

**ELECTRONIC COMPLIANCE AND APPROVAL PROJECT
(ECAP)**

Annual Technical Progress Report

Reporting Period Start Date: July 15, 2000

Reporting Period End Date: July 14, 2001

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Abstract

The Texas Railroad Commission (RRC), working in partnership with the United States Department of Energy and the oil and gas industry it regulates, is implementing a strategy for improving efficiency in regulations and significantly reducing administrative operating costs through the Electronic Compliance and Approval Process (ECAP). The project will streamline regulatory compliance and reporting by providing the ability to electronically submit, process, and query oil and gas applications and reports through the Internet-based ECAP system.

Implementation of an ECAP drilling permit pilot project began September 1999 after funding resources were secured ? a \$700,000 grant from the U.S. Department of Energy and an appropriation of \$1.4 million from the Texas Legislature. The pilot project involves creating the ability to file, review, and approve a well's drilling permit application through a completely electronic process. The pilot project solution will ultimately provide the infrastructure, technology, and electronic modules to enable the filing of all compliance permits and performance reports through the internet from a desktop computer.

The pilot project is being conducted in three phases. The first phase, implemented May 2000, provided the infrastructure that allows the electronic filing and approval of simple drilling permit applications, associated fees, and attachments. The official "roll-out" of ECAP and the first electronically filed drilling permit application occurred on May 11, 2000 in Dallas in conjunction with an Internet Workshop sponsored by the Petroleum Technology Transfer Council. After the completion of Phase I, the ECAP team conducted an extensive review of progress to date and analyzed requirements and opportunities for future steps. The technical team identified core infrastructure modifications that would facilitate and better support future development and expansion of the ECAP system and work began on database structure modifications. The team also began working on integrating the "State Payment Portal" into the ECAP application to be used in place of the current payment structure. Integration with the portal will be completed immediately following Phase II completion.

Simultaneously, business and technical analysis was initiated to document requirements for the Phase II expansion of ECAP. Phase II, scheduled for implementation August 2001, is a complete rewrite of the ECAP core system to include internal workflow processing capabilities and to provide ability to process more complex drilling permits with additional attachments and reports. The types of drilling permits targeted for Phase II include new drill horizontal and directional wells and new drills involving pooled acreage and non-concurrent production restrictions. Phase III, scheduled for completion December 2001, will complete the development of the ECAP pilot project by allowing the processing of all types of drilling permits and including complete integration with existing GIS and mainframe computer systems.

This report contains detailed information documenting accomplishments and problems encountered during the ECAP pilot project and plans for future steps.

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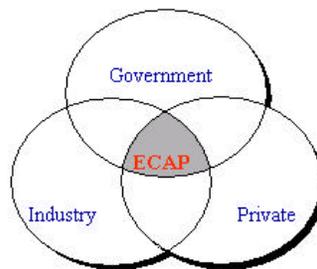
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ELECTRONIC COMPLIANCE AND APPROVAL PROCESS



EXECUTIVE SUMMARY

The Railroad Commission of Texas, in partnership with the United States Department of Energy and the oil and gas industry it regulates, is implementing a strategy for improving efficiency in regulations and significantly reducing administrative operating costs. The solution is called the Electronic Compliance and Approval Process (ECAP). The ECAP project is the first effort to move beyond EDI reporting of performance data to handle two-way electronic application and permitting. The pilot step for the project creates the ability to file, review, and approve a well's drilling permit application through a completely electronic process. The process encompasses all aspects of permit requirements including security, authentication, fee collection, and transmittal of attachments. Over time, the electronic infrastructure developed through this pilot will be expanded to include all processes in the full regulatory and compliance life cycle of wells, leases, and fields.

The Railroad Commission and the oil and gas industry need to operate more efficiently due to rising costs, lower staffing levels and increased budget restrictions. The ECAP project is a joint initiative that proposes a realistic solution for streamlining regulatory demands through the implementation of a totally paperless workflow between industry and government.

During 1997, Texas operators filed nearly 150,000 permit applications with the Railroad Commission. Fifteen thousand (15,000) of these were drilling permit applications. It is estimated that a savings to industry of between \$200 to \$400 per drilling permit can ultimately be achieved upon implementation of the ECAP pilot project. This represents a potential annual savings of \$3-6 million for industry.

Initial startup of the pilot project began in September 1999 after funding resources were secured ? a \$700,000 grant from the U.S. Department of Energy and an appropriation of \$1.4 million from Texas Legislature. The costs of the three-phase drilling permit pilot step, which also provides the infrastructure and modules for future compliance processes, are estimated to be \$1.4 million. Once the ECAP project is expanded beyond the pilot step to incorporate all permit applications, the cost is estimated to be \$3.1 million with completion in 2005. However, the resulting savings to industry and the state will be substantial. Total annual industry savings in Texas, based upon only 25% utilization of electronic filing, is expected to be \$17,500,000. Higher utilization of the system will obviously yield correspondingly greater benefits.

Because Texas' drilling activity is the largest and most diverse of any state, Texas and the Railroad Commission are positioned to assume a leadership role in developing technology solutions that will ultimately serve as a model for a paperless regulatory environment. The ECAP project is a low risk solution that utilizes proven technology tools to implement electronic compliance processes. The result will be regulatory efficiency and substantial savings for the oil and gas industry, for Texas, and for other producing states.

EXPERIMENTAL

Methods for Research; Materials and Equipment Used

The continued need for the accessibility and availability of Railroad Commission data remains the goal across all areas of the agency. The ECAP project was first conceived when Railroad Commissioners and staff met with industry representatives to research ways to improve the regulatory process and make it more efficient through information management strategies. The ECAP project continues to rely upon the joint Industry/Railroad Commission staff work group for critical decisions that impact the project approach and timeline.

Phase II of the Railroad Commission project employed new methods for the management and storage of information. Phase II plans were to rebuild the foundation of the ECAP project by implementing the 12 frameworks and applications outlined in the previous technical report. The development effort towards Phase II of the ECAP project spans the entire reporting period of this second annual technical progress report. In addition, during this phase several new technology issues were also reviewed and their findings are presented in this report.

Framework Construction

The project team initially outlined 12 frameworks and applications to support the Phase II development requirements. These were based on the initial working meetings that targeted the identification of the core infrastructure design that would support the future system needs and support multiple compliance forms and compliance reports at the Commission. As the work on these frameworks progressed, the team continued to assess the validity of each framework. This process resulted in the eventual combination of several frameworks. This quality review process revealed that many of the previously identified frameworks contained redundant or tightly coupled processes making them unnecessary as standalone entities. As a result, this subsequently reduced the number of previously identified frameworks from 12 to 9. A brief description of the new framework constructs is provided below.

- ?? User Permissions – define and manage the roles and security created for applications
- ?? Workflow – define and manage the workflow for applications
- ?? User Authentication and Account Administration – define and manage accounts for applications
- ?? Mainframe Data Transfer – facilitate the transfer of data between the legacy and Oracle environment. This will be replaced with the bridging software implementation
- ?? Oil and Gas – repository of oil and gas database objects, standard interface components and the permitting and compliance business rules
- ?? General Purpose – common program objects that can be used across applications
- ?? Interface Components – generic web-based application interface elements including help screens, error handling, date validation and input, templates and style sheets.
- ?? W1 Application – specific objects required for the processing of the drilling permit application
- ?? Payments – objects required for payment processing and reconciliation

The new core computing infrastructure addresses many of the issues including the ability to easily identify permit applications for expedited handling as well as providing the public with up-to-date information on applications received for drilling permits. This framework construction exemplifies the concept of reuse, as new capabilities are added to the W-1, the W-1 Application framework will be modified to include additional functionality.

In addition, during this reporting cycle, the state payment portal has undergone several enhancements. An issue identified in several of the status reports was the ability to handle electronic payments beyond Mastercard and Visa. Many of the larger permit companies did not use these payment methods. The state payment portal, which will provide payment processing services once Phase II has been implemented, now provides additional processing capabilities. This will satisfy the larger company requirement and possibly increase their utilization of the electronic filing processes provided through the ECAP project.

