



Computerized Equipment Pricing System  
May, 2025

Authorized users will receive an email with a randomly generated temporary password.

Download the application using Windows or Android device as noted.

## Welcome

Dear TestAuth,

A new CEPS account has been registered with your email address for COPAS. A temporary password has been generated for your account. Keep this password secret and do not share it with anyone.

Password: **zrlay3bJLEkkoPL**

To get started, please follow one of the links below to download the application for your chosen platform.

- Download the Application:
  - Windows: [Download Here](#)
  - Android: [Download Here](#)
- Once downloaded and installed, you can sign in with your email address and the temporary password provided above.  
If you would like to change this password please use the "Forgot Password" option when you sign in again.
- Alternatively, [Click Here](#) to open CEPS in your browser.

If you have any questions, please contact support.

Please note, this is an automated message and replies are not being monitored.

Best regards,  
**The COPAS team**



## Welcome

Log in to COPAS to continue to CEPS.

[Forgot password?](#)

Change your password at the sign on screen using forgot password.

1. Click on 'Forgot password?'

---



## Welcome

Log in to COPAS to continue to CEPS.

[Forgot password?](#)

2. Enter your email address linked to your CEPS account and click 'Continue'



## Forgot Your Password?

Enter your email address and we will send you instructions to reset your password.

Email address\*

[Back to CEPS](#)

3. Check your email inbox for instructions to reset your password.



## Check Your Email

Please check the email address  
chris@gatekeeper.technology for instructions to  
reset your password.

4. The email will look as follow. Click on 'Confirm'



## You have submitted a password change request!

If it was you, confirm the password change

URL

<https://copas.us.auth0.com/u/reset-verify?ticket=QNraQ5HaioZH5jwq9Hw4r7SocYy6umn9#>

Confirm

If you are having any issues with your account, please don't hesitate to contact us by replying to this mail.

Thanks!

You're receiving this email because you have an account in COPAS. If you are not sure why you're receiving this, please contact us.

5. Enter your new password, then click 'Reset password'



## Change Your Password

Enter a new password below to change your password.

New password\*  
Password#1234

Re-enter new password\*  
Password#1234

Your password must contain:

- ✓ At least 8 characters
- ✓ At least 3 of the following:
  - ✓ Lower case letters (a-z)
  - ✓ Upper case letters (A-Z)
  - ✓ Numbers (0-9)
  - ✓ Special characters (e.g. !@#%&\*)

Reset password

6. Password has been successfully changed.



## Password Changed!

Your password has been changed successfully.

7. You can now go back to the CEPS app and close this window.



## Check Your Email

Please check the email address [chris@gatekeeper.technology](mailto:chris@gatekeeper.technology) for instructions to reset your password.

Resend email

8. Click on 'Continue'

# Welcome

CEPS

Sign in using your company credentials

Continue

Version 25.1.1

9. Enter your login credentials and click 'Continue'



## Welcome

Log in to COPAS to continue to CEPS.

Email address\*

chris@gatekeeper.technology

Password\*

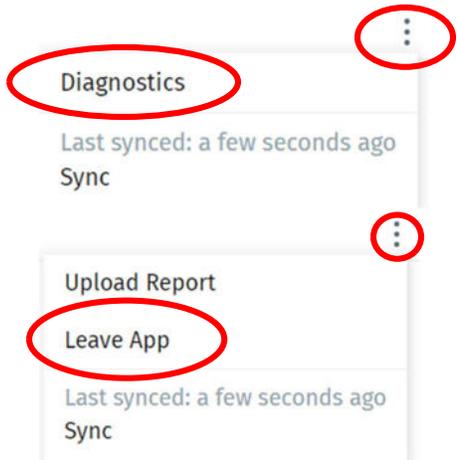
Password#1234



[Forgot password?](#)

