



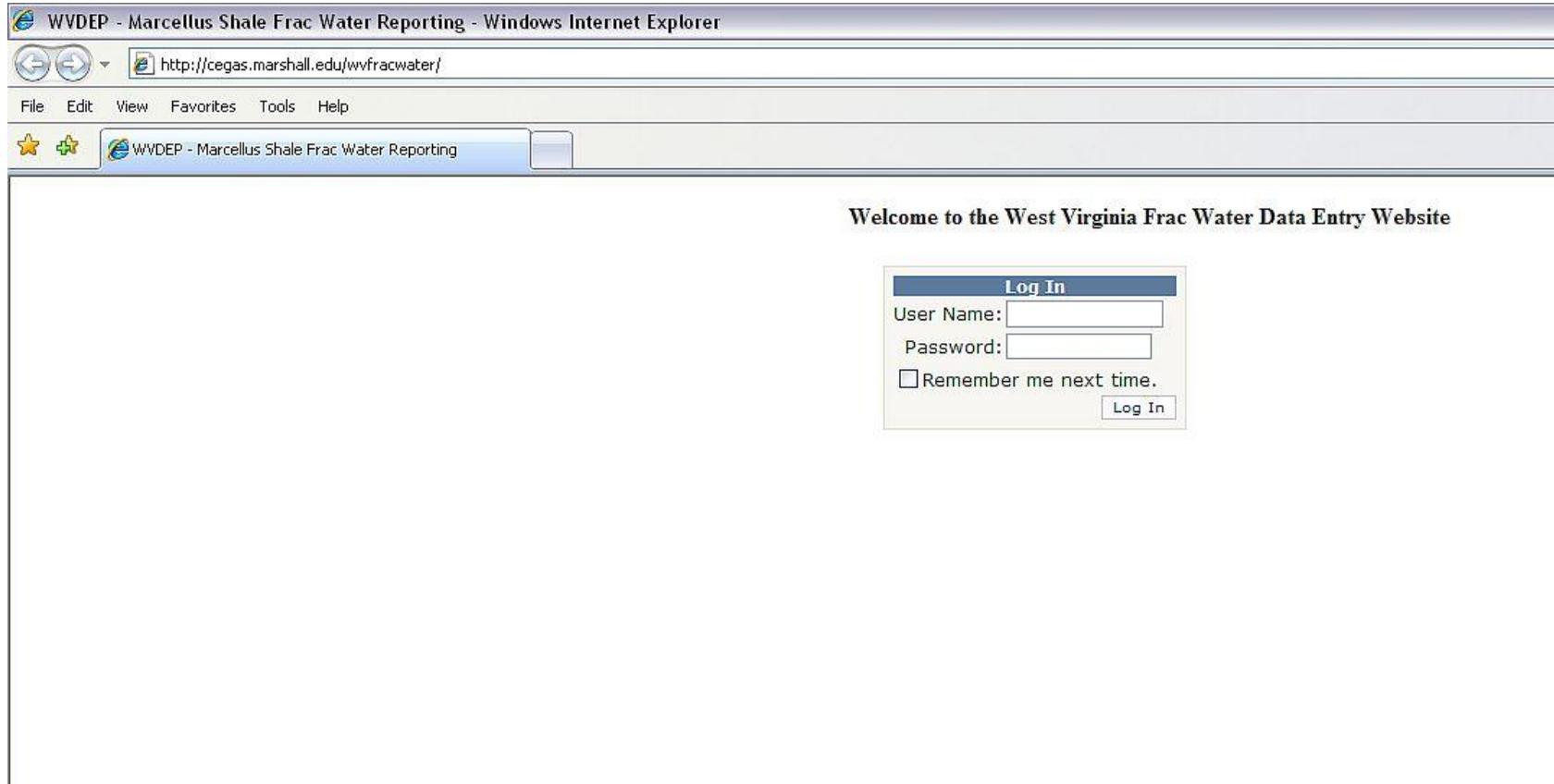
Welcome to the Hydrofracturing Water Use Reporting and Registration Site

If you used over 750,000 gallons of water to hydrofrac a well, you must report your water use to the West Virginia Department of Environmental Protection. It does not matter what formation you were fracturing, just that you used over 750,000 gallons of water in the well. To make the reporting process as easy as possible, we suggest you follow these steps:

- ✦ Carefully read these instructions, noting the types of information you will be required to enter.
- ✦ This instruction manual should be printed in order to assemble the information before beginning the reporting process. If you have to stop mid-entry, a save function has been provided as explained in this instruction manual, failure to follow these instructions will result in loss of the previously entered information.

