



# Bureau of Land Management Legacy Rehost [www.blm.gov/lr2000](http://www.blm.gov/lr2000)

## Searching for Bid Received Using Action Codes for Oil and Gas Leases

To find information on how much was bid per acre on a lease you will need to review the actions on a case. All of the actions on a case are defined by Action Codes. Below is a detailed description on:

- How to find leases expiring within a certain time frame
- How to find how much was bid per acre on a group of leases

Connect to the LR2000 website at <http://www.blm.gov/lr2000>. Use Internet Explorer 6 or newer. Allow Pop-Ups for [www.blm.gov](http://www.blm.gov).

Click "Reports" on the main menu. Then select "Pub CR Case Action Info". Select "Case Disposition" from the optional criteria. Click "Select Criteria".

MANDATORY CRITERIA	MANDATORY CRITERIA
<input type="button" value="Set"/> Admin State	<input type="button" value="Set"/> Admin State <b>Limit(s) Selected: (CO) COLORADO</b>
<input type="button" value="Set"/> Casetype	<input type="button" value="Set"/> Casetype <b>Limit(s) Selected: (31)</b>
<input type="button" value="Set"/> Action Code	<input type="button" value="Set"/> Action Code <b>Limit(s) Selected: (763)</b>
<input type="button" value="Set"/> Action Date	<input type="button" value="Set"/> Action Date <b>Limit(s) Selected: 02/15/2007,03/15/2007</b>

To specify each attribute of the report click "Set". Set each attribute as described below.

**Admin State** –Set by highlighting the admin state in the "Select Admin State" field. There are 11 BLM Admin states that manage one or more states. Some of the states that administer more than one state: CO (CO) WY (NE & WY), MT (MT, ND & SD) NM (KS, NM, OK, TX), OR (OR & WA), ES (all states east of the Mississippi River).

Then click "Close".

**Casetype** - Select "Begins With" from the scroll bar. In the "Enter Casetype Code" field type in one of the following codes. For this example, use 31 for O&G leases and agreements. Other case groups are:

- 28 – Rights-of-Way (communication, roads, etc)
- 29 – Use Leases and Permits – non-mineral (airports, storage, etc)
- 31 – Oil and Gas Leases and Agreements
- 32 – Geothermal Leases and Agreements
- 34 – Coal leases and Agreements
- 35 – Other solid mineral leases (phosphate, sulfur, potassium, gilsonite)
- 36 – Mineral Material (sand & gravel, community pits)
- 38 – Mining Claims

**Action Code** – Select "Equals" from the scroll bar. In the "Enter Action Code" field enter in one of the following codes. Sort the "Action Codes" by the code or the name by clicking on the appropriate sort button.

Enter the appropriate code:

267 – BID RECEIVED - To determine how much was bid per acre. The amount received is in the Action Remarks. For some states the total bid as well as the bid per acre will be in the action remarks. For other states the total bid and acres will be in the action remarks. For these states you will need to divide the total bid amount by the total acres to get the bid/acre.

763 – EXPIRES - To find current leases that will be expiring in the future. Do not select Expired as this is for leases that have already expired.

**Action Date** – For BIDs RECEIVED from the current O&G sale give a date range from the sale date to a couple of months after the sale.

For EXPIRES, enter the next several months that you are interested in finding leases that will be expiring.

Select "Between" from the scroll bar. In the "Enter Action Date" field enter the dates in which to search between. Enter the dates as "MM/DD/YYYY, MM/DD/YYYY". The first date is the starting date and the second is the ending date. Enter each date and click the green check mark. For example, 02/15/2007, 03/15/2007. When finished, click "Select All". Then click "Close".



**Case Disposition** – Select 5-AUTHORIZED to select only authorized leases.

**Select Report Format** - Choose a format in which the report should be in by clicking one of the selections under "Select Report Format". Click "Casetype, Action Code, Serial Number, with Remarks" for bid received and "Casetype, Action Code, Serial Number, with No Remarks" for expiring leases. Note - The format of the report can be changed once the report has been run.

Click "Run Report". The criteria you selected will be displayed, make sure it is correct. Select OK to run report.

The results will appear in a new browser window. Use the controls at the top of the report page to change report format, to go to the next page, and to save the report to pdf or excel. To easily view the report, click on the pdf button. This provides for better viewing, paging, and printing.