

**UNITED STATES DEPARTMENT OF THE INTERIOR
MINERALS MANAGEMENT SERVICE**

NTL No. 2004-N03

Effective Date: July 26, 2004

**NOTICE TO LESSEES AND OPERATORS OF FEDERAL OIL AND GAS LEASES
ON THE OUTER CONTINENTAL SHELF**

Directional and Inclination Survey Data Submission Requirements

This Notice to Lessees and Operators (NTL) is issued pursuant to 30 CFR 250.103 and supersedes Attachment 2 of NTL 2004-G07. It applies to all wells that are spud after the effective date. In this NTL, the Minerals Management Service (MMS) defines the data exchange format on how lessees/operators (you) submit directional surveys required by 30 CFR 250.461, 468, and 469.

Submit to MMS one digital copy and one paper copy of the final composite directional survey. Submit the digital copy on a 3.5" diskette or compact disc using the MMS ASCII, including all header and data items as shown in Attachment 1, "Exchange Format for Directional Surveys." Make sure that the paper copy contains all the data that are submitted in the digital copy. The header and data records are necessary to ensure complete, accurate wellbore data and will facilitate the use of industry data exchange standards. The table in Attachment 1 shows the Data Type code equivalents (e.g., H0130) for the *United Kingdom Offshore Operators Association (UKOOA) Data Exchange Format for Well Deviation Data, P7/2000 Standard*.

The MMS collects, verifies, and stores data by the well's unique 12-digit API number that is assigned by the MMS. The MMS uses the Data collected to make informed regulatory decisions based on your timely submittal of a complete comprehensive package clearly labeled with the appropriate API numbers and contact information.

Region	Mail Directional Surveys to:	Send comments or questions to:
Alaska Region	Minerals Management Service (MS8200) Office of Field Operations 949 E 36 th Avenue, Suite 308 Anchorage, Alaska 99508-4363 Phone: (907) 271-6065	Doug Choromanski 907-271-6448 or Douglas.Choromanski@mms.gov

Region	Mail Directional Surveys to:	Send comments or questions to:
Gulf of Mexico and Atlantic Region	Minerals Management Service (MS 5020) Technical Data Management Section 1201 Elmwood Park Boulevard New Orleans, Louisiana 70123-2394 E-mail: tdms@mms.gov Phone: (504) 736-2887 Fax: (504) 736-2857	Keith Welsh 504-736-2539 or Keith.Welsh@mms.gov
Pacific Region	Minerals Management Service (MS 7100) Office of Reservoir Evaluation and Production 770 Paseo Camarillo Camarillo, California 93010 E-mail: rep@mms.gov Phone: (805) 389-770 Fax: (504) 736-2857	Mike Brickey 805-389-7701 or Michael.Brickey@mms.gov

This NTL can be found on the MMS website at <http://www.mms.gov>. For directional survey information refer to: [REPHANDBK_DIRSVY.pdf](#)

Paper Reduction Act of 1995 Statement: The collection of information referred to in this NTL provides clarification, description, or interpretation of requirements contained in 30 CFR 250, subpart D. The Office of Management and Budget (OMB) approved the information collection requirements and have assigned OMB control number 1010-0141. This NTL does not impose any information collection requirements subject to the Paperwork Reduction Act of 1995.

Sincerely,

[signed by Robert Labelle for]

Thomas A. Readinger
Associate Director for
Offshore Minerals Management