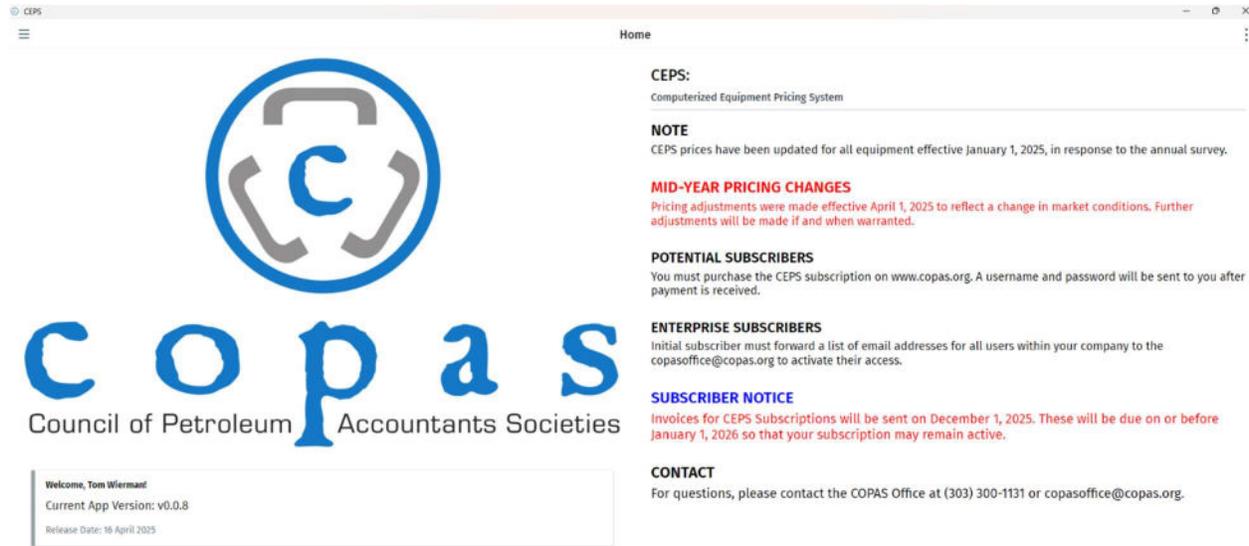
Continue

This application allows users to remain connected for periods of time. You can sign out when you are done with your session. To sign out, click the three dots in the upper right hand corner and select diagnostics. Click the three dots again and select Leave App.



Users should not be concerned by any other items in this area.

## General Navigation



The screenshot shows the COPAS Home page. On the left is the COPAS logo, which consists of a blue circle containing a stylized 'C' and 'A' with a smaller 'C' in the center, and the text 'c o p a s' below it, followed by 'Council of Petroleum Accountants Societies'. Below the logo is a welcome message: 'Welcome, Tom Wierman', 'Current App Version: v0.0.8', and 'Release Date: 16 April 2025'. On the right side, there are several sections: 'CEPS: Computerized Equipment Pricing System', a 'NOTE' stating 'CEPS prices have been updated for all equipment effective January 1, 2025, in response to the annual survey.', a 'MID-YEAR PRICING CHANGES' section with red text stating 'Pricing adjustments were made effective April 1, 2025 to reflect a change in market conditions. Further adjustments will be made if and when warranted.', a 'POTENTIAL SUBSCRIBERS' section stating 'You must purchase the CEPS subscription on www.copas.org. A username and password will be sent to you after payment is received.', an 'ENTERPRISE SUBSCRIBERS' section stating 'Initial subscriber must forward a list of email addresses for all users within your company to the copasoffice@copas.org to activate their access.', a 'SUBSCRIBER NOTICE' section with red text stating 'Invoices for CEPS Subscriptions will be sent on December 1, 2025. These will be due on or before January 1, 2026 so that your subscription may remain active.', and a 'CONTACT' section stating 'For questions, please contact the COPAS Office at (303) 300-1131 or copasoffice@copas.org.' In the top left corner, there are three horizontal bars representing a navigation menu.

Press the three horizontal bars in the upper left corner to access your workspace. The prior system used the Navigation button on the home screen.



The screenshot shows the workspace navigation menu. At the top left, there is a 'CEPS' header with a refresh icon. Below it is a red circle containing three horizontal bars, representing the navigation menu. The main content area shows a large version of the COPAS logo. At the bottom, there is a navigation bar with two items: 'Home' with a house icon and 'Transfer Receipts' with a grid icon. The 'Transfer Receipts' item is circled in red.

Other navigation tips – look for right facing chevron shapes to access processed transaction reports.



