

USER'S GUIDE

CommentCounts is an online database of the public comments received in response to the proposed rule, *Waste Prevention, Production Subject to Royalties, and Resource Conservation (BLM-2016-0001)*. Comment Excerpts from the public comment text is organized in CommentCounts by outline headings. CommentCounts also contains all significant comment document files from the docket. Use this User's Guide to get started using CommentCounts.

Depending on your access level, you can use CommentCounts to:

- Search the database of organized comment excerpt text in many different ways
- View, download, and print the original comment document files
- Generate MS Word or Excel reports of the categorized comment excerpt text or of statements of concern/responses
- Move comment excerpt text from one outline section to another
- Draft, edit, and finalize responses to comment excerpts (NOTE: the Response Module will remain closed until the text of the public comments is added to the database—you will be notified when the Response Module opens)

Please submit all questions to Lisa GrogonMcCulloch, who can be reached at: Lisa_GrogonMcculloch@abtassoc.com or 617-520-2610.



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LOGGING IN

Go to: https://cert-abtassociates.com/blm_venting_flaring/



Please Login Below

Email:		<u>Email</u> – your username is your agency
	t de la construcción de la const	email address
Password:		Password – use the temporary password located in your new account email for initial login, then create a unique password
		Use this link if you forget your password
LOG IN	5	The <u>User's Guide</u> will help you get started

Request Password Reset | CommentCounts User Guide



HOME PAGE





SEARCH COMMENTS

To view categorized comment text or the original comment documents, use the links under the "Search Comments" on the home page. Comment documents can also be accessed under the "Comments" or "Reports" tabs on the top of the page.

Search Comment Excerpts

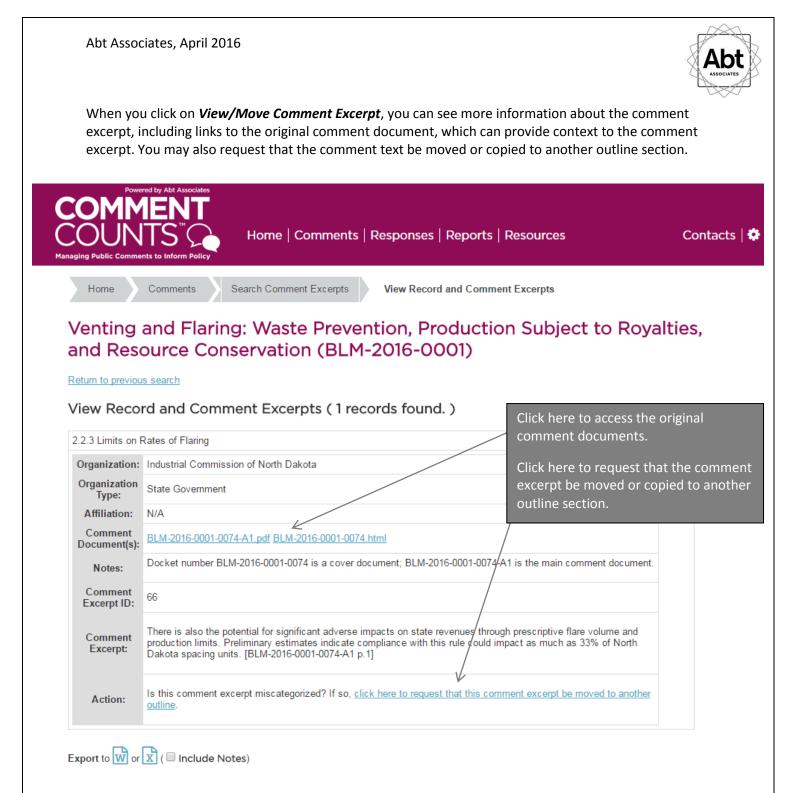
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Home Comments	Search Comment Excerpts	
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You may combine fields to narrow search for Camp would return resu	your search. When using the keyword search, there is an automatic wildc lts with Campfire.	Use these links to download master reports (current to the previous day)
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View Comment Excerpts

This page displays the results of your selected criteria. You can export this report to MS Word or Excel using the link at the bottom of the page (see gray box below). If you notice that a comment excerpt has been mis-categorized and would be more appropriate in another outline (or belongs in both its current outline as well as another outline heading), you can request that it be moved or copied.

