

# RAILROAD COMMISSION OF TEXAS

## Oil and Gas Division



### NOTICE TO OIL AND GAS OPERATORS

#### Requirement to File Well Logs Electronically

Beginning September 1, 2018, the Railroad Commission of Texas (Commission) will require oil and gas operators to use the Commission's Digital Well Log Submission application available through the RRC Online System to electronically file well logs with the Commission. Statewide Rule 16 (16 Texas Administrative Code §3.16), as amended effective April 28, 2015, provides that "each electric log must be filed with the commission electronically in a manner acceptable to the Commission if the Commission has the technological capability to receive the electronic filing." The RRC Online System for filing digital well logs can be found here, <http://webapps.rrc.state.tx.us/dwl/>.

Operators can file electronic well log data digitally in both Log ASCII Standard (.LAS) and Tagged Image File Format (.TIFF). The elimination of paper logs is reducing costs to operators and the Commission's Oil and Gas Division by reducing staff time spent converting paper logs into an acceptable digital form.

Prior to filing digital well logs electronically using the RRC Online System, an operator must first assign a security administrator for their organization by submitting an original hardcopy *Security Administrator Designation (SAD) Form* to the Commission. To download the SAD Form, visit the Commission's website at <http://www.rrc.texas.gov/about-us/resource-center/forms/online-filing-at-rrc/rrc-online-security-requirements/>.

The designated security administrator may then create accounts with appropriate rights for staff within their organization enabling those designees to file forms electronically through the RRC Online System. For additional information on the RRC Online System, visit the Commission's website at <http://www.rrc.texas.gov/about-us/resource-center/forms/online-filing-at-rrc/>.

Existing users with accounts in the RRC Online System do not need to designate a new administrator. The organization's security administrator needs only to assign rights for filing online through their administration accounts to grant their users access.

If you have questions regarding this change, please contact the Well Compliance Unit of the Oil and Gas Division by email at [prorationunit@rrc.texas.gov](mailto:prorationunit@rrc.texas.gov) or phone at 512-463-6975 for assistance.

*Please Forward to the Appropriate Section of Your Company*