



## AREA OF REVIEW SUMMARY TABLE REPORT INSTRUCTIONS (Conventional Operations Only)

### GENERAL INFORMATION

The following instructions are designed to assist the applicant in properly completing the *Area of Review Summary Table Report for Conventional Operations*. In reference to the Department of Environmental Protection's (DEP) Area of Review Best Management Practices (BMP) Guidance Document for Conventional Operations, oil and gas operators who are planning to drill new oil or gas wells that will be stimulated using hydraulic fracturing should submit an area of review summary report inclusive of information on offset wells in the area of review and monitoring plan details for wells where monitoring is recommended.

To complete the *Area of Review Summary Table Report for Conventional Operations*, operators must download the electronic form and use it to compile information. Upon completion of the summary table report, the operator should submit the information to the DEP electronically through the DEP website. The report should be accompanied by a cross-referenced site plat that depicts all wells in the area of review. In certain cases, it is recommended that the operator complete a narrative report to accompany the summary table. All narrative reports should be saved in pdf format and uploaded along with the summary table and site plat. Submitted pdf files must be digitally created and searchable, not scanned.

### INSTRUCTIONS

#### API No./Alternate Well ID

Enter the US Well Number (API number) assigned to the well using the following format: CCC-XXXXX. CCC represents the three-digit county code and XXXXX represents the unique, 5-digit county ID. The sections of the US Well Number (API number) must be separated by a dash (-). If a US Well Number (API number) has not been assigned use the following numbering system: U1, U2, U3, etc. The identifiers used in the report must be identical to those used on the site plat.

#### Reference Material/Source

Please choose the source that was used to identify the offset well from the list of available options: "DEP Database," "Other Database," "Historical Source," "Operator Map," "Landowner Survey," "Aerial Image," or "Field Inspection."

#### DEP Well Status

Please choose the regulatory status used to classify the offset well from the list of available options: "Active," "Inactive," "Orphan," "Abandoned," "Plugged & Abandoned," or "Undetermined."

#### Adjacent Operator Information

If the offset well included in the summary report is the responsibility of an adjacent operator, please provide the US Well Number (API number) or OGO Number for operator responsible for the offset well. Leave blank if it is the same as the operator who was conducting hydraulic fracturing activities. Indicate "No RP" if well does not have an operator associated with it.

#### Adjacent Operator Notification

Enter "Y" if the adjacent operator was notified or "N" if the delivery service failed.

**Surface Hole Location (DD)**

Provide the latitude and longitude, in decimal degrees, of the surface location of the well. This should be North American Datum of 1983 (NAD 83) and must meet the current DEP policy regarding locational accuracy (+/- 10 m) for any wells surveyed in the field by the operator.

**Bottomhole Location (DD)**

Provide the latitude and longitude, in decimal degrees, of the bottomhole location of all intentionally deviated wells. This should be North American Datum of 1983 (NAD 83) and must meet the current DEP policy regarding locational accuracy (+/- 10 m) for any wells surveyed in the field by the operator.

**Survey Accuracy (+/- m)**

For any well coordinates referenced in DEP/Department of Conservation and Natural Resources (DCNR) databases, or anything digitized from a historical map or a map from a published report, leave this column blank. If well locations are field verified or located in the field with a hand-held GPS or other surveying equipment, accuracy must be reported in accordance with current DEP accuracy policy: +/- 10 meters or better. Enter the numerical value for the accuracy of all field surveyed offset well locations.

**Access**

Enter "Y" if landowner consent for access has been granted or "N" if landowner consent for access has not been granted.

**Property Tax ID No.**

Enter the tax parcel ID for the tract of land where the offset well is located.

**Well Integrity Assessment**

For wells in the monitoring plan that are observed in the field, the operator must assess the well's ability to contain fluids based on a surface visual inspection and other available information. Please choose from the following codes for each offset well inspected in the field: "1" if the well appears to have integrity based on field observation and any well construction details gleaned from a file review; "2" if the well appears to have compromised integrity and may experience compromised integrity during hydraulic fracturing based on any well construction details gleaned from a file review; and "3" if the integrity status cannot be determined with reasonable confidence. For wells not observed in the field, this field should be left blank.

**TVD**

Enter the true vertical depth (TVD) in feet for the offset well. This shall either be as reported in available records, or represent a best technical estimate provided by the operator in consideration of development history in the state in the area of activity. For an intentionally deviated well, this is the depth below the latitude-longitude equivalent surface location of the deepest penetration point.

**Information Source for TVD**

Please choose from the list of available options: "DEP Well Record," "Publication Well Depth," "Private Source Well Record," "Study of Regional Drilling History," or "Other." A separate written report may be necessary to explain measures undertaken by the operator to investigate drilling history in an area.

**Monitored Site**

If the offset well is included in monitoring plan, indicate "Y," otherwise indicate "N."

**Monitoring Level**

Please choose from the list of available options: "High," "Medium," or "Low."

**Monitoring Plan Notes**

This field is optional and is designed to contain specific notes explaining monitoring or mitigation plans for each well. Entries are limited to 255 characters or less.

**Text Comment**

This field is optional and intended for use in cases when further clarification may be necessary. Entries are limited to 255 characters or less.