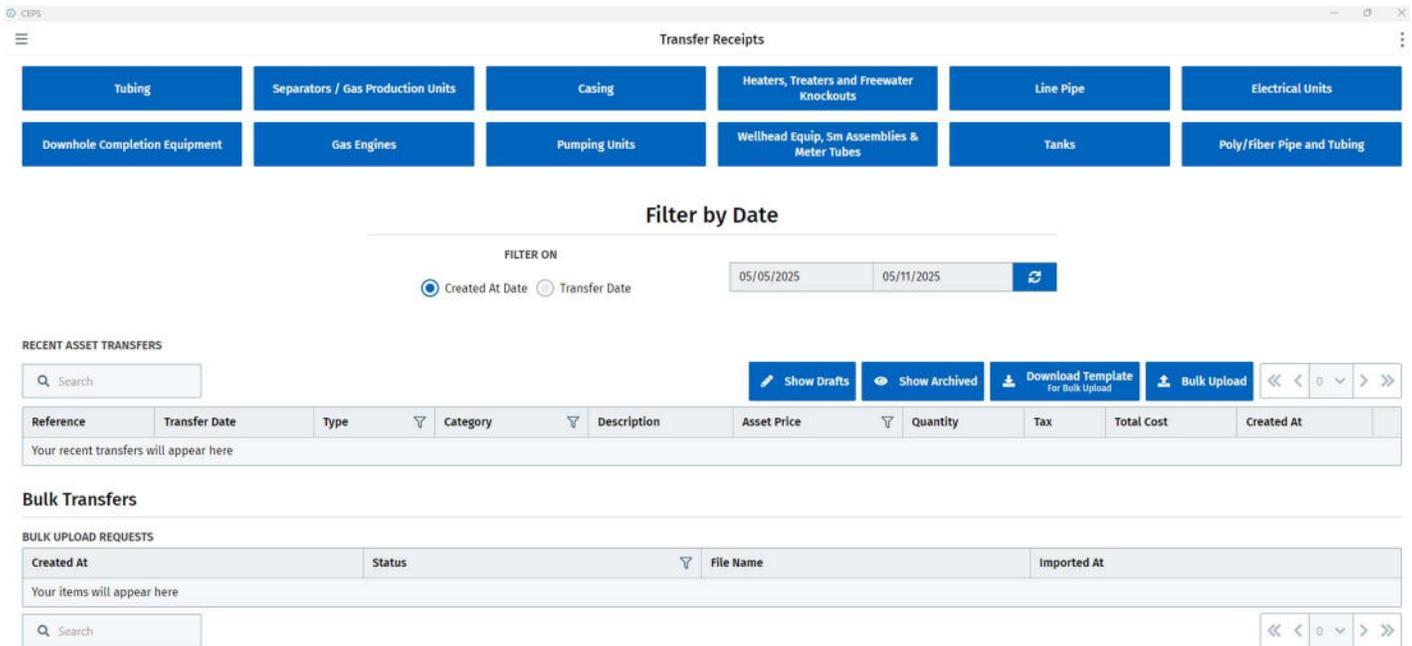
Click the “trash can” to archive a transaction for future reference. (More on this later in the guide.)



Click the left facing chevron in the upper left corner to return to the prior page.



The material transfer workspace looks similar to the previous system. Tubular and Equipment options are listed across the top.



The screenshot shows the CEPS 'Transfer Receipts' workspace. At the top, there is a navigation bar with a left-facing chevron and the CEPS logo. Below this is a grid of blue buttons for various equipment categories: Tubing, Separators / Gas Production Units, Casing, Heaters, Treaters and Freewater Knockouts, Line Pipe, Electrical Units, Downhole Completion Equipment, Gas Engines, Pumping Units, Wellhead Equip, Sm Assemblies & Meter Tubes, Tanks, and Poly/Fiber Pipe and Tubing. A 'Filter by Date' section allows filtering by 'Created At Date' (selected) or 'Transfer Date', with date pickers for 05/05/2025 and 05/11/2025. Below the filters is a 'RECENT ASSET TRANSFERS' section with a search bar and buttons for 'Show Drafts', 'Show Archived', 'Download Template For Bulk Upload', and 'Bulk Upload'. A table header lists columns: Reference, Transfer Date, Type, Category, Description, Asset Price, Quantity, Tax, Total Cost, and Created At. Below this is a 'Bulk Transfers' section with a 'BULK UPLOAD REQUESTS' table with columns: Created At, Status, File Name, and Imported At. A search bar is located at the bottom right of the bulk transfers section.

Create a material transfer by selecting the tubular or equipment item.



## Choose an option

2 3/8

2 7/8

3 1/2

4 1/2

### Tubing

OD	WEIGHT	GRADES	END FINISH
2 7/8	8.6	N80	No value selected

#### TUBING ASSETS

Key	OD	Weight	Grades	End Finish
T-API_2 7/8_N80_EUEMOD	2 7/8	6.4 thru 11.65	N80	MODIFIED API
T-API_2 7/8_N80_EUENUE	2 7/8	6.4 thru 11.65	N80	EUE NUE
T-Prem(Intergal)_2 7/8_N80	2 7/8	6.4 thru 11.65	N80	PH6 RTS6 STP BTS6 ITS6 TSHD CS RTS8 ST/C BTS8 ITS8 TSHP DSS IJ3SS PH4 ITS4 501 503 533 A95 ULT_FX
T-Prem(TandC)_2 7/8_N80	2 7/8	6.4 thru 11.65	N80	TCII TC4S 561 563 IMT I4SC NEWVAM ACE PRO FOX TOP VAM_21 DWC

From the “OD” line, begin entering the details of the tubing on the material transfer. This will expand as you make selections. Point your mouse to this box and left click. We recommend this method of finding valid material combinations to save time.

