



**(H-10) ANNUAL DISPOSAL/INJECTION WELL
MONITORING REPORT**

OIL AND GAS PROJECT

ELECTRONIC FILING REQUIREMENTS

REVISED JANUARY 10, 2011

VERSION 2.0

Change Log

1. Changed [EDI](#) filing date options from July 1982 through current cycle year to July 1995 through current cycle year.
2. Added [EDI](#) right curly bracket delimited format
3. Changed [On-line](#) filing date options from July 1982 through current cycle year to July 1995 through current cycle year for currents and delinquents and September 2006 through current cycle year for corrected H-10s.
4. Clarified [Identifying Record](#) requirements.
5. Changed data Item length ([Record count](#), Order 7) from 3 to 4 digits.
6. Changed data Item length ([Oil Lease No/Gas ID](#), Order 12) from 5 to 6.
7. Data Item Other Injected, Order 30, added a “[No other injected fluid](#)” option.
8. Added uploading option for under item 3 in the [Security issues and concerns](#).
9. Added 13 - Sequestered CO₂ as an option for Data Item Other Injected, Order 30.
10. **Changed EDI file format due to Senate Bill 1387 rule changes. See Record Layouts beginning on Page 8.**

In September 2007, the Railroad Commission of Texas (RRC) implemented an online system for filing of H-10 reports. The web-based system is a part of the [RRC Online system](#), which also includes Drilling Permits (Form W-1), Production Reports (Form PR) and now Completions (W-2/G-1). This revised document describes some of the changes and in particular focuses on changes in the Electronic Document Interchange (EDI) filing procedures in response to Senate Bill 1387.

Please direct questions to H10info@rrc.texas.gov

Filing options:

The H-10 system will provide the following methods for processing H-10 forms.

EDI:

- a) Capability to file original, delinquent and corrected H-10 submissions via EDI including those for proposed wells. The system will provide the filer with the ability to file H-10 reports spanning the period from July 1995 through the current cycle year.
**Note: Proposed wells have UIC numbers, do not have lease/gas ID numbers, may or may not have API numbers, and are not carried on the Proration Schedule.*
- b) The system provides a delimited format allowing filers to easily file via EDI. Anyone using spreadsheet software to compile H-10 data will be able to export the file to a tab or right curly bracket delimited format for EDI submission.
- c) The system will streamline the notification process for delinquent H-10's (including certified, severed/sealed), violations, and requests for additional information. By utilizing e-mail, the commission will notify a filer if a violation or delinquent report exists.
- d) The H-10 application will validate the format of each file submitted. A file not meeting the formatting requirements will be rejected. Filers will be required to correct the formatting error and resubmit the file. Since this check will be performed each time a file is submitted, the necessity to submit and receive a certification of formatting is redundant and therefore eliminated. However, the Commission will provide EDI filers with a test site prior to implementation for those who wish to upload a test file to validate their EDI file format.

For specific H-10 records not meeting the filing requirements, the filer will receive error/approval feedback within one hour via email under normal conditions. A rejected file where only some records were rejected may be resubmitted via the EDI system after the errors are corrected.

- e) **The Commission will accept EDI filings for H-10 reports on one type of media; web based file upload. All H-10 EDI filings will be required to be in the new updated format after the transition date now tentatively set for April 1, 2011.**
- f) For the filer who wishes to maintain a hardcopy file of the data they submitted, the on-line application will provide them with the option to print a paper copy of the data so it can be retained for their records.

On-line:

- g) Capability to file an H-10 form over the internet for any month from July 1995 through the current cycle year for original and delinquent submissions including those for proposed wells. Corrected H10's may be filed online from September 2006 forward.
**Note: Proposed wells have UIC numbers, do not have lease/gas ID numbers, may or may not have API numbers, and are not carried on the Proration Schedule.*
- h) Enter the report data directly into the Commission's on-line form. Once submitted, the form is received and processed immediately by the Commission.
- i) Validation of the data submitted. The on-line filing application will perform some validations on the data submitted to ensure that the H-10 reports are valid. If, after submission and acceptance of the data by the on-line application, the system finds a violation, the on-line filer will be given notification via email.
- j) Streamline the notification process for delinquent, violations and requests for additional information. Rather than waiting for a hardcopy notification from the Commission, users with security access can log in any time and see if they have any outstanding violations. The application will also provide the capability to correct the problem on-line thus eliminating the need for a hardcopy correction.
- k) Provide a hardcopy for records. For the filer who wishes to maintain a hardcopy file of the data submitted, the on-line application will provide an option to print a paper copy of the data so it can be retained for their records.

