

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

NTL No. 2003-N05

Effective: December 17, 2003

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

eWell Permit and Reporting System Presentations

The Minerals Management Service (MMS) announces two presentation sessions to introduce the eWell Permit and Reporting System. The first session will be held on Wednesday, January 28, 2004, in New Orleans, Louisiana, and the second session will be held on Thursday, February 5, 2004, in Houston, Texas. The presentations will be given by Mr. Paul Rasmus and Ms. Christa Sherman of the Information Technology Division, Mr. Steve Kennedy of the Technical Data Management Section, and Mr. Lars Herbst and Mr. Bob Lanza of the New Orleans District, all from the Gulf of Mexico OCS Region. We welcome and encourage your attendance at one of these presentations.

The eWell Permit and Reporting System is an Internet based system that has been designed and constructed by the MMS to improve operational transactions between OCS lessees and operators and the MMS District Offices. To accomplish this task, the MMS forms listed below have been re-engineered and will be placed on a secure Internet site for your use in submitting well information electronically to the MMS for approval/acceptance. You will be able to use this system in lieu of the paper forms you now submit.

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)
Form MMS-144	Rig Movement Report
Form MMS-133	Well Activity Report
Form MMS-125	End of Operations Report

The eWell Permit and Reporting System will improve and streamline current MMS business practices. Improvements include access to information from MMS data sources to assist you in entering an application or report, validations in each application to help eliminate erroneous data, automatic E-mail notices that provide you with information regarding approvals and status changes, and many other features designed to facilitate better business transactions and provide for more timely decision making.

First Presentation:

<u>Where:</u>	Minerals Management Service, 1201 Elmwood Park Blvd., Room 111 New Orleans, Louisiana 70123
<u>Date/Time:</u>	Wednesday, January 28, 2004, 8:00 am to 12:00 pm
<u>Cost:</u>	No cost
<u>Who should attend:</u>	Offshore oil and gas industry executives, managers, information technology and regulatory specialists who are responsible for requesting approvals from MMS or conducting any MMS regulated business on the OCS.

Second Presentation:

<u>Where:</u>	Doubletree Hotel, 2001 Post Oak Boulevard Houston, Texas 77056
<u>Date/Time:</u>	Thursday, February 5, 2004, 8:00 am to 12:00 pm
<u>Cost:</u>	No cost
<u>Who should attend:</u>	Offshore oil and gas industry executives, managers, information technology and regulatory specialists who are responsible for requesting approvals from MMS or conducting any MMS regulated business on the OCS.

After each presentation, we will provide forms to assist you in obtaining the proper security information and scheduling training classes to instruct you in using the system. We are planning to conduct the training classes as a two-day course during March and/or April 2004. It is anticipated that the eWell Permit and Reporting System will be available for your use sometime during April 2004.

Registration Contacts: Because of limited seating, we request that you sign up for a presentation by contacting one of the following:

Ms. Suzie Winstead at (504) 736-2504 or by E-mail to suzanne.winstead@mms.gov

Ms. Rita Lewis at (504) 736-2505 or by E-mail to rita.lewis@mms.gov.

Information Contacts: If there are any questions about the subject matter, you may contact:

Mr. Bob Lanza at (504) 736-2450 or by E-mail to robert.lanza@mms.gov ;

Mr. Lars Herbst at (504) 736-2504 or by E-mail to lars.herbst@mms.gov;

Mr. Paul Rasmus at (504) 731-3018 or by E-mail to paul.rasmus@mms.gov; or

Mr. Steve Kennedy at (504) 736-7821 or by E-mail to stephen.kennedy@mms.gov.

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

12/16/03
Date


Thomas A. Readinger
Associate Director for
Offshore Minerals Management