

**UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF SAFETY AND ENVIRONMENTAL ENFORCEMENT
GULF OF MEXICO OUTER CONTINENTAL SHELF (OCS) REGION**

NTL No. 2014 G-05

Effective Date: December 2, 2014

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

**Contact with District Offices, Pipeline Section, and Resource Conservation Section
Outside Regular Work Hours**

This Notice to Lessees and Operators (NTL) is issued pursuant to 30 CFR 250.103 and supersedes NTL No. 2007-G12, *Contact with District Offices and the Pipeline Section Outside Regular Work Hours*, effective April 4, 2007. It updates the New Orleans, Houma, Lake Charles, and Lake Jackson District offices addresses and also the Pipeline Section address for the Bureau of Safety and Environmental Enforcement (BSEE), Gulf of Mexico OCS Region (GOMR). Lastly, it also restates the after-hours flaring/venting contact information for the Resource Conservation Section (previously named the Rate Control Section) contained in NTL No. 2012-N04, *Flaring and Venting Requests*, in order to consolidate the BSEE GOMR after-hours contacts into a single NTL.

Introduction

The regulations at 30 CFR Parts 250 and 254 require you to obtain various drilling, production, pipeline, and flare/vent approvals from, and to make notifications to, the BSEE GOMR. The purpose of this NTL is to describe the procedures you can use to fulfill these requirements when you must contact a BSEE GOMR District office in the Office of the Regional Supervisor for District Field Operations, BSEE GOMR Pipeline Section in the Office of the Regional Supervisor for Regional Field Operations, or the BSEE GOMR Resource Conservation Section in the Office of the Regional Supervisor for Production and Development at times other than during regular office hours. Please direct calls and faxes regarding drilling or production activities to the appropriate BSEE GOMR District office. See the Attachment to this NTL for a description of the areas of responsibility for the various BSEE GOMR District offices. Direct calls and faxes regarding OCS pipeline operations to the BSEE GOMR Pipeline Section. Direct all calls and faxes regarding flaring/venting to the BSEE GOMR Resource Conservation Section.

Office Hours Information

Regular office hours for the BSEE GOMR are 7:00 a.m. to 4:00 p.m., Central Time, Monday through Friday, excluding Federal holidays. Direct all urgent telephone calls outside these office hours to the

cellular telephone number listed below for the appropriate District office, Pipeline Section, or Resource Conservation Section. The BSEE engineering personnel are assigned to respond after hours and will return your calls.

Contact Information

Addresses, telephone numbers, fax numbers, and cellular telephone numbers for the BSEE GOMR District offices, Pipeline Section, and Resource Conservation Section are as follows:

Office	Mailing Address	Office Number	Facsimile Number	Cellular Telephone No.
New Orleans District	800 West Commerce Road Suite 300 New Orleans, LA 70123-3392	(504) 734-6740 or (504) 734-6742	(504) 734-6741	(504) 615-0114
Houma District	3866 Highway 56 Houma, LA 70363	(985) 853-5884	(985) 879-2738	(985) 688-6050
Lafayette District	201 Energy Parkway Suite 410 Lafayette, LA 70508	(337) 289-5100	(337) 354-0008	(337) 280-0227
Lake Charles District	One Lakeshore Dr. Suite 300 Capital One Tower Lake Charles, LA 70629	(337) 437-4600	(337) 437-8377	(337) 370-2419
Lake Jackson District	4005 Technology Drive, Suite 2090 Angleton, Texas 77515	(713) 286-2300	(979) 864-3675	(979) 292-9334
Pipeline Section	Mail Stop GE1035A 1201 Elmwood Park Boulevard New Orleans, LA 70123-2394	(504) 736-2814	(504) 736-2408	(504) 452-3562
Resource Conservation Section	Mail Stop GE933B 1201 Elmwood Park Boulevard New Orleans, LA 70123-2394	(504) 736-2651	(504) 736-5754	(504) 914-2329

Activity Approval Request and Notification Procedures

Please limit calls requesting non-emergency operational approvals to regular office hours. Your calls outside regular office hours must be for emergencies, to request approval to avoid shut-in of a drilling

rig or production facility, or to meet other regulatory deadlines cited below. The assigned personnel will return your calls the same day within a reasonable time. You may experience a delay if assigned response personnel must attend to more immediate matters.