In summary, as new compliance permits and reports are added, new applications will be able to reuse all of the frameworks built during Phase II. This will greatly reduce the resources required to implement new application provisions.

Phase II of the project is continuing with the web-based design using the WebObjects object-oriented development and deployment environment and LegacyObjects to run mainframe transactions over the Internet to access existing oil and gas information. The X.500 directory is the structure used to provide secure, distributed and scalable architecture to manage security credentials.

Technology Tools Reviewed

There were no new technology tools implemented during this time, however, the need for robust connectivity between the legacy and open systems environments used in the ECAP project was reviewed. This connectivity requirement includes high-speed data transfers from the hierarchical IMS database to the relational Oracle database, as well as a significant number of transformations once the data is put into Oracle. This entire process needs to be fully automated. Throughout the ECAP project we have referred to these tools as bridging software. Currently, this process is handled manually through the development of individual computer programs and procedures for each new segment of data identified. This is a resource intensive process that must be completely re-worked for every change in either environment. To address this project requirement a survey of tools available on the market that addressed the environmental specifics of the Commission was completed. There was no one tool that could meet all of needs, within the project's budget, and therefore the decision made to select two tools to meet the requirements in this area.

To address the need for automating the selection of data to be transferred from IMS to Oracle at various points in the update cycle, the ECAP team selected the ChangeDataMove product from BMC software. This tool has a long history with the IBM IMS environment and will provide both dynamic and batch transfer support. Commission mainframe staff has familiarity with BMC products in the IMS environment that would shorten the implementation and learning curve with regards to this product.

To address the extensive transformations required to support the new Oracle database design, the ECAP team selected the Information Builders I-Way products. The I-Way products will automate the transformation of data needed to support the requirements of the application, ad-hoc query, data warehousing and data transfers to a myriad of non-Oracle datasets. Both staff technical research and technology industry-supplied information cited the versatility of this tool and its favorable position among Data Extraction and Transformation (ETT) tool vendors over the last several years as strong reasons for its selection.

Combined, these tools clearly provide the project with good automated processes to address syntactical, semantic, error-handling and timing issues associated with ECAP's bridging and application integration needs.

RESULTS and DISCUSSION

The second phase of the ECAP pilot project included both the development of a new processing framework along with continued support for ongoing filings done using the system released for public use in July 2000. This dual track situation of development and support, provided the project team with first hand knowledge of the major problems and shortcomings of the current system. While the utilization of the system was low, due to the limited drilling permit types processed by the Phase I pilot system, the feedback from its customers was essential to defining design and interface enhancements for the Phase II implementation. In addition the ECAP pilot approach continues to be highlighted by federal, state and other industry groups as an exemplary method for implementing electronic processes over the Internet.

Current System Utilization Statistics

Over the past year, the new system has processed and approved 271 drilling permit applications. To date, there have been 73 companies and consultants with agreements on file, allowing them to initiate the permit process at any point in time. Although there have only been 28 companies actually using the system, it is strongly felt that as new features are made available the number of companies actually using the system will increase. A monthly breakdown of ECAP filings statistics as of June 2001 is shown below. The "Total Possible" column shows all permit applications filed that met the criteria for the drilling permit type currently available through ECAP (regular, vertical drill wells). These figures show that about 4.127% of drilling permit applications for regular, vertical drill wells are filed through ECAP.

Month	ECAP	Total possible	ECAP % of Total
May 2000	1		
June 2000	2	396	0.51%
July 2000	13	396	3.28%
August 2000	28	476	5.88%
September 2000	20	469	4.27%
October 2000	21	457	4.59%
November 2000	18	394	4.57%
December 2000	21	410	5.13%
January 2001	18	474	3.80%
February 2001	17	458	3.71%
March 2001	28	520	5.38%
April 2001	33	437	7.56%
May 2001	27	536	5.03%
June 2001	24	590	4.07%

After the completion of Phase I and the first release of the ECAP system, the ECAP management team conducted an extensive review of progress to date and analyzed requirements and opportunities for future steps. The technical team identified core infrastructure modifications that would facilitate and better support future development and expansion of the ECAP system and work began on database structure modifications.

The permit types planned for implementation during Phase II of the pilot represent approximately 18 percent of all new drill applications filed and will provide a broader base of options for the on-line filer. The project timeline now shows this phase complete by August 2001.

How do we compare to other regulatory processes implemented over the Internet?

The ECAP approach of re-engineering the business process at both ends, helps to ensure the internet-based system reduces the overhead requirements of both the regulated entity and the regulatory agency. This has been a point of discussion in several national publications on government implementations using the Internet. In early 2001, the General Accounting Office publication highlighted the ECAP project in its report on Regulatory Management – Communication About Technology Based Initiatives Can Be Improved. This report illustrated that the Railroad Commission approach to regulatory process improvement through technology mirrored those of other states and several federal government agencies. The ECAP project was viewed as facilitating the ability of regulated entities to fulfill their obligations, reducing administrative costs and streamlining business processes. The report's underlying theme was the ability of agencies to leverage these investments across all levels of government to minimize wheel-reinvention during these times of scarce resources.

PriceWaterhouseCoopers published an article on the Use of the Internet in Government Service Delivery published in February 2001 that was the result of research of over 50 well-developed government websites that provided services to citizens. The article selected six websites from this group, including the ECAP website, as those with the greatest promise for success. The ECAP project was highlighted because of the thorough business analysis performed on the front-end, the involvement of its business partners and the long-term approach to reducing costs and administrative complexities associated with the filing process. The article authors also point out that up to a one year lag time may exist between the implementation of an internet enabled process and the actual use by the public. With a good business plan however, government is able to take small incremental steps and pilot a segment or process before embarking on a total restructuring of its systems, which can be a very costly. This will ensure the use and acceptance of the process once it is recognized and usage increases.

The ECAP project was also recognized by Governing.com as one of top 12 projects making government operate more efficiently. And, in September 2000, the ECAP project was presented with a recognition award for this high level of partnership participation from the National Association of Chief Information Officers (NACIO, formerly NASIRE) for Outstanding Achievement in the Field of Information Technology in the area of Public/Private Partnership. The use of the Internet in facilitating the process improvement and the provision of a regulatory framework was the reason for the attention given to the project.

In addition, there has been much interest from other states about the Commission's Internet-based process. The technical team leaders are participating in regular conference calls with representatives from MMS, OMS and BLM to exchange ideas and issues. The ECAP technical developers have talked at length with representatives from New Mexico and Alaska about ECAP

and the systems they are planning to develop, and they were given passwords into the ECAP system so they could test as “filers” and view the update screens. Information about ECAP was shared with a representative from California. There has even been interest in ECAP at an international level. A representative from the Swedish government, having seen information about the ECAP project on the Internet, requested additional information about the project to publish in one of their technical governmental publications. In addition to the direct contacts listed above, information about ECAP has been shared through numerous presentations, conferences, news releases etc.

CONCLUSION

The ECAP pilot project is providing the Commission and other entities with a roadmap to follow from both a procedural and technological standpoint. The project is utilizing best practices in implementing electronic government processes with benefits to both the regulated entities and government.

The overall project processes in place for the first and second phases of the ECAP project provide continued affirmation of the lessons learned as well as identified obstacles and facilitators to using information technology for regulatory management in the future.

The high level of stakeholder involvement and support in almost every aspect of project continues to be a reason for the ongoing success of the ECAP project. The development of processes in Phase II continued to include input from the originators of the data, representatives of the regulated community. New features and functions development incorporated the regulated community's ideas for process improvement and the elimination of unnecessary filing data input requirements. As a result, the automation process continued with the approach of fully leveraging the massive amounts of information already held in the Commission's databases. This also meant that stakeholders maintained their ownership of the ECAP system since they were an integral component of its design.

Continued management support for the ECAP project also remains a key factor of the continued success of the project. The joint partnership is essential for the securing the representation from industry in the business process analysis activities as well as making critical project management decisions regarding delivery timeframes and resources. The continued joint representation on the management team of both the Commission and industry provided the technical team with support and innovative approaches for addressing resources during periods of high turnover. This has been essential to keeping the ongoing work of the technical team on track.

