

**UNITED STATES DEPARTMENT OF THE INTERIOR  
MINERALS MANAGEMENT SERVICE  
GULF OF MEXICO OCS REGION**

NTL No. 99-G05  
April 26, 1999

NOTICE TO LESSEES AND OPERATORS OF FEDERAL OIL, GAS, AND SULPHUR  
LEASES IN THE OUTER CONTINENTAL SHELF, GULF OF MEXICO OCS REGION

**Submittal of Documents for Platforms and Structures**

This Notice to Lessees and Operators (NTL) supersedes our guideline letter on submittal of documents for platforms and structures, dated May 30, 1996.

Regulations at 30 CFR 250, Subpart I, require you to submit to the MMS the following documents, *in triplicate*:

1. 30 CFR 250.901(b) - Applications for all new platforms or major modifications to platforms.
2. 30 CFR 250.902(b)(1) - Design, fabrication, and installation verification plans.
3. 30 CFR 250.903(a)(1)(v), (2)(v), and (3)(iv) - Design, fabrication, and installation certified verification agent reports.

You are advised that you need to submit only *one copy* of the documents referred to in Items Nos. 1 through 3 above. However, an application for a new platform or a major modification to a platform required by 30 CFR 250.901(b) must include *three copies* of (a) your transmittal cover letter, (b) the location plats, and (c) the front and side plan views of the platform.

You are also required to submit to the MMS the following documents regarding OCS platforms and structures:

1. 30 CFR 250.913(a) - Platform removal applications.
2. 30 CFR 250.913(c) and NTL 98-26, dated November 30, 1998 - Site clearance verification plans and reports.
3. 30 CFR 250.912(b) - Annual platform inspection reports.

You are advised that you must submit *three copies* of a platform removal application proposing the use of explosives, *two copies* of a platform removal application not proposing the use of explosives, *one copy* of a site clearance verification plan or report, and one copy of an annual platform inspection report.

**Paperwork Reduction Act of 1995 Statement**

This NTL refers to the collection of information for requirements under 30 CFR 250, Subpart I. The Office of Management and Budget (OMB) approved these collections of information and assigned OMB control number 1010-0058. This NTL does not impose additional information collection requirements subject to the Paperwork Reduction Act of 1995.

**Contact**

Please address questions on the contents of this NTL to Mr. Felix Dyhrkopp by telephone at (504) 736-2893 or by e-mail at [felix.dyhrkopp@boemre.gov](mailto:felix.dyhrkopp@boemre.gov).

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Regional Director

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