

**30 OCTOBER 1998**



**Safety**

**EVACUATING OR SHELTERING OF  
PERSONNEL ON OFFSHORE OIL RIGS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: 30 RANS/DOUN (Mr. J. Copeland)  
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This instruction establishes 30<sup>th</sup> Space Wing (30 SW) responsibilities and procedures related to evacuating or sheltering personnel on offshore oil rigs near Vandenberg Air Force Base (AFB) during missile or space launch operations. This instruction pertains to any platforms west of 120 degrees 15 minutes longitude. It applies to all personnel and agencies involved in the evacuation and sheltering of offshore personnel; and to the Range Technical Service Contractor (RTSC) to the extent specified in the current RTSC's contract which will, in the event of conflict, take precedence over this instruction. **Attachment 2** outlines a Sample Notification Memorandum. The use of the name or mark of any specific manufacture, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

**SUMMARY OF REVISIONS**

The revision of this publication is to meet the format standards required by Air Force. No content material has changed. Some required format changes have been made to allow for the conversion process. Paragraph **2.**, Terms Explained, is now **Attachment 1**, and the following paragraphs and attachment have been renumbered accordingly.

**1. Responsibilities:**

- 1.1. The Commander, 30<sup>th</sup> Space Wing, ensures acceptable range safety is consistent with operational requirements and directs temporary suspension of offshore operations and evacuation of oil rigs.
- 1.2. The Operations Security (OPSEC) Office (30 SW/XPRO) is responsible for security operational procedures and instructions.
- 1.3. The Staff Judge Advocate (30 SW/JA) recommends enforcement actions.
- 1.4. The Commander, 30<sup>th</sup> Range Squadron (30 RANS/CC) is responsible for:

- 1.4.1. Issuing notices to evacuate offshore oil rigs.
- 1.4.2. Ensuring the range is clear during scheduled launch operations.
- 1.4.3. Coordinating safety plans and procedures with affected agencies.
- 1.4.4. Recommending enforcement actions.

1.5. The Command Post (30 SW/CP) is responsible for notifying affected platforms of accidental spills of toxic propellants.

**2. Safety Policy Reference.** The Chief of Safety (30 SW/SE) and the Commander, 30<sup>th</sup> Range Squadron (30 RANS/CC) will coordinate safety plans and procedures with other agencies within potentially affected areas and issue notices as required. The 30 RANS/CC has delegated this authority to the Air-space and Offshore Management Section (30 RANS/DOUN).

**3. General Provisions.** Because of the inherent danger in ballistic and space launch operations, reasonable precaution must be taken to minimize risks to life and property. Therefore, a systematic procedure has been developed which permits the 30 SW to perform its operational mission and provides protection for personnel and equipment on offshore oil rigs. This procedure involves evacuating or sheltering, communications, notification and enforcement authority for all personnel on offshore oil rigs.

**3.1. Oil Rig Stipulations.** Each off shore oil rig operates on a specific parcel of offshore, submerged land, leased to an oil company by either the state or federal government. Certain leases contain stipulations that provide for the lessee to operate and not interfere with Department of Defense (DoD) test operations. These stipulations require the temporary suspension of operations (oil drilling), including evacuating or sheltering personnel, when required by the 30 SW Commander. Other provisions in the lease stipulations provide for controlling small boat and helicopter traffic to and from the oil rigs and for controlling of electromagnetic radiation from the oil rig. At least one channel of communications is allowed to continue operating on the oil rig. A separate stipulation provides a "Hold Harmless" condition for the Air Force. Copies of the specific stipulations are available in the Safety Office (30 SW/SE), 806 13<sup>th</sup> Street, Suite 207, Vandenberg AFB CA 93437-5233, for review and reference.

**3.2. Platform Compliance.** Because the location of rigs in areas near to launch trajectories causes a concern for public safety, 30 SW/SE and 30 RANS/DOUN establish initial contact and coordinate with the state or federal government (lessor) and the oil company (lessee) during launch operations.

3.2.1. After the oil company lessee occupies the lease area with a drill ship or platform, 30 RANS/DOUN maintains a current forecast of planned movements and effects the condition necessary to ensure a clear range during scheduled launch operations.

3.2.2. If an oil company lessee does not comply with a lease stipulation (i.e., refuses to evacuate, fails to comply with "take cover" instructions, etc.) 30 RANS/DOUN will advise 30 SW/SE and 30 RANS/CC. In appropriate cases, 30 RANS/DOUN and 30 SW Staff Judge Advocate (30 SW/JA) will recommend enforcement actions. (This enforcement action may include contacting the Regional director of the Minerals Management Service (MMS), Department of Interior.)