**Tubing**

OD  
No value selected

TUBING ASSETS

Q Search

Key	OD	Weight	Grades	End Finish
T-API_2 3/8_J55_FBN_EUEMOD	2 3/8	4 thru 7.7	J55 FBN	MODIFIED API
T-API_2 3/8_J55_FBN_EUENUE	2 3/8	4 thru 7.7	J55 FBN	EUE NUE
T-API_2 3/8_J55_EUEMOD	2 3/8	4 thru 7.7	J55	MODIFIED API
T-API_2 3/8_J55_EUENUE	2 3/8	4 thru 7.7	J55	EUE NUE
T-API_2 3/8_L80_EUEMOD	2 3/8	4 thru 7.7	L80	MODIFIED API
T-API_2 3/8_L80_EUENUE	2 3/8	4 thru 7.7	L80	EUE NUE

Alternatively, pre-selected options are listed if you scroll through the options and click the navigation arrow on the right. This method is not recommended, as you will need to scroll through the full list to find all the 2 3/8 OD options. They are not all grouped together.

**Example:**

**Tubing**

OD: 2 7/8 | WEIGHT: 8.6 | GRADES: N80 | END FINISH: 501

TUBING ASSETS

Q Search

Key	OD	Weight	Grades	End Finish
T-Prem(Intergal)_2 7/8_N80	2 7/8	6.4 thru 11.65	N80	PH6 RTS6 STP BTS6 ITS6 TSHD CS RTS8 ST/C BTS8 ITS8 TSHP DSS IJ35S PH4 ITS4 501 503 531 533 A95 ULT_FX

Click the navigation arrow on the right to begin entering additional details about the material transfer such as transfer date, quantity, transfer reference number, rail point, taxes, add on charges.

**Create Transfer**

Asset: Tubing Tubing-Premium(Intergal)

OD | Weight | Grade: 2 7/8 | 8.6 | N80

End Finish: 501

OD \* | WEIGHT \* | GRADE \* | END FINISH \*

2 7/8 | 8.6 | N80 | 501

TRANSFER REF: Test | TRANSFER DATE: \* May 7 2025

RAILPOINT: No value selected | QUANTITY (FEET) \* 1000

## Add On Charges

### ADD ON CHARGE

No value selected

\* Total Charge Per Transfer (Will not be multiplied by Quantity)

### Note

NOTE

Enter Note

### HIGH COLLAPSE:

Charge will not be applied

### Taxes

STATE (%) \*      COUNTY/PARISH (%) \*      CITY (%) \*

0      0      0



Material Transfers can now be paused or put on hold for later processing. Examples might include missing details on the MT, add-on charges that have not been received yet, etc. Click the Save Draft to hold the transaction.

If all details have been entered, the transfer can be created. Reports are identical to the current system.

### COMPUTERIZED EQUIPMENT PRICING SYSTEM (CEPS)

A Service of COPAS (Council of Petroleum Accountants Societies)

DATE OF RUN: 5/6/2025 at 10:08:51 PM

TRANSFER MOVEMENT DATE: 05/06/2025

TRANSFER REFERENCE: Test

**ITEM TRANSFERRED:** Tubing-Premium(Intergal)  
 OD 2 7/8 "  
 Weight 8.6 lb/ft  
 Grade N80  
 End Finish 501  
 QUANTITY: 1000 feet

-----

**TAX RATES:** State 0% County 0% City 0% Total Tax Rate: 0%  
**PIPE PRICE:** \$ 22.682414 per ft, effective 04/01/2025  
**TAXES:** \$ 0.00 per ft  
**TOTAL:** \$ 22.68 per ft

	ITEM VALUE	ADD ONS	TOTAL PRICE	
TOTAL TRANSFER VALUE:	\$ 22,682.41	\$ 0.00	\$ 22,682.41	100%
TOTAL TRANSFER VALUE:	\$ 17,011.81	\$ 0.00	\$ 17,011.81	75%
TOTAL TRANSFER VALUE:	\$ 14,743.57	\$ 0.00	\$ 14,743.57	65%
TOTAL TRANSFER VALUE:	\$ 11,341.21	\$ 0.00	\$ 11,341.21	50%
TOTAL TRANSFER VALUE:	\$ 5,670.60	\$ 0.00	\$ 5,670.60	25%

NOTE: Freight includes loading and unloading charges.