District Offices: The regulation at 30 CFR 250.188 describes incidents that must be reported to BSEE and when they must be reported. In accordance with 30 CFR 250.189, notify the appropriate BSEE GOMR District office, except when the incident involves an OCS pipeline. If the incident involves an OCS pipeline, we recommend that you notify the BSEE GOMR Pipeline Section.

For non-emergency situations involving drilling or production activities that occur outside regular GOMR office hours [e.g., items lost overboard, as specified in 30 CFR 250.300(d)], you may notify the appropriate BSEE GOMR District office by fax instead of by telephone. In these cases, the BSEE GOMR accepts the date and time of the fax as the official notification.

Pipeline Section: For matters involving OCS pipelines, contact the BSEE GOMR Pipeline Section during regular office hours to make the notifications required by 30 CFR 250.1008(a), (c), and (d) and the pipeline repair notifications required by 30 CFR 250.1008(e). For emergency situations involving OCS pipelines that occur outside regular BSEE GOMR office hours, call the Pipeline Section cellular telephone number listed above.

Resource Conservation Section: For matters requiring approval to flare or vent natural gas or to burn liquid hydrocarbons pursuant to 30 CFR 250.1160 through 250.1164, contact the Resource Conservation Section during regular office hours when possible. For situations requiring approval outside regular BSEE GOMR office hours, call the Resource Conservation Section cellular telephone number listed above.

Oil Spill Notification Procedures

As stated in 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 BSEE GOMR without delay if you have a spill from your facility that is one (1) barrel or more or, if the volume is unknown, is thought to be one barrel (1) or more. If the spill is 10 barrels or less, you may make the required notification by fax to the appropriate BSEE GOMR District office or the GOMR Pipeline Section (if the spill is related to OCS pipeline activities). If the spill is more than 10 barrels, make the required notification to the appropriate BSEE GOMR District office by telephone.

According to 30 CFR 254.46(c), you must immediately notify BSEE and the responsible party, if known, if you observe a spill resulting from operations at another offshore facility. You should notify the appropriate District office instead of the Regional Supervisor. If you suspect the spill is related to OCS pipeline activities, notify the BSEE GOMR Pipeline Section and the responsible party, if known.

Guidance Document Statement

The BSEE issues NTLs as guidance documents in accordance with 30 CFR 250.103 to clarify or provide more detail about certain BSEE regulatory requirements and to outline the information you must provide in your various submittals.

Paperwork Reduction Act of 1995 Statement

The collection of information referred to in this NTL provides clarification, description, or guidance of requirements contained in 30 CFR 250, subparts A, C, K, and J, and in 30 CFR 254. The Office of Management and Budget (OMB) has approved the information collection requirements and assigned OMB Control Numbers 1014-0022, 1014-0023, 1014-0019, 1014-0016, and 1014-0007, respectively. 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 BSEE GOMR Office of District Field Operations at (504) 736-2845;
- For pipeline questions, the Office of Regional Field Operations at (504) 736-2895; or
- For flare/vent questions, The Office of Production and Development at (504) 736-2675.



Lars Herbst
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
 Corpus Christi (CC) - 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.
 Matagorda Island (MI) - All OCS blocks
 Mustang Island (MU) - All OCS blocks
 Mustang Island, E. Add. - All OCS Blocks
 North Padre Island (PN) - All OCS blocks
 North Padre Island, East Addition - All OCS blocks
 Port Isabel (PI) - All OCS blocks
 Sabine Pass, Texas (SX) - All OCS blocks
 South Padre Island (PS) - All OCS blocks
 South Padre Island, East Addition - All OCS blocks