**3.3. Shelter or Evacuation Notices.** The MMS will be given three separate notices concerning the requirement to shelter or evacuate during an operation. Each notice will be verbal, either by radio or by telephone. The first notice will be confirmed by a memorandum (see [Attachment 2](#)). The first notice will be given 10 to 15 days before the operation, advising the oil rig operator to prepare for pos-

sible sheltering or evacuating. The second notice will be given the day before (24-36 hours) the operation confirming the requirement to shelter or to evacuate. The third notice will be from Frontier Control to provide final notice before, during, and after securing the operation. Additional notices will be sent as required for schedule changes.

### 3.4. Potential Toxic Footprints.

3.4.1. Platforms may be at risk from toxic vapor clouds as a result of either a fuel loading operation, a nominal flight, or a catastrophic abort of a launch vehicle. For launch operations, if this potential is determined to apply to the platform(s), the MMS will receive the following notice from 30 RANS/DOUN concerning the potential need to shelter personnel: "An operation is scheduled for \_\_\_\_\_(date) between the hours of \_\_\_\_\_. Predicted weather conditions could transport a tier \_\_\_\_\_ toxic vapor cloud over platforms: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_. At approximately two hours before launch, the Aeronautical control Officer (ACO) will update the affected platform(s) on the status of the predicted toxic vapor cloud transport. Platform operators will be responsible to shelter or otherwise protect all personnel according to procedures stated in each oil company's Plan for Evacuating or Sheltering." This notice will be given one day before the scheduled operation.

3.4.2. In the event of an accidental spill of toxic propellant during an fuel loading or transfer operation, affected platforms will be immediately notified by the Command Post (30 SW/CP) or frontier control as appropriate. Due to the number and relative safety of propellant operations, a preliminary notice will not be provided to the MMS.

**3.5. MMS Operations Division.** The MMS Operations Division, Department of Interior represents the federal government as "lessor" of the Outer Continental Shelf oil tracts. The range safety stipulation in the leases are the basis of the "shared use" provisions. The District Manager of the MMS is the 30 SW point of contact for starting action to enforce these lease stipulations.

## 4. Security Policy:

**4.1. General.** This policy guidance is provided to prevent the disclosure of sensitive unclassified information that can be used to degrade mission effectiveness.

**4.2. Protection.** Anyone implementing this instruction must consider the security protection of USAF operations resulting from the identification and notification procedures. Take precautionary measures to ensure that notifications are only given to those personnel who require them to perform their related duties. To the maximum extent possible, notices to oil rig operators made subject to this instruction will not identify the missile operation by booster type or location.

**4.3. Classification.** All information concerning missile operations must be treated as stated in applicable program security classification guides and related security classification policies. Deviating from these policies is not authorized, and any violations will be immediately reported to the 30 SW OPSEC Office (30 SW/XPRO), 747 Nebraska Ave. Suite. B207-34, Vandenberg AFB CA 93437-6294. Refer questions concerning operational procedure and security restrictions to 30 SW/XPRO for a decision.

**4.4. Provisions.** All personnel concerned with security provisions of this instruction will evaluate its effectiveness on a continuing basis.. Recommendations for changes will be address to 30 SW/XPRO.

## 5. Points of Contact:

**5.1. Initial Contact.** 30 RANS/DOUN and 30 SW/SE are the first points of contact for offshore oil operations with federal and state lease agencies, oil companies, oil rig operators and the Western Oil and Gas Association. 30 RANS/DOUN ensures the proper pre-sale coordination is accomplished with the appropriate government agency and begins any lease stipulation action required.

**5.2. Routine Contact.** 30 RANS/DOUN is the operational point of contact for coordinating offshore oil rig shelter or evacuation actions. Responsibilities for shelter or evacuation will start when an oil rig operator arrives at an operating position near Vandenberg AFB. 30 RANS/DOUN will:

5.2.1. Distribute required notices to on-station oil rigs concerning compliance with the provisions of the "shelter or evacuate" stipulations in the leases. This action is not limited to notices concerning sheltering or evacuating, but includes controlling electromagnetic radiation and small boats or helicopters servicing the oil rigs. When "shared use" lease stipulation enforcement action is necessary, 30 RANS/DOUN will coordinate the matter with 30 SW/SE.

5.2.2. Report any damage to offshore oil rigs resulting from scheduled operations on the Western range to the MMS. (Follow the current operating instructions.)

## **6. Operating Procedures:**

6.1. 30 RANS/DOUN will:

6.1.1. Establish initial coordination with each oil company planning offshore oil rig operations near Vandenberg AFB, west of 120 degrees longitude.

6.1.2. Advise 30 SW/SE when a new offshore oil rig plans to enter the area.

6.1.3. Start lease stipulation enforcement action when required.

6.1.4. Ensure safety stipulations are part of each lease for offshore oil tracts near Vandenberg AFB (where necessary).

6.1.5. Maintain a plot and record of each oil rig operating near Vandenberg AFB.

6.1.6. Advise 30 SW/SE of the lease stipulation conditions when any lease enforcement action is necessary. Coordinate with 30 SW/SE and 30 SW/JA to present the details of the situation to the MMS District Office.