The business process reengineering approach continues to be "heart" of the project. Although the project experienced a technical developmental setback, project teams continued to analyze, document, and finalize requirements for both Phase II and Phase III requirements. This expedited the advancement of the project once new technical staff was hired and programming resumed at full pace. Borrowing no other unexpected project setbacks, with the infrastructure modifications in place and the analysis groundwork laid, the final phase of the ECAP pilot project is projected for implementation December 2001.

The sharing of information with other states and federal regulatory entities as well as across countries is allowing the ECAP project to fully leverage its infrastructure investment and reduce the need for others to go through the same amount of technical growing pains. The project example of information sharing has both assisted others states with their initiation of on-line permitting processes and allowed the ECAP team to benefit from the provision of additional

lessons learned. The adoption of an open and standards-based environment as the targeted solution platform further enhances the ability of these entities to benefit from ECAP results.

Finally, the time required to complete the build out of the new framework has resulted in benefits beyond those planned for this phase of the project. The project inclusion of workflow will allow flexibility in the internal or external identification of specific processing requirements or timeframes for the applications received electronically or on paper. The framework improvements to both the internal and external processes again doubles the increases in productivity and reduced processing costs. It will also facilitate public access to data and information, a continuing top priority for the Commission. Phase II clearly illustrates how the restructuring of the ECAP system into frameworks and applications lays the groundwork for improvements to the product release cycle of future enhancements beyond the drilling permit.

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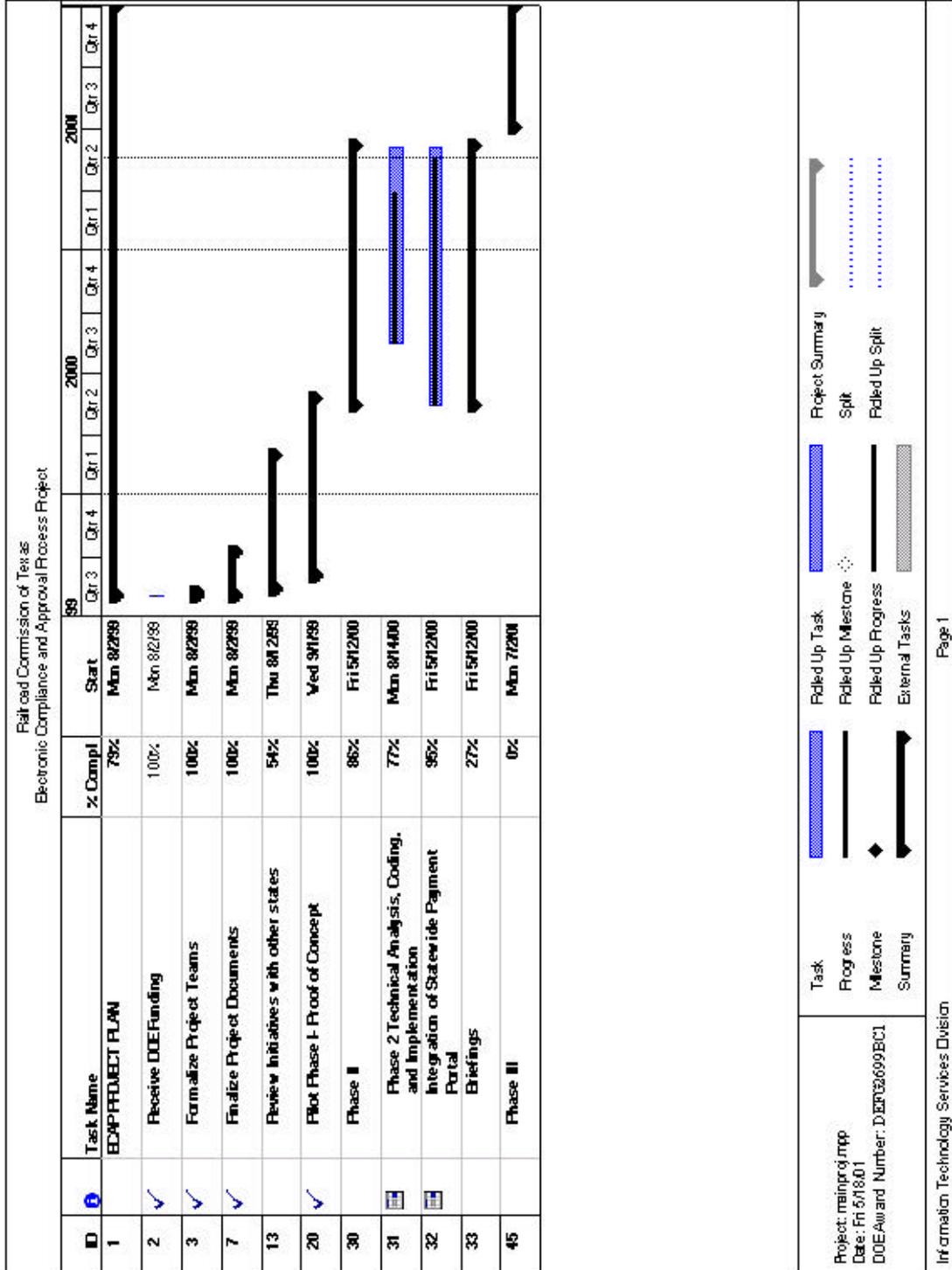
ACRONYMS & ABBREVIATIONS

3480 Tape Drive	IBM Compatible 18-Track Cartridge Tape Drive	Oracle	RBDMS used at the Commission
Mainframe CPU	IBM Multiprise 2003 - 116	NIPO	Not in phase one
Legacy Objects	Mainframe Screen Scraping Software	SQL*Net	Oracle SQL Network Interface Software
Web Objects	Web-based applications development tool	TIFF	Tagged Image File Format
E-Commerce	Conducting business transactions over the internet	TBD	To Be Determined
Novell	Novell Network Operating System	TCP/IP	Transmission Control Protocol/Internet Protocol
LDAP	Lightweight Directory Access Protocol	RRC	Railroad Commission of Texas
X.500	International Standard for Directory Services	GIS	Geographic Information Systems
Directory Services	Specialized database for storing information about people, places and things	ArcInfo	Computer Mapping System
DASD	Direct Storage Access Device	UNIX	An Open Systems Operating System
DBA	Data Base Administration	UPS	Uninterruptible Power Supply
DEC Alpha	Digital Equipment Corporation Midrange Processor	ESRI	Environmental
Solaris	Version of the UNIX Operating System Running on the Sun Microsystems Computers	PMCD	Project Management Control Document
ICR	Intelligent Character Recognition	PMT	Project Management Team
RDBMS	Relational Data Base Management System	BNT	Business Needs Team
CICS	Customer Information Control System software on the Mainframe	TST	Technical/Security Team
FTP	A TCP/IP Product for File Transfer	RLT	Records/Legal Team
Groupwise	LAN Based Electronic Mail Package	FMT	Financial Management Team
HTML	Hypertext Mark-Up Language	ECAP	Electronic Compliance and Approval Process
IP	Internet Protocol	EDMS	Electronic Document Management System
Thin Client	Application that operates from a generic browser with minimal modifications/plugin-ins	MEFA	Master Electronic Filing Agreement

LAN	Local Area Network	MCFA	Master Consultant Filing Agreement
OS390	IBM Mainframe Operating system	SAD	Security Administrator Designation
IMS	Information Management System – Mainframe Database	OCR	Optical Character Recognition

