

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

NTL No. 2003-G15

Effective Date: August 13, 2003

NOTICE TO LESSEES AND OPERATORS OF FEDERAL OIL, GAS, AND SULPHUR  
LEASES AND PIPELINE RIGHT-OF-WAY HOLDERS  
ON THE OUTER CONTINENTAL SHELF, GULF OF MEXICO OCS REGION

**Contact with District Offices and the Pipeline Section  
Outside Regular Work Hours**

This Notice to Lessees and Operators (NTL) supersedes NTL No. 2000-G14, effective August 29, 2000. It revises the Lake Charles District emergency beeper number and the Pipeline Section office number.

**Introduction**

The regulations at 30 CFR 250 and 30 CFR 254 require you to obtain various drilling, production, and pipeline approvals from and make notifications to the Minerals Management Service (MMS) Gulf of Mexico OCS Region (GOMR). The purpose of this NTL is to describe the procedures you can use when you must contact a GOMR district office or the GOMR Pipeline Section to fulfill these requirements at times other than during regular office hours. Direct calls and telefaxes regarding drilling or production activities to the appropriate GOMR district office. See the Attachment to this NTL for description of the areas of responsibility for the various GOMR district offices. Please note that you must make your contacts regarding activities in the Corpus Christi Subdistrict to the Lake Jackson District. Direct calls and telefaxes regarding OCS pipeline operations to the GOMR Pipeline Section.

**Office Hours Information**

Regular office hours for the GOMR district offices and the Pipeline Section are 7:00 a.m. to 4:00 p.m., Monday through Friday. Direct all telephone calls outside these hours to the beeper number for the appropriate district office or the Pipeline Section. Engineering personnel assigned to respond after-hours will return your calls.

**Contact Information**

Addresses, telephone numbers, telefax numbers, and emergency beeper numbers for the GOMR district offices and the GOMR Pipeline Section are the following:

<b>Office</b>	<b>Mailing Address</b>	<b>Office Number</b>	<b>Telefax Number</b>	<b>Emergency Beeper No.</b>
<b>New Orleans District</b>	990 N. Corporate Drive Suite 100 New Orleans, LA 70123-3392	(504) 736-2504 or (504) 736-2505	(504) 736-2836	(504) 538-0231
<b>Houma District</b>	3804 Country Drive Post Office Box 760 Bourg, LA 70343-0760	(985) 868-4033 or (985) 853-5884	(985) 879-2738	(985) 580-5367
<b>Lafayette District</b>	201 Energy Parkway Suite 410 Lafayette, LA 70508	(337) 262-6632	(337) 262-6620	(337) 273-7366
<b>Lake Charles District</b>	620 Esplanade Street Suite 200 Lake Charles, LA 70607-2984	(337) 477-1265 or (337) 480-4600	(337) 477-9889	(337) 370-2419
<b>Lake Jackson District</b>	Oak Park Center 102 Oak Park Drive, Suite 200 Clute, TX 77531	(979) 265-7147	(979) 265-7206	(979) 237-7322
<b>Pipeline Section</b>	Mail Stop 5232 1201 Elmwood Park Boulevard New Orleans, LA 70123-2394	Specific Engineer or (504) 736-2814	(504) 736-2408	(504) 423-5340

### **Activity Approval Request and Notification Procedures**

Please limit telephone calls requesting non-emergency operational approvals to regular office hours. Your calls outside regular office hours must be for emergencies or to request approval to avoid shut-in of a drilling rig or production facility. The assigned personnel will return your calls the same day within a reasonable response time; however, you may experience a delay in some instances if assigned response personnel must attend to more immediate matters.

According to 30 CFR 250.191(a) and (b), you must notify the appropriate GOMR district office of all serious accidents; any death or serious injury; and all fires, explosions, and blowouts connected with any activities or operations on your lease or pipeline right-of-way. If the incident involves an OCS pipeline, notify the GOMR Pipeline Section. Make these notifications immediately upon discovery.

