





### Form CI-X Online Filing System Updates

Raquel Foti August 2024













## **Critical Designation Exception**



The Railroad Commission of Texas (RRC) requires oil and gas operators who are not filing for CID to complete the online **Critical Designation** Exception (CIX) filing process for facilities that are eligible for an exception to Rule 3.65.



### Reminders (1 of 2)

• Deadline to file CIX each year:

March 1<sup>st</sup> Production Months: April - September

Filing Months: June - November

September 1<sup>st</sup> Production Months: October - March

Filing Months: December - May





### Reminders (2 of 2)

- When filing CIX for the first time, there is a one-time fee of \$150.
- You must complete the CIX filing process through the RRC Online System.



https://webapps.rrc.texas.gov/security/login.do



# Rule 3.65 (e) (1)

- A facility listed in subsection (b) of this section that is **NOT** included on the electricity supply chain map produced by the Texas Electricity Supply Chain Security and Mapping Committee may apply for an exception.
- An applicant shall demonstrate with objective evidence a reasonable basis and justification in support of the application.

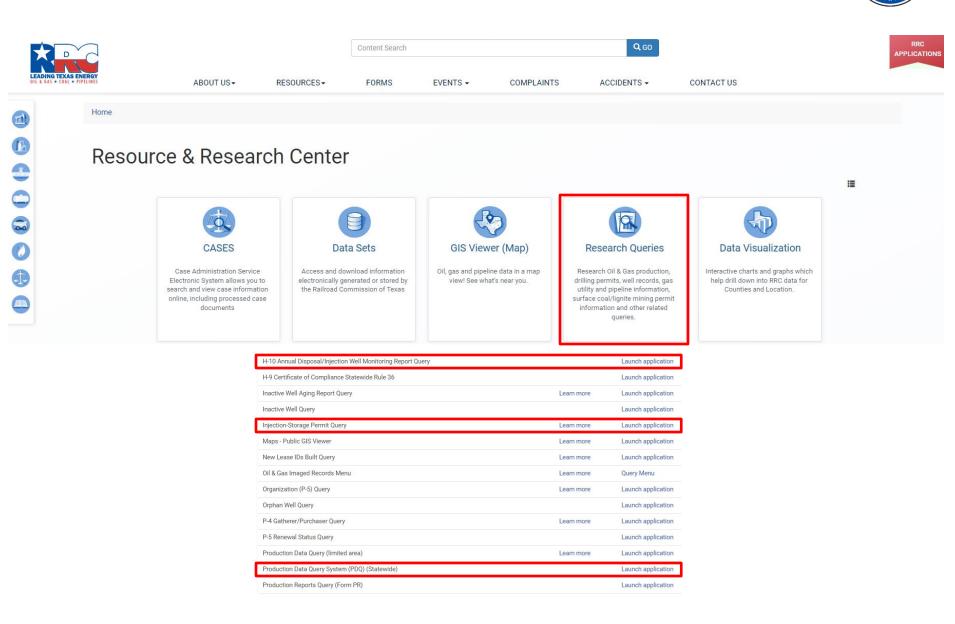
Justification and Evidence (1 of 6)



Examples:

- Gas consumed on site
  - Flare permit, Piping and Instrumentation diagram
- Gas consumed outside of this state
   Process flow diagram, Aerial Map, Sales Tickets
- Gas not provide for third-party use
   Private use pipeline diagram with ins and outs
- SWD does not support critical facilities
  - Copy of permit, 6 months of production
  - P18s for 6 months, list of wells SWD supports

## Justification and Evidence (2 of 6)



### Justification and Evidence (3 of 6)



### CONLINE SYSTEM

### Oil & Gas Data Query

Query Menu Help

### Oil & Gas Data Query

Oil & Gas Queries
Production Data Query
Wellbore Query
Injection-Storage Permit Query
Severance Query
P-4 Gatherer/Purchaser Query
Gas Proration Query
Oil Proration Query
Organization (P-5) Query
Inactive Well Aging Report Query
P-5 Renewal Status Query
Inactive Well Query
<u>Orphan Well Query</u>
Drilling Permit (W-1) Query
Inspections and Violations

### **ONLINE SYSTEM**

Oil & Gas Data Query

Query Menu Help

### Injection-Storage Query Criteria

Enter your search criteria and click on Submit to view the results.