Appendices

Appendix 1: Initial ECAP Project Plan



Appendix 2: ECAP Phase I Detail Project Plan

Railroad Commission of Texas Electronic Compliance and Approval Process Project Phase I																		
ID	Task Name	% Comp	Work	Quarter			1st Quarter			2nd Quarter			3rd Quarter			4th Quarter		
				Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct
1	Pilot Phase I - Proof of Concept	100%	13,432 hrs															
2	System Security set-up and administration	100%	160 hrs															
4	Detail Phase I Analysis and Development	100%	7,360 hrs															
19	Analysis of Legal Issues	100%	280 hrs															
20	MEFA Development	100%	280 hrs															
24	Procedure for participation in ECAP as a Filer	100%	176 hrs															
28	Identify Resource Requirements	100%	764 hrs															
38	Database Development	100%	640 hrs															
44	Application Development	100%	2,596 hrs															
53	Report Development	100%	744 hrs															
57	Public Access	100%	520 hrs															
60	Payment Processing	100%	160 hrs															
63	System Test	100%	32 hrs															

<p>Project: workingproplan.mfp Date: Fri 5/18/01 DOE.Aw and # DEF G2899B C 15 182</p>	<p>Task</p> <p>Progress</p> <p>Milestone</p> <p>Summary</p>
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<p>Roll Up Task</p> <p>Roll Up Milestone</p> <p>Roll Up Progress</p> <p>External Tasks</p>	<p>Project Summary</p> <p>Split</p> <p>Roll Up Split</p>
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<p>Information Technology Services Division, and Oil & Gas Division</p>	<p>Page 1</p>
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Appendix 3: ECAP Phase II Detail Project Plan

Railroad Commission of Texas Electronic Compliance and Approval Process Project Detailed Project Plan for Phase 2 Quarterly Report for the Period Ending July 31, 2001															
ID	Task Name	% Complete	Week	3rd Quarter			4th Quarter			1st Quarter			2nd Quarter		
				Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
1	Phase 2 Technical Analysis, Coding, and Implementation	8%	4,456.5 hr												
2	Infrastructure Requirements	93%	296 hr												
13	Identify and Document User Requirements	100%	574 hr												
14	Model/Unitized	100%	136 hr												
24	Model/Unitized Analysis Complete	100%	0 hr												
25	Non-concurrent Production	100%	104 hr												
35	Non-concurrent Production Analysis Complete	100%	0 hr												
36	Regular Substandard Accege	100%	0 hr												
46	Substandard Accege Analysis Complete	100%	0 hr												
47	Directional Horizontal	100%	113 hr												
56	Directional Horizontal Analysis Complete	100%	0 hr												
57	Additional Phase 2 User Requirements	100%	216 hr												
67	Database Analysis and Development	86%	3,786.5 hr												
68	Develop Standards	100%	96 hr												
69	Identify and Define Frameworks and Applications	94%	3,020.5 hr												
70	Preliminary Detail Design	100%	192 hr												
71	User Permissions	100%	203 hr												
79	Workflow	100%	240 hr												
87	User Authentication and Account Administration	90%	349.5 hr												
95	Mainframe Data Transfer	15%	52 hr												
103	Oil/Gas	100%	830 hr												
111	General Purpose	100%	465 hr												
119	Interface Components	95%	228 hr												
127	Application (V-1)	75%	413 hr												
135	System Integration	6%	670 hr												
144	Application goes LIVE	0%	0 hr												

Project: ECAP Phase 2
 Audit # DEFG269801518
 Campaign Date: Fri 6/29/01

Task Progress:

Milestone Summary:

Project Summary:

Appendix 4: Sample Project Management Control Document (PMCD) ECAP Project Management Control Document (PMCD)

PUBLISH DATE: May 31, 2001

PROJECT MANAGEMENT TEAM

Rich Varela	Project Leader
Hope Morgan	Project Technical Leader
Debbie LaHood	Project Management Team Leader
Leslie Savage/Donna Burks	Business Needs Team Leaders
Susan Cisco	Legal/Records Management Team Leader
Mary Ann Benavides	Technical/ Security Team Leader
Jeanette Matthews	Financial Team Leader
Bob Meyer	Publicity & Training Team Leader
Scott Anderson	TIPRO- Independent Industry Rep.
Larry Aimes	TxOGA- Major Industry Rep.
Gene Montgomery	TxOGA- Major Industry Rep.

Records Management/Legal Team: Susan Cisco, CRM (Leader), Denise A. Balkum-Heppler, CRM (Burlington Resources), Debra W. Lammons (Union Pacific Resources), Mary M. White-Dollman, CRM (Conoco Inc.), Cary A. McGregor (Platt, Sparks & Associates), Lorri Payne (Platt, Sparks & Associates), Joe Gonzalez (Banks Information Solutions, Inc.), Doreen Lopez (R. W. Byram and Company), Debra Ravel, JD (RRC), Jackie Standard (RRC)

Technical/Security Team: Mary Ann Benavides (Leader), Lois Bilby (Altura Energy), Bill Sholar (Aurion Technology), Jan DeMott (Union Pacific Resources), Bob Cody (Chevron), Craig Arrant (Exxon-Mobil), Wayne McDilda (Technical Contractor, RRC), Robert Flores (RRC), Donna Burks (RRC), Mario Lopez (RRC), Mark Ryberg (RRC), Mark Morris (Technical Contractor, RRC), Antonio Bonillas (Technical Contractor, RRC), Mark Ryberg (RRC), Mario Lopez (RRC)

Business Needs Team: Donna Burks (Leader) RRC: Maryann Benavides, Elsa Bosque, Lisa Eddins, Jeanette Gutierrez, Charlotte Hawkins, Gail Hogan, Kim Holtzendorf, Sarah Jackson, Deborah LaHood, Rosalva Martinez, Wayne McDilda, Gloria Niday, Sally Ramirez, Dorsey Twidwell, EXTERNAL: Oracio Estrada (Conoco), Angie Hernandez (Pioneer Nat'l Resources), Katherine Hurtado (Miller Consulting), Steve Johnson (Exxon), Deborah Magness (Burlington Resources), George Mullen (Mitchell), Maria Perez (Burlington Resources), Joy Rector (UPRC), Karen Rhodes (Don Rhodes Assoc.), Phil Ryan (Texaco E&P), Tim Thiel (Mobil), Debi Upson (Altura Energy), Carole Baker (Burlington Resources)
Plats: (additional) Jan DeMott (UPR), Gene Montgomery (Altura), Marsha Vogel (Mitchell Energy), Doris Zajac (Mitchell Energy)

Financial Team: Jeanette Matthews (Leader), Debbie LaHood, Hope Morgan, Kelly Stuckey, and Rebecca Trevino.

Publicity/Training: Bob Meyer (Leader), Susan Cisco, Debbie LaHood,
Donna Burks, Belinda Wolf,

BUDGET REPORT:

Funding Sources for ECAP Project

Description	STATE 2000	FEDERAL 2000	STATE 2001	FEDERAL 2001	TOTAL STATE	TOTAL FEDERAL	PROJECT TOTALS
Salaries	0	0	75,000	0	75,000	0	75,000
Operating	550,000	650,000	107,000	50,000	657,000	700,000	1,357,000
Capital	299,000	0	373,000	0	672,000	0	672,000
	849,000	650,000	555,000	50,000	1,404,000	700,000	2,104,000

Operating Expenses included Prof Fees (programmers).