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2.2.3 Limits U.S. on Rates of Norti Flaring Dake		<u>State</u> <u>Governm</u>	20 ent	with multi-wel result in incre	ll pads and the rule a ased flaring rates du	n North Dakota is done s currently drafted could le to different initial .M-2016-0001-0052-A1	Thu Mar 24 2016 13:16:00 GMT-0400 (Eastern Daylight Time)	View / Move Comment Excerpt
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Move Comment Excerpt Request

If you click on the link shown on the previous page to request the comment be moved, you are taken to the screen shown on the next page, which is CommentCounts' *Move Comment Excerpt Request* Function. This section explains how you can request that all or part of the comment excerpt text be moved or copied to another outline section.

Do you want to Move or Copy the comment excerpt text?

- Moving the comment excerpt text removes it from the current outline section and puts it into a different outline section.
- Copying the comment excerpt text keeps it in the current outline section and also adds it to another outline section.

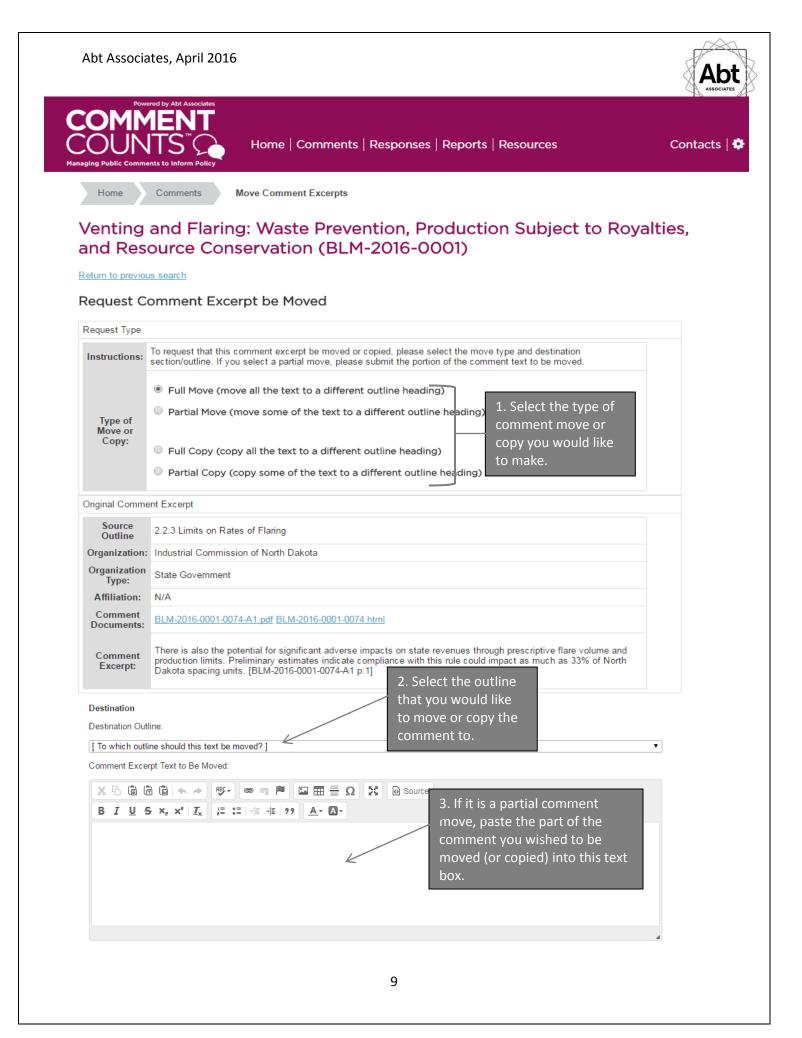
Do you want to Move all of the comment excerpt text or only part of the comment excerpt text?