Unlike the previous system, pricing reports are saved and even archived for later. Archives will be retained for 36 months.

### Filters

Many new filter options have been added to the system. Filter completed transactions by date created or date transferred.

### Filter by Date

FILTER ON

Created At Date  Transfer Date

05/05/2025 05/11/2025

Expand or contract the date range for past transactions. Click the wheel to the right to effect the range.

### Filter by Date

FILTER ON

Created At Date  Transfer Date

05/05/2025 05/11/2025

Many of the fields have filters for quick searches. Click on the funnel icon.

Asset Price

Filter by

- \$ 22.68
- \$ 29.85
- \$ 4.64
- \$ 35.57
- \$ 8.03
- \$ 5.41
- \$ 1.95



## Archive prior transactions

Find a transaction that you want to archive and click the “trash can” icon.

Created At		
May 6 2025 09:59 PM		>
April 24 2025 01:45 PM		>
April 24 2025 01:41 PM		>
April 11 2025 02:07 PM		>
April 11 2025 02:07 PM		>

### Warning

Are you sure you want to archive this transfer?

Cancel

Archive transfer

Show Archived

Hide Archived

Reference	Transfer Date	Type	Category	Description	Asset Price	Quantity	Tax	Total Cost	Created At	Archived	
Test	May 6 2025	Tubing	Tubing-Premium(Integral)	2 7/8 "   8.6 lb/ft   N80   501	\$ 22.68	1000	\$ 0.00	\$ 22.68	May 6 2025 09:59 PM	Yes	>
LC Example 3	Apr 21 2025	Line Pipe	LinePipe(ERW)	2 3/8 PEBW A-ERW 2.29 thru 9.03	\$ 2.15	1050	\$ 0.05	\$ 2.20	April 24 2025 01:45 PM	Yes	>
LC Example 2	Mar 26 2025	Casing	Casing API (L80 P110 95 C90 T95 140 150) 4 to 9 7/8	7 thru 9 5/8 BTC L80 20 thru 61.1	\$ 29.85	714	\$ 1.19	\$ 31.04	April 24 2025 01:45 PM	Yes	>



## Bulk Upload

Perhaps the best new feature added to the system. Using an upload template, you can now process your tubing and casing material transfers as a batch, saving time and increasing accuracy.

RECENT ASSET TRANSFERS

Show Drafts
Hide Archived
Download Template For Bulk Upload
Bulk Upload
<< 1 of 7 >>

Click to download the template. Save it in a convenient place. The template is an Excel file that can be reused.

reference	transfer_date	quantity	asset_type	od_diameter	weight	grade	end_finish	add_on_charge_1	amount_1	add_on_charge_2	amount2	add_on_charge_3	amount3	add_on_charge_4	amount4	high_coll
Demo_050825001	4/2/2025	2000	tubing	2 3/8		5 J55 FBN	EUE	Wrapping Charge	125.5	Other Charges	180	Fusion Bonding	1250			
Demo_050825002	4/7/2025	462	casing	8 5/8		32 L80	BTC									
Demo_050825003	4/10/2025	714	casing	8 5/8		32 L80	BTC									
Demo_050825004	4/15/2025	1050	line_pipe	2 3/8		3 A-ERW	PEBW									

Template - Tubing Bulk Upload
4/24/2025 1:20 PM
Microsoft Excel W...
29 KB

## Bulk upload tubing transfers

UPLOAD EXCEL \*

Select File

Upload

Cancel

Template - Tubing Bulk Upload
4/24/2025 1:20 PM
Microsoft Excel W...
29 KB

After selecting and uploading the bulk transfer sheet, the system will show the status as pending until the items are ready for upload.

## Bulk Transfers

### BULK UPLOAD REQUESTS

Created At	Status	File Name	Imported At
April 24 2025 01:43 PM	Processed	Template - Tubing Bulk Upload.xlsx	April 24 2025 01:45 PM
April 15 2025 01:46 PM	Items Ready	Template - Tubing Bulk Upload.xlsx	April 15 2025 01:50 PM

Bulk upload items will show as Unmatched Transfer Items until pressing the checkmark to the right of the transactions. Press the “Process” button to complete. Press the back button, and items will now show in the Transfer Receipts area.

If there is a mismatch of OD, weight, grade and end finish combinations, an error message will appear stating the combination cannot be found. The item will not process and remain unmatched until the error is corrected.

