

MCR Materials Checklist

The MCR Materials Checklist provides a detailed description of all files needed within the Provisional Project Plan (pre-plugging) submission and the Final Project Plan (post-plugging) submission for project developer reference.

Provisional Project Plan (PPP) (pre-plugging)

- Application Form**
- Project Summary Table with Project information and the following details for every well included in the Project:**
 - Project Name
 - Project Developer
 - Main Point of Contact
 - API Well Number
 - Name of well
 - Location Description/GPS Coordinates
 - Pre-Plugging Test Date
 - Pre-Plugging Test Results (in ppb)
- Well Details Summary** includes information for each well included in the Project
 - State and County
 - Presiding Regulator
 - Surface Landowner Name, Address, Phone Number, and Email.
Needed for *all* landowners who hold titles within the project area.
 - Mineral Interest Owner(s) Contact Information (Optional)
 - Operator Name, Address, Phone Number, and Email. Needed for *all* operators who hold wells within the project area.
 - Well Plugger or Organization leading plugging activities
 - Well Type
 - Status (demonstration of eligibility re Regulatory Compliance)
 - Orphan Well?
 - Date Drilled
 - Date Shut-in
 - Last Production Date
 - Wellbore Diagram

- o Total Depth
- o Producing Zone(s), including perforation depths and geologic formations
- o Presence of casing or plug leaks?
- o Contaminants present? (e.g., H₂S, CO₂, etc.)
- o Directions to Well Site
- o Surface Estate Area Description
- o Description of Surrounding Land
- o Photos of:
 - Well and any surface equipment
 - Surroundings
 - Well Identifiers/Signage
- ❑ **Well Plugging Plan** for each well. At a minimum, the plan for each well must satisfy all requirements to maintain Regulatory Compliance through the P&A process
 - o Presiding Regulator Documents (e.g., W3a in TX)
 - o Summary Description of Plugging (including demonstration that the plan complies with the Protocol)
 - o Site Surface Reclamation Plan
 - o Estimated Project Emissions – result of calculations showing emissions associated with project activities
- ❑ **Test Results**
 - o Pre-Plugging Test Summary including:
 - Equipment selection and calibration details
 - Test results
 - Narrative explanation as needed
- ❑ **Greenhouse Gas Emissions Calculations**
 - o Emissions Report including:
 - all calculations for estimating Baseline Emissions and Project Emissions (including alternative PE accounting method if used, as specified in Guidance)
 - Project Emissions required to be assessed and reported:
 - Materials emissions from concrete used for plugging
 - Fuel for equipment and materials transport to project site
 - Fuel for rig operation during plugging activity
 - Methane vented during baseline measurement

- Project Developers shall use the current version of the U.S. Environmental Protection Agency’s Emission Factors Hub (GHG Emission Factors Hub | US EPA) to determine the correct factors to use for their equipment. For diesel fuel, use No. 2 Fuel Oil
- o Greenhouse Gas Emissions Calculations Narrative
- o Production Data for each well
 - Raw Data
 - Data Sources and Details
- o Modeling
 - Modeling Narrative and Explanation of All Inputs
 - Decline Curve Model
 - Leak Rate Model
- o Methane Concentration
 - Value from Index (per the Protocol) or
 - Gas Sample – Chromatograph Report
 - Narrative statement/description of which method used
- o Final Calculations Summary Outlining Carbon Credits for each Well
- Evidence of the Legal Right to Conduct Plugging Activities**

Final Project Plan (FPP) (post-plugging)

- Updates to each section of the Provisional Project Plan, as needed**
- Executive Summary**
 - o Should note any updates to each section of the PPP
- Project Summary Table** (update if there are any changes from PPP in the summary details for the Project and every well included in the Project)
Additional information to include is listed below:
 - o **Plugging Date**
 - o **Post-Plugging Test Date**
 - o **Post-Plugging Test Result**
- Demographic details** (all that are known/applicable) including but not limited to demographic details listed below:
 - o # of aquifers within 5 miles of the well
 - o # of water wells within 5 miles of the well
 - o # of children, women of child-bearing age, and disadvantaged people within 5 miles of the well
 - o # of hospitals, nursing/retirement homes, schools, churches, playgrounds, etc.
 - o List of endangered species within 5 miles of the well

- o Agricultural land acreage within 5 miles of the well
- o Total acreage of land reclamation across all wells

- Well Details Summary** (update if there are any changes from PPP for the information for each well included in the Project)
- Well Plugging Plan** (update if there are any changes from PPP for each well)
- Test Results**
 - o **Post-Plugging Test Summary Narrative and Results** (including equipment selection and calibration details)
- Greenhouse Gas Emissions Calculations** (update if there are any changes from PPP for each well)
- Co-Benefits Documentation (optional)**
- Proof of Approval from the Presiding Regulator** that the wells were appropriately plugged and decommissioned including removal of any equipment and suitable remediation
- Evidence of the Legal Right to Conduct Plugging Activities** (update if there are any changes from PPP)
- Submittal of Plugging Record from the Presiding Regulator** (i.e., W3 in Texas)

Second Post-Plugging Test

- Second Post-Plugging Test** (including date, equipment selection, and calibration details)
- Project Summary Table** updated with Second Post-Plugging Test results