- A *Full Move* means all the comment excerpt text will be moved. Select this option if all of the comment excerpt text is in the wrong outline section.
- A *Partial Move* means only some of the comment excerpt text will be moved. Select this option if only some of the comment excerpt text is in the wrong outline section.

Do you want to Copy all of the comment text or only part of the comment text?

- A *Full Copy* means all of the comment excerpt text will be copied to another outline section. Select this option if all of the comment excerpt text applies to another outline section.
- A *Partial Copy* means some of the comment excerpt text will be copied to another outline section. Select this option if only some of the comment excerpt text applies to another outline section.

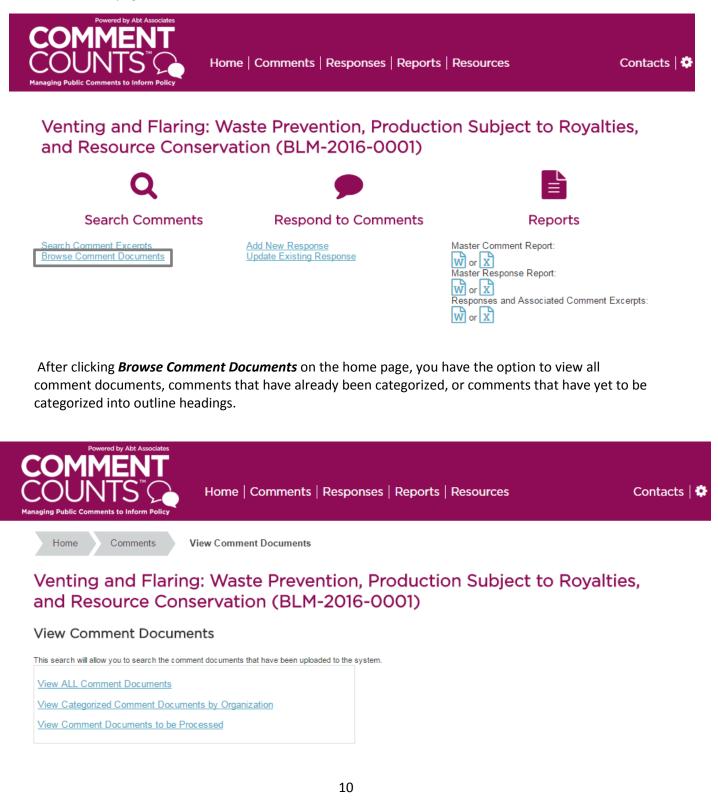
Note: The comments are not moved instantly after the requests are submitted, but the requests are filled as promptly as possible.

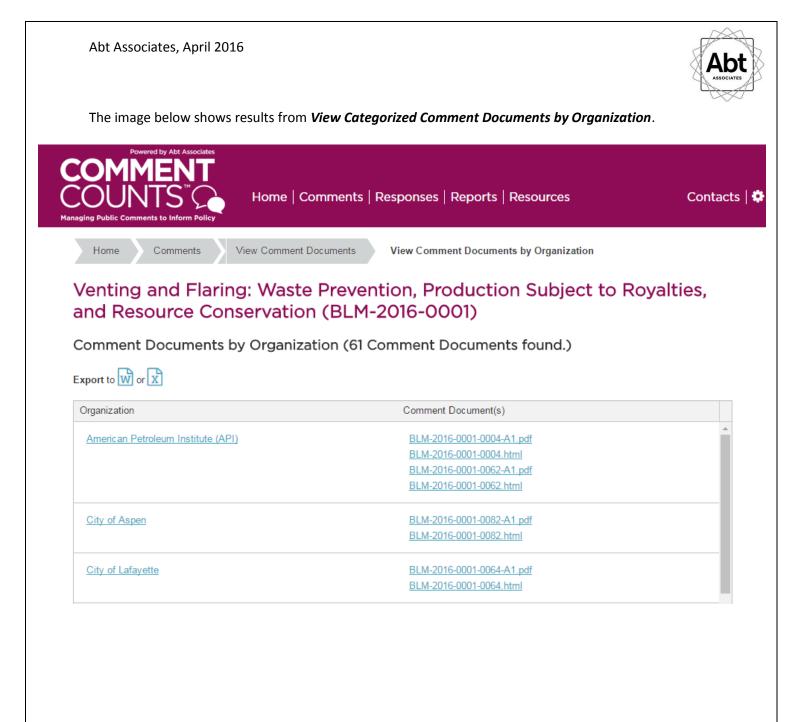




BROWSE COMMENT DOCUMENTS

You also have the option to browse all comment documents and attachment files received in the docket. On the home page, click on **Browse Comment Documents**.







