COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF ENVIRONMENTAL PROTECTION
OFFICE OF OIL AND GAS MANAGEMENT

MECHANICAL INTEGRITY ASSESSMENT OF OPERATING HOME USE WELLS INSTRUCTIONS (Conventional Operations Only)

GENERAL INFORMATION

The Mechanical Integrity Assessment Report is used to record quarterly well integrity data for operating oil and gas wells regulated under 25 Pa. Code section 78.88. Home use wells, or wells that produce gas solely for onsite use rather than distribution to a sales line, are one type of operating well in the state covered by this regulation. These instructions are intended to accompany the Mechanical Integrity Assessment Report – Home Use Well form. Please note that either paper or electronic submissions are acceptable.

Inspection reports for home use wells must be submitted to the Harrisburg Bureau of Oil and Gas Planning and Program Management office by February 15 of the year following the inspections to satisfy the reporting requirement in 25 Pa. Code section 78.88(e). Instructions for completing this process are provided on the website. If well ownership is transferred, the operator/owner in possession of the well on January 1 of the year following the quarterly inspections must submit all quarterly data to the Department of Environmental Protection (DEP) for the previous year.

For technical questions regarding inspection components, contact the appropriate DEP District Oil and Gas Operations office using the information that follows. A map denoting the counties that each District Oil and Gas Operations office is responsible for is included at the end of these instructions.

Pennsylvania Department of Environmental Protection
Oil and Gas Management Program
Northwest District Office
230 Chestnut Street Telephone No. 814.332.6860
Meadville, PA 16335-3481 Fax No. 814.332.6120

Pennsylvania Department of Environmental Protection
Oil and Gas Management Program
Southwest District Office
400 Waterfront Drive Telephone No. 412.442.4024
Pittsburgh, PA 15222-4745 Fax No. 412.442.4328

Pennsylvania Department of Environmental Protection
Oil and Gas Management Program
Eastern District Office
208 West Third Street Telephone No. 570.327.3636
Williamsport, PA 17701-6448 Fax No. 570.327.3420

If problems completing the forms are encountered or for questions about submitting well integrity data, please contact the Bureau of Oil and Gas Planning and Program Management in Harrisburg.

Submit completed form to the address that follows:

Pennsylvania Department of Environmental Protection
Bureau of Oil and Gas Planning and Program Management
P.O. Box 8765 Telephone No. 717.772.2199
Harrisburg, PA 17105-8765 Fax No. 717.772.2291

INSPECTION COMPONENTS

1. Well Operator/Owner and Oil and Gas Operator (OGO) Number

Enter the name of the well operator/owner that operates the well and the OGO number.

2. Abridged API Number

Enter the U.S. Well No. (API No.) assigned to the well using the following format: CCC-XXXXX. CCC represents the 3-digit county code and XXXXX represents the unique 5-digit county ID. The sections of the numbers must be separated by a dash (-).

3. Well Type (Gas or Combo)

Enter the type of hydrocarbons produced at the well (e.g., Gas or Combo for both Oil and Gas).

4. Quarterly Inspection Date

Enter the date the quarterly inspection was completed at the well using the following format: MM/DD/YY. In cases where the well is not inspected during any given quarter, a date should still be entered and a comment provided indicating why the well was not inspected.

5. Primary Production Gas Pressure, Pounds Per Square Inch Gauge (psig)

Enter the shut-in or producing back (flowing) pressure in psig by referencing the wellhead pressure gauge. If the well is not fitted with a pressure gauge, enter "0" and provide a comment documenting that no gauge is present.

6. Escaping Gas from Surface/Wellhead Equipment/Outside Conductor

Enter "Y" if any escaping gas is noted at the surface in association with wellhead equipment or from the ground surrounding the wellhead, otherwise enter "N."

7. Escaping Oil from Surface/Wellhead Equipment/Outside Conductor

Enter "Y" if any leaking oil is noted at the surface in association with wellhead equipment or from the ground surrounding the wellhead, otherwise enter "N."

8. Escaping Produced Water from Surface/Wellhead Equipment/Outside Conductor

Enter "Y" if any leaking brine/brackish water is noted at the surface in association with wellhead equipment or from the ground surrounding the wellhead, otherwise enter "N."

9. Corrosion Problems

Visually inspect external aboveground well components, for the presence of severe corrosion.