Security issues and concerns:

An organization (P5 operator or third-party consultant/vendor) must file a Security Administrator Designation (SAD) Form with the Commission as a requirement for filing on-line and/or EDI. An account is created for the person named on the SAD Form with the role of Security Administrator for the organization. This Security Administrator, in turn, can assign 'Filing Rights' to employees of the organization authorizing them to file RRC forms on-line.

Organizations who have existing SAD forms do not need to re-file. The existing Security Administrators will be able to assign H-10 'Filing Rights' to the users within the RRC Online Application.

During the implementation of other Commission EDI forms, a concern was raised that a corrected H-10 submitted on-line for an original report submitted via EDI could cause the operator's database to be out of sync with the data submitted to the Commission if the new data was not entered correctly into the operator's database. To address this concern, the Commission will create four roles giving the filer flexibility in assigning various filing rights:

1. H-10 Full Filing Rights: First filing right (role) that allows the user to file the Form H-10 via all mediums (Online and EDI) and perform all functions within the H-10 application.

2. H-10 Online Filing Only: A second filing right (role) that only allows online filing and its related functions. Such users will not be able to upload an EDI file or be a designated agent within an EDI file.
3. H-10 Upload EDI Filing Only: A third filing right (role) that only allows EDI file upload rights and viewing and downloading of a violations file. Such a role will not be able to file Online or be designated as an agent in the EDI file. Such a role will allow the data designated third party or in-house data center users to upload an H-10 EDI file on behalf of the business managers responsible for the EDI filing of H-10 Forms.
4. EDI Agent: A fourth filing right (role) that only allows EDI agent rights, EDI file upload rights and viewing and downloading of a violations file. Such a role will not be able to file Online.

These filing rights will allow the organization to ensure that all reports submitted to the Commission are generated from their own process while giving the user access to violations to determine what changes need to be submitted.

Definitions:

Name	Definition
Original H-10	Original H-10 submitted within due date for cycle year period.
Corrected H-10	H-10 filed to correct information previously filed for the same cycle. The corrected H-10 indicator must be present so the report is recognized as corrected.
Delinquent	30 days after due date.

EDI file and format requirements:

- 1) The file will have a delimited format. Either of the following delimiters is allowed: tab (tab) and a right curly bracket } (rcb). (Only one delimiter type per file.)
- 2) H-10 reports provide 12 months of data.
 - a. Original and corrected filings may be submitted within the same batch filing. Use of the data item “filing type” (listed in the H-10 Header Record) allows a filer to indicate if the filing is original or corrected.
 - b. A complete H-10 report must be submitted. No partial filings are allowed.
 - c. The Commission will accept early filings if the date of the submission is after the last day of the last cycle month and year submitted. Example: The H-10 Forms that are mailed in November 2006 are for the due date of March 1, 2007 and can be accepted only as early as February 1, 2007. These H-10 Forms are for cycle year February 2006 to January 2007.
 - d. The Commission will provide the due dates and cycle information for all fields on its website.
- 3) Permission to file electronically must be obtained from the commission via a SAD (Security Administrator Designation) Form. [Additional information regarding SAD forms can be found on our website at http://www.rrc.texas.gov/about-us/resource-center/forms/online-filing-at-rrc/rrc-online-security-requirements/.](http://www.rrc.texas.gov/about-us/resource-center/forms/online-filing-at-rrc/rrc-online-security-requirements/)
- 4) The requirement for testing the file format prior to certification has been eliminated. The only requirement will be authorization given by a security administrator for the organization submitting the report.
- 5) Proposed wells are permitted for injection, have UIC numbers, do not have lease numbers and may or may not have API numbers. They are not on the proration schedule but are listed in the UIC database, which also generates H-10 Forms.
- 6) The specific business rules used for data validation are referenced in document, H-10 EDI Business Rules.

Record Layouts:

Identifying Record

Each file submitted to the RRC for EDI processing must have an Identifying Record as the first record in the file. The processing of this record includes the validation that the Agent user ID is authorized to file electronically. An operator or third-party vendor may obtain authorization by submitting the Security Administrator Designation form (SAD) to the Commission's P-5 department.