RESPOND TO COMMENTS

There are different levels of access for responding to comment excerpts. Your access level will determine how you can use the Response Module. Some users have read-only access to the comment excerpts and responses. Some users can create, edit, and submit draft responses. Other users can create, edit, and submit final responses.

Use the links under "Respond to Comments" on the home page to create or edit a response.



Add a New Response

Select an Outline

COMMENT COUNTS	Home Administration Comments Responses Reports	Resources
Home Responses	Add New Response	
Venting and Fla Add New Response	.	o Royalties, and Resource Conservation (BLM-2016-0001)
© Outline Number 1 1 1 1 1 1 1 1 1 1 1 1 1	Outline Name General Comments incorpts in outline) Seconds are fluid Seconds and fluid Local Authors Entering Freedom Recolations, Recolationers, and Overlap (BLM and EPA) Solat Recolations	Select the outline heading of interest by clicking either the Outline Number or Outline Description. This will display all comment excerpts available for responses.



Select Comments Excerpt(s)

Select the comment or comments to which you wish to respond. This allows you to create a single response to multiple, related comments.

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Hor			New Response Select Comment Excerpt(s) for Response Comment Excerpt(s) for Response (3 records found)		
-Use 7 -Click RES	Select All" to re- on the "Move/C	spond to all remain opy" link to move CTED COMMENT	Outline: 15 State Regulations the respond with one response. all or some of the comment except that is a different outline. The comment except task is a different outline. The comm	xce o S	rpt(s),
Select	• Organization	e org. Type	Comment Except	Move	
0	Commission of North Dakota	State Government	Due to North Destats versus history of and assembly, a significant portion of the Date strates of waterests which not will be adversely affected by the property sources surface surfaces junctions our solt-existe lends. Many portion of the property dates are not considered with long-basiss comprehenses and gas regulations from (in Non-Dates Administrice Code (IDAC). Oracle: 40(22) potentially using confirms with from basiss while to adverse adverse property of the compared one that many potential of the compared one to an existence one to an existence of the compared one to an existence one to a		Is this comment excerpt miscategorized? If so, move/com/ text to a different solicite
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0	U.S. Senate. North Dakota	State Government	In addition, the State of North Deads has implemented fairing uses and hear a fixes extraction intolein that is addressing emissions at the state level. A related on-extend-to-all approach does not work in North Deads. Moreover, the a complicated pair estates immediated back as well approximate the state. and private minerate. If the EUL proceeds with the current tauk, conflicts and adjustation may inter between UFA uses and state regulatory. [[LUA2210-00221-0023-4] pt []"This comment can also be finded in a section 1.2 and its comment summary.		Is this comment excerpt miscategorized? If so, move booy feet to a different INDex

Export to w or x



Create Response

This page allows you to prepare a response to the selected comment excerpts as well as edit the "Comment Excerpt(s)" text box on the left if you wish to provide a summary of comment text.

Once you've prepared your response in the right text box, you can save, submit as draft, or submit as final, depending on your user access level.