MILESTONES: (Upcoming view)*(*reviewed and updated by all team leaders)*Upcoming Milestones

<u>Milestone</u>	<u>Scheduled Date</u>	<u>Assigned To</u>
Conduct Commission Briefings	Ongoing	Project Mgmt Team
Conduct Reporting to DOE	Ongoing	Project Mgmt Team
Conduct Periodic Risk Assessments	Ongoing	Project Team
Complete ECAP Rulemaking	06/01/2001	Management Team
Integration with State Payment Portal	03/31/2001	Tech Team
Complete Design and Coding of all Frameworks	05/01/2001	Tech Team
Complete Application Development	06/01/2001	Tech Team
Complete System Testing	06/05/2001	Tech Team
Complete User Application Testing	06/25/2001	Tech Team
Phase II Implementation	06/29/2001	Tech Team
Phase III Implementation	12/31/2001	Tech Team

MILESTONES: (Completed activities)*(*updated as needed by all team leaders with most recent date at top)*Completed Milestones

<u>Milestone</u>	<u>Scheduled Date</u>	<u>Actual Date</u>	<u>Assigned To</u>
Project Kickoff	09/01/1999	09/01/1999	Project Team
Complete Database Design	01/17/2000	01/13/2000	Technical Team
Complete Review of Manual Workflow Process	01/31/2000	01/31/2000	Bus. Needs, Financial, Tech Team
Plat Standards and Requirements Finalized	02/15/2000	02/01/2000	Business Needs
Complete Initial Mainframe Updates	03/13/2000	03/13/2000	Technical Team
Finalize Master Electronic Filing Agreement	03/31/2000	04/20/2000	Legal/Rclds Mgmt Team
Complete Development of New Workflow Processes	04/03/2000	05/18/2000	Bus. Needs & Tech.
Complete Help System	04/03/2000	04/3/2000	Bus. Needs & Tech.
Complete Initial Reports	04/06/2000	05/8/2000	Bus. Needs & Tech.
Finalize Required Procedures for Participation in ECAP	04/07/2000	04/15/2000	Legal/Rclds Mgmt Team
Complete Initial Application Development	04/24/2000	04/24/2000	Technical Team
Complete District Office Set-up	05/01/2000	04/28/2000	Technical Team
Complete Phase 1 Testing Payment Processing	05/02/2000	5/22/2000	Technical Team
Complete Required Procedures for Participation in ECAP	5/02/2000	5/01/2000	Legal/Rclds Mgmt Team
Complete Pilot Proof of Concept	05/11/2000	05/22/2000	Technical Team
Complete Preliminary Design of Frameworks and Application	08/31/2000	08/29/2000	Technical Team

<u>Milestone</u>	<u>Scheduled Date</u>	<u>Actual Date</u>	<u>Assigned To</u>
Complete Analysis of Phase 2 Application Requirements	02/16/2001	04/20/2001	Business Needs, Tech Team

FORMAL ESCALATIONS: *(Major problems, events, or changes that impact project outcome) (*updated by team leaders as needed)*

<u>Item</u>	<u>Person</u>
1. Unexpected resignations of key technical staff and contract programmers	D. LaHood –Proj. Mgmt.
2. Payment portal limitations	D. LaHood –Proj. Mgmt.

Explanations:

1. Project Implementation was unavoidably delayed due to the unanticipated resignation of several experienced technical staff and contract programmers who were key to the project. As of 2/2001 positions have been refilled and developmental work has resumed. However, as a result of this setback, Phase II implementation date has been moved from the original projected date to June 2001. Phase III implementation date has been moved to December 2001.

2. The integration of the payment portal system within the ECAP application has been delayed due to limitations of the portal system. The payment portal system currently will not allow multiple permits per day to be filed by an operator. Permit applications filed with the Commission cannot be limited to only one per day per applicant because of the nature of the permits. Work is underway to try to negotiate with KPMG to remove volume restrictions. Until this issue is resolved, the ECAP system will continue to utilize the internal electronic payment system that was developed as part of the original application.

Issues Requiring Rule Change

Rule	Issue	Status
1	Add footnote referencing the new Rule 80 for electronic filing	Rule amendments drafted; circulated for informal comments in December.
5	Clarify plat requirements and 2-year effective period of permit. Include requirement for Lat and Long if available.	Rule amendments drafted; circulated for informal comments in December.
11	Clarify plat requirements for directionals	Rule amendments drafted; circulated for informal comments in December.
37	Move basic plat requirements to SWR5; require keying to Service list	Rule amendments drafted; circulated for informal comments in December.
38	Move plat requirements from 38 into SWR 5; require keying to Service list	Rule amendments drafted; circulated for informal comments in December.
78	Change definition of materially amended permit so fee required on almost all filings	Rule amendments drafted; circulated for informal comments in December.
80	New rule to specify conditions for filing electronically	Rule amendments drafted; circulated for informal comments in December.
86	Reference SWR5 for general plat requirements; define specific plat requirements for horizontals	Rule amendments drafted; circulated for informal comments in December.

Issues to be Addressed in Phase II or III

Subject	Item	Remarks
Fee Processing	How to handle the fee transactions when RRC staff begins using the ECAP interface.	12/01 By the end of Phase III the internal staff will be utilizing the web interface to add application data that comes in on hard-copy form. Utilizing this interface allows them to take advantage of the edits and validations built in for the e-files. However, during the mailroom process the application and accompanying fees are separated and processed by different sections. How will this process be affected and how do we integrate with the new ECAP system? Assigned to Financial Team.
Security	Consider limiting update access for consultant user Ids to only those forms they have filed on an operators behalf.	2/16 Limit update access for consultants to only those forms filed by a consultant on behalf of a company. A company should have access to all forms filed under their company's user ids or consultants filing on their behalf. Conversely, a consultant should only have access to those filings they have submitted on behalf of a company, not every form submitted by that company. If a company wants to extend full security access to a consultant they can set up their security as one of their employees rather than authorizing the consultant's user RRC.
Security	Allow more than one security administrator per company.	2/1 Issue brought up by Texaco rep. In business needs team meeting. Large companies will not be able to manage a single point security system. May need multiple security Administrators at district or region level.
Payment	Allowing payment options other than Visa & Mastercard	2/3 Perhaps allowing payments at district office, debits, other credit cards
Processing Software	Installation of GIS software in drilling permits area	2/3 Consider whether or not GIS software would be helpful in reviewing and approving plats

Subject	Item	Remarks
Expedited Permits	Resolve how ECAP expedites will be handled in relation to other expedites.	12/1 ECAP expedites will be addressed in phase 2 or 3 of the project. This will allow adequate time for testing of the electronic filing system to identify potential problems that may impact the timely return of an expedited permit. Since we are striving for a 24-hr. turnaround on all electronic filings (which is currently the same response time for mail-in expedites), we do not see this as a critical issue in phase 1. Eventually, when electronic expedites are accepted we would envision them being handled simultaneously with other mail-in and walk-in expedites. We will need to program for expedites being identified in the system so they can be processed ahead of other electronic filings.
Payments	In Phase I, only Mastercard & Visa will be accepted. However, while there are less than 10 prepaid accounts, they are some big drillers. We need to make some kind of provision for them in Phase II.	We need to work with Comptroller to expand portal payment options to include debit cards and EFT, as well as credit cards. Need to check out the prohibition on Discover and American Express cards. We may be able to work with pre-paid a/c operators to work out alternative solutions. (Financial Team & Tech. Team)
Use of Java Script	Should we use JavaScript in the development of the application interface? Do most browsers support it? Do some users have this functionality turned off? The use of JavaScript in the interface will greatly enhance the usability of the application. It will allow more up-front validation, which will reduce the number of database calls resulting in improved performance. It also allows for a more interactive interface thereby facilitating use.	<p>After analysis of the various browsers (Netscape, Internet Explorer, and AOL) it was determined that approximately 99% of all browsers in use are capable of handling JavaScript. If necessary the filer can download upgraded versions of these 3 browsers at no cost.</p> <p>What if the user has the capability turned off? We plan to run an up-front check when they try to access the application to determine if this function is turned on. If it is not we plan to send a message to the user informing them that they must turn it on and to check their browser preferences/options. We found various examples of this on other internet e-applications (see Bank of America).</p> <p>These issues were presented to the Project Management Team on April 18, 2001 and approval was given to utilize JavaScript.</p>
Payment portal integration	The payment portal is currently unable to handle multiple transactions on the same day for the same amount on the same day. This restriction makes it impossible for the RRC to connect to the portal at this time.	<p>Recommended solution has been suggested, coding has been completed and was put into the testing phase by KPMG on May 3, 2001.</p> <p>By the time the final testing is complete and implemented we will be involved with the implementation of Phase 2 of ECAP. Trying to incorporate the new payment portal application into ECAP might impact the Phase 2 rollout.</p>

Subject	Item	Remarks
		<p>The Technical Team recommended to the Project Management Team that integration with the payment portal be postponed if the implementation of these changes would impact the timeline. This recommendation was approved at the April 18, 2001 meeting. The Technical Team will monitor this closely and proceed with the implementation only if the Phase 2 roll out timeline is not affected.</p>

?? **PROJECT STATUS REPORT:**

Project Management (*responsible for overall coordination of project, financial tracking, reporting, publicity*)

Accomplishments as of 05/31/01:

- ?? March: Submitted ECAP Project Development Plan to LBB and State Auditor's Office
- ?? March: Submitted DOE pre-application for \$500,000 grant for ECAP Production Project
- ?? March: ECAP related rules published for formal comment
- ?? April: Management Team Meeting to review project progress and discuss future steps.
- ?? May: ECAP rules presented to Commission for adoption

Accomplishments as of 02/28/01:

- ?? February: Reviewed industry comments on proposed draft rule changes and modified proposed rules. Set item for Conference in March to seek Commission approval to circulate for formal comments.
- ?? December: Circulated draft proposed rule and form changes associated with the ECAP project to industry for informal comment.