Search Criteria		
Choose One:	🔿 Oil Wells 🔾 Gas Wells 🖲 Both	
District:	None Selected 🗸	
Oil Lease No./Gas Well ID No:		Search for Lease
County:	None Selected 🗸	
Field(s):		Search for Field
		]
Operator(s):		Search for Operator
opciator(b).		
UIC No.:		
		¬
Original Authority Date:	(MM/DD/YYYY) to	(MM/DD/YYYY)
API Unique No.:	42	
Top Injection Zone Depth:	Between and	
Bottom Injection Zone Depth:	Between and	
***H-1 No.:		
***W-14 No.:		
H-10 Status:	None Selected	~
Permitted Fluid:	None Selected 🗸	
Injection Type:	None Selected	~
Special Conditions:	None Selected	~
Formation Name:		

\*\*\* If an H-1 No. is entered, a W-14 cannot be entered at the same time. The same is true when entering a W-14 No.

## Justification and Evidence (4 of 6)



Injection-Storage Permit Detail

Injection-Storage Permit Detail Information	
UIC No.:	000106370
API No.:	235-35143
Well No.:	1
Original Authority Date:	01/16/2013
H-1 No.:	
H-1 Date:	
W14 Date:	05/06/2013
W14 No.:	13926
Permit Canceled Date:	
W-3 Plugged Date:	
Injection Type:	Disposal into a nonproductive zone (W-14)
Special Conditions:	Commercial
H-10 Status:	ACTIVE
Permitted Fluid(s):	Salt Water
Other Permitted Fluid(s):	
Reported Fluid(s):	SALT WATER
Other Reported Fluid(s):	
Activated Flag:	Y
Max Liquid Injection Pressure (PSI):	4300
Max Gas Injection Pressure (PSI):	
Max Liquid Injection Volume (BBLS/Day):	20000
Max Gas Injection Volume (MCF/Day):	0
Approved Packer Depth:	8780
Top Injection Zone:	8800
Bottom Injection Zone:	11000
Formation Names:	ELLENBURGER
H-5 Schedule Date:	
H-5 Due Date:	01/30/2023
H-5 Received Date:	
Last H-5 Date:	12/31/2017
Last H-5 Type:	MECHANICAL INTEGRITY TEST
Last H-5 Results:	PASSED
H-5 Test Frequency:	AFTER WORKOVER
Tbg-Csg Ann Mon:	OPTIONAL
TCAM Credit Date:	
TCAM Reported Reading Per Month:	0

## Justification and Evidence (5 of 6)



### ONLINE SYSTEM

### Oil & Gas Production Data Query

### Production Data FAQs PDQ Help

General Production Query Specific Lease Query

#### **Production Data**

To find production data, there are two types of searches that you can do.

#### General Production Query

Use the General Production Query to find oil and gas production information that covers a wide scope or is more extensive. You can drill down to whatever specific information you need from the general queries. For example, if you are looking for production information for a geographic area of Texas for a given year, or a span of years, the general query is a better fit.

#### Specific Lease Query

If you are searching for information about a particular lease and you have the lease number and the district number, use the Specific Lease Query page. If you don't have the number, but you know the name begins with ADCO, for example, you can search for Lease Names.

Caution: Using the browser's Back button causes inconsistent query results. Use the Query Path links provided in your resulting data to navigate.

### **General Query Criteria**

Use this form to specify the type of information you want to see. For information about a specific lease, use the <u>Specific Lease Query</u>.

Search Criteria:
*Initial View: O Lease O Operator O Field O District O County
*Date Range: from Jan ♥ 2023 ♥ to Jan ♥ 2023 ♥
*Choose One:   Both  Oil Leases  Gas Wells
*Select one Geographic Region from the options below:
District: None Selected V
Onshore County: None Selected
Offshore Area: None Selected
Field: None Selected Search For Field
Limit query to a specific Operator (optional):
Operator: None Selected Search For Operator
Submit Clear
*required information

