UNITED STATES DEPARTMENT OF THE INTERIOR
MINERALS MANAGEMENT SERVICE

NTL No. 2002-N11

Effective Date: October 16, 2002
Rescission Date: October 30, 2002

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

Rescheduled Houston MMS Well Applications and Reporting Forms Workshop

Due to weather conditions, the Minerals Management Service (MMS) canceled the MMS Well Applications and Reporting Forms Workshop that was scheduled for September 26 in Houston, Texas (announced in NTL 2002-N09). The Gulf of Mexico OCS Region was hosting the workshop to discuss the upcoming revisions to the forms listed below. The half-day workshop is rescheduled as follows.

Date	Time	Place	Address
October 22, 2002	9:00 am to 11:30 am	Houston, Texas	Wyndham Greenspoint Hotel 12400 Greenspoint.

Those participants who signed up for the canceled September 26 Houston session are automatically registered for this rescheduled session. If you had signed up for the canceled workshop and are not able to attend the rescheduled session, please call or e-mail one of the registration contacts listed below to cancel your registration. As this workshop session is currently full, we are not taking new registrations.

The agenda for the MMS forms workshops is:

Time	Item	Presenter(s)
9:00 am	Greeting, background, major form changes	Lars Herbst
9:15 am	Specific form changes	Bob Lanza and Pete Harrison
10:15 am	Break	
10:30 am	Questions and answers	
11:30 am	Conclusion of workshop	

The forms to be discussed are:

Form Number	Form Name
Form MMS-123	Application for Permit to Drill (APD)
Form MMS-123S	MMS Supplemental APD Information Sheet
Form MMS-124	Application for Permit to Modify (APM) (Will replace Sundry Notices and Reports on Wells)
Form MMS-125	End of Operations Report (Will replace Well Summary Report)
Form MMS-133	Well Activity Report (Will replace Weekly Activity Report)

The Office of Management and Budget (OMB) approval of the current versions of these forms expired on September 30, 2002. As part of the re-approval process, MMS revised all and renamed some of the forms. On May 1, 2002, we published the proposed revisions to the forms and provided the public an opportunity to comment (see Federal Register Volume 67, No. 84, page 21718). We have submitted the revised forms to OMB for approval We also provided advance copies for your convenience as attachments to the previous NTL announcing workshops to discuss the revised forms (NTL 2002-N09). Once OMB approves the new forms, you will be notified by a separate NTL of their effective date.

The revisions to the forms, some of which are relatively significant, were initiated to alleviate redundant reporting and clarify other permit and reporting requirements. They also represent an integral part of the transformation to an "E-Forms Permit and Report Process" that will be available in the near future. When complete, this process will provide an electronic option for you to request approval of drilling and well modifications and report information for our database.

The goal of the workshop is to provide guidance and assistance to you in using these revised forms. We will be discussing the modifications and additions to the fields on the forms and the operations or situations that require you to submit the forms to MMS.

Registration Contacts: If you need to cancel your current registration for this workshop, you may contact:

Ms. Suzanne Winstead at (504) 736-2504 or e-mail to **suzanne.winstead@mms.gov**; or
Ms. Rita Lewis at (504) 736-2505 or e-mail to **rita.lewis@mms.gov**.

Information Contacts: If you have any questions about the workshop, you may contact:

Mr. Bob Lanza at (504).736-2450 or e-mail to **robert.lanza@mms.gov**; or
Mr. Lars Herbst at (504) 736-2504 or e-mail to **lars.herbst@mms.gov**.

Workshop information will also be posted on the MMS GOMR website at:

http://www.gomr.mms.gov/homepg/new/calendr.html

Paperwork Reduction Act of 1995 (PRA) Statement: This NTL does not refer to or impose any information collection subject to the PRA.

Date: 10/16/02

Thomas A. Readinger

Thomas A. Readinger
Associate Director for
Offshore Minerals Management