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Home Responses Create/Update Response	
Venting and Flaring: Waste Prevention, Production Subject to Roy	valties, and Resource Conservation (BLM-2016-0001)
Create Response	
Outline: 1.5	State Regulations
SAVE SUBMIT AS DRAFT SUBMIT AS FINAL CLOSE WITHOUT SAVING CONTACT TEAM	
Comment Except(s)	Response (press Ctrf-V to paste text)
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Industrial Commission of North Dakota Due to North Dakota's unique history of land ownership, a significant portion of the State consists of split-estate lands that will be adversely affected by the proposed rule that improperly asserts surface jurisdiction over split-estate lands. Many portions of the proposed rule are not consistent with North Dakota's comprehensive oil and gas regulations found at North Dakota Administrative Code (NOAC) Chapter 43/20-33 potentially creating conflict waith North Dakota's ability to administer its oil and gas regulatory program. [BLM-2016-0001-0074-A1 p.1][This comment can also be found in section 1.2 of this comment summary]	Click Contact Team to send a message to one or more responders if you have questions or wish to communicate about a particular comment/response.
SAVE SUBMIT AS DRAFT SUBMIT AS FINAL CLOSE WITHOUT SAVING CONTACT TEAM For reference, the comment excerpts that you selected for this response are listed below	The original comment excerpt text is displayed here for your reference.
Organization Org. Type Comment Excerpt	
Commission of Commission of North Dalota Commission of North Dalota Commission of North Dalota Commission of North Dalota Commission of a pile-state lands Commission of a pile-state l	I be advantely affected by the proposed rule that improperly asserts surface particliciton over split-astate lands. Many portions of the proposed rule are not hapter 43-02-03 potentially creating conflicts with North Dakota's ability to administer its oil and gas regulatory program. (BLM-2016-0001-0074-A1 p.1)

NOTE: If you feel that a comment does not belong in a particular group with other comment excerpts, you may request that it be ungrouped. At that point, you may respond to the comment excerpt individually, group it with other comment excerpts, or request that it be moved to another outline section.

If you feel that the comment excerpt should not be associated with a response, it is important to ungroup the comment to ensure that it can be responded to elsewhere. The procedure for ungrouping a comment excerpt is discussed in more detail below.



Update Existing Response

Select an Outline

This page, accessed by clicking the *Update Existing Response* link on the home page (or *Update*, under the "Responses" tab), allows you select the outline heading of the response you wish to update.

Fourned by MA Autocates COUNTS COUNTS COUNTS COUNTS COUNTS (Responses Reports Resources Home Comments Responses Reports Resources	Click the outline number or description
Home Responses Update Existing Response	to view all responses prepared under that particular heading.
	K
Outline Number	¢ Outline Description
11	Supports the Rule
15	State Regulations

Update Response – Select a response

COUNTS "	Home Comments Responses Reports Resources	Click Update Response in order to ec	lit the
	update Existing Response - Select a response	response and/or the comment.	
.5 State Regulations			
I.5 State Regulations	Comment Excerpt		Response

Update Response

Original comment excerpt text is displayed at the bottom of the page for your reference.

	ITS (Home Comments Responses Reports Resources
ou are not allo	owed to edit t	aring: Waste Prevention, Production Subject to Royalties, and Resource Conse comment text in the "Comment
SAVE S	UBMIT AS DF	Outline: 1.5 State Regulations response itself in the "Response" box here.
Due to North adversely affe proposed rule Code (NDAC	mmission of Dakota's unique cted by the pr are not consis) Chapter 43-0	Response: I North Dakota we history of land ovygetiver, is significant portion of the State consists of split-estate lands. Many portions of the stern with North Dakota's comprehensive oil and gas regulations found at North Dakota's administrative 20/23 potentially contains with North Dakota's administrative equilatory 10/24 Alp. 11[This comment can also be found in section 1.2 of this comment summary]
	UBMIT AS DF	excepts that you selected for this response are listed below
Organization	Org. Type	Comment Except
Industrial	State Government	Due to Nom Balantia's unique history of feed summaring, a significant portion of the State consists of egill-estate lands that will be adversely affected by the proposed rule that improperly asserts surface puriodicison over split-estate lands. Many portions of the are not consistent with North Daklota Administrative Code (NDAC) Chapter 43-02-03 potentially creating conflicts with North Daklota's administer its oil and gas regulatory program. (BLM-2016-0001-0074-A1 p. 1)[This comment can allow be found in section 1.2]]



Grouping and Ungrouping Comments to Responses

When you select an outline heading, as part of the *Update Existing Response* function, you also have the option to group or ungroup comments with responses.