### **Specific Lease Query**

Use the Specific Lease Query if you want production data for one lease,

Specific Lease Query	
*Choose One: Oil Lease	○ Gas Well
*Lease Number:	Lease Name Search
*District: None Selected 🗸	
*Date Range: from Jan 🗸 2023 •	🗸 to Jan 🗸 2023 🗸
Submit Clear	
*required information	

### Justification and Evidence (6 of 6)



### **General Production Query Results**

Query Path:	Search Criteria > Statewide, Operator: TOWER RESOURCES INC
Date Range:	Dec 🗸 2023 🗸 to May 🗸 2024 🗸 Submit

### View by: Monthly Totals Annual Totals County Field Lease District

Operator Name: TOWER RESOURCES INC, Operator No: 862857 Statewide Statewide Monthly Totals, Dec 2023 - May 2024

Date	Oil (BBL)	Casinghead (MCF)	GW Gas (MCF)	Condensate (BBL)
Dec 2023	2,456	4,411	307	0
Jan 2024	2,391	3,604	614	0
Feb 2024	2,259	3,893	567	0
Mar 2024	0	0	0	0
Apr 2024	0	0	0	0
May 2024	0	0	0	0
Total	7,106	11,908	1,488	0

### **General Production Query Results**

Query Path:	$\underline{Search\ Criteria} > Statewide,\ Operator:\ ROCK\ OPERATING$
Date Range:	Jun 🗸 2023 🗸 to Nov 🗸 2023 🗸 Submit

View by: Monthly Totals Annual Totals County Field Lease District

Lease name	Lease No.	District No.	Well No.	Oil (BBL)	Casinghead (MCF)	GW Gas (MCF)	Condensate (BBL)
	32045	7B		4	0	0	(
	25831	7B		102	2,516	0	(
	19100	7B		59	0	0	
	16382	7B		296	0	0	
	173697	7B	2	0	0	0	
	32037	7B		4	0	0	
	32043	7B		4	0	0	
	099031	7B	1A	0	0	6	
	113512	7B	1	0	0	5,976	(
	22208	7B		64	0	0	
	088084	7B	1	0	0	2,296	(
otal				533	2,516	8,278	(

## Net Taker (1 of 3)



### **Consume more energy than produce in MMBTU**

• Assume 1 Mcf = 1 MMBtu (Average 1.036)

**Mcf/d** = Mcf/month ÷ days in the month

• Provide 6 months of electric bills

**kWh/d** = kWh/month ÷ days in the billing cycle

Amount of electric energy (kWh) generated by natural gas:

electric energy (kWh) =  $\frac{\text{heat content}}{\text{heat rate}}$ 

## Net Taker (2 of 3)



1,019 Btu/cf EIA calculated average heat content of natural gas in Texas

### 1,000 Btu/cf RRC adjusted

7,740 Btu/kWh EIA calculated average efficiency of natural gas-fired generators

 $\frac{1,000 \text{ Btu/cf}}{7,740 \text{ Btu/kWh}} = \frac{0.12919897 \text{ kWh/cf} \text{ or}}{(129.19897 \text{ kWh/mcf})}$ 

 $MMBtu/day = \frac{kWh/d}{129.19897 kWh/MMBtu}$ 

Net Taker = MMBtu In (Energy) > MMBtu Out (Gas)

### Net Taker (3 of 3)



### Net Taker = MMBtu In (Energy) > MMBtu Out (Gas)

Month	Energy Usage kWh/month	Energy Usage kWh/day	Conversion Factor kWh/MMBtu ****	Electricity Consumed MMBtu/day	PRODUCED GAS	Days in Month	Production Mcf/d = MMBTU/D	MMBtu/d Produced vs Used
Jun-23	3,519,850.23	117,328.34	129.19897	908.12	20,564	30	685.47	Net Taker
Jul-23	3,248,655.75	104,795.35	129.19897	811.12	19,249	31	620.94	Net Taker
Aug-23	3,498,236.41	112,846.34	129.19897	873.43	21,573	31	695.90	Net Taker
Sep-23	3,589,712.98	119,657.10	129.19897	926.15	18,426	30	614.20	Net Taker
Oct-23	3,618,497.46	116,725.72	129.19897	903.46	19,516	31	629.55	Net Taker
Nov-23	3,984,527.28	132,817.58	129.19897	1028.01	20,589	30	686.30	Net Taker
6 month totals	21,459,480.11	117,264.92	129.19897	907.63	119,917	183.00	655.28	Net Taker

