

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

NTL No. 2006-G12

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

Ancillary Activities

This Notice to Lessees and Operators (NTL) is issued pursuant to 30 CFR 250.103 and supersedes the Letters to Lessees (LTL) dated November 8, 1990, and June 21, 1991, regarding preliminary activities. It provides guidance and clarification on conducting ancillary activities in the Minerals Management Service (MMS) Gulf of Mexico OCS Region (GOMR).

Authority and Background

On August 30, 2005, MMS published final regulations in the Federal Register amending subpart B of 30 CFR part 250 (see 70 FR 51478-51519). These regulations became effective on January 1, 2006.

Pursuant to these regulations (30 CFR 250.208(a)), you must notify the MMS Regional Supervisor in writing at least 30 calendar days before you conduct any geological and geophysical exploration or development geological and geophysical activity. Furthermore, the Regional Supervisor may require you to provide a written notice at least 15 calendar days before you conduct any other ancillary activity (see definition in 30 CFR 250.105). Under this regulation, this NTL provides guidance and clarification on the procedures for conducting ancillary activities in the MMS GOMR.

Definition

Airgun means a device that releases compressed air into the water column, creating an acoustic energy pulse that penetrates the seafloor.

Notification

At least 30 calendar days before you conduct any of the following ancillary activities, notify the MMS GOMR Regional Supervisor, Field Operations, in writing:

1. A geological or geophysical exploration (see definition in 30 CFR 250.105).
2. A development geological or geophysical activity (see definition in 30 CFR 250.105).

At least 15 calendar days before you conduct any of the following ancillary activities, notify the MMS GOMR Regional Supervisor, Field Operations, in writing:

3. A geophysical survey of any type (including shallow hazards surveys and archaeological surveys) in water depths 200 meters (656 feet) or greater, or in the Eastern Planning Area of the Gulf of Mexico (GOM) in any water depth where you will use an airgun or airgun array as the seismic source.
4. A geophysical survey of any type, independent of water depth, where you will use explosives as an energy source.
5. A geotechnical evaluation involving piston or gravity coring or the recovery of sediment specimens by grab-sampling or similar technique.
6. Any dredging or other geological or geophysical activity that disturbs the seafloor (including laying and retrieving bottom cables or equipment).

If your ancillary activity is a (1) a geological or geophysical exploration or a development geological or geophysical activity, and/or a (2) geophysical survey in water depths 200 meters (656 feet) or greater or in the Eastern Planning Area of the GOM in any water depth where you will use an airgun or airgun array as the seismic source, and **will not** involve the use of explosives, provide the information listed in **Appendix A** of this NTL with your written notification.

If your ancillary activity is a geophysical survey in any water depth and **will** involve use of explosives, provide the information listed in **Appendix B** of this NTL with your written notification.

If your ancillary activity is a geotechnical evaluation involving piston or gravity coring or the recovery of sediment specimens by grab-sampling or similar technique, provide the information listed in **Appendix C** of this NTL with your written notification.

If your ancillary activity is dredging or any other geological or geophysical activity that disturbs the seafloor (including the laying and retrieving of bottom cables or equipment), provide the information listed in **Appendix D** of this NTL with your written notification.

Make these written notifications by e-mail at plans@mms.gov or by mailing them to:

Regional Supervisor, Field Operations
Plans Section (MS 5230)
Minerals Management Service
Gulf of Mexico OCS Region
1201 Elmwood Park Boulevard
New Orleans, Louisiana 70123-2394

Please note that ancillary activities such as geological hazards, archaeological, biological, physical oceanographic, meteorological, or socioeconomic surveys or studies that will not involve use of airguns or explosives as a seismic source in water depths 200 meters (656 feet) or

more or in the Eastern Planning Area of the GOM in any water depth, or will not disturb the seafloor, *do not* require prior notification under this NTL.

Notification Review

After receiving notification of your ancillary activity, the MMS GOMR will review it and, where appropriate, conduct an individual evaluation in compliance with the National Environmental Policy Act.

