

# NEW COGCC COMPLAINT PROCESS

## Searching for Complaints

### Guidance for the Public

11-10-2014

## I -- Overview

Complaints received by the COGCC are entered into internal databases along with data associated with the complaint. Each complaint is also assigned a unique document number.

A single complaint, or multiple complaints, can be searched for by the public using the below link. This document details how this can be done.

<http://cogcc.state.co.us/cogis/IncidentSearch.asp>

## II - Searching for a Single Complaint by a Document Number

Once a complaint is received by the COGCC, it is entered into internal databases and assigned a unique document number. Per the new complaint process, COGCC employees will communicate that document number to the complainant. The below are steps on how to search for a complaint using that document number.

1. Go to <http://cogcc.state.co.us/cogis/IncidentSearch.asp>
2. Click "Complaint" on the top.
3. Enter the complaint number in the "Document Number" field.
4. Click "Submit".

## COGIS - Inspection/Incident Inquiry

Search for:

Inspection  NOAV  Complaint  Spill/Release  Remediation  MIT

Well API: County Code:  Sequence Code:  API numbers only search wells.

Complainant:  For Complaint and Spill/Release searches only.

Operator:   Name  Number

Facility/Lease:   Name  Number

Location:  Qtrqtr  Sec  Twp  Range

Remediation Project Number:  For Remediation search only.

Document Number:

Limit Records:   Caution: COGIS contains tens of thousands of records!

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5. Click the "Document #" link.

**COGIS - Inspection/Incident Inquiry**

You requested : Complaint Information

Search Results - 1 record(s) returned.						
Incident Date	Document #	Complainant	Facility Type	Facility ID/API	Company Name	Operator #
11/7/2014	200416730	John Doe	WELL	05-123-12345	GRIFFIN MANAGEMENT LLC	100182

6. All of the details of the complaint will be in the report.

**III - Searching for all Complaints by a Complainant**

The below are steps on how to search for all complaints filed by a complainant.

1. Go to <http://cogcc.state.co.us/cogis/IncidentSearch.asp>
2. Click "Complaint" on the top.
3. Enter the complainant's name in the "Complainant" box with first name first.
4. Click "Submit".

**COGIS - Inspection/Incident Inquiry**

Search for:

Inspection  NOAV  Complaint  Spill/Release  Remediation  MIT

Well API: \_\_\_\_\_ County Code: \_\_\_\_\_ Sequence Code: \_\_\_\_\_ API numbers only search wells.

Complainant: John Doe For Complaint and Spill/Release searches only.

Operator: \_\_\_\_\_  Name  Number

Facility/Lease: \_\_\_\_\_  Name  Number

Location: \_\_\_\_\_ Qtrqtr \_\_\_\_\_ Sec \_\_\_\_\_ Twp \_\_\_\_\_ Range

Remediation Project Number: \_\_\_\_\_ For Remediation search only.

Document Number: \_\_\_\_\_

Limit Records: 25 Records  Caution: COGIS contains tens of thousands of records!

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5. Click the "Document #" link.

**COGIS - Inspection/Incident Inquiry**

You requested :	Complaint Information
Complainant:	John Doe

Search Results - 2 record(s) returned.						
Incident Date	Document #	Complainant	Facility Type	Facility ID/API	Company Name	Operator #
11/7/2014	<a href="#">200416730</a>	John Doe	WELL	05-123-12345	GRIFFIN MANAGEMENT LLC	100182
10/29/2014	<a href="#">200416056</a>	John Doe	WELL	05-123-12345	GRIFFIN MANAGEMENT LLC	100182

6. All of the details of the complaint will be in the report.