

## P18 Project Manager

The P18 Project Manager facilitates the creation of the Form P-18 through the processing of run tickets. Main features include:

- Enter Run Tickets
- Import Run Tickets to Form P-18
- Calculate Form P-18 Totals
- Print Run Ticket Reports
- Export Run Ticket data to text files for importing into accounting software.

The P18 Project Manager Window controls all aspects of run ticket management. To get to this window:

Well / Project Manager

> Well / Project Manager

> P 18 Project Manager

**P18 Project Manager**

P-18 Run Ticket Entry

System Serial No.  
043484

Lease Name and ID:

Lease Name	ID #	Prod
Adams	11899	P1
Adams, Nina Estate	11337	P1
Anderson 1	144558	P2
Anderson, William Jr. Et Al	137296	P2
Apache - Kelly 1	175115	P2
Arend Unit 1	182468	P2
Armstrong 3	501512	P1
Arnold, M.W. 1	12143	P1
Austin, Helen P. B-10	132621	P2
Baffin Bay State Tract 65	107472	P2
Baldwin, J.C.	24541	P1
Ballard, C.F.	08701	P1
Barber	175601	P2

Run Ticket Date: 01/03/2001  
Run Ticket Number: 26756  
Water (Bbls): 110  
Slugs:

New Ticket Save Ticket  
Edit Ticket Cancel

Run Ticket List for Serial No. / Lease / Operating Month and Year

Operating Month: January  
Operating Year: 2001

Run Ticket Number	Run Ticket Date	Water	Slugs	Date Entered
26756	01/03/2001	110		01/18/2001
26803	01/08/2001	130		01/18/2001
26829	01/12/2001	130		01/18/2001
26940	01/25/2001	130		02/15/2001

Click on row and then press Ctrl-Del to Delete Run Ticket

Add New Lease... Print Run Ticket Report  
Edit Current Lease... Export Run Tickets  
Delete Current Lease  
Purge Old Tickets  
Help

### Entering Run Tickets

1 Select a System Serial No. from the combo box. If the desired one is not in the list, one can be typed in.

2 Select a Lease Name and ID from the selection list. If the desired lease is not in the list, click the Add New Lease... button. When the Add New Leases Window appears enter information in all the fields. Multiple leases can be added by pressing the Add button. When finished, press the

Close button.

NOTE: The list of leases can be sorted by clicking on the column title in the selection list.

3 Select an Operating Month and Operating Year.

4 A list of Run Tickets will then be displayed in the Run Ticket List. These tickets match the selection criteria of System Serial No., Lease Name and ID, Operating Month and Operating Year. If no Run Tickets are displayed in the Run Ticket List then none have been saved that match the selection criteria.

5 Click the New Run Ticket button to add a Run Ticket.

6 Enter the Run Ticket Date, Run Ticket Number, Water, and Slugs. If you try to save a run ticket and the Run Ticket Date is empty, a message will appear asking you to enter a date. If the Run Ticket Number is empty a message will appear notifying you.

7 Run tickets are automatically saved for you.

8 Repeat Steps 5 and 6 to add successive Run Tickets.

### Editing Run Tickets

1 Find the ticket you want to edit in the Run Ticket List.

2 Click on the ticket with your mouse. The tickets information will be displayed in the Run Ticket Date, Run Ticket Number, Water, and Slugs edit fields in the P-18 Run Ticket Entry group.

3 Make the desired changes.

### Deleting Run Tickets

1 Find the ticket you want to delete in the Run Ticket List.

2 Click on the ticket with your mouse.

3 Press the Ctrl and Delete keys on your keyboard at the same time.

## P18 Project Manager Window Items

- P-18 Run Ticket Entry Group - Run tickets are added in this group to the Selected System Serial Numbers Selected Lease.