- ✦ Obtain a user ID and password from the West Virginia Department of Environmental Protection's Water Use Section. Contact information is given at the end of these instructions. Blank screen shots are available on the West Virginia Department of Environmental Protection's Water Use Section home page.
- ✦ Only one user ID will be given to each company. If different people enter data, they must all use the same user ID and password. Two users from the same company may not use the site at the same time.
- ✦ **For purposes of this report, flowback frac water is defined as being either 50% of the original injected water, or the water recovered during the first 30 days of flowback, whichever comes first.**
- ✦ Enter the site by going to:
<http://cegas.marshall/wvfracwater/>





When you have requested and acquired a user name and password from the WVDEP Water Use Section, use Windows Internet Explorer to follow the link

<http://cegas.marshall.edu/wvfracwater/>

Enter your user name and password in the Log In box and click the [Log In](#) button.

Company Information - Windows Internet Explorer
 http://cegas.marshall.edu/WVFracWater/Default.aspx

File Edit View Favorites Tools Help

Company Information

[Logout](#) test004

Company Information

Company Name:

Address:

City:

State:

Zip:

Company Contact Person Information

Last Name:

First Name:

Middle Initial:

Title:

Telephone Number:
format: xxx-xxx-xxxx

Telephone Ext. :

Fax Number:
format: xxx-xxx-xxxx

E-mail Address:

Confirm Email Address:

Save above company and contact information.

| Report Water Usage for a New Well Site | Incomplete Well Site Water Usage Reports |
|--|--|
| Only report water use for a well site after recovered frac water has been disposed of for all wells at the site. | Your company does not have any incomplete reports to submit. |
| <input type="button" value="Report Water Usage For Well Site"/> | |

This is the first screen you will see. To report water use for a new well, first enter all company information. Most of the fields require an entry. If you do not enter data, a red reminder will appear next to the box.

When finished, click the "Save" button at the bottom of the page. If you realize you made a mistake, simply re-enter the information, and click the "Save" button again.

If your company information is already entered and there are any incomplete well site water usage reports in the lower right corner box, data entry of information from your company has been initiated and information from a well is incomplete. The existing well information should be completed prior to entering new well data.

After all information is entered and saved, click the "Report Water Usage For Well Site" button at lower left to begin entering well data.

Water Source - Windows Internet Explorer
http://cegas.marshall.edu/wfracwater/addWaterSource.aspx

File Edit View Favorites Tools Help

Water Source

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Water Source

| | |
|--|-----------------------|
| Type of Water Source: | --Please Select One-- |
| Source Name: | <input type="text"/> |
| Decimal Latitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| Decimal Longitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| How was location determined? (if by GPS, give brand name and model) | <input type="text"/> |
| Total Amount Withdrawn (Gal.): | <input type="text"/> |
| Beginning Date: <i>format: mm/dd/yyyy</i> | <input type="text"/> |
| End Date: <i>format: mm/dd/yyyy</i> | <input type="text"/> |

Water Source

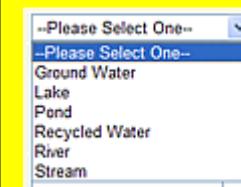
WARNING:

Do not use the back button



To navigate to the previous screen, doing so will result in loss of all data.

To add a source, click the pull down arrow and choose the type of water source



If more than one source has been used, they must be entered separately and one at a time. After all information for the first source is entered, click the "Add another source" button, the first source will be saved and a blank information box will appear.

Water Source

| | |
|--|--|
| Type of Water Source: | --Please Select One-- |
| Source Name: | <input type="text"/> |
| Decimal Latitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| Decimal Longitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| How was location determined? (if by GPS, give brand name and model) | <input type="text"/> |
| Total Amount Withdrawn (Gal.): | <input type="text"/> |
| Beginning Date: <i>format: mm/dd/yyyy</i> | <input type="text"/>  |
| End Date: <i>format: mm/dd/yyyy</i> | <input type="text"/> |

September, 2009

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 30 | 31 | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |

Today: September 21, 2009

Clicking on the calendar icon will cause a monthly calendar to appear. Select the appropriate date. Only past dates will be accepted by this field.