Enter "Y" if any severe corrosion problems are noted that, unless repaired, will result in the imminent failure of well components intended to contain pressure or produced fluids, otherwise enter "N." There is no expectation for operators/owners to address minor surface corrosion as part of this inspection, as the presence of some surface oxidation is actually beneficial to the integrity of operating wells.

10. Comments

Please add any additional relevant comments or clarification regarding the quarterly inspection at the well.

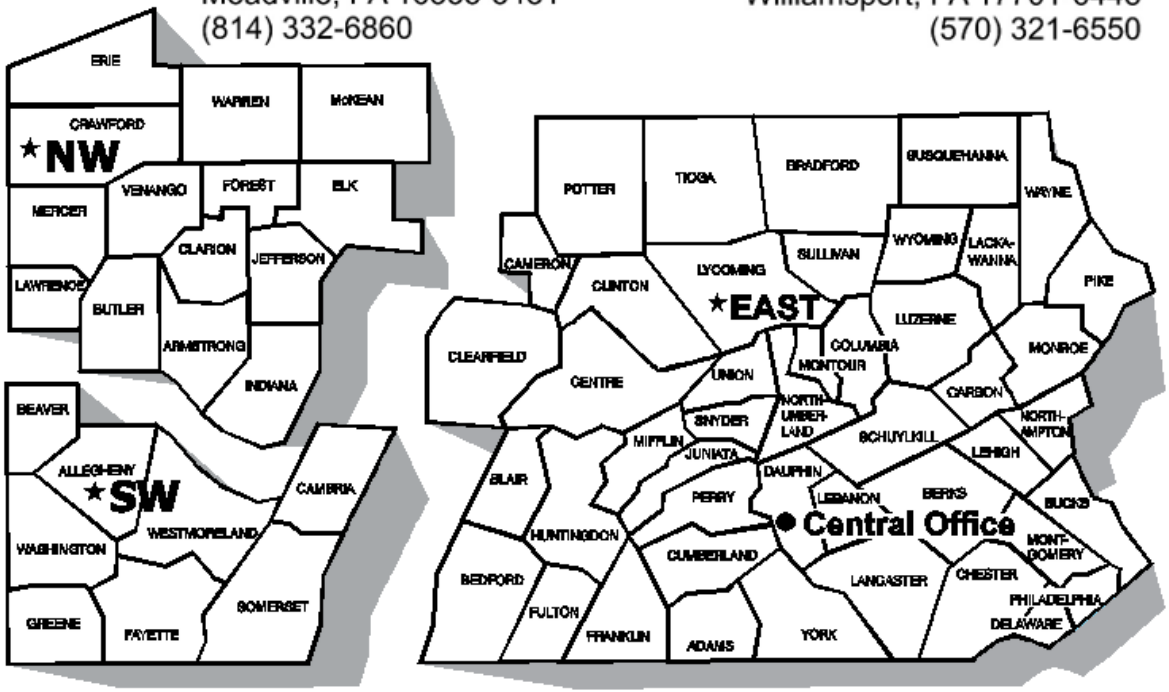
NOTES:

ALL OPERATING WELLS AND THOSE WELLS THAT ARE CLASSIFIED AS ABANDONED BUT HAVE NOT YET BEEN PLUGGED MUST BE INSPECTED ON A QUARTERLY BASIS AND RECORDS RETAINED FOR FIVE YEARS IN ACCORDANCE WITH THE REGULATIONS OF 25 PA. CODE SECTION 78.88(a). PLEASE NOTE THAT ONLY ONE QUARTERLY INSPECTION RESULT MUST BE REPORTED ANNUALLY FOR CONVENTIONAL WELL SITES, SUCH AS HOME USE WELLS, TO DEMONSTRATE COMPLIANCE WITH 25 PA. CODE SECTION 78.88(e).

Oil and Gas Regions

★ **Northwest Region**
230 Chestnut Street
Meadville, PA 16335-3481
(814) 332-6860

★ **Eastern Region**
208 West Third Street
Williamsport, PA 17701-6448
(570) 321-6550



★ **Southwest Region**
400 Waterfront Drive
Pittsburgh, PA 15222-4745
(412) 442-4024

● **Central Office**
Bureau of Oil and Gas Management
PO Box 8765
Harrisburg, PA 17105-8765
(717) 772-2199