After the review is completed and under the authority granted by 30 CFR 250.209, the MMS GOMR will notify you if you have *not* demonstrated that you have planned and are prepared to conduct your ancillary activities in a manner that complies with the performance standards listed in

30 CFR 250.202(a), (b), (d), and (e). In such case, the MMS GOMR will notify you that you must submit an Exploration Plan (EP), Development Operations Coordination Document (DOCD), or Development and Production Plan (DPP). Under 30 CFR 250.201(b), the Regional Supervisor will specify what additional information, if any, you will need to submit. You will not proceed with your ancillary activity until the MMS GOMR approves the EP, DOCD, or DPP.

Further, the MMS GOMR will notify you when your planned ancillary activity requires that MMS conduct a consultation with the National Oceanic and Atmospheric Administration and/or the U.S. Fish and Wildlife Service under Section 7 of the Endangered Species Act. In such case, you will not proceed with your ancillary activity until the MMS GOMR notifies you that the consultation is complete.

If the MMS GOMR does not contact you within (1) 30 calendar days after you make the required notification for a geological or geophysical exploration or a development geological or geophysical activity; or (2) 15 calendar days after you make the required notification for any other ancillary activity, you may proceed with your planned ancillary activity.

Follow-up Geological/Geophysical Report

For each ancillary activity that requires notification, *and* was a geological or geophysical exploration, a development geological or geophysical activity, or a geotechnical evaluation done for purposes other than to support an application to install a platform under § 250.900(b), (i.e., those activities described in Items Nos. 1, 2, and 5, respectively, in the “Notification” section above), submit one copy of a follow-up geological/geophysical report (pursuant to 30 CFR 250.210(a)), including digital navigation and/or core locations in SEG P1 format, to the MMS GOMR Regional Supervisor, Resource Evaluation, not later than 30 calendar days after you complete the activity.

If the ancillary activity was a geological or geophysical exploration or a development geological or geophysical activity, include, at a minimum, the information listed in *Appendix E* of this NTL in the follow-up geological/geophysical report.

If the ancillary activity was a geotechnical evaluation done for purposes other than to support an application to install a platform under § 250.900(a), include, at a minimum, the information listed in *Appendix F* of this NTL in the follow-up geological/geophysical report.

Submit these follow-up reports to

Regional Supervisor, Resource Evaluation
Data Acquisition and Special Project Unit (MS 5123)
Minerals Management Service
Gulf of Mexico OCS Region
1201 Elmwood Park Boulevard
New Orleans, Louisiana 70123-2394

Please note that these geological/geophysical reports are in addition to any reports you submit to the MMS GOMR under other regulations or NTL's.

Performance

Conduct all of your ancillary activities in a manner that is safe, does not unreasonably interfere with other uses of the OCS, and does not cause undue or serious harm or damage to the human, marine, or coastal environment. In addition, before or while you conduct any ancillary activity, comply with the protective measures, as appropriate, listed in *Appendix G* of this NTL.

Paperwork Reduction Act of 1995 Statement

The information collection referred to in this NTL is intended to provide description, clarification, guidance, and interpretation of the requirements under 30 CFR 250, Subpart B. The Office of Management and Budget (OMB) approved this collection of information and assigned OMB Control Number 1010-00151 (expires July 31, 2008). This NTL does not impose additional information collection requirements subject to the Paperwork Reduction Act of 1995.

Contact

Please contact the MMS GOMR Plans Section at (504) 736-2419 if you have any questions regarding this NTL.

Chris C. Oynes
Regional Director

Appendices

APPENDIX A

NOTIFICATION FOR GEOPHYSICAL AND GEOLOGICAL ACTIVITIES WITHOUT EXPLOSIVES

If your ancillary activity is a (1) a geological or geophysical exploration or a development geological or geophysical activity and/or (2) a geophysical survey in water depths 200 meters (656 feet) or greater, or in the Eastern Planning Area of the GOM in any water depth where you will use an airgun or airgun array as the seismic source and **will not** involve use of explosives, provide the information listed below with your written notification:

1. Purpose of the activity.
2. Description of the equipment you will use to conduct the activity (i.e., size, output, and towing depth of the acoustic source; length and number of streamers).
3. Proposed starting date and duration of the activity.
4. Name, title, and telephone number of your contact person.
5. Name, registration number, registered owner, and home port of the vessel(s) you will use.
6. A sketch that schematically illustrates the configuration of the vessel(s) you will use.
7. Lease number(s), OCS areas(s), block(s), and the range of water depths and the average water depth in the area of planned activity.
8. A certification signed by an authorized company official attesting that you will conduct your ancillary activity in accordance with the performance standards in 30 CFR 250.202(a), (b), (d), and (e) and any applicable protective measures listed in Appendix G of this NTL.