Water Source

| | |
|--|--|
| Type of Water Source: | --Please Select One-- |
| Source Name: | <input type="text"/> |
| Decimal Latitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| Decimal Longitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| How was location determined? (if by GPS, give brand name and model) | <input type="text"/> |
| Total Amount Withdrawn (Gal.): | <input type="text"/> |
| Beginning Date: <i>format: mm/dd/yyyy</i> | <input type="text"/>  |
| End Date: <i>format: mm/dd/yyyy</i> | <input type="text"/>  |

Add another water source.(saves current water source entry)

Save current water source entry and continue.

Cancel the current water source entry and continue.

If you clicked the "Add another water source" button in error, you may cancel, and continue to the next screen with this button. It will not be available until at least one water source is entered.

Water Source - Windows Internet Explorer
 http://cegas.marshall.edu/wvfracwater/addWaterSource.aspx
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 Water Source

[Logout](#) test004

Water Source

Type of Water Source: --Please Select One--
 Source Name:
 Decimal Latitude:
 Geographic Coordinate System: NAD 1983 (7 decimal places)
 Decimal Longitude:
 Geographic Coordinate System: NAD 1983 (7 decimal places)
 How was location determined? (if by GPS, give brand name and model)
 Total Amount Withdrawn (Gal.):
 Beginning Date:
format: mm/dd/yyyy
 End Date:
format: mm/dd/yyyy

Add another water source.(saves current water source entry)

Save current water source entry and continue.

Cancel the current water source entry and continue.

| Water Source Name | Amount of Water Withdrawn | Date Water Withdrawal Began | Date Water Withdrawal Ended |
|-------------------|---------------------------|-----------------------------|-----------------------------|
| River | 2000000.00 | 12/01/2009 | 02/04/2010 |

When there are two water sources and you have clicked the “Add another water source” button, the first source will show up here.

If you want to save the current data and return at a later time to complete the form, click on the [Logout](#) button at the top left.

When you return to the site and enter your password and user name the company information screen will appear with a table in the lower right corner of the screen.

[Logout](#) test004

Company Information

Company Name:
 Address:
 City:
 State:
 Zip:

Company Contact Person Information

Last Name:
 First Name:
 Middle Initial:
 Title:
 Telephone Number:
format: xxx-xxx-xxxx
 Telephone Ext. :
 Fax Number:
format: xxx-xxx-xxxx
 E-mail Address:
 Confirm Email Address:

Save above company and contact information.

Report Water Usage for a New Well Site

Only report water use for a well site after recovered frac water has been disposed of for all wells at the site.

Incomplete Well Site Water Usage Reports

The table below list incomplete well site entries.
 To complete the data entry for the site and submit it to the WVDEP click on its corresponding link labeled Select.

| | Time Page Was Saved (EST) | siteID | Page Saved |
|------------------------|---------------------------|--------|----------------------|
| Select | 2/17/2010 10:56:59 AM | 348 | Water Source Details |

To continue entering data from the previous session, click on the [Select](#) button in the table in the "Incomplete Well Site Water Usage Reports" box at the lower right corner of the screen.

Water Source - Windows Internet Explorer

http://cegas.marshall.edu/WVFracWater/addWaterSource.aspx

File Edit View Favorites Tools Help

Water Source

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| Water Source | |
|--|-----------------------|
| Type of Water Source: | --Please Select One-- |
| Source Name: | <input type="text"/> |
| Decimal Latitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| Decimal Longitude: Geographic Coordinate System: NAD 1983 (7 decimal places) | <input type="text"/> |
| How was location determined? (if by GPS, give brand name and model) | <input type="text"/> |
| Total Amount Withdrawn (Gal.): | <input type="text"/> |
| Beginning Date: <i>format: mm/dd/yyyy</i> | <input type="text"/> |
| End Date: <i>format: mm/dd/yyyy</i> | <input type="text"/> |

-
-
-

| Water Source Name | Amount of Water Withdrawn | Date Water Withdrawal Began | Date Water Withdrawal Ended |
|-------------------|---------------------------|-----------------------------|-----------------------------|
| River | 2000000.00 | 12/01/2009 | 02/04/2010 |

The last screen you have entered data on will appear. When all sources are entered, click the "Save current water source entry and continue" button to advance to the next screen.



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Does the well site contain more than one well?

- Yes
 No

Next

If you are supplying more than one well from these sources, check the "Yes" button. This will open the Storage Facility box.

If you are only supplying one well from the previously listed sources, check the "No" button, then click "Next". This will take you to the Well Information page.