MATCHED TRANSFER ITEMS

Search

[Process](#) << < 0 > >>

Reference	Transfer Date	Type	Category	Description	Quantity
Your items will appear here					

UNMATCHED TRANSFER ITEMS

Search

<< < 1 > >>

Reference*	Transfer Date*	Type*	OD Diameter*	Weight*	Grade*	End Finish*	Quantity*
250321CZ1	Mar 21 2025	Casing	8.625	32.0	L80	BTC	462
250326CZ1	Mar 26 2025	Casing	8.625	32.0	L80	BTC	714

Processed bulk uploads appear in the Transfer Receipts page.

250326CZ1	Mar 26 2025	Casing	Casing API (L80 P110 95 C90 T95 140 150) 4 to 9 7/8	7 thru 9 5/8"   32 lb/ft   L80   BTC	\$ 29.85	714	\$ 1.19	\$ 31.04	April 15 2025 01:50 PM	
250321CZ1	Mar 21 2025	Casing	Casing API (L80 P110 95 C90 T95 140 150) 4 to 9 7/8	7 thru 9 5/8"   32 lb/ft   L80   BTC	\$ 29.85	462	\$ 0.00	\$ 29.85	April 15 2025 01:50 PM	

Unmatched items (errors in the upload) – items where the OD, weight, grade and end finish combinations are invalid will not process. Delete the transaction, correct the upload and reprocess just that item. Alternatively complete it manually.

(The error in this example is the end finish should be BTC rather than EUE to be a valid combination.)

### UNMATCHED TRANSFER ITEMS

Search

<< < 1 > >>

Reference*	Transfer Date*	Type*	OD Diameter*	Weight*	Grade*	End Finish*	Quantity*
Demo_050825002	Apr 7 2025	Casing	8.625	32.0	L80	EUE	462

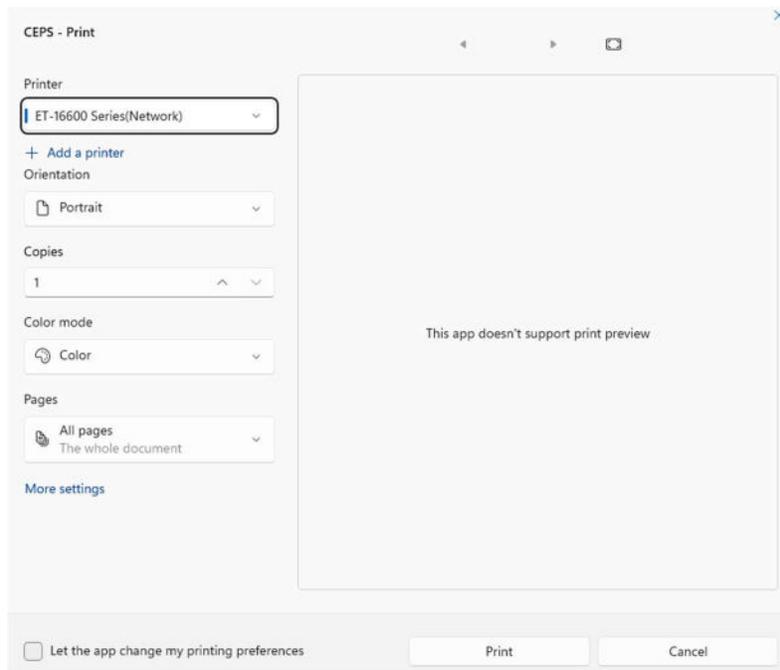
## Accounting Documentation (Printing Reports)

After processing a material transfer it can be printed. (Remember processed reports are retained, and can be archived for up to 35 months.)

As with the legacy CEPS system accounting reports are printed as easily as <CTRL> <P> ('Control P'). Additionally, the report can be printed from the screen using the blue "Plus" button in the lower right corner.



As the "Plus" button is expanded there is an option to print the material transfer created.



## COMPUTERIZED EQUIPMENT PRICING SYSTEM (CEPS)

A Service of COPAS (Council of Petroleum Accountants Societies)

DATE OF RUN: 5/10/2025 at 8:13:56 PM

TRANSFER MOVEMENT DATE: 04/18/2025

TRANSFER REFERENCE: Demo\_050825005

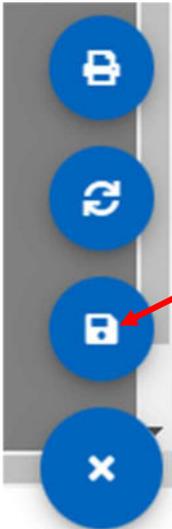
**ITEM TRANSFERRED:** Casing API (H40 H50 J55) 4 to 9 7/8  
OD 7 thru 9 5/8 "  
Weight 53.5 lb/ft  
Grade J55  
End Finish LTC  
QUANTITY: 600 feet

