

Attachment 1

Instructions for Running Oracle Business Intelligence Enterprise Edition (OBIEE) Reports for Completing Idled Well Reviews

Instructions for running the Shut-in, Temporarily Abandoned, and Idled Well Reports in OBIEE

1. Type in obiee.blm.gov in a browser
2. Log into OBIEE; user name is your system user name including @blm.gov and your password is your system password
3. Click on the Dashboards at the top of the screen; this will open a menu of the various dashboards
4. Select the AFMSS Dashboard
5. Go to the blue card labeled WELL and hover your cursor over the card
6. Select “Shut-in, TA, and Idle Well Reports (SNT.33/34) – A1”
7. Review the information in the lower portion of the screen including the Description, Instructions, Summary of Results, Notes, etc.
8. Input your selection criteria
9. Click on “Apply”
10. To run the report, click on either “Shut in or Temp Abandoned Reporting by Well” or “Shut in or Temp Abandoned Reporting by Well Completion”; **these are shown in blue text below the Description/Instructions.**
11. To export the results, scroll to the bottom of the report and select Export
12. To return to the selection criteria, scroll to the bottom of the report and select Return

Instructions for running the Idled Well Review Report in OBIEE

1. Type in obiee.blm.gov in a browser
2. Log into OBIEE; user name is your system user name including @blm.gov and your password is your system password
3. Click on the Dashboards at the top of the screen; this will open a menu of the various dashboards
4. Select the AFMSS Dashboard
5. Go to the blue card labeled WELL and hover your cursor over the card
6. Select “Idle Well Review Report – A1”
7. Review the Description, Instructions, and Notes at the top of the page
8. Input your selection criteria
9. Click on “OK”
10. To export the results, scroll to the bottom of the report and select Export
11. To return to the selection criteria, scroll to the bottom of the report and select Return

Sample Reporting Format for Idled Well Reviews

The idled well review report will contain every field contained in the Idled Well Review Report in OBIEE:

- State;
- Office;
- Case Number;
- Lease Number;
- Federal or Indian Minerals;
- Operator;
- Well Name;
- Well Number;
- API Number;
- Completion Date;
- Measured Depth;
- Total Vertical Depth
- Status Start Date;
- Status;
- Reviewer;
- Review Date; and
- Idled Well Review Remarks

The below graphic displays the idle well review report in a visual form.

STATE	OFFICE	CASE #	LEASE #	FED/IND	OPERATOR	WELL NAME	WELL #	API NUMBER	COMPLETION DATE	MD	TVD	STATUS START DATE	STATUS	REVIEWER	REVIEW DATE	REMARKS
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