**P18 Project Manager**

P-18 Run Ticket Entry

System Serial No.  
043484

Lease Name and ID:

Lease Name	ID #	Prod
Adams	11899	P1
▶ Adams, Nina Estate	11337	P1
Anderson 1	144558	P2
Anderson, William Jr. Et Al	137296	P2
Apache - Kelly 1	175115	P2
Arend Unit 1	182468	P2
Armstrong 3	501512	P1
Arnold, M.W. 1	12143	P1
Austin, Helen P. B-10	132621	P2
Baffin Bay State Tract 65	107472	P2
Baldwin, J.C.	24541	P1
Ballard, C.F.	08701	P1
Barber	175601	P2

Run Ticket Date: 01/03/2001      Run Ticket Number: 26756

Water (Bbls): 110      Slugs:

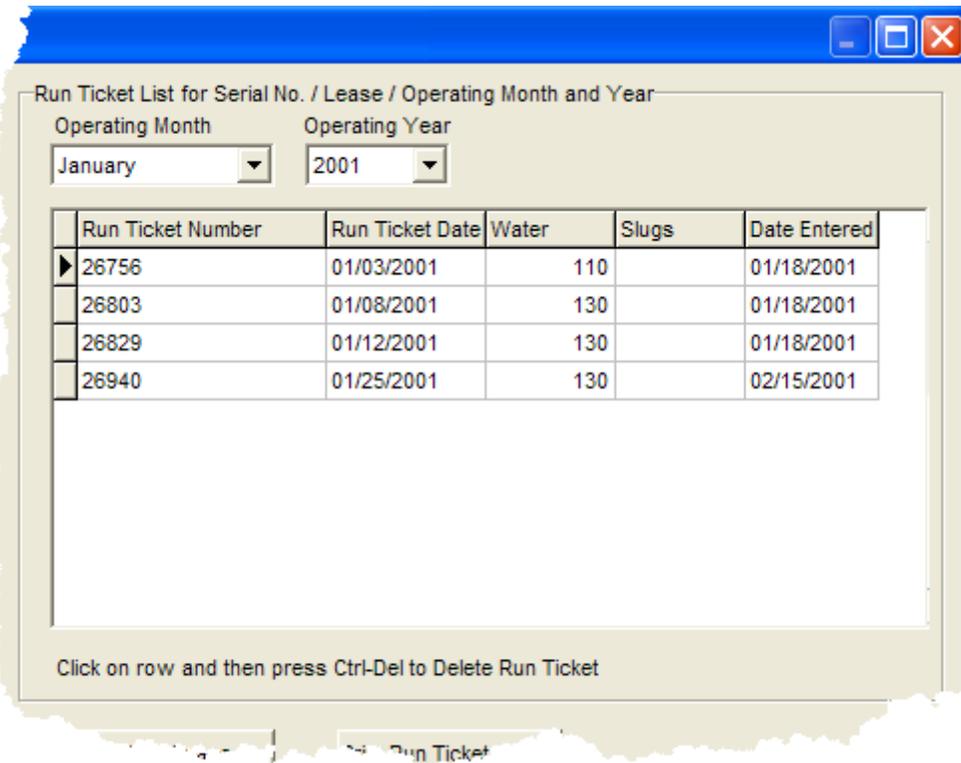
New Ticket      Save Ticket  
Edit Ticket      Cancel

Selected System Serial Number: 043484

Selected Lease: Adams, Nina Estate

- System Serial No. – A list of system serial numbers. The Selected System Serial Number is displayed.
- Lease Name and ID – This is the Lease Selection List. The Selected Lease has a triangle to the left of the Lease Name. The RRC ID Number, Production Type, and Operator are displayed in this list.
- Run Ticket Date – Date of the Selected Run Ticket. Ticket dates are entered and edited here.
- Run Ticket Number – Number of the Selected Run Ticket. Ticket numbers are entered and edited here.
- Water (Bbls) – Water received of the Selected Run Ticket. Water volumes are entered and edited here.
- Slugs – Slugs for the Selected Run Ticket. Slug volumes are entered and edited here.

- Run Ticket List for Serial No. / Lease / Operator Month and Year Group - This group displays a list of run tickets that have been entered for the Selected System Serial Number, Selected Lease, during the Operating Month and Year.



