



**MISSOURI**  
Department of Natural Resources  
Division of Geology and Land Survey

**PROCEDURES FOR PERMITTING A SALINE WATER DISPOSAL OR  
ENHANCED OIL RECOVERY INJECTION WELL IN MISSOURI**

Requirements as of 1/1/2008

Missouri Department of Natural Resources  
Division of Geology and Land Survey  
Geological Survey Program  
<http://www.dnr.mo.gov/geology/geosrv/ogc/>

Thank you for your interest in utilizing Missouri's oil and gas resources and the interest in permitting an injection well. This informational has been prepared as a guide to facilitate the permitting of an injection well to dispose of produce water. Please remember the Rules and Regulations of the State Oil and Gas Council (Council) are the ultimate authority in regards to permitting injection wells. These regulations may be viewed on the internet at the following address: <http://www.dnr.mo.gov/geology/geosrv/oilrules.htm>. Specific questions can be answered by calling the Geological Survey Program (GSP) at 573-368-2143 or by writing to:

Missouri Department of Natural Resources  
Division of Geology and Land Survey  
Geological Survey Program  
P.O. Box 250  
Rolla, MO 65402-0250.

This document describes the forms that are required to be submitted prior to actual drilling and utilization of an injection well. Forms related to the well bonding (OGC-2, 2A, or 2B), permit application (OGC-3I), and intent to abandon (OGC-6) are required to be submitted in duplicate. One copy of the remaining forms may be submitted. Failure to submit forms required for permitting (OGC-1 through OGC-4I and OGC-11) in a timely fashion or failure to provide public notice of intent construct an injection well will result in the delayed issuance of a permit. Failure to submit well completion report (OGC-5) within 30 days of the completion of the well or annual reporting form (OGC-12) within 30 days of the end of the year will result in an issuance of a Notice of Violation (NOV) for failure to comply with Council regulations. A mechanical integrity test (MIT) is required after well construction and every five years after. Failure to complete MITs or a failed MIT will result in the issuance of a NOV.

#### **FORMS TO BE SUBMITTED PRIOR TO (OR ALONG WITH) THE PERMIT APPLICATION:**

- OGC-1, Organization Report: This form identifies the person or company that will operate the injection well. This form must be filled out, notarized, and submitted to GSP.
- OGC-2, Surety Bond; OGC-2A, Personal Bond by Certificate of Deposit; or OGC-2B, Personal Bond by Letter of Credit: One of these forms must be used and accompanied with the appropriate bond amount required for the injection well and submitted in duplicate.

A bond must be in place on each well prior to drilling. This bond is for the life of the well. When the well is properly plugged, permit cancelled, well converted to a water well, or ownership is transferred and a replacement bond is put in place, the bond will be returned upon written request.

Well bond amounts are determined based on the proposed total depth of the well. If the final depth of the well is greater than the proposed total depth, then an additional bond may be required to cover the well. For injection wells, there are single well bonds or blanket well bonds. Both types increase in dollar value based upon the depth of the well(s). A single well bond amount of \$1000 is required for wells less than 501 feet in depth. The bond increases for deeper wells. The blanket bonds are often submitted in place of single well bond by large companies that will be drilling multiple wells at a particular location. No more than 50 wells less than 800 feet in depth may be drilled for a bond amount of \$20,000 under a blanket bond. A list of the single and blanket well bond amounts is located on page 2 of the following web link:

<http://www.sos.mo.gov/adrules/csr/current/10csr/10c50-2.pdf>

A well bond may be through a surety bond company, a Letter of Credit, or a Certificate of Deposit (CD).

If an injection well is bonded by a CD the following rules apply.

1. Each CD must be payable to the Council or the company/individual (obligor) securing bonding. Both the Council name and the name of the company representative/individual must appear with the word “or” between the names. Example: The CD is payable to the “State Oil and Gas Council or John Smith”
2. The original CD must be delivered or sent to:

Missouri Department of Natural Resources  
Division of Geology and Land Survey  
Geological Survey Program  
P.O. Box 250  
Rolla, MO 65402.

It is advisable to send the CD registered return receipt, to verify its receipt by GSP.

3. The CD must be automatically renewable.
4. Interest on the CD may be payable to the obligor (person or company obtaining the CD).
5. The issuing bank must be protected by the Federal Deposit Insurance Corporation (F.D.I.C.).
6. Form OGC-2A must accompany each CD.
7. The bond form must be signed by the obligor, notarized, and submitted in duplicate.