APPENDIX B

NOTIFICATION FOR ANCILLARY ACTIVITIES USING EXPLOSIVES

If your ancillary activity is a geophysical survey in any water depth and *will* involve use of explosives, provide the information in Appendix A and the following with your written notification:

1. Type of explosive, number of charges, maximum charge size, and identification (manufacturer and lot number, serial number, etc.) of charges.
2. Will charges be detonated below the mudline? If not, why not?
3. Depth in water column where charge is to be detonated and method of detonations.
4. Will detonations be sequential? If yes, time delay between detonations.
5. Will you use the explosives on a continual basis?
6. Will you detonate explosives during hours of darkness?
7. Briefly describe your plans for retrieval and/or disposal of unexploded charges.
8. The accommodations you will make for MMS representatives to witness your use of explosives.

APPENDIX C

NOTIFICATION FOR GEOTECHNICAL EVALUATIONS

If your ancillary activity is a geotechnical evaluation involving piston or gravity coring or the recovery of sediment specimens by grab-sampling or similar technique, provide the information listed below with your written notification:

1. Purpose of the geotechnical evaluation.
2. Description of the geotechnical evaluation.
3. Proposed starting date and duration of the geotechnical evaluation.
4. Name, title, and telephone number of your contact person.
5. Name, registration number, registered owner, and home port of the vessel(s) you will use.
6. A sketch that schematically illustrates the configuration of the vessel(s) you will use.
7. Lease number, OCS area, block, and the water depth of the location of the geotechnical evaluation.
8. A sketch that shows the proposed location of the geotechnical evaluation.
9. A certification signed by an authorized company official attesting that you will conduct your ancillary activity in accordance with the performance standards in 30 CFR 250.202(a), (b), (d), and (e) and any applicable protective measures listed in Appendix G of this NTL.

APPENDIX D

NOTIFICATION FOR DREDGING OR OTHER SEAFLOOR-DISTURBING ACTIVITIES

If your ancillary activity is dredging or any other activity that disturbs the seafloor (including the laying or retrieving of bottom cables or equipment), provide the information listed below with your written notification:

1. Purpose of the seafloor-disturbing activity.
2. Description of the seafloor-disturbing activity.
3. Proposed starting date and duration of the seafloor-disturbing activity.
4. Name, title, and telephone number of your contact person.
5. Name, registration number, registered owner, and home port of the vessel(s) you will use.
6. A sketch that schematically illustrates the configuration of the vessel(s) you will use.
7. Lease number, OCS area, block, and the water depth of the location(s) of the seafloor-disturbing activity.
8. A discussion of the equipment and techniques you will use to conduct the seafloor-disturbing activity.
9. A certification signed by an authorized company official attesting that you will conduct your ancillary activity in accordance with the performance standards in 30 CFR 250.202(a), (b), (d), and (e) and any applicable protective measures listed in Appendix G of this NTL.

APPENDIX E

GEOLOGICAL/GEOPHYSICAL REPORT

If the ancillary activity was a geological or geophysical exploration or a development geological or geophysical activity, include, at a minimum, the information listed below in the follow-up geological/geophysical report:

1. A final postplot map showing the lines shot, and a legend or listing of the lines and the dates they were shot.
2. A list of any available digital seismic data and the name and telephone number of a person familiar with the data.
3. A final, edited, digital recording of the navigation data. Record the data on an 8-mm cassette tape, a 3.5-in. floppy diskette, or a compact disk (CD) formatted in SEG P1 according to the following "Exchange Format for Postplot Location Data":

Exchange Format for Postplot Location Data

1. Definition of terms

- a. 8-mm cassette tape
 - (1) A logical record consists of 80 bytes.
 - (2) A block or physical record is a group of 20 logical records physically separated by an inter-record gap (a blank record).
 - (3) A logical file is a group of blocks or physical records, beginning with a header block(s) and terminating with a *double* end-of-file (EOF).
- b. 3.5-in floppy diskette or compact disk (CD)
 - (1) A record consists of 80 bytes, including the carriage-return and line-feed (HEX 'ODOA').
 - (2) A file is a group of header records and data records physically separated by an inter-record gap (a blank record) and terminating with a control Z (HEX '1A').