Accomplishments as of 11/30/00:

- ?? November: Initiated preparations for the expansion of ECAP applications once the W-1 pilot project is complete.
- ?? October: Revised the format of the ECAP Project Management Control Document (PMCD) and decided on quarterly updates in the future.
- ?? September: Contacted Mike Stettner in California about their E-Permit System to share information and evaluate ECAP's progress as compared with another state's initiative.
- ?? September: The ECAP project received The National Association of State Information Systems (NASIRE) 2000 Recognition Award for Outstanding Achievement in the Field of Information Technology in the area of Public/Private Partnership.
- ?? August: Formed an ECAP rulemaking team to identify what rules needed to be changed or added in conjunction with ECAP, and to follow up on that process.
- ?? August: Presented an ECAP demonstration for the LBB and Sunset Review members
- ?? July: Management team performed an ECAP project review to analyze accomplishments through Phase I of ECAP and determine if any adjustments were necessary or if any new opportunities existed as we move forward into phases 2 & 3.
- ?? June: Submitted documentation about the ECAP project to Dept. of Information Resources (DIR). DIR nominated ECAP for a 2000 NASIRE Recognition Award for Outstanding Achievement in the Field of Information Technology.
- ?? June: Mailed an ECAP information notice to all operators in the state.
- ?? May/June: Presented a series of ECAP information workshops across the state
- ?? May: Presented roll-out of ECAP on May 11 at a TIPRO/PTTC sponsored workshop in Dallas; first permit electronically filed.

Accomplishments as of 03/15/00:

- ?? Circulated January PMCD to Commissioners and ECAP Management Team
- ?? Met with representatives from Dwights/PI to explain ECAP

?? Conducted ECAP information meeting for business consultants

Accomplishments as of 02/15/00:

- ?? Circulated January PMCD to Commissioners and ECAP Management Team
- ?? Established a Training/Publicity Team
- ?? Presented a preview of the ECAP prototype for Commissioners and executive staff.
- ?? ECAP information meeting scheduled for business consultants on 2/29/00

Accomplishments as of 01/15/00:

- ?? Circulated December PMCD to Commissioners and ECAP Management Team
- ?? Conducted a number of in-house information sessions on ECAP

Accomplishments as of 12/15/99:

- ?? Published ECAP Advisory Committee Rule for comments
- ?? Provided series of ECAP information seminars within the Oil and Gas Division
- ?? Initiated use of a Project Management Control Document (PMCD) to track project progress and document outstanding issues and resolutions
- ?? Provided an ECAP information presentation at the IOGCC statistician's meeting on 12/11/99
- ?? ECAP promoted in paper provided to Texas Natural Resources Committee by Gene Montgomery

Accomplishments as of 11/8/99:

- ?? Kicked off project by organizing a project team
- ?? Defined roles and responsibilities of sub-groups.
- ?? Developed a project implementation plan
- ?? Hosted a regional ECAP Meeting for other states and regulatory agencies
- ?? Updated the ECAP web site with answers to questions asked by other states and regulatory agencies, and with other useful information about ECAP
- ?? Provided ECAP information presentations at the following meetings/conferences: Texas Independent Producers & Royalty Owners (TIPRO), Interstate Oil and Gas Compact Commission (IOGCC); Association of Records Managers and Administrators (ARMA); North Texas Oil and Gas Association (NTOGA); Permian Basin Petroleum Association (PBPA); National Association of Royalty Owners (NARO); Petroleum Industry Data Exchange (PIDX); REGS- User Group for PIDX; Oil and Gas Property and Prospect Show in Houston.

B) Business Needs (*responsible for analysis of data requirements and workflow requirements from both an internal and external business needs perspective*)

Accomplishments as of 05/31/01:

- ?? Completed application specification and turned over to Tech Team
- ?? Met with External Business Needs Team on March 5th and 6th
- ?? Completed review of External screens and turned over final specs to Tech Team
- ?? Met with External Business Needs Team on May 15th and 16th
- ?? Completed 30+ test scenarios designed to test all aspects of the application
- ?? Finalized Phase 3 implementation sequence
- ?? Completed design of Certificate of Pooling Authority (P-12) and Substandard Acreage Certification (W-1A) and circulated for industry comments.

Accomplishments as of 02/28/01:

- ?? Reviewed database design issues in relation to Directional/Horizontal wells with developers and finalized design needs
- ?? Began mainframe analysis and screen changes for Directional/Horizontal well applications.
- ?? Reviewed initial screen designs with developers and discussed interface needs and options for Phase II redesign.

Accomplishments as of 11/30/00:

- ?? November – **1)** finalized the design of the P-12, and W-1A; **2)** held a 2-Day Workshop with External Business Needs Team, Nov. 14 – 15; **3)** completed analysis and documentation of Horizontal and Directional requirements for application; **4)** revisited redesign of W-1 form
- ?? October – **1)** completed analysis and documentation of Pooling requirements for application; **2)** worked in conjunction with Rules Sub-Committee to finalize draft language for Rules 1, 5, 11, 37, and 86
- ?? September – **1)** reviewed requirements for processing amended permits and decided to postpone automating this process until last due to complications; **2)** began analysis of Pooling and P-12 requirements; **3)** completed redesign of W-1 form

Accomplishments as of 02/15/00:

- ?? 2-Day Workshop III, February 1-2, 2000
- ?? Priorities for Phasing in Additional Types of Drilling Permit Applications (with Technical Team representatives)

Accomplishments as of 01/15/00:

- ?? 1/13/00 Held Plats Workshop to discuss plats and coordinates issues
- ?? Plats Issue Resolution
- ?? Coordinates Issue Resolution

Accomplishments as of 12/15/99:

- ?? Held December 1 all-day workshop with RRC and external representatives (operators and consultants) on ECAP overview and proposed W-1 revision

- ?? Scheduled Workshop II for January 20, 2000
- ?? Completed first draft of W-1 drilling permit application form
- ?? Completed first draft of instructions for W-1 application form

Accomplishments as of 11/8/99:

- ?? Mapped current workflow process
- ?? Worked with Technical Team to design overview of ECAP workflow process
- ?? Identified general workflow and computer database and programs that will be required to support revised permitting application requirements
- ?? Outlined regulatory data requirement issues for consideration by external community and policy decision makers.

C) Legal/Records Management Team (*responsible for resolution of electronic records issues including storage, retrieval, authentication, filing authority, etc.*)

Accomplishments as of 05/31/01:

?? Finalized approach for retrieving ECAP documents from the Electronic Document Management System (EDMS).

Accomplishments as of 02/28/01:

?? December: Identified functional requirements for the ad hoc query screen and handed them off to the Technical/ Security Team. Development of other standard reports will be postponed until all W-1 filings are entered through the ECAP system.

?? December: Determined how ECAP information will be integrated with related electronic well records that will be entered through the Electronic Document Management System (EDMS). The ECAP system will transfer W-1 information in the form of a file, with the appropriate indexing information and the URL for the various documents to the EDMS.

Accomplishments as of 11/30/00:

?? November: Met with Legal/ Records Management Team to discuss how external users of ECAP will retrieve information.

?? October: Began internal meetings to discuss how internal users of ECAP will retrieve information.

?? July: Published "Texas RRC Moves into Age of Paperless Permitting" in the *American Oil and Gas Reporter*.