#### **FORMS TO BE SUBMITTED AS PART OF THE PERMIT TO DRILL APPLICATION:**

- OGC-3I, Injection Well Application for Permit to Drill, Deepen, or Plug Back: This form is a permit to drill an injection well (not to begin injection) and must be submitted in duplicate. It should be filled out by the driller or with the driller’s assistance. The form requires the proposed depth of the well, its location, and the proposed casing to be used in the well.

- OGC-4I, Injection Well Location Plat: This form provides an accurate location of the proposed well and must accompany the permit application. A professional land surveyor or hand held global positioning system unit may be utilized to determine the geographic location of the proposed well. An Area of Review within 1/2 mile radius of the injection well must be performed and documented on this form. This will include other oil/gas wells, injection wells, private and public drinking water wells and stratigraphic tests in the area.
- OGC-11, Injection Well Schematic: This form is reviewed and checked to ensure all requirements of the UIC program are followed as to the construction of the well in accordance with the regulations of the Council.
- PUBLIC NOTICE OF DISPOSAL/INJECTION WELLS: This must be published in a newspaper in the county the well is to be drilled and consist of information about the owner, location, depth, description of the need for the well, and contact information for GSP. There will then be a fifteen day comment period to following the publication of the notice. Comment should be directed to GSP. GSP will determine if a public hearing is needed depending on the number and nature of comments received.

If a hearing is not ordered and all application forms have been received, the permit will then be reviewed. The regulations of the Council stipulate the department must approve or deny permits within 15 days of receipt. The permit to drill is valid for 180 day from date of issuance. If requested in writing, an extension of 180 days may be granted to drill the well. This may be repeated for a maximum of two years. If the well is not drilled or an extension request received within the stated timeframe, the permit becomes null and void. If the permit is denied, an appeal may be made to the Council through GSP within 30 days of the denial.

#### **FORMS TO BE SUBMITTED AFTER THE WELL IS DRILLED:**

- OGC-5, Completion Report: This form details how the well was actually completed. State regulations require that this form be submitted within 30 days of drilling the well. The Completion Report should be filled out with the driller's help.
- Mechanical Integrity Test: After the well has been drilled a MIT must be performed to verify the absence of casing leaks and the vertical movement of fluids adjacent to the well bore.

After GSP receives the Completion Report and verification of a successful MIT, the well will then be approved to begin injection.

- OGC-12, Injection Well Monitoring Report: This report is record monthly but only submitted annually to ensure that the injection pressures are not exceeding the specified guidelines that were reported and approved on form OGC-3I.

**FORMS TO BE SUBMITTED IF THE WELL IS NOT DRILLED OR WILL NOT BE USED FOR INJECTION:**

- OGC Misc. Form 2, Notice to Cancel Permit Application: In the event a well is not drilled, this form should be completed and submitted to GSP. This informs the state that the well was not, and will not, be drilled. Submission of this form removes the plugging liability for this proposed well. The bond for this well may then be returned when this form has been submitted and a request made in writing.
- OGC-6, Notice of Intent to Abandon: In the event the well is drilled, but is not used, and the landowner does not want to utilize the well as a water well, the well must be plugged. This form is to be submitted in duplicate prior to the plugging of a well that has been permitted for injection and details the proposed method of plugging. The plugging of the well may not begin until approval from GSP has been granted.

In lieu of this form and GSP notification and approval, the well may be plugged from total depth to surface with cement slurry no less than 16 lbs. per gallon density. Only form OGC-7 need be completed in these instances and must be submitted to GSP within 48 hours of the plugging completion.

- OGC-7, Plugging Record: This form details the plugging of an injection well. It must be submitted within 30 days of plugging a well when used in conjunction with form OGC-6. If the well is plugged full length with cement slurry without notifying GSP, this form must be submitted within 48 hours. Upon the receipt of this form and a written request for bond release by GSP, the bond held for the well may be returned.
- OGC-8, Conversion Agreement: This form is to be submitted in the event the well is drilled but will not be used for injection and the landowner would like to convert the well to water well. This conversion will be approved only if Missouri Well Construction Rules are met for casing and grouting of the well. A Water Well Certification form must be submitted to the Wellhead Protection Section along with the appropriate certification fee (\$35 as of 1/1/2008). A certification number will be issued for the well indicating it meets minimum state standards for water well construction. Upon approval of conversion of the well, submission of the appropriate forms, and a request made in writing, the bond held for the well may be released.