

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

NTL No. 2003-G13

Effective Date: July 28, 2003

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

This Notice to Lessees and Operators (NTL) supersedes NTL No. 2001-G07 dated August 7, 2001. It provides guidelines for flaring and venting approvals and new personnel contacts.

Flaring and Venting Approval Guidelines

You should contact the Rate Control Section to conduct business concerning 30 CFR 250, Subpart K, and to make oral requests on routine short-term flaring and venting under 30 CFR 250.140. Operators must document oral flaring and venting approvals in writing and send them to the Rate Control Section within 72 hours. An email or facsimile transmission will satisfy this documentation requirement. Note that Minerals Management Service District Offices are not authorized to approve flaring or venting.

Whenever possible, please make requests during normal working hours (7 a.m. to 5 p.m., Monday through Friday). In the event of an evening or weekend emergency, you may contact the individuals listed below via their cellular telephone number or by dialing their office phone number and pressing 0# during or after the voice mail message. Pressing 0# will forward your call to the employee's home or cellular telephone. If you are unable to reach an individual, please leave a message on their voice mail so your call can be returned.

Rate Control Section Address and Telephone Numbers

Office Address: 1201 Elmwood Park Boulevard (MS 5330)
New Orleans, Louisiana 70123-2394

E-mail Address: rate.control.unit@mms.gov

FAX Number (504) 736-5754

Contact names and telephone numbers of personnel who can respond to your requests are:

Emile Simoneaux, Petroleum Engineer

Office: (504) 736-2872

Cell: (504) 914-2329

Joan Lowenhaupt, Petroleum Engineer

Office: (504) 736-5715

Cell: (504) 914-2324

Michelle Uli, Petroleum Engineer

Office: (504) 736-2747

Cell: (504) 914-4590

Richie Baud, Unit Supervisor

Office: (504) 736-2480

Cell: (504) 914-2325

Ronald Bowser, Section Chief

Office: (504) 736-2640

Paperwork Reduction Act of 1995 Statement

The collection of information referred to in this NTL provides clarification, description, or interpretation of requirements in 30 CFR Part 250, subparts A and K. The Office of Management and Budget (OMB) has approved the information collection requirements in these regulations and associated forms. The OMB control numbers are: 1010-0114 for subpart A, 1010-0041 for subpart K, 1010-0017 for Form MMS-128, 1010-0018 for Form MMS-127, and 1010-0039 for Form MMS-126. This NTL does not impose additional information collection requirements subject to the Paperwork Reduction Act of 1995.

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Chris C. Oynes
Regional Director