

## 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**

**Selected Lease**

- 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 / Operating 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.

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

## 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**

File Zoom Instructions Help Exit

Open Save Find Print Oper. Well F Well Help

Page 1 of 1

Front Side Back Side

**RAILROAD COMMISSION OF TEXAS**  
Oil and Gas Division

**SKIM OIL/CONDENSATE REPORT**

**Form P-18**  
(Rev. 01/01/86)

**READ INSTRUCTIONS ON BACK**

LIQUID HYDROCARBONS RECOVERED FROM  
SALT WATER GATHERING SYSTEMS PRIOR  
TO INJECTION OR OTHER DISPOSAL OF WATER

OPERATOR NAME AND ADDRESS (Exactly as shown on P-1, Organization Report)

REPORTING PERIOD

REC DIST. NO.

CORRECTED REPORT?

YES

OPERATOR NO.

Name of Gathering System or Facility

System Serial No.

Location

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.

# Totals by Lease

## P-18 Run Ticket Report

Start Date: 7/1/2010

End Date: 7/31/2010

System Serial No.: 03-New

Page: 1

Operator	Lease Name	Lease ID	Prod. Type	Ticket Date	Ticket Number	Water	Slugs
ABC Producing	Reitz	687706	P1	7/14/2010	1041	130	0
ABC Producing	Reitz	687706	P1	7/19/2010	1043	130	
ABC Producing	Reitz	687706	P1	7/23/2010	1044	90	
ABC Producing	Reitz	687706	P1	7/26/2010	1045	130	
ABC Producing	Reitz	687706	P1	7/28/2010	1046	130	
ABC Producing	Reitz	687706	P1	7/29/2010	1052	130	
Totals						740	
Johns Drilling	Texas Gulf Fee	43450	P1	7/1/2010	1030	130	0
Johns Drilling	Texas Gulf Fee	43450	P1	7/2/2010	1032	130	
Johns Drilling	Texas Gulf Fee	43450	P1	7/12/2010	1038	130	
Johns Drilling	Texas Gulf Fee	43450	P1	7/13/2010	1040	130	
Totals						520	
Johns Drilling	Weed A#1	45483	P1	7/1/2010	1031	150	
Johns Drilling	Weed A#1	45483	P1	7/2/2010	1033	150	
Johns Drilling	Weed A#1	45483	P1	7/4/2010	1034	130	0
Johns Drilling	Weed A#1	45483	P1	7/5/2010	1035	150	
Johns Drilling	Weed A#1	45483	P1	7/7/2010	1036	130	
Johns Drilling	Weed A#1	45483	P1	7/9/2010	1037	150	
Johns Drilling	Weed A#1	45483	P1	7/12/2010	1039	150	
Totals						1010	
Williams Oprating	Williams # 2	25864	P1	7/16/2010	1042	130	0
Williams Oprating	Williams # 2	25864	P1	7/28/2010	1047	130	
Williams Oprating	Williams # 2	25864	P1	7/28/2010	1048	130	
Williams Oprating	Williams # 2	25864	P1	7/28/2010	1049	130	
Williams Oprating	Williams # 2	25864	P1	7/29/2010	1050	130	
Williams Oprating	Williams # 2	25864	P1	7/29/2010	1051	130	
Totals						780	



# Totals by Operator

## P-18 Run Ticket Report

Start Date: 7/1/2010

End Date: 7/31/2010

System Serial No.: 03-New

Page: 1

Operator	Lease Name	Lease ID	Prod. Type	Ticket Date	Ticket Number	Water	Slugs
ABC Producing	Reitz	687706	P1	7/14/2010	1041	130	0
ABC Producing	Reitz	687706	P1	7/19/2010	1043	130	
ABC Producing	Reitz	687706	P1	7/23/2010	1044	90	
ABC Producing	Reitz	687706	P1	7/26/2010	1045	130	
ABC Producing	Reitz	687706	P1	7/28/2010	1046	130	
ABC Producing	Reitz	687706	P1	7/29/2010	1052	130	
Totals						740	
Johns Drilling	Texas Gulf Fee	43450	P1	7/1/2010	1030	130	0
Johns Drilling	Texas Gulf Fee	43450	P1	7/2/2010	1032	130	
Johns Drilling	Texas Gulf Fee	43450	P1	7/12/2010	1038	130	
Johns Drilling	Texas Gulf Fee	43450	P1	7/13/2010	1040	130	
Johns Drilling	Weed A#1	45483	P1	7/1/2010	1031	150	
Johns Drilling	Weed A#1	45483	P1	7/2/2010	1033	150	
Johns Drilling	Weed A#1	45483	P1	7/4/2010	1034	130	
Johns Drilling	Weed A#1	45483	P1	7/5/2010	1035	150	
Johns Drilling	Weed A#1	45483	P1	7/7/2010	1036	130	
Johns Drilling	Weed A#1	45483	P1	7/9/2010	1037	150	
Johns Drilling	Weed A#1	45483	P1	7/12/2010	1039	150	
Totals						1530	
Williams Oprating	Williams # 2	25864	P1	7/16/2010	1042	130	0
Williams Oprating	Williams # 2	25864	P1	7/28/2010	1047	130	
Williams Oprating	Williams # 2	25864	P1	7/28/2010	1048	130	
Williams Oprating	Williams # 2	25864	P1	7/28/2010	1049	130	0
Williams Oprating	Williams # 2	25864	P1	7/29/2010	1050	130	
Williams Oprating	Williams # 2	25864	P1	7/29/2010	1051	130	
Totals						780	