### Not Net Taker = MMBtu In (Energy) < MMBtu Out (Gas)

Month	Energy Usage kWh/month	Energy Usage kWh/day	Conversion Factor kWh/MMBtu ****	Electricity Consumed MMBtu/day	PRODUCED GAS	Days in Month	Production Mcf/d = MMBTU/D	MMBtu/d Produced vs Used
Jun-23	3,519,850.23	117,328.34	129.19897	908.12	34,560	30	1152.00	Not Net Taker
Jul-23	3,248,655.75	104,795.35	129.19897	811.12	33,874	31	1092.71	Not Net Taker
Aug-23	3,498,236.41	112,846.34	129.19897	873.43	35,932	31	1159.10	Not Net Taker
Sep-23	3,589,712.98	119,657.10	129.19897	926.15	34,461	30	1148.70	Not Net Taker
Oct-23	3,618,497.46	116,725.72	129.19897	903.46	35,847	31	1156.35	Not Net Taker
Nov-23	3,984,527.28	132,817.58	129.19897	1028.01	33,189	30	1106.30	Not Net Taker
6 month totals	21,459,480.11	117,264.92	129.19897	907.63	207,863	183.00	1135.86	Not Net Taker

# **EOR Project**



# Rule 3.65 (b) (1) (B)

Oil leases producing casinghead gas in excess of 500 Mcf/day, **except** for EOR project provided the EOR project consumes more energy than it produces calculated by comparing the amount of electricity used to the amount of gas produced both in MMBTU

**EOR Project = Over threshold = Net Taker** Contact RRC-CID and provide evidence

### **Getting Started**



 Log in to RRC Online and click on "Critical Infrastructure Designation (CID/CIX).

### ONLINE SYSTEM

### Home General Help About

Welcome to the RRC Online System

### **Main Application**

- Account Administration
- Production Reports
- Drilling Permits (W-1)
- Pipeline Integrity Filing
- H10 Filing System
- Completions
- P-4 Change of Gatherer/Purchaser
- Well Status Report (G10/W10)
- Groundwater (GW-1)
- SWR-13 Exception
- Digital Well Log Submission
- Well Plugging
- Pipeline Online Permitting System
- Texas Severance Tax Incentive Certification (ST-1)
- Disposal/Injection Well Pressure Test (H-5)
- H-9 Certificate of Compliance Statewide Rule 36
- W15 Cementing Report
- H-15 Older Inactive Well Test Report
- Flare/Vent Exception (SWR32)
- Critical Infrastructure Designation (CID/CIX)

### • Select "File CIX."



? User Guide

# **CIX Filing Process**



Critical Infrastructure Designation						
Acknowledge	Select	Submit				
Filing Session Re	quired					
Select Filing Sessio	n	*				

- Acknowledge
  - Select the filing session.
  - Select the Acknowledged Critical Facility type you are filing for.
- Select
  - Confirm operator info and enter emergency and onsite contact info.
  - Select the facilities from the auto-populated list.
- Submit
  - Certify and submit

## File CIX – Acknowledge Tab (1 of 2)



- 1. Select the filing session.
- 2. Indicate if you were previously approved for a CIX.
- 3. Indicate if circumstances have changed.
- 4. Select the facility type you are filing CIX.

Critical Infrastruc	ture Desi:	gnation				
Acknowledge	Select	Submit				
Filing Session Re	quired					
Select Filing Sessio	n	- 1				
You must select the Were you previous	-		Verify you are selecting the corre		e flagged as noncompliant for th	No San
Facilities for Which Check box for the C			ception (Section 4, S.B.3, 87th Re	gular Session) 4		
Gas Wells Proc	ducing > 250 M	cf/day(1)				
Oil Leases Pro	ducing > 500 N	lcf/day(2) in Casi	nghead Gas			
Natural Gas Pi	pelines and Pip	eline Facilities th	at do not directly serve local distribut	ion companies or electrical gen	eration.	
Saltwater Dispo	osal Wells and	Pipelines that do	not support a facility listed under [§3	.65(e)(1)-(7)]		
Gas Processing	g Plants [§3.65	(b)(1)(C)]				
Local Distribution	on Pipelines ar	nd Pipeline Faciliti	es [§3.65(b)(1)(E)]			
Underground N	latural Gas Sto	rage Facilities [§3	.65(b)(1)(F)]			
Natural Gas Lic	quids Transport	ation and Storage	Facilities [§3.65(b)(1)(G)]			
1.Gas wells producing g	as ≤250 Mcf/daya	are not designated c	itical in §3.65(b).			
2.Oil leases producing c	asinghead gas ≤5	i00 Mcf/day are not o	lesignated critical in §3.65(b).			