?? May: Published "Texas Railroad Commission Introduces Internet-Based Permit Process" in the *Oil and Gas Journal*.

?? May: Received *A Recommendation for Vital Records Protection for ECAP*, a study prepared by students at the Graduate School of Library and Information Science, The University of Texas of Austin.

?? May: Completed *Required Procedures for Participation in ECAP*.

?? April: Received approval on proposed Master Electronic Filing Agreement (MEFA) and Security Designation Forms.

Accomplishments as of 03/15/00:

?? Revised Master Electronic Filing Agreement (MEFA)

?? Determined retrieval requirements for retrieval of ECAP filings.

?? Completed draft article for *Oil and Gas Journal*

Accomplishments as of 02/15/00:

?? Submitted proposal for ECAP article to *Oil and Gas Journal*

?? Revised draft Table of Contents for *Required Procedures for Participation in ECAP*

?? Determined that Supplementary Consulting Authorization will not be needed

Accomplishments as of 01/15/00:

?? Selected Microsoft Word as the software to be used for preparation of ECAP procedure manual, *Required Procedures for Participation in ECAP*.

Accomplishments as of 12/15/99:

- ?? Identified need for Supplementary Consulting Authorization to assure accountability when consultants file applications on behalf of operators
- ?? Defined the official record (legal) copy of an ECAP transaction
- ?? Determined that backup tapes can serve dual purposes: disaster recovery and vital records protection
- ?? Drafted Table of Contents for *Required Procedures for Participation in ECAP*
- ?? Committed to ECAP compliance with Texas State Library and Archives Commission Electronic Records Rules

Accomplishments as of 11/8/99:

- ?? Drafted Master Electronic Filing Agreement
- ?? Identified operator expectations regarding legal acceptance of electronic forms transaction records produced by the ECAP system

D) Technical/Security (*responsible for implementation of computing infrastructure that will be used for the electronic permitting process*).

Accomplishments as of 05/31/01:

- ?? Completed the database design.
- ?? Reviewed the external screen designs with the Business Needs Team and completed the design specifications.
- ?? Completed code reviews on Workflow and Oil & Gas frameworks.
- ?? Completed code review on the historical tracking (tracks any changes to the initial application) portion of the General Purpose framework.
- ?? Completion the reusable encryption component.
- ?? Completed the new mainframe screens designed to capture additional bottomhole and horizontal location data.
- ?? Completed the database changes needed to store the new bottomhole and horizontal data.
- ?? Completed new mainframe screens to facilitate restriction updates from Oracle to IMS.

Accomplishments as of 02/28/01:

- ?? Two new contractors added to development team.
- ?? Completed code review for the historical tracking component of the General Purpose framework.
- ?? Completed initial code review of Workflow framework.
- ?? Developed initial screen designs for Business Needs Team review.

Accomplishments as of 11/30/00:

- ?? On-going maintenance work for Phase 1 Interface and database
- ?? November 2000 – Continued testing of state payment portal integration
- ?? October 2000 – Received USAS certification for Commission processing of Payment Portal transactions.
- ?? August 2000 - Developed standards for final database design and structure; completed preliminary detailed design of frameworks
- ?? May 2000 – completed the development of the initial reports; completed the set up of all equipment (scanner and dedicated PC) in districts offices; first electronic application filed 5/11/2000 at TIPRO/PTTC sponsored workshop in Dallas
- ?? April 2000 – completed development of finance and administration workflow process; completed initial application development; tested application with External Business Needs team in Austin

Accomplishments as of 02/15/00:

- ?? Completed the prototype screens in conjunction with the Business Needs Group.
- ?? Participated in the Government Technology Conference (GTC) in the form of a booth where the ECAP prototype was available for demonstration and discussion with representatives from other state agencies, city government, other states, etc. Prototype was well received and generated considerable interest.

- ?? Completed the 21 day waiting period on the bid requests for the Legacy Objects software which will allow real-time mainframe data transfer.
- ?? Implemented mainframe modifications for field database (including online screen revisions and data cleanup).
- ?? Completed read and write components to ldap/x.500 database from WebObjects

Accomplishments as of 01/15/00:

Mainframe:

- ?? The analysis for the mainframe work to the field / drilling permit legacy databases has been completed and approximately 90% of the program modifications have been completed
- ?? Completed identification of mainframe transactions that will be performed by Legacy Objects

Web:

- ?? Successfully performed basic mainframe transactions using Legacy Objects software
- ?? Completed defining data elements for field extract from mainframe database to populate Oracle tables that will be used to; 1.) validate application filings for Phase I and 2.) provide field data for the web query
- ?? Completed written specifications for contract programming services with Object Framework experience.

Accomplishments as of 12/15/99:

Mainframe:

- ?? The analysis for the mainframe work to the field / drilling permit legacy databases has been completed and approximately 80% of the program modifications have been completed
- ?? Users have reviewed and approved the final screen designs

Web:

- ?? Completed specs for revised demo
- ?? Obtained and installed evaluation copy of Legacy Objects

Accomplishments as of 11/8/99:

- ?? Completed the scope of analysis for the drilling permit process.
- ?? Developed a high-level flow chart of the electronic file process.
- ?? Finalized scope definition for Phase 1
- ?? Identified legacy application update requirements for supporting the initial online filing process.

E) Financial Management (*responsible for financial tracking and reporting*)

Accomplishments as of 05/31/01:

- ?? All federal financial reporting requirements to DOE have been met.
- ?? Federal reimbursement is current through March 31, 2001
- ?? Capital purchases are being firmed up to meet purchasing deadlines for the fiscal year (August 31, 2001).

Accomplishments as of 02/28/01:

??

Accomplishments as of 11/30/00:

- ?? Current financial reports were filed with DOE.

Accomplishments as of 02/15/00:

- ?? Financial reports for first 2 quarters of fed year were submitted to DOE.

Accomplishments as of 01/15/00:

- ?? Financial summary has been created and will be updated monthly to recap ongoing expenditures in relation to total estimated project costs.

Accomplishments as of 12/15/99:

- ?? Initial programming contracts for fiscal year 2000 have been established totaling \$399,480.
- ?? Federal reimbursement by electronic transfer of the DOE portion of allowed costs is in progress (first federal DOE draw of \$83,232.39 prepared 12/8).

F.) Training/Publicity (*responsible for developing training manual, internal and external training programs, and coordinating ECAP publicity efforts.*)

Accomplishments as of 05/31/01:

- ?? In Progress: Swedish Agency for Administrative Development is considering doing an article about the ECAP project in their quarterly journal "Open Systems". At current the Railroad Commission submitted the requested information.
- ?? Southwest Petroleum Short Course, Department of Petroleum Engineering, Texas Tech University. Presentation of Internet-Based Permitting of Oil and Gas wells at the Railroad Commission, April 25th and 26th.
- ?? Texas Alliance of Energy Producers Annual Meeting & Oil Expo-Booth Presentation-ECAP, Wichita Falls, April 10 & 11, 2001.
- ?? Update of ECAP to the Petroleum Information Data Exchange (PIDX), Houston, March 27th.
- ?? Technical team is participating in monthly conference calls with representatives from BLM, MMS, and OMM to discuss ECAP and their projects to exchange information.
- ?? Contacted California about their E-Permit system to share information and evaluate ECAP's progress as compared with another state's initiative.

Accomplishments as of 02/28/01:

- ?? Presentation at the 2001 Southwest Government Technology Conference-Public Sector Best of Breed for e-Government in Austin, February 15th
- ?? Continued in-house presentations and demonstrations of ECAP system.
- ?? Presentation at the IOGCC Annual Meeting in San Antonio Texas, December 4, 2000.