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Does the well site contain more than one well?
 Yes
 No

Storage Facility Information

| | |
|---|--|
| Type: | --Please Select One-- |
| Total amount of water pumped into facility (Gal.): | <input type="text"/> |
| Decimal Latitude (7 decimal places): Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| Decimal Longitude (7 decimal places): Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| How was location determined? (if by GPS, give brand name and model) | <input type="text"/> |
| Unused Water Amount (Gal.): | <input type="text"/> |
| Was unused water discharged or saved for future wells? | <input type="radio"/> Unused Water was discharged. <input type="radio"/> Unused Water was saved for future wells. |

Next

Choose the type of storage facility from the pull down box (pond, tanks, or both).

Clicking on this button causes the "Storage Facility Water Unused Water Information" screen to appear as shown on the next page.

Clicking this button, then clicking "Next" will take you to the Well Information screen.

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Does the well site contain more than one well?
 Yes
 No

Storage Facility Information

| | |
|---|---|
| Type: | Pond |
| Total amount of water pumped into facility (Gal.): | 3,000,000 |
| Decimal Latitude (7 decimal places): Geographic Coordinate System: NAD 1983 | 39.3216547 |
| Decimal Longitude (7 decimal places): Geographic Coordinate System: NAD 1983 | 89.3216540 |
| How was location determined? (if by GPS, give brand name and model) | surveyor |
| Unused Water Amount (Gal.): | 1,000,000 |
| Was unused water discharged or saved for future wells? | <input checked="" type="radio"/> Unused Water was discharged. <input type="radio"/> Unused Water was saved for future wells. |

Storage Facility Water Unused Water Information

| | |
|---|--|
| Where Discharged (name): | |
| Decimal Latitude (7 decimal places): Geographic Coordinate System: NAD 1983 | |
| Decimal Longitude (7 decimal places): Geographic Coordinate System: NAD 1983 | |
| How was location determined? (if by GPS, give brand name and model) | |

Next

After entering the unused water information, click the "Next" button to proceed to the well information page.

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Well Identification Information

API Number:
(between 4700100001 and 4710999999)
Descriptive Name:

Well Location Data

Decimal Latitude (7 decimal places):
Geographic Coordinate System: NAD 1983
Decimal Longitude (7 decimal places):
Geographic Coordinate System: NAD 1983
How was location determined?
(if by GPS, give brand name and model)

Well Details

Producing Formation:
True Vertical Depth (TVD) (ft):
Total Depth (TD) (ft):

Injected Water

Total Amount of Frac Water Injected (Gal.):
Beginning Date: 
(format: mm/dd/yyyy)
Ending Date: 
(format: mm/dd/yyyy)

Complete all of the well information. The "Injected Water" box is for the total amount of water injected into the well during fracturing of the formation.

Frac Water Disposal Information

What method(s) were used for disposal of frac water?
(at least one discharge method is required)

Select all that apply.

- UIC Class II Well
- Treatment Plant Disposal
- Land Application

After completing all of the well information, check all of the boxes that apply for the frac water disposal. As you click a box, the corresponding section will appear at the bottom of the form.

**UIC Class II Well
Frac Water Disposal**

| | |
|--|--|
| UIC Permit Number: | <input type="text"/> |
| Amount Injected (Gal.): | <input type="text"/> |
| Beginning Date: <i>(format: mm/dd/yyyy)</i> | <input type="text"/>  |
| Ending Date: <i>(format: mm/dd/yyyy)</i> | <input type="text"/>  |
| UIC Class II Well Decimal Latitude (7 decimal places): Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| UIC Class II Well Decimal Longitude (7 decimal places): Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| How was location determined? <i>(if by GPS, give brand name and model)</i> | <input type="text"/> |

**Treatment Plant Disposal
Frac Water Disposal**

| | |
|---|--|
| Name: | <input type="text"/> |
| NPDES Permit Number: | <input type="text"/> |
| Amount Treated (Gal.): | <input type="text"/> |
| Stream Into Which They Discharge: | <input type="text"/> |
| Discharge Location Decimal Latitude (7 decimal places): Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| Discharge Location Decimal Longitude (7 decimal places): Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| How was location determined? <i>(if by GPS, give brand name and model)</i> | <input type="text"/> |
| Begin Date: <i>(format: mm/dd/yyyy)</i> | <input type="text"/>  |
| Ending Date: <i>(format: mm/dd/yyyy)</i> | <input type="text"/>  |