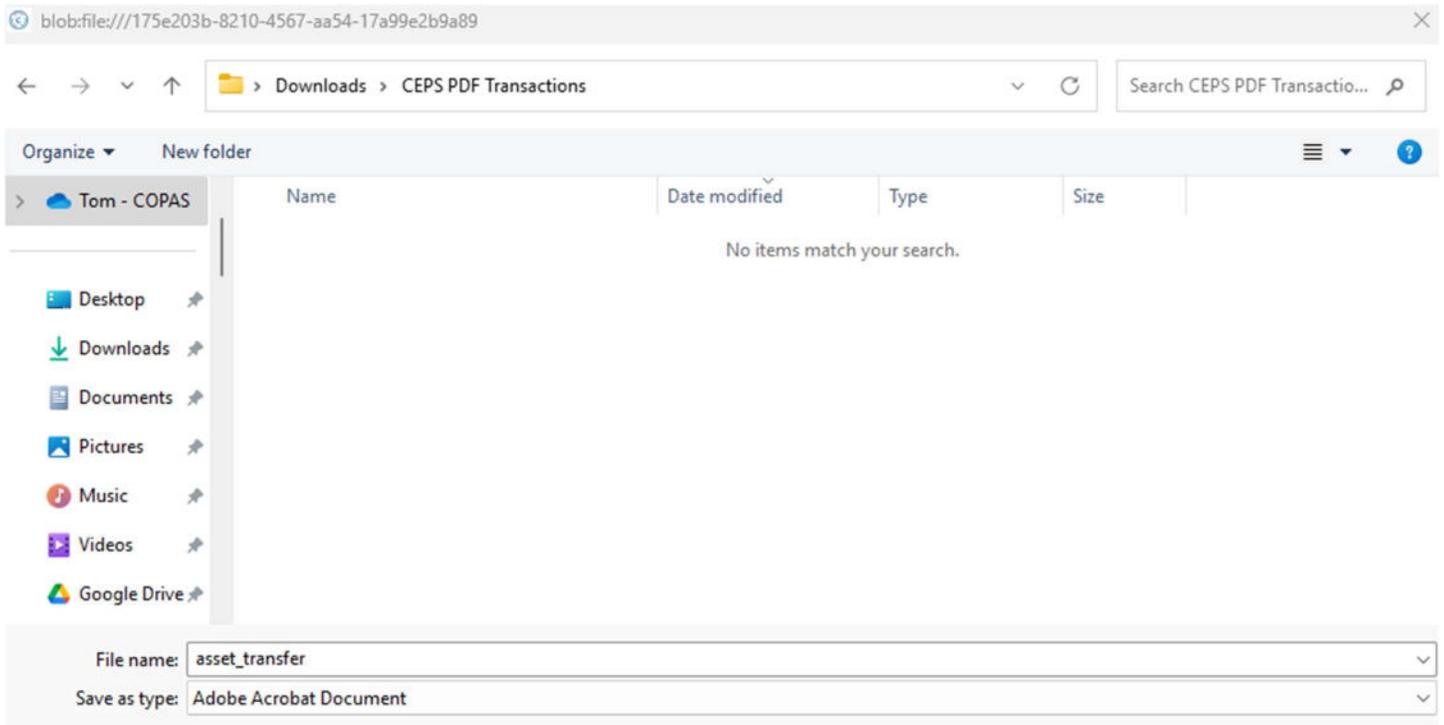
**TAX RATES:** State 5% County 0% City 0% Total Tax Rate: 5%  
**PIPE PRICE:** \$ 39.67881 per ft, effective 01/01/2025  
**TAXES:** \$ 1.98 per ft  
**TOTAL:** \$ 41.66 per ft

	ITEM VALUE	ADD ONS	TOTAL PRICE	
TOTAL TRANSFER VALUE:	\$ 24,997.65	\$ 0.00	\$ 24,997.65	100%
TOTAL TRANSFER VALUE:	\$ 18,748.24	\$ 0.00	\$ 18,748.24	75%
TOTAL TRANSFER VALUE:	\$ 16,248.47	\$ 0.00	\$ 16,248.47	65%
TOTAL TRANSFER VALUE:	\$ 12,498.83	\$ 0.00	\$ 12,498.83	50%
TOTAL TRANSFER VALUE:	\$ 6,249.41	\$ 0.00	\$ 6,249.41	25%

NOTE: Freight includes loading and unloading charges.