Accomplishments as of 11/30/00:

- ?? Presentation to Western State Land Commissioner Association- September
 - ?? Presentation and demonstration for ARMA (Association for Records Managers and Administrators) Energy Group, Austin
 - ?? Presentation and Booth for West Central Texas Oil & Gas Association, 67th Annual Meeting
 - ?? Presentation Booth for North Texas Oil & gas Association 70th Annual Meeting & Oil Show
 - ?? Official ECAP Presentation & Rollout sponsored by Railroad Commission
 - ?? Midland Texas Regional ECAP Conference & Electronic Information Resources, sponsored by the Railroad Commission
 - ?? Houston Texas Regional ECAP Conference & Electronic Information Resources, sponsored by the Railroad Commission
 - ?? Corpus Christi Texas Regional ECAP Conference & Electronic Information Resources, sponsored by the Railroad Commission
 - ?? Pampa Texas Regional ECAP Conference & Electronic Information Resources, sponsored by the Railroad Commission
 - ?? Numerous presentations to Railroad Commission Employees
 - ?? Presentation on ECAP project at Texas Association for state Systems for Computers and Communication Annual Conference on May 22, 2000
- ECAP Press Releases and Articles

- ?? ECAP Project was included as one of case studies presented in the Price-Waterhouse Coopers Endowment for The Business of Government February 2001 Publication – The Use of the Internet in Government Service Delivery.
- ?? ECAP project highlighted in US General Accounting Office February 12, 2001 report on Regulatory Management – Communication About Technology-Based innovations Can Be Improved.
- ?? Swedish agency for Administrative Development requested an article about the ECAP project in their quarterly journal “Open Systems”. The Railroad Commission submitted the requested information.
- ?? Governing.com; The magazine of states and localities; “The IT Touch, Technology Experts Cite 12 Projects that Help Manage Government Services More Efficiently” *Gas Pedaling, Electronic Compliance and Approval Process, Texas*
- ?? Department of Energy
Inside Tech Transfer, A technology transfer newsletter published by the Department of Energy’s National Technology Office, “E-News, Oil and gas Producers Respond Favorably to new On-Line Permitting System”; Summer 2000. p 10.
- ?? “Texas Railroad Commission introduces Internet-based permit process”, by Susan Cisco and Debbie LaHood, Oil & Gas Journal; May 8, 2000. pp 42-46
- ?? “Internet Allows Texas RRC To Move Toward Paperless Permitting” by Susan Cisco and Debbie LaHood; American Oil & Gas Reporter; July 2000. pp 87-92
- ?? “Texas Uses the Internet to Speed up Oil & Gas Drilling”, Virtual Government-Official Publication of AFCEA; August 2000. p12
- ?? 2000 ECAP Recognition Award from the National Association of State Information Resource Executives (NASIRE)

Accomplishments as of 03/15/00:

- ?? Proposal for 4 Regional ECAP Conferences for training Industry and traveling to each district office to train RRC staff.
- ?? Web based training as a long term goal
- ?? Finalize cost estimates to conduct all training sessions
- ?? PTTC contribution of \$2000
- ?? Finalize Regional Conferences and Training Plan
- ?? Procedure for the invitation list to the May 11th rollout
- ?? Draft invitation letters for Commission signatures for rollout
- ?? Team to prepare presentation at rollout

Accomplishments as of 02/15/00:

- ?? Established team members
- ?? Met with PTTC about a joint training effort
- ?? Began training manual

ACRONYMS & ABBREVIATIONS

Project: ECAP Project

(*Project technical leader and team leaders update)

3480 Tape Drive	IBM Compatible 18-Track Cartridge Tape Drive	Oracle	RBDMS used at the Commission
Mainframe CPU	IBM Multiprise 2003 - 116	NIPO	Not in phase one
Legacy Objects	Mainframe Screen Scraping Software	SQL*Net	Oracle SQL Network Interface Software
Web Objects	Web-based applications development tool	TIFF	Tagged Image Format
E-Commerce	Conducting business transactions over the internet	TBD	To Be Determined
Novell	Novell Network Operating System	TCP/IP	Transmission Control Protocol/Internet Protocol
LDAP	Lightweight Directory Access Protocol	RRC	Railroad Commission of Texas
X.500	International Standard for Directory Services	GIS	Geographic Information Systems
Directory Services	Specialized database for storing information about people, places and things	ArcInfo	Computer Mapping System
DASD	Direct Storage Access Device	UNIX	An Open Systems Operating System
DBA	Data Base Administration	UPS	Uninterruptable Power Supply
DEC Alpha	Digital Equipment Corporation Midrange Processor	ESRI	Environmental
Solaris	Version of the UNIX Operating System Running on the Sun Microsystems Computers	PMCD	Project Management Control Documents
Advisory Committee		PMT	Project Management Team
CICS	Customer Information Control System software on the Mainframe	BNT	Business Needs Team
FTP	A TCP/IP Product for File Transfer	TST	Technical/Security Team
Groupwise	LAN Based Electronic Mail Package	RLT	Records/Legal Team
HTML	Hypertext Mark-Up Language	FMT	Financial Management Team
IP	Internet Protocol	ECAP	Electronic Compliance and Approval Process
Thin Client	Application that operates from a generic browser with minimal	EDMS	Electronic Document Management System
		MEFA	Master Electronic Filing Agreement

	modifications/plugin-ins		
LAN	Local Area Network	MCFA	Master Consultant Filing Agreement
OS390	IBM Mainframe Operating system	SAD	Security Administrator Designation
IMS	Information Management System – Mainframe Database	OCR	Optical Character Recognition
RDBMS	Relational Data Base Management System	ICR	Intelligent Character Recognition

Appendix 5: ECAP General Information Entry Screen

Microsoft Internet Explorer window: Texas Railroad Commission - W-1 Drilling Permits System

Address: http://woadev.rrc.state.tx.us/Apps/WebObjects/DrillingPermits.woa/72/wo/Cw1WorkInProgressPage/Zl6X7wU3xL0n2L0c9U72opSmjGz/4.4.1.1.1.5.1.1.0.0.1.6.1.0.0.0

W-1 Home |  **RAILROAD COMMISSION OF TEXAS**
W-1 DRILLING PERMIT APPLICATION | Log Out

Op #000001 - RAILROAD COMMISSION DISTRICT 01
Created 08/20/01 09:30:23 AM

Anderson's Folly - Well #1
ANDERSON - **Work In Progress**

Status # (unassigned)
API # (unassigned)

General Information | Dir/Horiz Information | Field Information | Attachments | Review | Help

Status: Work In Progress, New Drill, created 8/20/2001

Total Vertical Depth: 9000 Subject to SWR 36? Yes No

Surface Location

Surface Location: Land API No: (not assigned)
Nearest Town (in the county of the well): Austin
Direction from nearest town: E Distance from nearest town: 2 miles

Survey/Legal Location Information

Survey: C&R RR Co, Abstract: 34, Section: 2, Block: F, County: ANDERSON [Click to edit legal location](#)

Perpendiculars

2400 feet from the N line,
3500 feet from the W line. [Click to edit perpendiculars](#)

Save Changes

Internet

Appendix 6: ECAP Field Information Edit Screen

Texas Railroad Commission - W-1 Drilling Permits System - Netscape

File Edit View Go Communicator Help

General Information **Dir/Horiz Information** Field Information Attachments Review

Status : Work In Progress, New Drill, created 8/20/2001 [Help](#)

CARTHAGE (Field # 16032001, District 06)

Lease Name : Well No :

Well type : Total acres :

Number of Wells on the Lease : Distance to nearest well :

Distance to nearest Lease line : Contiguous : (Check if yes)

Pooled / Unitized : (Check if yes) Unitized Docket Number :

Surface Lease Line Perpendiculars

2300 feet from the N line,
2300 feet from the W line. [Please click to edit lease perpendiculars](#)

Oil Field Rules:

County Regular	Salt Dome	Comments	Offshore Code	Schedule Remarks	Don't Permit
N	N		L		N

Rule Type	Depth	Lease Spacing	Well Spacing	Acres per Unit	Tolerance Acres
Base rules	All Depths	467	1320	40.00	20.00

Gas Field Rules:

County Regular	Salt Dome	Comments	Offshore Code	Schedule Remarks	Don't Permit
N	N		L		N

Rule Type	Depth	Lease Spacing	Well Spacing	Acres per Unit	Tolerance Acres
Base rules	All Depths	467	1320	40.00	20.00

Document: Done