The Identifying Record for the file is the only fixed width record and it has the following format:

Order	Req.	Max Length	Data Item	Data Type	Definition
1	Y	1	Record type	Integer	Type of record for this identifying layout=1
2	Y	3	Delimiter	Char	Used to delimit file. Values are: 1) tab (a tab) 2) rcb (right curly bracket - }) t or r will be second letter for this record
3	Y	9	Agent ID	Varchar2	User ID assigned by the RRC to the agent/operator, left justified, padded with spaces.
4	Y	32	Agent Name	Varchar2	Name of the agent/operator submitting the file, left justified, padded with spaces.
5	Y	32	Agent Email Address	Varchar2	Email address for the agent/operator filing the records left justified, padded with spaces. Will be used to contact the agent and should be valid.
6	Y	10	Agent Phone Number	Varchar2	Phone number for the agent, left justified, padded with spaces
7	Y	4	Record Count	Integer	Number of H-10's filed, right justified, padded with zeros. One H10 filing consists of a total of 13 records (one for the header, twelve for the detail information). This is an H-10 Filing count.

H-10 Header Record

Order	Req.	Max Length	Data Item	Data Type	Definition
1	Y	1	Record Type	Integer	Type of record for this header layout=2
2	Y	8	Record Unique	Integer	Unique line number that identifies the record in the file and corresponds to the Record Number according to the agent/submitter's numbering sequence.
3	Y	3	Form Type	Varchar2	Must be 'H10'
4	Y	1	Filing Type	Integer	Type of filing being submitted; 1=original, 2=corrected <i>*Note: Delinquent Form H-10 = original</i>
5	Y	9	UIC Number	Integer	Unique underground injection control (UIC) number assigned by Technical Permitting.
6	Y	1	UIC Type	Integer	Indicates disposal/injection in a productive/non-productive zone. 1=disposal in non-productive zone, 2=disposal in productive zone, 3=injection in productive zone, 4 = other; comment required, 6 = R96 - gas storage in reservoir.
7	Y	8	Effective Date	Integer	Effective date is 30 days after the due date (format is MMDDYYYY)
7	Y	8	Due Date	Integer	Due date for H-10 form submission by operator (format is MMDDYYYY)
8	Y	6	Operator Number	Integer	The operator number assigned to the filing operator by the RRC P-5 organization.
9	Y	2	RRC District	Varchar2	RRC district in which the well is located. Values are: 01, 02, 03, 04, 05, 06, 6E, 7B, 7C, 08, 8A, 09, 10.

10	N	8	API Number	Integer	Unique 8 digit American Petroleum Industry number identifying the well bore for the well.
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Order	Req.	Max Length	Data Item	Data Type	Definition
11	N		Oil Lease Number or Gas ID	Integer	String of 5 numbers if Lease Type = O (oil) String of 6 numbers if Lease Type = G (gas)
12	N ⁶	32	Field Name	Varchar2	Field Name as indicated by the RRC proration schedule.
13	Y	32	Lease Name	Varchar2	Lease name as indicated by the RRC proration schedule.
14	Y	13	County	Varchar2	Valid 13 character alphanumeric county name.

Order	Req.	Max Length	Data Item	Data Type	Definition																								
15	Y	6	Well Number	Varchar2	<p>Valid 6-digit alpha/numeric designation for a well. The format must be A/N_N_N_N_A_A. (A-alphabetical, N-numeric) and be right justified to the fourth position from the left. Example, well no. = 1 is _ _ _ 1 _ _</p> <ul style="list-style-type: none"> All well numbers must contain at least one numeric character. Well numbers cannot contain any characters other than numbers and letters - no punctuation marks such as a dash (-). Hyphens should only be keyed for wells in the Kelly-Snyder Field. Well numbers containing hyphens in other Fields should cause the form to be rejected. The last 2 places can only contain letters; these are generally used to designate injection/disposal wells (1W, 1 W, 2SW), or multi-completions (1 U, 2 L, 3 C). The Commission will automatically right justify numeric only well numbers to the correct position. <p>Well Number Format:</p> <table border="1"> <thead> <tr> <th>Fields</th> <th>Length</th> <th>Start Position</th> <th>Data Type</th> <th>Adjust/Fill</th> <th>Field Type</th> </tr> </thead> <tbody> <tr> <td>First</td> <td></td> <td>27</td> <td>Alpha/Numeric</td> <td></td> <td></td> </tr> <tr> <td>Second</td> <td>1 3</td> <td>28</td> <td>Numeric</td> <td>B</td> <td>M</td> </tr> <tr> <td>Third</td> <td>2</td> <td></td> <td>Alpha/Numeric</td> <td></td> <td></td> </tr> </tbody> </table> <p>Adjust/Fill Code B = Right Justify with blank fill Field Type Code M = Mandatory at least 1 character must be keyed</p> <p>Well Number Exceptions – The following may have any alpha-numeric combination:</p> <ul style="list-style-type: none"> Yates Field 99295 001 Kelly-Snyder Field 48583 001 Gas wells for districts 08 and 08A 	Fields	Length	Start Position	Data Type	Adjust/Fill	Field Type	First		27	Alpha/Numeric			Second	1 3	28	Numeric	B	M	Third	2		Alpha/Numeric		
Fields	Length	Start Position	Data Type	Adjust/Fill	Field Type																								
First		27	Alpha/Numeric																										
Second	1 3	28	Numeric	B	M																								
Third	2		Alpha/Numeric																										