**Land Application
Frac Water Disposal**

| | |
|---|--|
| Amount Applied (Gal.) | <input type="text"/> |
| Discharge Location - Decimal Latitude: (7 decimal places) Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| Discharge Location - Decimal Longitude: (7 decimal places) Geographic Coordinate System: NAD 1983 | <input type="text"/> |
| How was location determined? (if by GPS, give brand name and model) | <input type="text"/> |
| Begin Date: (format: mm/dd/yyyy) | <input type="text"/>  |
| End Date: (format: mm/dd/yyyy) | <input type="text"/>  |



Select either the "Add another well for this site" or "Save current gas well entry and finish" button. If you add another well, the data from this well will appear in a summary box at the bottom of the next form below "List of wells entered for this site". If you select finish, a summary page will appear for you to check your work.

List of wells entered for this site.

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Summary

Please review your data below before submitting it to the DEP.

Water Source(s)

| | ID | Name | Type | Latitude | Longitude | Location Determined By | Amount Withdrawn | Date Withdraw Began | Date Withdraw End |
|----------------------|-----|------------|------|------------|-------------|------------------------|------------------|---------------------|-------------------|
| Edit | 309 | River | 5 | 39.2536980 | -89.4561237 | surveyor | 2000000.00 | 12/01/2009 | 02/04/2010 |
| Edit | 310 | the stream | 6 | 39.4561238 | -89.4561237 | Hand held GPS | 2000000.00 | 12/01/2009 | 12/04/2009 |

Well Site Storage Facility (if site includes two or more wells)

| | ID | Type | Amount Brought In | Latitude | Longitude | Location Determined By | Amount Unused | Discharge Name | Discharge Latitude | Discharge Longitude | Discharge Location Determined By |
|----------------------|----|------|-------------------|------------|-------------|------------------------|---------------|----------------|--------------------|---------------------|----------------------------------|
| Edit | 59 | 2 | 5000000.00 | 89.1234567 | -89.1234567 | surveyor | 2000000.00 | | -1.0000000 | -1.0000000 | |

Well(s)

| | ID | API Number | Name | Latitude | Longitude | Location Determined By | Formation | TVD | TD | Amount Injected | Injection Begin Date | Inject End Date | Amount Recovered | Recovery Begin Date | Recovery End Date |
|----------------------|-----|------------|--------|------------|-------------|------------------------|-----------|---------|----------|-----------------|----------------------|----------------------|------------------|-----------------------|-----------------------|
| Edit | 136 | 4701000000 | well 1 | 39.1234567 | -89.1234567 | surveyor | Marcellus | 6523.00 | 12456.00 | 3000000.00 | 1/4/2010 12:00:00 AM | 1/8/2010 12:00:00 AM | 1500000.00 | 1/11/2010 12:00:00 AM | 1/15/2010 12:00:00 AM |

Frac Water Disposal: UIC Class II Well

| | ID | wellID | Permit Number | Amount Injected | Begin Date | End Date | Latitude | Longitude | Location Determined By |
|----------------------|----|--------|---------------|-----------------|-----------------------|-----------------------|------------|-------------|------------------------|
| Edit | 38 | 136 | u4561237 | 500000.00 | 1/18/2010 12:00:00 AM | 1/20/2010 12:00:00 AM | 39.1234567 | -89.1234567 | surveyor |

This is the summary page. If any of the information is incorrect, you can click the edit button and make changes.

Frac Water Disposal: UIC Class II Well

| | ID | wellID | Permit Number | Amonnt Injected | Begin Date | End Date | Latitude | Longitude | Location Determined By |
|----------------------|----|--------|---------------|-----------------|-----------------------|-----------------------|------------|-------------|------------------------|
| Edit | 38 | 136 | u4561237 | 500000.00 | 1/18/2010 12:00:00 AM | 1/20/2010 12:00:00 AM | 39.1234567 | -89.1234567 | surveyor |

Frac Water Dispsal: Treatment Plant

| | ID | wellID | Name | NPDES Permit Num | Amount Treated | Discharge Stream | Latitude | Longitude | Location Determined By | Begin Date | End Date |
|----------------------|----|--------|-------------|------------------|----------------|------------------|------------|-------------|------------------------|-----------------------|-----------------------|
| Edit | 18 | 136 | dispose all | 456123 | 500000.00 | stream | 39.1234567 | -89.1234567 | surveyor | 1/18/2010 12:00:00 AM | 1/22/2010 12:00:00 AM |