6.2. 30 SW/SE will:

6.2.1. Advise the 30 RANS/DOUN when a launch operation requires oil rig personnel to be sheltered or evacuated.

6.2.2. Advise 30 RANS/DOUN of specific requirements for evacuating or sheltering each oil rig affected by the launch operations, including location of any safe areas where personnel may be temporarily located.

6.2.3. Provide the shelter or evacuation requirement to 30 RANS/DOUN and 30 RANS/DOUS in sufficient time to meet the "T" minus 10 to 15 days first notice and, again, in one day (T-24 hours to 36 hours) second notice.

6.3. Western Range Scheduling (30 RANS/DOUS) will:

6.3.1. Notify MMS District Office in writing of the requirement to shelter or to evacuate each of

the affected oil rigs 10 days before the operation. This first notice is to allow the oil rig operator sufficient time to make plans for the operation.

6.3.2. Pass any schedule changes affecting the time of sheltering or evacuating to the MMS District Office, after they have received the first notification to shelter or evacuate.

6.3.3. Confirm to the MMS District Office the requirement to shelter or to evacuate personnel from the oil rig the day before the operation. The second notice enables the oil rig lessee to start any procedures required to shut down the rig and to shelter or evacuate personnel (see para 2.3. above).

6.3.4. Notify the MMS District Office if the operation is canceled or rescheduled. If the operation is canceled or rescheduled after the second notice but before Frontier Control mans, 30 RANS/DOUS will notify both MMS and the affected oil rig(s).

6.4. The Range Operations Flight (30 RANS/DOU) will:

6.4.1. Coordinate the third notice to the oil rig lessee and the actions necessary for sheltering or evacuating and report the completion of these actions to 30 SW/SE.

6.4.2. Upon operation completion and approval from 30 SW/SE, advise the affected oil rig leases that they may return to normal operations.

6.4.3. Coordinate with the 30 SW Command Post (30 SW/CP) and the 30<sup>th</sup> Civil Engineer Squadron Readiness Flight (30 CES/CEBD, during Mobile Command Post operations) for emergency support of damaged oil rigs if applicable.

6.4.4. If a cancellation or rescheduling occurs when Frontier Control is operational, notify the oil platform(s) directly; if not, notify them the next duty day.

EDWARD L. BOLTON, Lt Col, USAF  
Commander, 30th Range Squadron

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION***Terms.*

**Frontier Control**—The call sign for the Area Control Center (ACC). Provides area surveillance and clearance for Western Range Operations. It is a component of the Western Range Control Center located in Bldg. 7000 at Vandenberg AFB CA.

**Hold Harmless**—Legal term meaning free from liability of loss.

Attachment 2

SAMPLE NOTIFICATION MEMORANDUM



DEPARTMENT OF THE AIR FORCE  
30TH SPACE WING (AFSPC)

MEMORANDUM FOR MINERALS MANAGEMENT SERVICE  
222 West Carmen Lane, Suite 201  
Santa Maria CA 93454

FROM: 30 RANS/DOUS  
Building 7000, Room 114G  
Vandenberg AFB CA 93437-5233

SUBJECT: Drilling Platform Evacuation Due to Western Range OP W \_\_\_\_\_

1. The 30 SW Western Range will require the evacuation of non-essential personnel from drilling platforms \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ in accordance with approved plans on file at MMS. Evacuated personnel should be moved to a location outside of the area bounded by:

____ DEG ____ MIN ____	____ DEG ____ MIN ____
____ DEG ____ MIN ____	____ DEG ____ MIN ____
____ DEG ____ MIN ____	____ DEG ____ MIN ____
____ DEG ____ MIN ____	____ DEG ____ MIN ____

Evacuation should be completed by \_\_\_\_\_?M, on (DATE) 1998. The Area Control Center (ACC) will be manned by \_\_\_\_\_(DATE AND TIME)\_\_\_\_\_.

2. If this operation moves, the Western Range Scheduling Office will provide MMS with an updated schedule as soon as possible. Telephone confirmation to evacuate will be made to your office by Range Scheduling on the day prior to the operation. If the operation scrubs prior to ACC manning, Scheduling will attempt to notify MMS. If we are unable to contact MMS, we will call the affected oil rigs and advise them of the scrub. After ACC manning, all operational status for the oil rigs will be passed by the Area Control Officer via radio.

3. All questions about this operation should be directed to 30 RANS/DOUS (805-928-4700).

4. 30 SW requests that all information on Western Range Operations be treated in confidence and disclosed only to those with an absolute need-to-know

DANA L. BAYLIS  
Chief, Scheduling Branch

cc: 30 SW/SEY  
30 RANS/DOUF  
30 RANS/DOUN  
FSC/R0230