16	Y		Injection Interval Depth Top	Integer	Depth of the well to the top of the injection or disposal zone
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Order	Req.	Max Length	Data Item	Data Type	Definition
17	Y		Injection Interval Depth Bottom	Integer	Depth of the well to the bottom of the injection or disposal zone
18	Y ⁵		Tubing Packer Depth	Integer	Setting depth of tubing packer
19	Y ⁵		Injected Fluid Source Own	Char	Injected fluid is produced from sources other than own = Y or N
20	Y ¹	1	Injection Through	Integer	Injection is applied through tubing or casing = 1 (Tubing) or 2 (Casing)
21	Y	3	Salt Water Fluid Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no Salt Water injected, enter 0.
22	Y	3	NORM Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no NORM injected, enter 0.
23	Y	3	Fresh Water Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no Fresh Water injected, enter 0.
24	Y	3	Total CO ₂ Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no CO ₂ injected, enter 0. This percentage should be a total percentage of all CO ₂ injected in relation to other fluids.
25	Y	3	Anthropogenic CO ₂ Injected	Integer	Percentage of Anthropogenic CO ₂ is a subset of overall CO ₂ volume. If no Anthropogenic CO ₂ injected, enter 0. If all CO ₂ injected is Anthropogenic CO ₂ , percentage would be 100%.

26	Y	3	Natural Gas Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no Natural Gas injected, enter 0.
27	Y	3	H ₂ S Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no H ₂ S injected, enter 0.
28	Y	3	Polymer Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no Polymer injected, enter 0.

Order	Req.	Max Length	Data Item	Data Type	Definition
29	Y	3	Steam Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no Steam injected, enter 0.
30	Y	3	Air Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no Air injected, enter 0.
31	Y	3	Nitrogen Injected	Integer	Percentage of total liquid/gas injection during the cycle year. If no Nitrogen injected, enter 0.
32	Y	3	Fracture Water Flow Back	Integer	Percentage of total liquid/gas injection during the cycle year. If no Fracture Water Flow Back injected, enter 0.
33	Y	3	Other Injected Fluid	Integer	Percentage of total liquid/gas injection during the cycle year. If no Other Fluid injected, enter 0.

34	Y	2	OtherInjected Fluid Type 1	Integer	<p>Other type of injection fluid used during reporting cycle, only one selected.</p> <p>Blank, no other injected fluid = 00 Cavern Leach Brine = 01 Cooling Tower Blowdown Water = 03 Fresh Hydrotest Water = 05 Gas Plant Effluent = 07 Surfactant = 12 Flue Gas = 14 Inert Gas = 15 Exhaust Gas = 16 Rain Water = 17 Refinery Effluent = 18 Sewage Water = 19 Other Non-Hazardous Oil & Gas Waste (RCRA Exempt Waste Subtitle C) = 20</p>
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Order	Req.	Max Length	Data Item	Data Type	Definition
35	Y	2	OtherInjected Fluid Type 2	Integer	<p>Second Other type of injection fluid used during reporting cycle, only one selected.</p> <p>Blank, no other injected fluid = 00 Cavern Leach Brine = 01 Cooling Tower Blowdown Water = 03 Fresh Hydrotest Water = 05 Gas Plant Effluent = 07 Surfactant = 12 Flue Gas = 14 Inert Gas = 15 Exhaust Gas = 16 Rain Water = 17 Refinery Effluent = 18 Sewage Water = 19 Other Non-Hazardous Oil & Gas Waste (RCRA Exempt Waste Subtitle C) = 20</p>

