



April 20, 2020

**Industry Guidance
Digital Submittal of Well Data Required by the Department of Natural Resources Lease**

The Alaska Division of Oil & Gas (DO&G) is implementing electronic reporting procedures to facilitate out-of-office work for both operators and DO&G staff.

DO&G grants permissions to conduct operations on State oil and gas leases. Lessees shall submit to DO&G all geological, geophysical, and engineering data obtained from the lease within 30 days following completion, abandonment, or suspension of each well, pilot hole, and plugged back wellbore. Lessees shall also submit data acquired after completion, abandonment, or suspension of each well, pilot hole, and plugged back wellbore within 30 days following acquisition of those data. DO&G may waive receipt of operational data from some development, service, or injection wells, and will inform the operator of the waiver before submittal.

Data shall be submitted to DO&G either via an operator-run, secure FTP site or DO&G's data submittal email address (DOG.REdata@alaska.gov). Instructions for accessing the operator-run FTP site should be sent before submitting data. The email address will be monitored during normal business hours by DO&G staff. Due to email attachment size limits (20 MB), larger files may need to be sent via FTP rather than through email. DO&G staff will send a confirmation email to the address provided by the operator once data is received.

For spreadsheets, include the original Excel document. For images such as maps or charts, include a high-resolution TIFF or JPEG. For logs, see formats specified below, but include a graphical image file of logs as a PDF or TIFF in addition to the final merged data file of the log curves. **Provide data for each well, pilot hole, and plugged back wellbore.** Required data includes:

Category	Item No	Type	Clarification
Forms	1	Completion Report (AOGCC form 10-407)	One for each wellbore
	2	Permit to Drill (AOGCC form 10-401)	Include as-built survey of well surface location
	3	Open Flow Potential Test (AOGCC form 10-421)	Include report and all attachments
Reports	4	Daily drilling reports	Summary report is acceptable
	5	List of all logs run	Include depth interval covered for each well
	6	List of formations and geologic markers observed	Include measured depths (MD) and true vertical depths (TVD)
	7	Directional surveys	Include a spreadsheet or plain text file in addition to the formatted report.
	8	Coordinates for completed surface and bottomhole locations	Latitudinal and longitudinal coordinates can be based upon either the NAD 83 or NAD 27 geodetic datum, provided it is clearly specified
	9	Summary of cored intervals (conventional and sidewall)	Include depth, formation name, lithology, presence of oil, gas, gas hydrates, and water, porosity, fractures and apparent dips
	10	Core reports	Include lab analyses of lithology, porosity, permeability (vertical and horizontal, air and liquid), density, capillary pressure, and fluid saturation, if applicable
	11	Core photos	Conventional and sidewall (white light and ultraviolet), if applicable

Category	Item No	Type	Clarification
Reports <i>continued</i>	12	Hydrocarbon shows	Identified formation names and corresponding depths for oil, gas, and gas hydrate shows.
	13	Pressure zones	Identified depth zones of abnormal pressure.
	14	Summary of testing and all fluid recovery efforts	Include production tests (IP), drill stem tests (DST), wireline formation tests (e.g. repeat formation tests (RFT) and modular dynamics tests (MDT)), and any other production and formation testing data; the summary should include test date, time, depth, formation name, method of operation, recovered fluid type(s) and amount(s), fluid rate, gas-oil ratio (GOR), oil gravity, pressure, and choke size, when available.
	15	Pressure analysis reports	Pressure build-up and fluid PVT analyses
	16	Well test procedures, field chronologies, and field data	Include details for evaluation (intervals open to test; volumes of oil, gas, water, mud, and other borehole substances; API gravity; gas density; wellhead and downhole pressure; and formation and wellhead temperature)
	17	Fluid analysis reports	Geochemical and formation fluid analyses and reports
	18	Fluid sampling procedures	Downhole and surface fluid sampling procedures, field chronologies, raw data, and laboratory test results for all water and hydrocarbon-bearing zones (oil, gas, gas hydrates) sampled; including details sufficient to fully evaluate quality of sample data.
	19	Coalbed core, gas, and water quality reports	Include lab analyses of core lithology, coal rank, vitrinite reflectance, maceral composition, total organic carbon, ash, sulfur and BTU content, moisture content, cleating, adsorption/desorption data, residual gas measurements, porosity and permeability analyses, core photos, if applicable.
	20	Final reports of velocity, checkshot or VSP surveys	Submit reports with an ASCII format digital version of the data, including seismic profile data in SEG-Y format. Indicate "none" in your response to this request if no velocity, checkshot, or VSP surveys were taken. <i>Submission of velocity, checkshot, and VSP surveys is always required by DNR under the operator surface-use permit obligations.</i>
	Logs & Data	21	Final merged open-and cased-hole logs
22		Final composite mudlog or lithology logs	LAS Version 2 of final log curves. Include a graphical image file of the final 2-inch MD & TVD logs, with lithology display, oil, gas, and gas hydrate show indicators, mud properties, and cuttings descriptions and report as a PDF or TIFF with the log data file.
23		Clear, legible files of all well data and reports	Include paleontology, palynology, petrography (including point-count analyses), X-ray diffraction analyses, SEM micrographs, thermal maturity, vitrinite reflectance, total organic carbon, RockEval pyrolysis, geochronology, fission track analyses, fluid inclusion analyses, mercury injection capillary pressure analyses, chemical analyses (EPMA, XRF, ICP, etc.), isotope analyses, water chemistry, burial and temperature history analyses, strain analyses, acoustic analyses, gas hydrate analyses, and well pressure and temperature survey analyses.
24		<i>Any other geoscience and engineering related datasets collected from the well(s) should also be submitted.</i>	

Data submitted to DO&G will always be available for use by the DO&G and its agents and will be held confidential as provided in AS 38.05.035(a)(8) and applicable regulations. In accordance with AS 38.05.035(a)(8)(C), for geological, geophysical, and engineering data to be held confidential, lessees must request confidentiality at the time of submission by indicating "CONFIDENTIAL" on all confidential items.

Please note:

1. Physical well cutting or core samples specified in 20 AAC 25.071(b)(2) and 20 AAC 25.071(b)(4) should be sent to AOGCC, **not** to DO&G.
2. This action does not eliminate the need to file all data normally filed with the Alaska Oil & Gas Conservation Commission (AOGCC) under their permit requirements and does not pertain to data submittal requirements for the Alaska Division of Revenue tax credits under AS 43.55.