

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

NTL No. 98-18

Effective Date: September 1, 1998

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

**Change of Address for the Submittal of Certain
Drilling Well Records in Accordance with 30 CFR 250.416**

The Minerals Management Service (MMS) is issuing this Notice to Lessees and Operators (NTL) to provide a **change of address** for submitting certain required drilling well records described below.

30 CFR 250.416 requires lessees/operators (you) to submit complete drilling well records for each well and all well operations to the District Supervisor. This includes final composites of open-hole log surveys and directional surveys, velocity surveys, formation test data, paleontological reports, core analyses, Well Summary Reports (Form MMS-125), and/or other required information. The MMS requires you to submit these well records **as soon as they are available** but no later than 30 days after completion of drilling or subsequent well-completion operations. You must now submit the well logs to QC Data and documents described below to the Technical Data Management Section (TDMS) at the following address:

**Minerals Management Service
Technical Data Management Section (MS 5020)
1201 Elmwood Park Boulevard
New Orleans, Louisiana 70123-2394
Phone: (504) 736-2887; Fax: (504) 736-2905**

Please note that you no longer have to submit any copies (digital or hardcopy) of these documents, with the exception of Well Summary Reports (Form MMS-125), to the respective District Supervisor as specified in 30 CFR 250.416. Also, MMS no longer requires duplicate copies of any items forwarded to TDMS — please send only one copy of these documents.

1. Velocity and Directional Surveys: You must **digitally record** the results from **all velocity surveys** performed, as well as directional surveys for **both vertical and directional** wells. You must submit these **final composite** survey results to the TDMS on IBM PC compatible 3.5" diskettes coded in ASCII. Specific diskette formatting for velocity and directional data are to be in accordance with the existing "Exchange Format for Velocity Surveys" and "Exchange Format for Directional Surveys." (See NTL 97-06, Attachment I.) **You must also send one hard copy of the final-composite surveys to the TDMS.**

2. Electrical, Radioactive, Sonic and Other Well Logs: Under 30 CFR 250.416(d) and (f) you must provide the **final composite** copies of all well logs run in the wellbore. You must submit **only one hard copy** of the composite log(s) to the TDMS. You must also submit, according to NTL 97-06, **one copy in digital** format and **one hard copy** to QC DATA, Inc., at the following address:

QC DATA, Inc.
3838 North Sam Houston Parkway East, Suite 300
Houston, Texas 77032
Phone: (281) 987-9898; Fax: (281) 590-1819

Consistent with current practice, MMS will require you to submit field prints and/or cased hole logs only in special circumstances.

In Item 77 of the Well Summary Report (Form MMS-125), or on an attachment to the Form, you must provide the date the survey was recorded, the service company, the log type, the interval recorded, the run number, and the scale(s). (See NTL 97-06, Attachment II.) You must provide **one copy** of either the Form MMS-125 or the attachment showing the appropriate information with the logs to QC DATA, Inc. *You do not have to provide copies of the Form MMS-125 to TDMS, but you must still **provide an original and one copy to the District Office as specified in the regulations.***

3. Core Analysis: If cores are taken, you must submit only **one copy** of the core analysis to the TDMS.

4. Paleontological Reports: As soon as these data become available to the operator, you must submit to TDMS **one copy** of the complete, detailed paleontological report(s), striplog(s) and checklist(s), including range, sample analysis identifying fossils by depth; summary of all biostratigraphic zones or tops based on both foraminifera and nannofossils; description of ecozones with water depths (e.g., Middle Shelf/Neritic 20-100 meters, Outer Shelf/Neritic 100-200); and sequence analysis interpretations based on histograms of faunal abundances.

Paperwork Reduction Act of 1995 Statement: The collection of information referred to in this NTL is intended to provide clarification, description, or interpretation of requirements contained in 30 CFR part 250, subpart D. The Office of Management and Budget (OMB) has approved the information collection requirements in these regulations and associated MMS forms. The applicable OMB control numbers are 1010-0053 for Subpart D and 1010-0046 for Form MMS-125, Well Summary Report. This NTL does not impose additional information collection requirements subject to the Paperwork Reduction Act.

Please address any questions on the content of this notice to Mr. Chris Gaudry at (504) 736-2911.

A handwritten signature in black ink that reads "Chris C. Oynes". The script is fluid and cursive, with the first letters of each word being capitalized and prominent.

Chris C. Oynes
Regional Director