CASE STUDY

EXPERT REVIEW AND DIGITIZATION OF COMPLEX LAND AND WELL RECORDS

Industry: **Oil and Gas**

Use Case: **Land acquisition support | Title and diligence readiness**

Background

A large exploration and production company undertook a major initiative to convert extensive paper-based land records into structured, searchable digital assets. The files included land leases, division orders, assignments, deeds, affidavits, settlement agreements, and related documentation critical to ownership and title confidence.

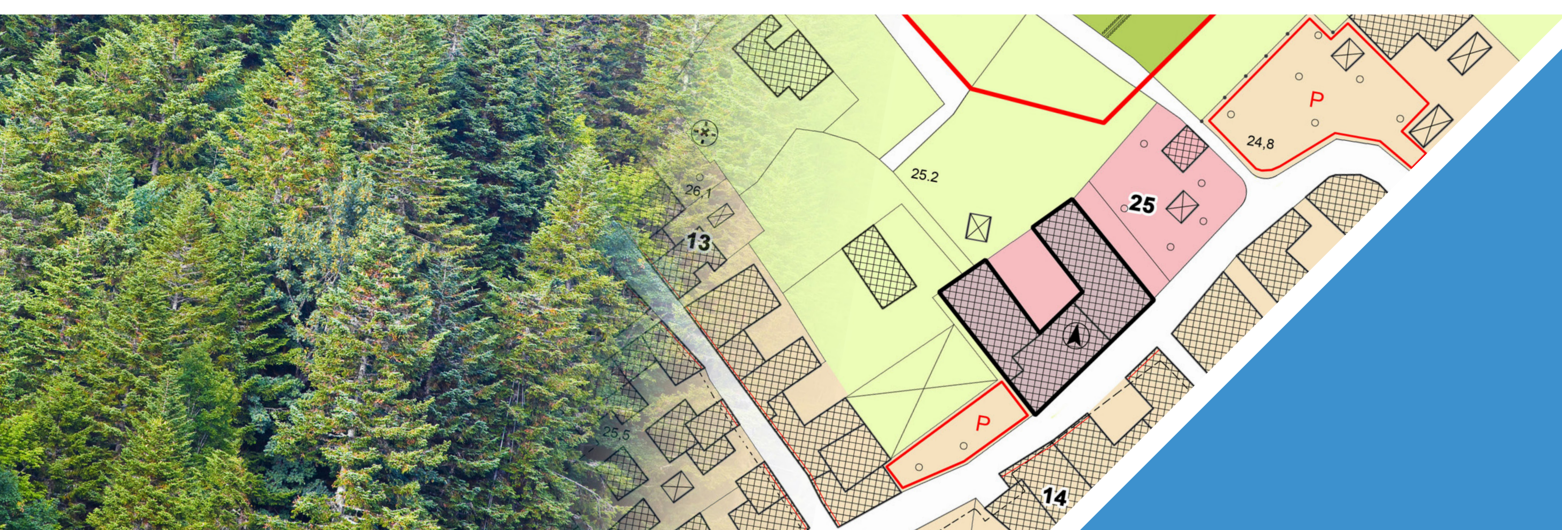
What initially appeared to be a straightforward scanning effort quickly revealed the true nature of the records: these documents required experienced judgment, page-level review, and document-type recognition specific to oil and gas land functions.

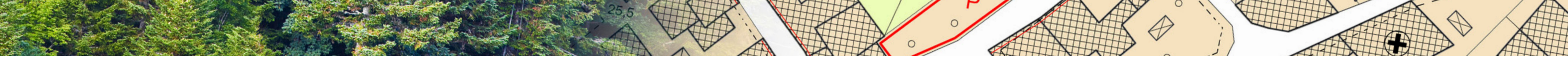
The Challenge

The land files were not uniform or transactional in nature. They contained mixed document types, handwritten notes, historical agreements, and legal instruments that required interpretation to ensure they were:

- Correctly identified
- Properly grouped
- Accurately indexed
- Usable for downstream land and title analysis

In addition, certain records required research and decision-making to determine correct file relationships and ownership references within the client's land system. Simple "scan-and-index" processing would have introduced unacceptable risk.





The Approach

Konica Minolta applied its oil and gas land records expertise to support a review-driven digitization process designed to preserve the integrity of land and ownership information.

Key components included:

Detailed Document Review and Classification

- Page-by-page analysis of land and division order files
- Identification and classification of oil and gas-specific documents such as:
    - Lease data sheets
    - Assignments
    - Warranty deeds
    - Affidavits
    - Curative documents
    - Settlement agreements
    - Runsheets
- Verification that images were complete, legible, and correctly oriented

Cognitive Research and Validation

- Review of records requiring judgment to determine correct physical file numbers
- Identification of owner references used within the land system
- Validation of indexing values to support accurate land system ingestion

Experienced Project Oversight

An experienced oil and gas records project lead oversaw the work onsite, ensuring:

- Consistency in classification decisions
- Quality control across all files
- Alignment with client land and legal expectations
- Adjustments to workflows as document complexity emerged

Results

- Land and division order files were digitized with context preserved
- Document classification accuracy improved due to expert review
- Records were delivered ready for land system use, not re-sorting or rework
- Risk associated with misclassification or missing relationships was significantly reduced
- The client was able to proceed with confidence in the integrity of their land data

About Quality Associates, Inc.

Quality Associates, Inc. (QAI) is a leading provider of end-to-end services and solutions for document management, digital transformation, and records management solutions. Our tailored solutions convert printed and electronic data into organized, accessible information for authorized users. With extensive experience, we serve federal and state agencies, manufacturing companies, law firms, and more. Based in Fulton, Maryland, we offer complete systems integration, support, and training to ensure seamless success for our clients. Let us optimize your workflows and unlock the full potential of your information resources.

For more information, please call 410.884.9100 or visit **QualityAssociatesInc.com**

About the client

The subject organization was a major U.S. independent oil and gas producer with a tightly focused operating footprint in the Permian Basin, built through steady acreage consolidation and an emphasis on large-scale, low-cost shale development. By the early 2020s, it was recognized for capital discipline, standardized operations, and predictable free-cash-flow generation driven by long-life assets in a single core region. In 2024, the company was acquired in an all-stock transaction by a global integrated energy firm, ending its independent operations and underscoring the strategic value of its concentrated asset base and operating model.

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