



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Montana State Office

222 North 32nd Street

P.O. Box 36800

Billings, Montana 59107-6800

IN REPLY TO:

3160 (922JB)

January 30, 1997

To Whom It May Concern:

Re: Reporting of Undesirable Events

Enclosed is a suggested format that you may use for reporting those undesirable events listed in our Notice to Lessees MSO 1-92 that occur in Montana to this agency. Types of events not listed in that Notice should not be reported to this agency, but should be reported to the appropriate agency using a format approved by that agency. You may start to use this format to report undesirable events to the BLM immediately, if you wish. If you find this format useful we would be interested in knowing. You may also continue to use whatever format you are presently using. Reports should be filed with the same BLM offices as before.

The effort to put together this suggested format was initiated over a year ago. Late in 1995 we were approached by an oil and gas operating company, active in Montana, about reviewing reporting requirements for "undesirable events" such as oil spills in Montana. The company making the request asked that we review reporting requirements and find out if there were any chances to streamline and/or simplify these requirements. They felt that they were being unduly burdened by the many reports required by differing agencies that contain many overlapping requests for information. They asked if we could provide assistance in lessening that burden in some way. We felt that the request had merit and was in line with Vice President Gore's program to reinvent the federal government and to search for ways to improve customer service and simplify or streamline our operations.

The enclosed format incorporates spill reporting requirements of this agency, the Montana Board of Oil and Gas Conservation, and the Water Quality Division of the Montana Department of Environmental Quality. All these agencies have had an opportunity to review and comment on the attached format. We believe that the new format may substitute for at least some of the reports required by all three agencies. It may also fulfill requirements of other agencies not listed here. The reporting requirements of the Environmental Protection Agency are more comprehensive than those covered by the enclosed format. You may wish to contact the other agencies for advice before making reports to them using the attached format. The attached format may not fulfill all legal reporting requirements of the other agencies.

Using the enclosed report format may simplify your reporting process. It should allow the preparation of one written report that may satisfy the needs and requirements of the agencies that you have to report to rather than multiple reports using differing formats. It would also make making oral reports easier as information for all the agencies would be on one form meaning that the individual making a report would only have to collect one set of data.

If you have any questions, please contact Jim Albano at (406) 255-2849 or John Bown at (406) 255-2872.

Sincerely,

Larry E. Hamilton, State Director

1 Enclosure

1 - Suggested NtL MSO 1-92 Reporting Format for Montana

Rediscover Your Public Lands

Enclosure 1

INCIDENT REPORT

Reporting Party: _____
Telephone: _____
Responsible Party _____

Date of Occurrence: _____ Time of Occurrence: _____
Date Reported: _____ Time Reported: _____

Location:
State: _____ County: _____
Section: _____ T. _____ R. _____
Nearest Town: _____
Nearby Landmark: _____
Federal Lease Number: _____
Federal CA/Unit: _____

Surface Ownership: FEDERAL, FEE, INDIAN, STATE

Material/Pollutant Released:
Type: _____
Quantity Released: _____
Quantity Recovered: _____
Area or Miles Affected: _____
Effects: _____

Sensitive Areas or Surface Waters Potentially Impacted (name if applicable):

Event:
Type of Event BLOWOUT, FIRE, FATALITY, INJURY, PROPERTY DAMAGE,
OIL SPILL, SALTWATER SPILL, PRODUCED WATER SPILL,
OIL & PRODUCED WATER SPILL, TOXIC FLUID SPILL,
OIL & TOXIC FLUID SPILL, GAS VENTING, OTHER

Class of Event (BLM Office Use): I, II, III

Source/Cause of Event: _____
Time to Control Event: _____
Action to Control Event: _____

Description of Damage: _____

Clean Up Activities: _____
Description of Reclamation/Remediation Accomplished or Planned: _____

Action to Prevent Recurrence: _____

Injuries/Fatalities: _____
Evacuations: _____

Other Agencies Notified: BLM, EPA National Response Center (800-424-8802), MBOGC, WQD, Other _____

Royalty (BLM Office Use): Avoidably/Unavoidably Lost
Royalty Due: _____

General Remarks: _____

Report Taken By: _____ Date: _____