## Other Window Items

- Add New Lease... - Displays the Add New Leases Window used for adding leases to the Lease Selection List.
- Edit Current Lease... - Displays the Edit Lease Window used for editing the Selected Lease.
- Delete Current Lease - Deletes the Selected Lease.
- Purge Old Tickets - Deletes run tickets that are more than 3 months old.
- Print Run Ticket Report - Prints a report containing the run tickets for the Selected System Serial Number entered during the Selected Operating Month and Year. Tickets can be sorted and totaled by operator or lease.
- Export Run Tickets - Exports run ticket data to a text file which can be imported by accounting software.

# Importing Run Tickets into Form P-18

The Form P-18 is displayed by selecting it from the Form Selection List.

Forms

> Forms

> P 18

**Form P-18**  
RAILROAD COMMISSION OF TEXAS  
Oil and Gas Division  
**SKIM OIL/CONDENSATE REPORT**  
LIQUID HYDROCARBONS RECOVERED FROM  
SALT WATER GATHERING SYSTEMS PRIOR  
TO INJECTION OR OTHER DISPOSAL OF WATER  
**Form P-18**  
(Rev. 01/01/86)

OPERATOR NAME AND ADDRESS (Exactly as shown on P-1, Organization Report)  
REPORTING PERIOD  
CORRECTED REPORT? YES  
RRC DIST. NO.  
OPERATOR NO.

Name of Gathering System or Facility System Serial No.  
Location (Section, Block, Survey and County) Lease ID # (If applicable)  
Distance and direction from nearest town

**SECTION I - METHOD OF DISPOSAL OF WATER RECEIVED INTO SYSTEM**

1. INJECTION INTO A RESERVOIR PRODUCTIVE OF OIL OR GAS  
Field and Reservoir: Authorization for Injection: (Order No., UIC Project No.) or date of letter:  
2. INJECTION INTO DISPOSAL WELL(S)  
Name and Well No. of Disposal Well(s): Authorization for Disposal Well(s): (Order No., UIC Permit No., or date of letter):  
3. OTHER (e.g., Tidal Disposal, etc.)  
Describe Disposal Method: Authorization for Disposal Method: (Order No. or date of Letter):

**SECTION II - OPERATIONS DATA FOR REPORTING PERIOD**

1. Does this system receive salt water from more than one operator? Yes No  
2. Number of oil leases and/or gas wells that system gathers from: NET BARRELS  
3. Water received from producing properties during reporting period  
4. Water received from non-producing properties during reporting period  
5. Total barrels of water received during reporting period (Line 3 + Line 4)

F2 = Save; F4 = Operator Data; F6 = Import Well Info; F7 = Calculate; Shift+F7 = Record Calculate; Shift+F5 = Special Calculate; Ctrl+PgUp = Prev. Page;

1 Enter the necessary information on the front side of the form including all non-calculated fields. The Reporting Period month and year, the RRC Dist. No., the System Serial No. (on the front and back sides) and the Date in the bottom left of the page are necessary for importing the Run Tickets.

2 Press the Shift and F5 keys at the same time. This will import Run Tickets based on the Reporting Period and System Serial No. from the front side. If multiple pages are needed they will be automatically created.

NOTE: If run tickets have been incorrectly imported (for example: the incorrect Operating Period) the form must be cleared by selecting File / Clear Form from the menu bar and proceeding with Step 2.

3 After the import process is finished the user can scroll through the pages by pressing the Ctrl and Page Up or Page Down buttons at the same time. Click the Yes button at the message to save the current page that is being displayed.

4 After the import process is finished go to the FRONT SIDE of the FIRST PAGE and make sure all of the non-calculated values are entered. Non-calculated fields can be found by clicking the mouse in a field and reading the text in the One-Line Instruction. Leave the calculated fields empty.

5 Press the Shift and F7 keys at the same time to perform the calculations. When the procedure is finished all fields that require a calculation on the front and backsides of all pages will have a value.

6 Save the form.