# File CIX – Acknowledge Tab (2 of 2)



- Answer "yes" or "no" to each question in the "Certification that none of the Facilities on the CI-X Attachment are listed in 3.65(e) section.
- 6. Read and check the certification box.
- 7. Check the box if you are attaching confidential information.
- 8. Select "Choose PDF Document File (Required)" to attach a file.

		elect "Next."	5						
C	Certification that none of th	ne Facilities on the CI-X Attachment are listed in §3.65(e)							
	No Is any fa (see §3.6	cility included on the CI-X Attachment a facility included on tl 65(e)(1))? *	he Electricity Supply Chain Map	No Is any facility included on t production reports (see §3		ucing gas or casinghead gas in excess of 2	250 Mcf/day averagedfrom the six most recently	filed monthly	
	No 🔻 Is any fa	cility included on the CI-X Attachment a natural gas processi	ng plant (see §3.65(e)(3))? *	No  Is any facility included on t	e CI-X Attachment a natural gas pipeline or pip	peline facility that directly serves LCDs or e	electric generation(see §3.65(e)(4))? *		
	No 🔻 Is any fa	cility included on the CI-X Attachment an LDC pipeline or pip	eline facility (see §3.65(e)(5))? *	No Is any facility included on t	e CI-X Attachment an underground natural ga	s storage facility (see §3.65(e)(6))? *			
	No Is any fa	cility included on the CI-X Attachment a natural gas liquids s $65(e)(7)$ ? *	torage and transportation facility	No  Is any facility included on t	e CI-X Attachment a saltwater disposal facility,	, including a saltwater disposal pipeline, wh	nich supports a facility in §3.65(e)(1)-(7) (see §3	.65(e)(8))? *	
6	Check box to certify	y that a reasonable basis and justification, including obj	ective evidence, has been provided	ed in accordance with §3.65(f) in support o	this Form CI-X exception application for ea	ich facility for which the operator is requ	uesting an exception.		
	Please include any CIX written justification and evidence attachments in this section.								
7	Check box if confide	4000 characters remaining. ntial information is included on the CI-X attachment.							
ī	Jpload Attachments								
		tten justification and evidence attachments in this section	on.						
	+ Choose PDF Docume	ent File (Required)							
	Attachment List								
		Attachment Name	Atta	tachment Size	Upload	l Date			-
	No Attachments found.								
								7	No

## File CIX – Select Tab (1 of 5)



### **Operator Information**

- The system will auto-populate Operator information.
- Confirm the info is still correct.
- Use the P5 Address Change button to update the address.

Critical Infrastruc	ture Desig	gnation								
Acknowledge	Select	Submit								
- Operator Info	rmation									
Alternate Compan Addresses	Alterna	ite Addresses	*							
Operator Name				1	Operator Number					
P P5 Addres	s Change	futu	orrespondence related to this re official correspondence fro em as well.	CID/CIX will be sent to t m the Railroad Commissi	his address. If your P5 add ion. Once it has been corre	ress has changed, you r cted in the P5 system of	need to click the butt record, the informat	on and update you ion will be updated	ur PS information for all d in the CID/CIX Online	
Address 1	1			]	Address 2					
City	5				State	TX			Zip Code	1
Operator Phone					Email					

## File CIX – Select Tab (2 of 5)



# Filing Representative, Emergency Contact and Onsite Contact

- The system will auto-populate information for your Filing Representative.
- You must enter the info for your Emergency Contact and Onsite Contact required fields.