2. Specifications for digital reporting

- a. 8-mm cassette tape
 - (1) ASCII format or TAR/ASCII format.
 - (2) On a label affixed to the cassette tape, provide the name, address, and telephone number of the person to contact should MMS GOMR personnel experience problems while loading the cassette tape, and identify the contents of the cassette tape.
- b. 3.5-in floppy diskette or CD
 - (1) Make sure that the floppy diskette is suitable for any IBM PC or compatible.

- (2) Format the floppy diskette for either 360 KByte or 1.2 MByte.
- (3) Coded ASCII mode standard.
- (4) Make sure that a file does not span multiple diskettes.
- (5) On a label affixed to the floppy diskette, provide the name, address, and telephone number of the person to contact should GOMR personnel experience problems while loading the floppy diskette and identify the contents of the floppy diskette.
- (6) Package the floppy diskette(s) in a specifically designed container(s).

3. Subdivision of contents

- a. 8-mm cassette tape
 - (1) Do not include computer operating system information on the cassette tape.
 - (2) Do not precede the first header block described in section 4 of this Appendix with a data record.
 - (3) Any number of data blocks may follow the header block(s).
 - (4) Any number of logical files may appear on the same cassette tape with the last logical file followed by a second EOF marker to signify the end of data.
- b. 3.5-in floppy diskette or CD
 - (1) Make sure that a postplot location contains header record(s), data record(s), and terminate with an EOF marker.
 - (2) You may use as many header and data records as necessary within a file. Make sure that header records precede the first data record in the file.
 - (3) A single floppy diskette may contain numerous surveys. Make sure that the last record of the diskette is the EOF marker.

4. Form of header

- a. 8-mm cassette tape
The header block(s) consists of twenty 80-byte records identified by the letter "H" as the first character of its block.
- b. 3.5-in floppy diskette or CD
Identify a header record by the letter "H" as the first character of the record.

The first header record is a formatted record that consists of

- a. Header record ID
The letter "H" to identify the record as a header record (Format A1) in column 1.
- b. Lease number
The 7-byte number assigned by MMS to the lease (Format A7) in columns 3 through 9.

For example: H G12345 or H 00572

In addition to the formatted first header record, include the following relevant information in the header that pertains to the conditions under which the work was conducted. Make sure that this other header information begins with the letter “H” in column 1. You may arrange columns 2 through 80 in free format. This information includes

- a. Area information
Survey name/area, block number(s).
- b. Client information
Client operator, geophysical contractor, navigation/positioning acquisition contractor, navigation processing contractor, survey dates.
- c. Positioning information
Client operator, geophysical contractor, navigation/positioning acquisition contractor, navigation/positioning contractor, survey dates.
- d. Geodetic information
Ellipsoid name, if recognized in the U.S. Department of Defense World Geodetic System 1972 (WGS72); otherwise, ellipsoid semimajor axis and flattening. Include the datum name and all parameters you used for datum transformation if satellite fixes (or other system fixes) were shifted from WGS72 (or NAD 27, dx=+22m, dy=157m, dz= -176m). In addition, include reference source of geodetic information (government agency, institution, or company providing information).
- e. Projection information
Map projection name, standard Universal Transverse Mercator (UTM) zone or central meridian, or the following if not UTM: (1) name of projection, (2) origin of grid with longitude or origin and false Easting, and latitude or origin with false Northing, (3) standard parallels if Lambert projection, (4) origin of longitude if not Greenwich, and (5) scale factor and location(s) for which scale is defined.
- f. Units information
Units you used in grid coordinates, water depth or elevation, quadrant reading instrument, etc.
- g. Survey information
Any relevant information pertaining to the conditions under which you conducted the survey, including any definitions and/or identifiers for differentiating between seismic and nonseismic events.

In addition to the above, the MMS GOMR recommends that you include in the header other pertinent information regarding the positioning efforts.