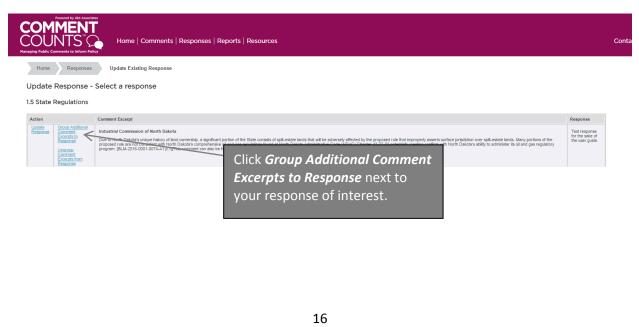
Сог
Response
Test response for the sake of the user guide.

The **GROUPING** tool allows you to group additional like comments to a response that has already been prepared. Keep in mind that only comments that are in the same outline heading and are not already linked to an existing response can be grouped using this tool.

If you wish to group a comment excerpt that is currently categorized in a different outline heading, it's necessary to first submit a request to move it to your current outline. Once the request is executed and the desired comment excerpt is in the same outline heading as the target response, you will be able to group the comment excerpt. If you want to change the grouping of a comment excerpt that is already linked to a response, you must first use the ungroup tool (as comments cannot be linked to multiple responses). See instructions "Ungroup Comments from Response" below.

NOTE: When you add an additional comment excerpt to a group, the verbatim text of that comment will be appended to the bottom of the text in the "Comment Excerpt(s)" text box. If you have already edited or summarized the comment text in this text box, you may need to edit it again after you add group additional comment excerpts to a response.

Group Additional Comments





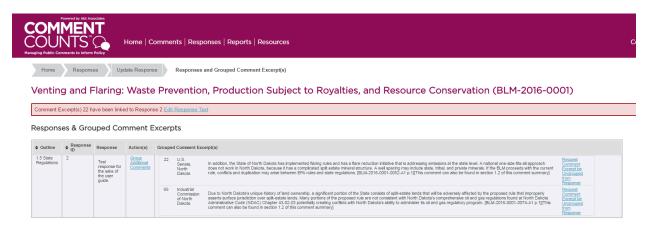
Select Comments to Group

This page displays all comment excerpts in the same outline heading that are not already linked to a response. Select the eligible comments that you wish to link to your chosen response.

COL Managing Public	Powered by Ab 1ME JNTS Comments to Inf	NT ST C	Home Comments Responses Reports Resources	
	ng and	l Flaring:	Group Additional Comment Excerpts Group Additional Comment Excerpts Waste Prevention, Production Subject to Royalties, and Resource Conservation (BLM-2016-0001 lible comments excerpts, and select the "Group Selected Comment Excerpts to Response" button. Only comment excerpts that are a) not already grouped to a response and b) are listed in the same	
	e Comm	ent Excerp	ment Summary and Response text are at the bottom of this page (for reference).	
• 4	22	U.S. Senate, North Dakota	In addition, the State of North Datata has implemented flaring rules and has a flare reduction initiative that is addressing emissions at the state level. A national one-size-fite-all approach does not work in North Datata. because it has a comple- mental attruture. A well spacing may include state, tribal, and private minerals. If the BLM proceeds with the current rule, conflicts and duplication may arise between EPA rules and state regulations. [BLM-2016-0001-0052-A1 p.1][This commit is section 1.2 of this comment summary]	
	51	QEP Resources	S-Regressib Involving APDs and Sundry Notices (1) Downhold With Internance and Liquids Unloading- Such regording requesters in the update concessing its large. Check the boxes next to your desired pursuant to EPN's Greenhouse Gr	s Reporting Program.
Curren	t Comm	ent Excerp	comment excerpt(s) and click <i>Group</i> Selected Comment Excerpts to Response.	
	e Regulatio	ons		Response
Due to Nor North Dake	Commission of th Dakota's uniqu ta's comprehens .2 of this comme	ue history of land own sive oil and gas regula	entring, a significant portion of the State constats of split-estate lands that will be adversely affected by the proposed rule that improperty asserts surface jurisdiction over split-estate lands. Many portions of the proposed rule are not consistent with forms found at North Dalota Administrative Code (NDAC) Chapter 43-02-03 potentially creating conflicts with North Dalota's ability to administer its oil and gas regulatory program. (BLM-2016-0001-0074-A1 p-1)[This comment can also be found	Test response for the sake of the user guide.