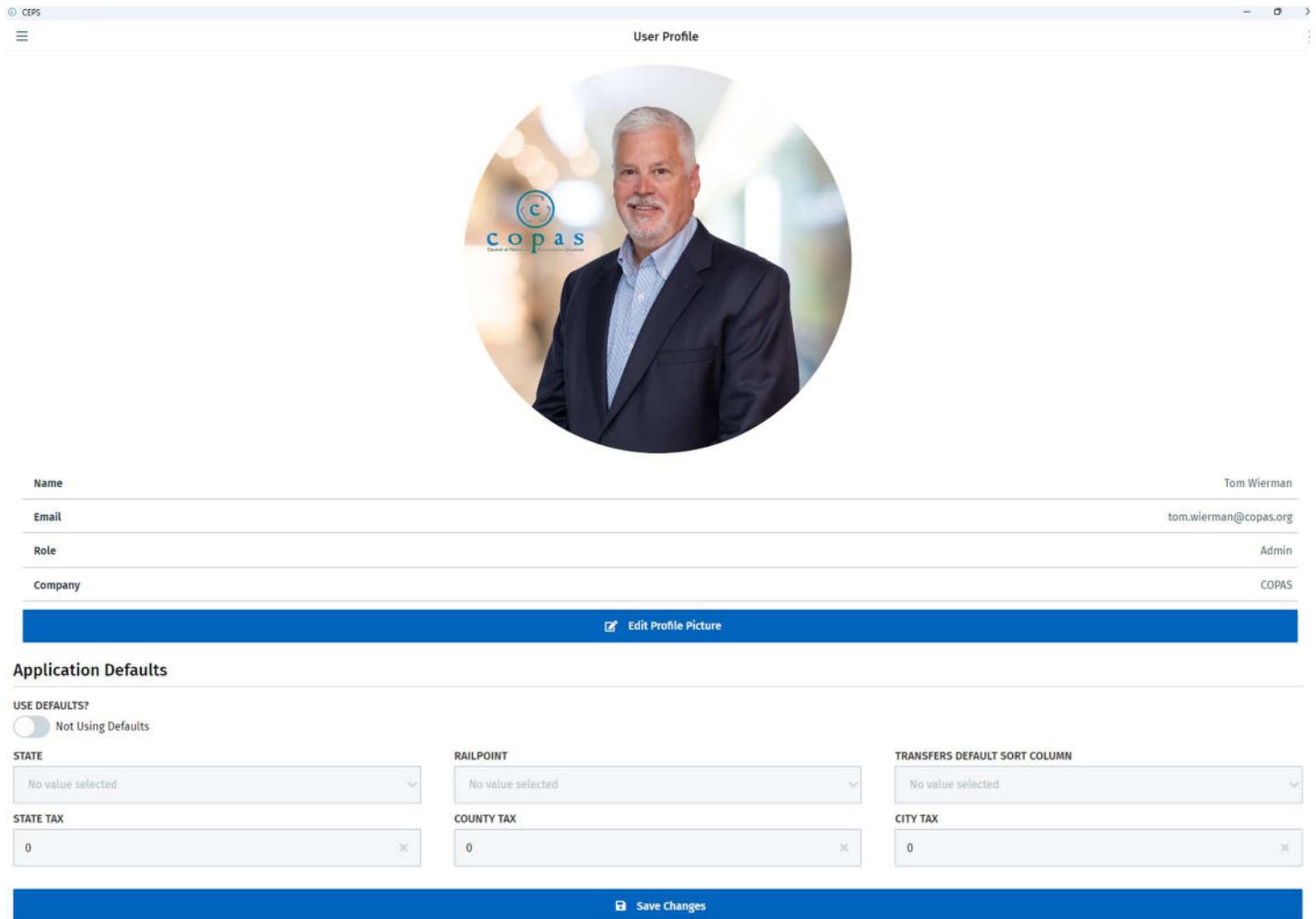
Reports can also be saved as a pdf as they are accessed. In the same blue "Plus" button click the 'disc' icon. Pick a location to save the file and assign a file name.





## User Profile

Like the legacy system, user profiles can be customized, especially if you process Material Transfers for a specific geographical region. For example, you can set your state, rail point or sales tax rates to be active for all transactions. If you desire to default to the same sales tax rates, slide the 'using defaults' button to the right to enable defaults. Save your changes.



**User Profile**



Name Tom Wierman

Email tom.wierman@copas.org

Role Admin

Company COPAS

[Edit Profile Picture](#)

**Application Defaults**

USE DEFAULTS?  
 Not Using Defaults

STATE No value selected

RAILPOINT No value selected

TRANSFERS DEFAULT SORT COLUMN No value selected

STATE TAX 0

COUNTY TAX 0

CITY TAX 0

[Save Changes](#)

## Application Defaults

### USE DEFAULTS?

Using Defaults