5. Form of data

Each data record must contain information for one seismic event (e.g., shotpoint) or nonseismic event (e.g., time). A data record for every shotpoint is not necessary. For 2-D seismic navigation

data, include the first, last, and every tenth shotpoints. For 3-D seismic navigation data, include only the first and last shotpoints. Nonseismic events may be based on locations recorded at constant time intervals or at event time.

The contents of a data record block are shown in the following table:

Item	Description	Format	Columns
1	Data record identifier	Blank	1
2	Line name (left justified)	4A4	2-17
3	Shotpoint number or event parameter as described in sections 4c and 4g above (right justified)	I8	18-25
4	Reshoot code for repeated numbers on the same lines, A for first reshoot, B for second reshoot, etc.	1A1	26
5	Latitude (deg., min., and sec. to two decimal places, N or S)	I2, I2, F4.2, A1	27-35
6	Longitude (deg., min., and sec. to two decimal places, E or W)	I3, I2, F4.2, A1	36-45
7	Map grid Easting	F8.X	46-53
8	Map grid Northing	F8.X	54-61
9	Water depth or elevation above mean sea level	F5.X	62-66
10	Year	I2	67-68
11	Day of year	I3	69-71
12	Hours (GMT)	I2	72-73
13	Minutes (GMT)	I2	74-75
14	Seconds (GMT)	I2	76-77
15	Spare		78-80

The F4.2 format description in items 5 and 6 of the data record allows 0.01 sec of arc precision, the decimal point being implicit. The F8.X format description in items 7 and 8 indicates that you can use as many as eight decimal places in the measured quantity as long as it is defined in the header.

APPENDIX F

GEOTECHNICAL EVALUATION REPORT

If the ancillary activity was a geotechnical evaluation, include, at a minimum, the information listed below in the follow-up geotechnical evaluation report:

1. A postplot map showing the actual location(s) of the coring/sampling operation(s).
2. A brief summary, presented in tabular form, of the major strata encountered at the location by borehole.
3. An identification of properties and conditions of the seabed and the subsoil and any manmade hazards or obstructions encountered.
4. A determination of the susceptibility of the area to soil movement and, if susceptible, an analysis of slope and soil stability.

APPENDIX G

PROTECTIVE MEASURES

1. If you conduct a geophysical survey in water depths 200 meters (656 feet) or greater, or in the Eastern Planning Area of the GOM in any water depth where you will use an airgun or airgun array as the seismic source, comply with the provisions of NTL No. 2004-G01, Implementation of Seismic Survey Measures and Protected Species Observer Program, effective March 1, 2004 (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/regs/ntls/ntl04-g01.html>).
2. Comply with the provisions of NTL No. 2003-G11, Marine Trash and Debris Awareness and Elimination, effective June 19, 2003 (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/regs/ntls/ntl03-g11.html>).
3. Comply with the provisions of NTL No. 2003-G10, Vessel Strike Avoidance and Injured/Dead Protected Species Reporting, effective June 19, 2003 (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/regs/ntls/ntl03-g10.html>).
4. Before you conduct an ancillary activity that could disturb the seafloor, mark all pipelines and other potential hazards in the vicinity in accordance with paragraph IV.B. of NTL No. 98-20, Shallow Hazards Requirements, effective September 15, 1998 (see the MMS website at http://www.gomr.mms.gov/homepg/regulate/regs/ntls/ntl98_20.html).
5. If you conduct an ancillary activity that could disturb the seafloor in an Ordnance Dumping Area (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/requirements.html> for a map), exercise caution, since this area might contain old ordnance, including unexploded shells and depth charges, dumped before 1970. In addition, the U.S. Air Force has released an undeterminable amount of unexploded ordnance in Water Test Areas 1 through 5 (most of the Eastern Planning Area of the GOM).
6. If you discover man-made debris that appears to indicate the presence of a shipwreck (e.g., a sonar image or visual confirmation of an iron, steel, or wooden hull, wooden timbers, anchors, concentrations of man-made objects such as bottles or ceramics, piles of ballast rock) within or adjacent to your lease area while conducting an ancillary activity or diver or remotely operated vehicle (ROV) inspection, immediately halt operations, take steps to ensure that the site is not disturbed in any way, and contact the GOMR Regional Supervisor, Leasing and Environment, within 48 hours of its discovery. Cease all operations within 1,000 feet (305 meters) of the site until the Regional Director instructs you on what steps you must take to assess the site's potential historic significance and protect it. Under section 110(g) of the National Historic Preservation Act (16 U.S.C. 470h-2(g)), MMS may charge you for costs related to historic preservation activities.
7. If you conduct an ancillary activity on a lease located within a military warning or water test area (see the MMS website at http://www.gomr.mms.gov/homepg/regulate/environ/MWA_boundries.pdf for a map), or if the associated boat or aircraft traffic will traverse a military warning or water test area, contact the commander(s) of the appropriate command headquarters having jurisdiction over the respective area(s) before you commence such traffic. You can obtain the names and telephone numbers

