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

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: 2 ROPS/DON
Supersedes 30SWI91-105, 30 October 1998

Certified by: 30 OG/CC (Col John W. Raymond)
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This instruction implements and extends guidance from AFI 13-201, *Air Force Airspace Management*. This instruction establishes 30th Space Wing (30 SW) responsibilities and procedures related to evacuating or sheltering personnel on offshore oil rigs near Vandenberg Air Force Base (VAFB) 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. Additionally, it applies 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. Finally, **Attachment 2** is a Sample Notification Memorandum for the Minerals Management Service. Refer recommended changes and questions about this instruction to 2 ROPS/DON, 1602 California, Blvd Suite 146 VAFB CA 93437-5233 using AF IMT 847, **Recommendation for Change of Publications**. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123 (will convert to AFMAN 33-363), *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.amc.af.mil/>.

SUMMARY OF CHANGES

This revision incorporates the following changes: Throughout the document, 30 RANS has been changed to 2 ROPS; 30 SW/XPRO has been changed to 30 SW/CCH; DOUN has been changed to DON; DOUS has been changed to DOS; "lessor" has been changed to "leaser;" 30 SW/SE has been changed to 30 SW/SEL; a comma has been added after "notices" (paragraph 2.); the last sentence has been changed to better reflect the section within safety that interfaces with 2 ROPS/DON; "30 SW Commander" has been changed to "30 SW/CC" (paragraph 3.1.); "at all times" has been added; "in the Safety Office (30 SW/SE), 806 13th Street, Suite 207, Vandenberg AFB CA 93437-5233, for review and reference" has been changed to "2 ROPS/DON"; parenthesis have been removed from last sentence (paragraph 3.2.2.); reworded with no content change (paragraph 3.3.); "Aeronautical control Officer (ACO)" has been changed to "Aerospace Control Officer (ACO)"(paragraph 3.4.1.); "Frontier Control" has been capitalized, "the" has been removed before MMS (paragraph 3.4.2.); "are" has been changed to "is" (paragraph

3.5.); a comma has been added after “sensitive” (paragraph 4.1.); “required” has been removed (paragraph 5.1.); “Follow the current operating instructions” has been removed (paragraph 5.2.2.); the following paragraphs have been rearranged (paragraphs 6.1.4., 6.1.5., and 6.1.6.); paragraph has been reworded (paragraph 6.2.1.); “the” has been removed (paragraph 6.2.2.); paragraph has been reworded (paragraph 6.2.3.); requirement for verbal notification has been added; “(see paragraph 2.3. above)” has been removed (paragraph 6.3.3.); paragraph reworded and office of responsibility has changed (paragraph 6.3.4.); The Range Operations Flight (30 RANS/DOU) will: has been changed to The Aerospace Control Officer (ACO) will (paragraph 6.4.); “and the launch operation Range Operations Commander (ROC)” has been added (paragraph 6.4.1.); Approval authority has been updated; 30 CES/CEBD has been changed to 30 CES/CEX (paragraph 6.4.3.); AFI 13-201 has been added as a reference **Attachment 1**; Frontier Control definition has been reworded; name and location of control center has been updated **Attachment 1**; and a complete revision of **Attachment 2**. A bar (|) indicates a revision from the previous edition.

1. Responsibilities:

- 1.1. The Commander, 30th 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/CCH) is responsible for security, operational procedures, and instructions.
- 1.3. The Staff Judge Advocate (30 SW/JA) recommends enforcement actions.
- 1.4. The Commander, 2d Range Operations Squadron (2 ROPS/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 2 ROPS/CC will coordinate safety plans and procedures with other agencies within potentially affected areas and issue notices, as required. The 30 SW/SE and 2 ROPS/CC have delegated this authority to the Launch Safety office (30 SW/SEL) and the Airspace and Offshore Management Flight (2 ROPS/DON).

3. General Provisions. Because of the inherent danger in ballistic and space launch operations, reasonable precaution must be taken to minimize risk 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 offshore 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 stipu-

lations 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 directed by the 30 SW/CC. Other provisions in the lease stipulations provide for controlling small boat and helicopter traffic to and from the oil rigs and for controlling electromagnetic radiation from the oil rig at all times. 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 from 2 ROPS/DON.