For non-emergency situations involving drilling or production activities that occur outside of regular GOMR office hours (e.g., items lost overboard according to 30 CFR 250.300(d)), you may notify the appropriate district office by telefax instead of orally. In these cases, the GOMR accepts the date and time of the telefax as the official notification.

For non-emergency situations involving OCS pipelines that occur outside of regular GOMR office hours, contact the Pipeline Section during regular office hours to make the notifications required by 30 CFR 250.1008(a), (c), and (d); and, when possible, the pipeline repair notifications required by 30 CFR 250.1008(e). If you cannot make a repair notification during regular office hours, call the Pipeline Section beeper number listed above. However, in those

cases where you install a clamp and comply with 30 CFR 250.1003(b)(2) and (c) to make the repair, you may notify the Pipeline Section on the first business day after you begin the repairs.

### **Oil Spill Notification Procedures**

As required by 30 CFR 254.46(a), you must immediately notify the National Response Center at (800) 424-8802 if you observe an oil spill from your facility, an oil spill from another offshore facility, or an offshore spill of unknown origin.

According to 30 CFR 254.46(b), you must notify the GOMR without delay if you have a spill from your facility that is one barrel or more or, if the volume is unknown, is thought to be so. If the spill is related to drilling or production activities, either (1) telefax the appropriate GOMR district office to report the spill if it is 10 barrels or less or (2) telephone the appropriate GOMR district office to report the spill if it is more than 10 barrels. If the spill is related to OCS pipeline activities, telephone the GOMR Pipeline Section to report it.

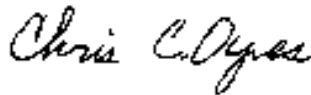
According to 30 CFR 254.46(c), you must immediately notify the appropriate GOMR district office and the responsible party, if known, if you observe a spill resulting from operations at another offshore facility.

### **Paperwork Reduction Act of 1995 Statement**

The Office of Management and Budget (OMB) has approved the information collection requirements for the regulations referenced in this NTL and assigned OMB control numbers. Each Part referenced in this NTL includes a section in the regulations (see 30 CFR 250.199 and 30 CFR 254.9) listing the applicable OMB control number(s). This NTL does not impose additional information collection requirements subject to the Paperwork Reduction Act of 1995.

### **Contact**

If you have any questions regarding this NTL, please contact the GOMR Office of Field Operations at (504) 736-2845.



Chris C. Oynes  
Regional Director

Attachment

## ATTACHMENT

### AREAS OF RESPONSIBILITY OF GOMR DISTRICT OFFICES

#### NEW ORLEANS DISTRICT

Apalachicola (AP) - All OCS blocks  
Atwater (AT) - All OCS blocks  
Breton Sound (BS) - All OCS blocks  
Chandeleur (CA) - All OCS blocks  
Chandeleur, East Addition - All OCS blocks  
Chandeleur Sound (CS) - All OCS blocks  
Charlotte Harbor (CH) - All OCS blocks  
De Soto Canyon (DC) - All OCS blocks  
Destin Dome (DD) - All OCS blocks  
Dry Tortugas (DT) - All OCS blocks  
Ewing Bank (EW) - Those OCS blocks east of a line extending south from the west side of EW Block 787 including those Ewing Bank blocks north and east of Grand Isle, South Addition.  
Florida Middle Ground (FM) - All OCS blocks  
Gainesville (GV) - All OCS blocks  
Grand Isle (GI) - All OCS blocks  
Grand Isle, South Addition - All OCS blocks  
Henderson (HE) - All OCS blocks  
Howell Hook (HH) - All OCS blocks  
Key West (KW) - All OCS blocks  
Lloyd (LL) - All OCS blocks  
Lund (LU) - All OCS blocks  
Main Pass (MP) - All OCS blocks  
Main Pass, East Addition - All OCS blocks  
Main Pass, South Addition - All OCS blocks  
Miami (MA) - All OCS blocks  
Mississippi Canyon (MC) - All OCS blocks  
Mobile (MO) - All OCS blocks  
Pensacola (PE) - All OCS blocks  
Pulley Ridge (PR) - All OCS blocks  
Rankin (RK) - All OCS blocks  
South Pass (SP) - All OCS blocks  
South Pass, East Addition - All OCS blocks  
South Pass, South Addition - All OCS blocks  
St. Petersburg (PB) - All OCS blocks  
Tarpon Springs (TP) - All OCS blocks  
The Elbow (EL) - All OCS blocks  
Viosca Knoll (VK) - All OCS blocks  
West Delta (WD) - All OCS blocks  
West Delta, South Addition - All OCS blocks

