



Report Instructions for the *Oil and Gas Well Pads Report*

1. Overview of Reports

The Oil and Gas Well Pad Report is designed to show the operator's well pads, including the Act 9 Well Emergency information. Well Pad 911 address, Well Pad GPS Location and access road GPS location are required for all unconventional wells by Act 9.

2. Search Function

COUNTY

Used for selecting All Counties or one (1) County to be included on the report. When selecting one (1) County, the program will load only those municipalities that are within that county in the Municipality selection dropdown list. (Please wait as this may take a few minutes).

MUNICIPALITY

Used for selecting All Municipalities or one (1) Municipality to be included on the report. Selecting one (1) Municipality without selecting one (1) County, will show all well pads issued in that particular municipality for all counties where that municipality name exists. Municipality name may be a town/city, a township name or a borough name.

REGION

Used for selecting a particular DEP Region in which the facility being permitted is located

UNCONVENTIONAL ONLY

Used for selecting whether the report will include all wells (Unconventional Only = NO) or include only those wells identified as an Unconventional well (Unconventional Well Only = Yes).

OGO

 NULL

Used for selecting an Operator by entering their OGO number to be included on the report.

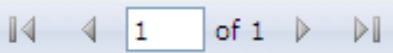
WELL STATUS

Used for selecting the current well status that is to be included on the report. Must selected at least one status, multiple statuses, or all statuses before report will run.

OPERATOR

Used for selecting All Operators, by name, or one (1) Operator Name to be included on the report.

3. Report Controls



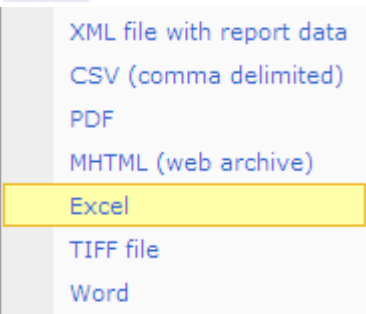
Used for paging from report page to report page.



Used to set the size of the report displayed.



Used to search the report for specific information.



Used to select the file type of the report download.



Used to refresh the report based on the earlier selected parameters.



Used to print the current report to your local selected printer.

4. Applications Support Help Desk

For questions or problems regarding this report, please contact the Application Support Help Desk at 717-705-3768.