Order	Req.	Max Length	Data Item	Data Type	Definition
36	Y	2	OtherInjected Fluid Type 3	Integer	<p>Third Other type of injection fluid used during reporting cycle, only one selected.</p> <p>Injected fluid comment = 99, used for fluid type different from those listed here and in items 22-33 and requires that item 37 be completed.</p> <p>Blank, no other injected fluid = 00 Cavern Leach Brine = 01 Cooling Tower Blowdown Water = 03 Fresh Hydrotest Water = 05 Gas Plant Effluent = 07 Surfactant = 12 Flue Gas = 14 Inert Gas = 15 Exhaust Gas = 16 Rain Water = 17 Refinery Effluent = 18 Sewage Water = 19 Other Non-Hazardous Oil & Gas Waste (RCRA Exempt Waste Subtitle C) = 20</p>
37	Y	32	Injected fluid comment	Varchar2	<p>Comment supplied by filer for injection fluid used during reporting cycle if the fluid is not one listed in items 34, 35, or 36 and is not one listed in items 21 through 33. Required when item 36 = 99.</p>

H-10 Detail Record

Order	Req.	Max Length	Data Item	Data Type	Definition
1	Y	1	Record type	Integer	Type of record for this detail layout=3
2	Y	6	Cycle year, Cycle month	Integer	4 digit numeric cycle year, 2 digit numeric cycle month (YYYYMM)
3	Y	4	Injection pressure average	Integer	Average injection pressure in PSIG units
4	Y	4	Injection pressure maximum	Integer	Maximum injection pressure in PSIG units
5	Y	8	Volume BBLs	Integer	Total volume of liquid injected in barrels
6	Y	8	Volume MCF	Integer	Total volume of gas injected in thousands of cubic feet
7	N	2	Annulus readings	Integer	Number of pressure readings for tubing-casing annulus pressure measurements. Tubing-casing annulus pressure monitoring (TCAM). Use 99 for Continuous Monitoring
8	N	4	Annulus minimum pressure	Integer	Minimum pressure in PSIG units for tubing-casing annulus pressure monitoring (TCAM).
9	N	4	Annulus maximum pressure	Integer	Maximum pressure in PSIG units for tubing-casing annulus pressure monitoring (TCAM).

Reject Email Header Record

Notification of rejects existing on H-10's filed electronically to the commission will be e-mailed to the agent/operator e-mail address in the below record layout. Items 1 - 10 reflect the information in the record submitted to the RRC.

Order	Req.	Max Length	Data Item	Data Type	Definition
1	Y	32	File Name	Varchar2	Name of EDI file submitted
2	Y	24	Upload time	Varchar2	Date and time file was uploaded using the format: YYYY-MM-DD HH:MM:SS.SS
3	Y	8	Number Received Records	Integer	Number of records (H10's) received.
4	Y	8	Number Processed Records	Integer	Number of records (H10's) processed.
5	Y	8	Number Dropped Records	Integer	Number of records (H10's) dropped.
6	Y	9	Agent ID	Varchar2	User ID assigned by the RRC to agent (from the data file).
7	Y	9	Submitter ID	Varchar2	User ID assigned by the RRC to submitter (person logged on).
8	Y	10	Agent phone number	Varchar2	Agent phone number, used to contact in some circumstances
9	Y	32	Agent email address	Varchar2	Email address for the agent (from the data file).
10	Y	32	Submitter email address	Varchar2	Email address for the submitter (person logged on).

Reject Email Detail Record:

Notification of rejects existing on H-10's filed electronically to the commission will be e-mailed to the agent's e-mail address in the Identifying Record. Items 1 - 8 reflect the information for the record in question submitted to the RRC.

Order	Req.	Max. Length	Data Item	Data Type	Definition
1	Y	8	Line number	Integer	Unique line number that identifies the record in the file and corresponds to the Record Number in the H-10 Record Layout.
2	Y	8	Record Unique	Integer	Unique line number that identifies the record in the file and corresponds to the Record Number according to the agent/submitter's numbering sequence.
3	Y	2	District	Varchar2	Must be one of the following: 01, 02, 03, 04, 05, 06, 6E, 7B, 7C, 08, 8A, 09, 10. Leases in district 6E will be rejected if filed in district 06.
4	Y	9	UIC number	Integer	Unique underground injection control (UIC) number assigned by Technical Permitting.
5	Y	6	Oil Lease Number or Gas ID	Integer	String of 5 numbers if Lease Type = O (oil) String of 6 numbers if Lease Type = G (gas)
6	Y	6	Well no.	Varchar2	6 character alphanumeric well number
8	Y	164	Reason for dropping record	Varchar2	Explanation message for dropping indicated records