

Application Management System Training

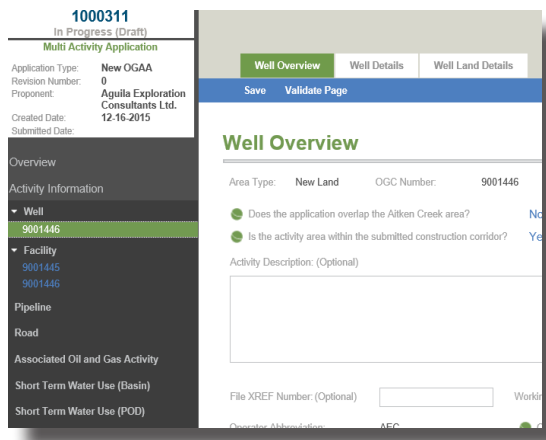
Completing OGAA Well Information

Application information in AMS is a combination of spatially driven data, technical data and administrative data entered into the system. Each activity requires a set of technical information which must be entered by the user. This guide will outline how to input well technical information into AMS. **For more details see the relevant section in the Oil and Gas Activity Application Manual.**

PREREQUISITE: Users must have created an application and successfully uploaded spatial data.

Step 1. Find the applicable well application area

In the left hand menu of the Application page, under *Activity Information* click the well application area that you would like to enter details for. Once clicked, a horizontal tab menu will load indicating what details are required for the selected well application area.



Step 2. Complete the well technical details

The tabs on the top menu correspond to technical details required for the well. These do not need to be completed in order, but data needs to be saved before navigating away from a page otherwise **ALL UNSAVED DATA WILL BE LOST**. The *Well Overview*, *Well Details* and *Well Land Details* sections need to be completed for each uploaded well application. Data can be validated at the end of every page to ensure the data entered matches business rules.

- **Well Overview section**

This section of the technical details pertains to the application area. All fields are mandatory unless specified *Optional*.

- **Well Details section**

Complete the well details for each uploaded well point by expanding each of the panels (Well Specification, Well Hazard Planning, Flaring, Exemption) to complete the requirements.

- **Well Land Details section**

Complete the well land details for each uploaded well point.