of the command headquarters for each military warning and water test area by consulting the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/Military%20Contacts.pdf>.

8. If you conduct an ancillary activity near an identified biologically sensitive topographic feature (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/topoblocks.pdf> for a list and <http://www.gomr.mms.gov/homepg/regulate/environ/topomap.pdf> for a map), make sure that you do not anchor or otherwise disturb the seafloor within 152 meters (500 feet) of its designated “No Activity Zone.” Within 90 calendar days after completing an ancillary activity that disturbed the seafloor within 305 meters (1,000 feet) of the “No Activity Zone” of a biologically sensitive topographic feature, submit to the MMS GOMR Plans Section (see page 2 of this NTL for addresses) a map at a scale of 1 inch = 1,000 feet with DGPS accuracy, showing the location of the seafloor disturbance relative to these features.

9. If you conduct an ancillary activity in the Live Bottom “Pinnacle Trend” area (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/topoblocks.pdf> for a list and <http://www.gomr.mms.gov/homepg/regulate/environ/topomap.pdf> for a map), make sure that you do not anchor or otherwise disturb the seafloor within 30 meters (100 feet) of any identified pinnacles or other hard bottoms that have a vertical relief of eight feet or more. Within 90 calendar days after completing an ancillary activity that disturbed the seafloor within 61 meters (200 feet) of pinnacles in the “Pinnacle Trend” area, submit to the MMS GOMR Plans Section (see page 2 of this NTL for addresses) a map at a scale of 1 inch = 1,000 feet with DGPS accuracy, showing the location of the seafloor disturbance relative to these features.

10. If you conduct an ancillary activity in the Live Bottom “Low Relief” area (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/topomap.pdf> for a map), make sure that you do not anchor or otherwise disturb the seafloor near any identified live bottom low relief features. Within 90 calendar days after completing an ancillary activity that disturbed the seafloor within 30 meters (100 feet) of live bottom low relief features, submit to the MMS GOMR Plans Section (see page 2 of this NTL for addresses) a map at a scale of 1 inch = 1,000 feet with DGPS accuracy, showing the location of the seafloor disturbance relative to these features.

11. If you conduct an ancillary activity in water depths 400 meters (1,312 feet) or greater, make sure that you do not anchor, use anchor chains or wire ropes, or otherwise disturb the seafloor within 76 meters (250 feet) of any features or areas that could support high-density chemosynthetic communities. The known chemosynthetic community sites are listed in Appendix A of NTL No. 2000-G20, Deepwater Chemosynthetic Communities, effective December 6, 2000 (see the MMS website at <http://www.gomr.mms.gov/homepg/regulate/regs/ntls/ntl00-g20.html>). Within 90 calendar days after completing an ancillary activity that disturbed the seafloor within 152 meters (500 feet) of features or areas that could support high-density chemosynthetic communities, submit to the MMS GOMR Plans Section (see page 2 of this NTL for e-mail and postal addresses) a map at a scale of 1 inch = 1,000 feet with DGPS accuracy, showing the location of the seafloor disturbance relative to these features.

12. If you discover any high-relief topographic feature with a relief greater than eight (8) feet while conducting an ancillary activity, immediately report the discovery to the MMS GOMR

Regional Director. Make sure you do not anchor on or otherwise disturb such a feature. Within 90 calendar days after completing an ancillary activity that disturbed the seafloor within 30 meters (100 feet) of such a feature, submit to the MMS GOMR Plans Section (see page 2 of this NTL for addresses) a map at a scale of 1 inch = 1,000 feet with DGPS accuracy, showing the location of the seafloor disturbance relative to the feature.