Responses & Grouped Comment Excerpts

This page displays a summary of all comment excerpts linked to the response, included those newly grouped.





The **UNGROUP** feature allows you to request that a comment excerpt be un-grouped from the response to which it is currently linked. While your request will be executed promptly, please note that this is not an automatic function like the grouping feature.

Ungroup Comments from Response

(Home Comments Responses Reports Resources						
	Home Responses Update Response - 1.5 State Regulations	Update Existing Response Select a response	Click Ungroup Comment Excerpts from Response next to your				
	Action Update Group Additional Comment Executatio Resconse Unaroup Comment Resconse	Comment Excerpt Industrial Comparison of North Dakota Due by Juan Dakota sucies hadroy of land conservity, a significant conservation are and to conserve with North Dakota's comprehension program. (BLM-2016-0011-0074-A1 p. 1)(This comment can also b	response of interest.	Response Test response for the sake of the user guide.			

Select Comments to Ungroup from Response

COMMENT COUNTS [®] Aunging Public Comments Responses Reports Resources				omments Resp	oonses Reports Resources	Find the comment excerpt you wish to ungroup and click <i>Request Comment</i>				
Home Responses Update Response Responses and Grouped Comment Excerpt(s) Excerpt be Ungrouped from Response. Venting and Flaring: Waste Prevention, Production Subject to Koyanties, and Resource conservation (BLM-2010-0001) Excerpt be Ungrouped from Response.										
				Edit Response Text						
Edit Respor	nse Text									
		uped Co	mment E	Excerpts						
Respons			mment E	Excerpts Grouped Comment Exc	cerpt(s)					
Respons	ses & Gro			•	In addition, the State of North Dakota has implement does not work in North Dakota, because it has a con	Ited fairing rules and has a flare reduction initiative that is addressing emissions at the date level. A national one-size-fits-all approach mplicated split-state mineral structure. A well spacety may include state, Ibbil, and private minerals. If the BUM proceeds with the common N uses and state regulations. (BCM-2016-5001-5052-AT p. 1)(The comment can also be found in excition 1.2 of this comment summary)	Request Common Exterpt bet Unor and Resonce			

NOTE: You cannot select multiple comments to be ungrouped simultaneously. Ungrouping must be requested for each individual comment excerpt that you wish to ungroup from the response.

Response and Grouped Comment Excerpt(s)

This screen confirms your submission and provides a summary of your request.





REPORTS

On the home screen you have the option to download reports of all comments, reports that contain responses and comments text/summaries, and reports that contain responses, comment summaries and the original comment text. These same options are available via "Downloads" under the "Reports" tab, and can be downloaded to either Microsoft Word or Excel.

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Venting and Flaring: Waste Prevention,	, Production Subject to Royalties, and	Resource Conservation (BLM-2016-0001)
Q	>	
Search Comments	Respond to Comments	Reports
Saach Comment Excards Browse Comment Documents	Add Meyr Response Update Existing Response	Master Comment Report: W or X Master Response Report: W or X Responses and Associated Comment Excerpts: W or X
	How do your Comments Cou	int?
% Comments Documents from Docke	t in CommentCounts	Records by State Hover over a state

Additional detailed reports (which may or may not have the option to download) can be found under the "Reports" tab at the top of the page. These include comment documents associated with each submitter, and counts of comments in each outline heading, and completed comment move requests and ungroup requests.



QUESTIONS? Use the *Contacts* link at the top right of the home page to send a message either to site administrators or to other users.

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Home | Comments | Responses | Reports | Resources

Home Contacts

Venting and Flaring: Waste Prevention, Production Subject to Royalties, and Resource Conservation (BLM-2016-0001)

Send Message to Site Administrators or Site User(s)

Select Email Recipient(s):

Message:	
Enter your message here	

SEND MESSAGE