#### HOUMA DISTRICT

Bay Marchand (BM) - All OCS blocks  
Ewing Bank (EW) - Those OCS blocks west of a line extending south from the west side of EB Block 787.  
Green Canyon (GC) - All OCS blocks  
Ship Shoal (SS) - All OCS blocks  
Ship Shoal, South Addition - All OCS blocks  
South Timbalier (ST) - All OCS blocks  
South Timbalier, East Addition - All OCS blocks  
South Pelto (PL) - All OCS blocks  
Walker Ridge (WR) - All OCS blocks

**LAFAYETTE DISTRICT**

Eugene Island (EI) - All OCS blocks

Eugene Island, South Addition - All OCS blocks

Garden Banks (GB) - Those OCS blocks east of a line extending south from the west side of GB Block 64.

Keathley Canyon (KC) - Those OCS blocks east of a line extending south from the west side of KC Block 20.

South Marsh Island (SM) - All OCS blocks

South Marsh Island, North Addition - All OCS blocks

South Marsh Island, South Addition - All OCS blocks

**LAKE CHARLES DISTRICT**

East Cameron (EC) - All OCS blocks

East Cameron, South Addition - All OCS blocks

Garden Banks (GB) - Those OCS blocks west of a line extending south from the east side of GB Block 63, and east of a line extending south from the west side of GB Block 143.

Keathley Canyon (KC) - Those OCS blocks west of a line extending south from the east side of KC Block 19, and east of a line extending south from the west side of KC Block 11.

Sabine Pass, Louisiana (SA) - All OCS blocks

Vermilion (VR) - All OCS blocks

Vermilion, South Addition - All OCS blocks

West Cameron (WC) - All OCS blocks

West Cameron, South Addition - All OCS blocks

West Cameron, West Addition - All OCS blocks

**LAKE JACKSON DISTRICT**

Alaminos Canyon (AC) - All OCS blocks

Brazos (BA) - All OCS blocks

Brazos, South Addition - All OCS blocks

East Breaks (EB) - All OCS blocks

Galveston (GA) - All OCS blocks

Galveston, South Addition - All OCS blocks

Garden Banks (GB) - Those blocks west of a line extending south from the east side of GB Block 142.

High Island (HI) - All OCS blocks

High Island, East Addition - All OCS blocks

High Island, East Addition, South Extension - All OCS blocks

High Island, South Addition - All OCS blocks

Keathley Canyon (KC) - Those OCS blocks west of a line extending south from the east side of KC Block 10.

Mustang Island, E. Add. - MU Blocks A-39 through A-49, A-69 through A-79, A-103, and A-104.

Sabine Pass, Texas (SX) - All OCS blocks

**CORPUS CHRISTI SUBDISTRICT**

Corpus Christi (CC) - All OCS blocks

Matagorda Island (MI) - All OCS blocks

Mustang Island (MU) - All OCS blocks

Mustang Island, East Addition - All OCS blocks except MU Blocks A-39 through A-49, A-69 through A-79, A-103, and A-104.

North Padre Island (PN) - All OCS blocks

North Padre Island, East Addition - All OCS blocks

Port Isabel (PI) - All OCS blocks

South Padre Island (PS) - All OCS blocks

South Padre Island, East Addition - All OCS blocks