UNITED STATES DEPARTMENT OF THE INTERIOR
MINERALS MANAGEMENT SERVICE

NTL No. N04 Effective Date: July 9, 2009

NOTICE TO LESSEES AND OPERATORS OF FEDERAL OIL AND GAS LEASES IN THE OUTER CONTINENTIAL SHELF

Submitting Semiannual Well Tests Electronically

This Notice to Lessees and Operators (NTL) explains how you can electronically submit Semiannual Well Tests and supersedes NTL No. 2001-N02.

Background

The Minerals Management Service (MMS) regulations (30 CFR 250.1102(b)(3)) require lessees/operators to conduct well tests at least once every 6 months for each producing completion and submit the results on Form MMS-128, Semiannual Well Test Report. Many operators comply with this requirement by completing and submitting numerous paper copies of Form MMS-128. While it is not currently a regulatory requirement to submit these data electronically, MMS strongly encourages operators to do so.

Acceptable Formats

In addition to paper forms, MMS accepts flat files in either a fixed-length format or comma-delimited format ASCII file. Operators interested in submitting electronic semiannual well test results should follow the instructions at http://www.gomr.mms.gov/homepg/mmsforms/formMMS-128-inst.pdf that explain the acceptable formats in more detail.

Since all data required on Form MMS-128 are public information, most operators are comfortable with submitting the flat files as e-mail attachments. If you prefer, you may also mail the file(s) on a compact disk (CD).

Regional Addresses and Contacts

You should submit the data to the appropriate region at the mailing or e-mail address shown below. If you have questions about this method or need further assistance, the regional office telephone numbers are also provided.

Gulf of Mexico OCS Region
Minerals Management Service
Rate Control Unit, MS 5331
1201 Elmwood Park Blvd.
New Orleans, LA 70123-2394
rate.control.unit@mms.gov
(504) 736-2891

Alaska OCS Region
Minerals Management Service
Field Operations
949 E, 36th Ave., Suite 300
Anchorage, AK 99508-4363
fieldops_alaska@mms.gov
(907) 271-6065

Pacific OCS Region
Minerals Management Service
Production, Development and
Resource Evaluation MS 7100
770 Paseo Camarillo
Camarillo, CA 93010
Allan.shareghi@mms.gov
(805) 389-7704

Guidance Document Statement
The MMS issues NTL's as guidance documents in accordance with 30 CFR 250.103 to clarify, supplement, and provide more detail about certain MMS regulatory requirements and to outline the information you provide in your various submittals. Under that authority, this NTL sets forth a policy on, and an interpretation of a regulatory requirement that provides a clear and consistent approach to complying with that requirement.

Paperwork Reduction Act of 1995 Statement
This NTL provides clarification, description, or interpretation of requirements in MMS regulations at 30 CFR 250, Subpart K. The Office of Management and Budget (OMB) has approved the information collection requirements in these regulations and assigned OMB Control Number 1010-0041. This NTL does not impose any additional information collection requirements subject to the Paperwork Reduction Act of 1995.

7/9/09
Date

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