

Hein Oil

Oil Portal Requirements Document

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Executive Summary

Hein Oil is a land lease, oil well, and mineral rights management company. Their primary objective is to acquire land leases, develop and implement oil drilling platforms, transport oil, water and other minerals from managed wells, acquire investors, track production, and distribute royalties. The primary purpose of the Oil Portal system is to capture the data pertaining to these objectives, while adhering to local, state and federal laws and regulations. A secondary objective is to allow existing office personnel to key-in information received from management and transport teams in the field into the system for immediate upload and consumption by the private Hein Oil website – not yet developed.

Project Scope

- An open architecture that can easily be scaled to support future initiatives.
- A secure multi-user desktop interface that captures data entry.
- A centralized database to serve as a platform for the planned reporting website.

Requirements

- The key data elements will include, but not be limited to these record types; joint venture, lease, participant, owner, assignment, provision, tract, well, well note, well production, tank batteries, users, and user rights.
- The project will include eighteen (18) primary reports, with additional reports being considered for a future release. Each report will have a dedicated dialog screen allowing users to select options and parameters to filter the data based on a design specified later.

1. Master Lease List
2. Lease Expiration Summary
3. Lease Quick Report
4. Land Lease Acreage Status
5. Exhibit A
6. Acreage by State-County
7. Well Notes
8. Well Production Journal
9. Well Production Summary – w/o Well Detail

10. Well Production Summary – with Well Detail
11. Well Daily Drilling
12. Well Completion Report – Front
13. Well Completion Report – Back
14. Well Plugging Summary – Front
15. Well Plugging Summary – Back
16. Administrative – Data Entry Report
17. Well Updates Report
18. Lease Transport Log Report

- The data-entry component will provide security in the form of single-tier username and password authentication. In order to access the system, each user will need the MS Access frontend installed locally to their desktop or laptop computer, and issued a username and password by the administrator.
- Microsoft Access 2010 (32-bit) will be used for the fronted component. A master CD containing the Access installation files will be provided during deployment. Microsoft SQL Server 2008 R2 edition (32-bit) will be used to build and host the database. Installation and configuration of SQL Server is included.
- Assistance will be provided to migrate existing data from various sources.
- The system will allow for the entry, modification, and deletion of lease records. Each lease will have one or many joint ventures, oil wells, and participants.
- The system will define and keep track of the following values for joint ventures:
 - Working Interest (WI) – a percentage of ownership
 - Net Revenue Interest (NRI) – a share of production
 - Overriding Royalty Interest (ORRI) – ownership in revenues
 - Authority for Expenditure (AFE) – a budgetary document
- Leases will be clearly shown as “Active” or “InActive” in the system based on the current activity or non-activity of the wells on their land.
- Wells will also be tracked in the system. A well can be attached to one and only lease and tank battery. Each well has a permit number is required by state law.

- Wells will have individual notes, production journal, detailed drilling report (required by state law), completion record, plugging history, additional updates, and other information.
- The Oil Portal will track contacts, to include contractors who are responsible for operations, cementing, equipment maintenance and calibration, etc.
- The system should be streamlined for rapid data entry to include escaping out of screens for rapid navigation, auto-fill for text and date fields, and a predefined set of hot keys. In addition, the system will offer searching and sorting of all the data available in the list views.