13. Before you conduct an ancillary activity that could disturb the seafloor within 152 meters (500 feet) of an artificial reef site or an artificial reef permit area, or could disturb the seafloor within a General Permit Area established by the States of Alabama or Florida for the placement of artificial reef material, contact the appropriate State reef management agency. See the MMS websites at <http://www.gomr.mms.gov/homepg/regulate/environ/artreefmap.pdf> for a map and <http://www.gomr.mms.gov/homepg/regulate/environ/artreefcontacts.pdf> for State contacts.

14. If you conduct an ancillary activity within the boundaries of the Flower Gardens National Marine Sanctuary (Flower Gardens Banks and Stetson Bank), exercise caution to ensure that such activities do not endanger any other users of the Sanctuary. See the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/FGNMSmap.pdf> for map. Additionally, if the ancillary activity involves moving the marker buoys at the Sanctuary, contact Mr. G. P. Schmahl, the current Sanctuary Manager, for instructions. See the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/FGNMScontacts.pdf> for Mr. Schmahl's contact information. See the MMS website at <http://www.gomr.mms.gov/homepg/regulate/environ/FGNMSbuoys.pdf> for the locations of the Flower Gardens' marker buoys.

15. If the ancillary activity will involve using boats from a port located south of the Suwannee River mouth in Florida, make sure that you adhere to the following manatee protection plan:

- a. Advise your personnel of the possibility of the presence of manatees in the inland and coastal waters of Florida in the Eastern GOM.
- b. Advise your personnel that there are civil and criminal penalties for harming, harassing, or killing manatees, which are protected under the Endangered Species Act, the Marine Mammal Protection Act, and the Florida Manatee Sanctuary Act of 1978.
- c. Advise your vessel operators to (1) use the deeper ship channels to the maximum extent possible; (2) avoid collisions with manatees and to stay within the existing channels; and (3) obey all speed restrictions and travel at "no wake/idle" speeds at all times while operating in shallow water or in channels where the draft of the vessel provides less than four (4) feet of clearance. (Areas of manatee concentrations have been identified and speed limit signs have been erected in accordance with Federal, State, and local regulations.)
- d. While vessels are berthed in port, advise your vessel operators to use fenders between the dock and the vessel and/or between adjacent vessels berthed side-by-side. Make sure that the fenders have a minimum clearance of three feet when compressed between the dock and the vessel.
- e. Ensure that your vessel operators keep logs detailing any sighting of, collision with, damage to, or death of manatees that occur while you conduct an ancillary activity. If a mishap involving a manatee should occur, make sure that the vessel operator immediately calls the "Manatee Hotline" ((888) 404-3922), and the U.S. Fish and Wildlife Service, Jacksonville Field

Office ((904) 232-2580) for north Florida or the U.S. Fish and Wildlife Service, Vero Beach Ecosystem Office ((772) 562-3909) for south Florida.

f. Within 60 calendar days after completing the ancillary activity, submit a report summarizing all manatee incidents and sightings to the Florida Marine Research Institute, Florida Fish and Wildlife Conservation Commission, 100 Eighth Avenue SE, St. Petersburg, FL 33701-5095; and to the U.S. Fish and Wildlife Service, 6620 Southpoint Drive South, Suite 310, Jacksonville, FL 32216-0958, for north Florida, or to the U.S. Fish and Wildlife Service, 1339 20th Street, Vero Beach, Florida 32960-3559, for south Florida.

16. The Magnuson-Stevens Fisheries Conservation and Management Act (see 50 CFR 600.920) prohibits the use of explosives to take reef fish in the Exclusive Economic Zone. Therefore, if your ancillary activity involves the use of explosives, and the explosions result in stunned or killed fish, do not take such fish on board your vessels. If you do, you could be charged by the National Oceanic and Atmospheric Administration Fisheries Service (NOAA Fisheries Service) with a violation of the aforementioned Act. If you have any questions, contact NOAA Fisheries Service, Office for Law Enforcement, Southeast Division, at (727) 824-5344.