



Instructions for Assignment of Federal OCS Pipeline Right-of-Way Grant

BSEE Form 0149, OCS Operational Forms, Pipeline Section

Revised 05.05.26

- 1) The assignee must be in good standing with acceptable performance as provided under 30 CFR Part 250.106.
- 2) Use the current (non-expired) PDF version of Form 0149 (see upper right corner for the expiration date). This form may not be edited or altered in any way.
- 3) Right-of-Way (ROW) Assignments must be submitted through the [TIMSweb](#) (Technical Information Management System) Portal (Pipelines Permits and Reports module).
- 4) All assignments must use the submittal type of "ROW Assignment" and include a fully executed Form 0149 using the fillable PDF document to ensure legibility, with all required information provided. TIP: Download a copy of the form to your device and use the "save as" action to save the form with a unique file name for each future assignment.
- 5) On page one (1) of Form 0149, the Legal Description of the ROW must be entered exactly as it appears in the BSEE Data Center. To locate and verify a legal description for a ROW, use the [ROW Descriptions Online Query](#) on the BSEE Data Center to search by ROW Number. This query allows you to search by other data points such as company name or company number and add a filter of the ROW status of ACTIVE, narrowing query results. All information in the query may be exported to a variety of file types including PDF or EXCEL.
- 6) On page one (1) of Form 0149, insert the Company Name and Company Number of the Assignor(s), the Percentage of Interest Conveyed, and insert the Company Name and Company Number of the Assignee(s) and the Percentage of Interest Received. Information must be written exactly as it appears in qualification files for each company on the [Qual Card on file with BOEM](#).
- 7) On page two (2) of Form 0149, the information for the Assignor(s) must be entered including the person's name and title exactly as listed on the current Qual Card. The form must include a "wet signature" of the authorized individual (no jpeg image files of a signature or facsimile signatures using a cursive font are accepted). All information regarding the Authorized Individual is case sensitive, must include any punctuation, abbreviations or spacing, and match the information exactly as it appears on the Qual Card.
- 8) A service fee as required by 30 CFR 250.125 must accompany the assignment. The current fee can be located either on the Doing Business with BSEE website, or on the "Payments" tab in a ROW Assignment Submittal in TIMSweb. Fees must be paid using the [Pay.Gov Portal](#). Navigate to the "See All Forms" section (top of the screen), filter by "BSEE" and select the "BSEE Pipeline ROW Grant Assignment" link. After submitting the payment, be sure to keep a PDF copy of the receipt.