Frac Water Disposal: Land Application

| | ID | wellID | Amount Applied | Latitude | Longitude | Location Determined By | Begin Date | End Date |
|----------------------|----|--------|----------------|----------|-----------|------------------------|------------|----------|
| Edit | 41 | 136 | 0.00 | | | | | |

Please add any comments that you have for this site:

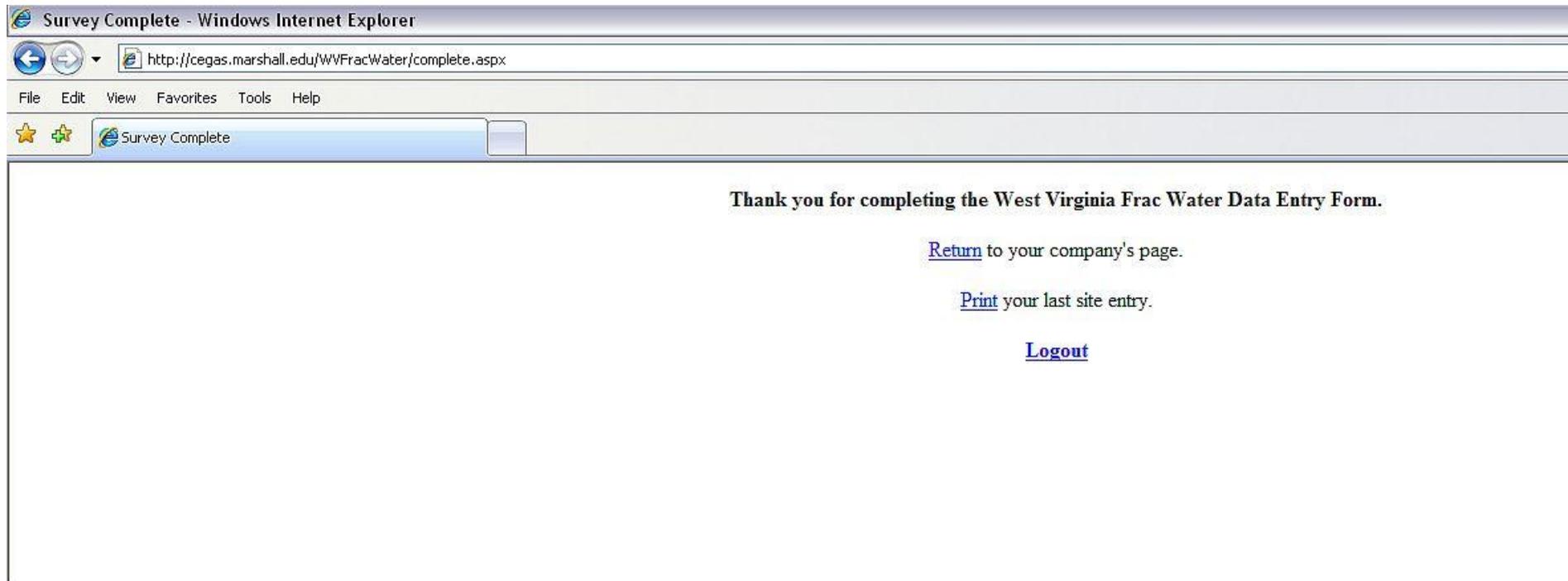
A comment section has been provided in order to clarify any of the information that has been provided.

If the data listed above is correct submit it by clicking the submit button below. Otherwise click the cancel button to return to your company information page. If you choose cancel, you will need to re-enter the data for this site again.

After checking the summary page and making any edits you may either submit or cancel the data.

If you submit the data it is permanently recorded on the database and you will not be able to change it.

WARNING: If you click the cancel button, all of the entered data will be deleted and will not be entered into the database. If this button is clicked you must re-enter all of the data for the site.



WARNING: This is your last chance to print the site information, CLICK [Print](#) before you [Logout](#) OR [Return](#) to the company page.

After clicking the "submit" button this page will appear giving the option to [Return](#) to the company page in order to enter new well site information, [Print](#) to print the last site entry, or [Logout](#) to exit the web site.

Thank you for entering your data. When printing this instruction manual you should use legal size paper. Should you have any problems you may contact the West Virginia Department of Environmental Protection's Water Use Section:

(304) 926-0499

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<http://www.dep.wv.gov/WWE/wateruse/Pages/default.aspx>