<ul> <li>Filing Representative</li> </ul>		
Name	Contact Ph	hone
Email		
- Emergency Contact		
Name	Contact Ph	hone
Email		
- Onsite Contact		
Name	Phone Nur	mber
Email		

## File CIX – Select Tab (3 of 5)



### **Facility Information**

- Auto-populated info includes: Facility name, latitude and longitude (both editable), Facility ID (specific to facility type).
- You must enter the Exception Date Previously Approved if applicable.
- The Actions button allows you to delete a facility if needed.

Facility Information					
Add New Edit Facility Facility (Select from List below)					
Facility Type					
SALTWATER DISP. WELLS		<b>*</b>			
Facility List					
Select the facility type from the dro	op down, then complete the applica	able fields.			
You must select each facility in the	e second column from the left and	click 'Click to include in filing' to inclu	ide the facility in your filing.		
	d move to the Submit page to save	-	, , , ,		
Click the Save My Work button pri		-			
If one column on the form is comp	leted, then all columns of the same	e color must also be completed.			
Facilities marked with an Asterisk	(*) have Stacked Lateral Child Wells	s. Filing the parent well will file the ch	ild wells.		
Toggle All Facilities Listed Selected/Unselected	Set All Selected - Reliant Electricity to Yes	Set All Selected - Reliant Electricity to No			
Save My Work - Must Be Selected for Save					
		(Displaying 1 - 4 of 4) 🔢 🤜 1	▶> ▶1 25 ¥		
Click to add Facility to your Facility MUST be selected to	filing. The Facility Name	Exception Date Previously Approved:	Latitude	Longitude	Saltwater Disposal Storage Number
Click to include in filing		(i)			
Click to include in filing		0			
Click to include in filing		6			
Actions Click to include in filing		0			
		(Displaying 1 - 4 of 4) 🛛 🗔 🤜 1	▶> ▶1 25 ♥		

## File CIX – Select Tab (4 of 5)



### **Adding/Editing a Facility**

 When adding or editing a facility, be sure to fill out all applicable fields and select, "Save Facility."

Add New Facility	Edit Facility (Select from List below)				
Facility Information					
Facility Name					
Facility Type	No Well Info Supplied		*		
If Facility Type selection is Facility not Listed, enter Required Remarks		250 characters remaining.			
Gas Well ID	Oil Lease ID	Gas Plant Serial Number	T4 Pipeline Permit Number	Saltwater Disposal Storage Well UIC Number	GL Storage Number
Underground Natural Gas Storage UIC Number(s)				NUMBER .	
Latitude	Longitude				
Address 1		Address 2		City	
State		Zip Code			
Save Facility	Cancel	2,000			

## File CIX – Select Tab (5 of 5)



- Select the "Click to include in filing" link to the left of the facility name to include in your CIX filing.
- Select "Next" at the bottom, left-hand side of the screen to go to the next tab.



## File CIX – Submit Tab (1 of 3)



- First time filing CIX will require payment of \$150 filing fee.
- Select the "Pay Filing Fee" button you will be redirected to the Texas.gov payment portal to complete payment.

Criti	cal Infrastruc	ture Desi	gnation	
Ack	knowledge	Select	Submit	
C	Certify and Submit			
				-
	Click Pay Filing Fee	to pay the on	e time \$150 fee.	
i	Please be aware that	at as part of th	e RRC's payment process, you will be redirected to the Texas.gov payment portal to complete payment for this filing.	
			mplete you MUST return to this page to submit your filing. Click the Return button on the payment /our filing is not complete until you submit.	
		Pay F	iling Fee Submit	
← Ba	ick			

# File CIX – Submit Tab (2 of 3)



- Follow the directions on the Texas.gov site to pay the one-time fee.
- Select the "Return" button to be redirected to the RRC "Submit" tab, to complete the CIX filing process.

	Railroad	l Con	nmiss	ion of	Texas	Help Help PC
Payment Porta	ıl:					
	-0-	2	-8	4	6	
	Select Quantity in	Contact	Verify Information	Pay Fee	Confirmation	
	Application Id: Operator Number: Operator Name:					
	Fee Description		Amount	Quantity	Total	
			\$ 150.00	1	\$ 150.00	
	RRC Fee				\$ 150.00	
	Payment Type		Electronic C	theck 🔵 Cred	tit Card	
			ntinue E	xit		

# File CIX – Submit Tab (3 of 3)



### Returning to RRC "Submit" Tab

 After you have returned to the "Submit" tab, read the certification statement, select "Certify," and then "Submit" to complete the CIX filing process.

