '11/13/2019', and a checkbox for the statement: 'I hereby certify all statements made in this form are, to the best of my knowledge, true, correct, and complete.'.

At the bottom, there is a 'Form Submit Preview' section with a button labeled 'Preview Submission Summary' and the instruction: 'Click the button below to preview your submission summary.'

Figure 37: Form Submit page

Step 13: Confirmation

After submission, the "Confirmation" page will indicate if the form was successfully submitted or if there was an error with the submission. A unique Form ID will be shown once you draft a form and also shown in **BOLD** text upon successful completion.

Form ID: 709

Form Navigation

- 1. Form Information
- 2. Organization ✓
- 3. People ✓
- 4. Document Upload ✓
- 5. Form Submit
- 6. Confirmation**
- 7. Review Comments
- 8. Reviewer Fields
- 9. Review

Confirmation [Hide Form Navigation]

✓ Your Organization Questionnaire form **709** has been submitted successfully. Once approved, an email providing initial login instructions will be sent to newly created NorthSTAR users.

Close

Figure 38: Confirmation page

Step 14: Plan View

This information is to be completed by internal Oil & Gas Division Staff.

Step 15: Stipulations

This information is to be completed by internal Oil & Gas Division Staff.

Step 16: Review Checklist

This information is to be completed by internal Oil & Gas Division Staff.

Step 17: Review Comments

This information is to be completed by internal Oil & Gas Division Staff.

Step 18: Review

This information is to be completed by internal Oil & Gas Division Staff.