Critical Infrastruc	ture Desi	gnation			
Acknowledge	Select	Submit			
Certify and Submit					
true and correct an form and associate am authorized to si	d I acknowled d attachment gn this form;	I declare, under per	the regulatory of alties prescribe repared by me, of	compliance of all I d in Tex. Nat. Res or under my super	isted facilities on this . Code § 91.143, that I vision and direction;
Natural Gas Infrast Violations. that I an	ructure, and a authorized to direction, an	mendments to §3.10	7, relating to Per ion, that this app	nalty Guidelines f lication was prep	ared by me or under
Certify	Su	omit			
← Back					

## File CIX – Complete



### **CIX Filing Complete**

- After you have successfully filed your CIX submissions, you will be redirected to the Critical Infrastructure Dashboard.
- The facilities you most recently filed will display at the top of the list.

Critical Infrastruc	cture Designatio	on										
							Submissi	on Date From:		Submission Date To:		Clear Dates
						Dashboard						
				(Displaying 1 - 20	of 16314) 🛛 🖂 🤜	1 2 3 4 5	6 7 8 9 10	▶ ▶ 20 ¥				
	Application Id 💠	Facility Name/ID 💠	Facility Type 💠	Upload Type 💠 cix	Application Status	Filing Status 💠	Filing Session 🗘	Operator Name 💠	Operator Number	Submission Date	Review Date ᅌ	Operator response Due Date ♀
∠ <sup>2</sup> Actions			Underground Injection for Enhanced Recovery	CIX	Payment Received	Submitted	March 2024 Submission			01/26/2024		
∠ <sup>n</sup> Actions			SALTWATER DISP. WELLS	CIX	Payment Received	Submitted	March 2024 Submission			01/26/2024		
∠ <sup>3</sup> Actions			SALTWATER DISP. WELLS	CIX	Payment Received	Submitted	March 2024 Submission			01/26/2024		
∠ <sup>a</sup> Actions			Underground Injection for Enhanced Recovery	CIX	Payment Received	Submitted	September 2023 Submission			01/25/2024		
∠ <sup>2</sup> Actions			Underground Injection for Enhanced Recovery	CIX	Payment Received	Submitted	September 2023 Submission			01/25/2024		
∠ <sup>3</sup> Actions			SALTWATER DISP. WELLS	CIX	Payment Received	Submitted	March 2024 Submission			01/25/2024		



# File CIX – Filing Status

### **Filing Status**

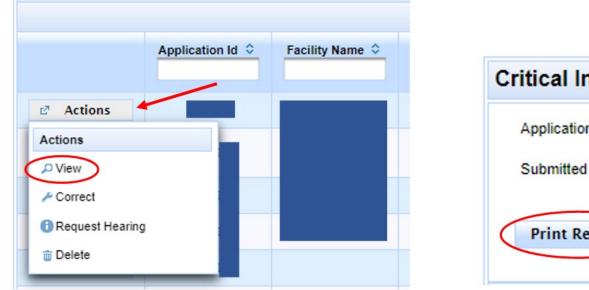
- Submitted
- In Progress (Pending Payment)
- Under Review
- Admin Complete
- Returned (Duplicate and Other)
- Updated
- Approved
- Denied

### File CIX – Print Report



To print a report of your submission:

- Select the "Actions" button
- Then select "View"
- And on the next page, select the "Print Report" button





## File CIX - View and Edit



• Select on each tab to view all the information submitted.

	Contacts	Facility Type	Additional Facilities Info	Validation Info	Attachments	Remarks	Events	
--	----------	---------------	----------------------------	-----------------	-------------	---------	--------	--

 Selecting 'Correct' under the Actions tab allows you to edit the information. Make sure to select 'Save' at the bottom lefthand side of the screen.

## File CIX - Remarks



 Under the 'Remarks' tab you can view the comments submitted by the RRC.

Contacts	Facility Type	Additional Facilities Info	Validation Info	Attachments	Remarks	Events
Remarks						
Remarks () Operators)	Viewable by					
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## CID CONTACTS



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# **Questions?**