3.2. Platform Compliance. Because the location of rigs in areas near to launch trajectories causes a concern for public safety, 30 SW/SEL and 2 ROPS/DON will establish initial contact and coordinate with the state or federal government (leser) and the oil company (lessee) during launch operations to ensure compliance with lease stipulations.

3.2.1. After the oil company lessee occupies the lease area with a drill ship or platform, 2 ROPS/DON 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.), 2 ROPS/DON will advise 30 SW/SEL and 2 ROPS/CC. In appropriate cases, 2 ROPS/DON 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. MMS will be provided 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 via memorandum (see [Attachment 2](#)), and will be given 10 to 15 days before the operation, advising the oil rig operator to prepare for possible sheltering or evacuation. The second notice will be provided the day before (24-36 hours) the operation confirming the requirement to shelter or to evacuate. The third notice will be from Frontier Control, and serve as 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 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 2 ROPS/DON 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 Aerospace 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 a 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 MMS.

3.5. MMS Operations Division. The MMS Operations Division, Department of Interior, represents the federal government as "lesser" of the Outer Continental Shelf oil tracts. The range safety stipulation in the lease is the basis for 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 launch operation by booster type or location.

4.3. Classification. All information concerning launch 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/CCH). Refer questions concerning operational procedure and security restrictions to 30 SW/CCH for a decision.

4.4. Provisions. All personnel concerned with security provisions of this instruction will evaluate its effectiveness on a continuing basis. Address recommendations for changes to 30 SW/CCH.

5. Points of Contact.

5.1. Initial Contact. 2 ROPS/DON and 30 SW/SEL are the first points of contact for offshore oil operations with federal and state leasing agencies, oil companies, oil rig operators and the Western Oil and Gas Association. 2 ROPS/DON ensures the proper pre-sale coordination is accomplished with the appropriate government agency and begins any lease stipulation action.

5.2. Routine Contact. 2 ROPS/DON 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. 2 ROPS/DON 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, 2 ROPS/DON will coordinate the matter with 30 SW/SEL.

5.2.2. Report any damage to offshore oil rigs resulting from scheduled operations on the Western Range to MMS.

6. Operating Procedures.

6.1. 2 ROPS/DON 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/SEL when a new offshore oil rig plans to enter the area.
 - 6.1.3. Start lease stipulation enforcement action, when required.
 - 6.1.4. 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.
 - 6.1.5. Ensure safety stipulations are part of each lease for offshore oil tracts near VAFB (where necessary).
 - 6.1.6. Maintain a plot and record of each oil rig operating near VAFB.
- 6.2. 30 SW/SEL will:
- 6.2.1. Advise 2 ROPS/DON when a launch operation requires sheltering or evacuation of oil rig personnel.
 - 6.2.2. Advise 2 ROPS/DON of specific requirements for evacuating or sheltering each oil rig affected by launch operations, including location of any safe areas where personnel may be temporarily located.
 - 6.2.3. Provide shelter or evacuation requirements to 2 ROPS/DON and 2 ROPS/DOS in sufficient time to meet the "T" minus 10 to 15 days first notice and the L-1 day (T-24 hours to 36 hours) second notice.
- 6.3. Western Range Scheduling (2 ROPS/DOS) will:
- 6.3.1. Notify the MMS District Office verbally and 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 shutdown the rig and to shelter or evacuate personnel.
 - 6.3.4. Notify the MMS District Office if the operation is canceled or rescheduled.
- 2 ROPS/DOS will notify both MMS and the affected oil rig(s) if the operation is cancelled or rescheduled after the second notice but before Frontier Control is manned.
- 6.4. The Aerospace Control Officer (ACO) will:
- 6.4.1. Coordinate the third notice to the oil rig lessee and the actions necessary for sheltering or evacuating and report completion of these actions to 30 SW/SEL and the launch operation Range Operations Commander (ROC).
 - 6.4.2. Upon operation completion and approval from 30 SW/SEL, 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 30th Civil Engineer Squadron Readiness Flight (30 CES/CEX) (during Mobile Command Post operations) for emergency support of damaged oil rigs, if applicable.

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

7. Adopted Forms:

7.1. AF IMT 847, **Recommendation for Change of Publications.**

JACK WEINSTEIN, Col, USAF
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 13-201, *Air Force Airspace Management*

Terms

Frontier Control—The call sign for the Area Control Center (ACC) that provides area surveillance and clearance for Western Range Operations. It is a component of the Western Range Operations Control Center (WROCC) located in Bldg. 7025 at Vandenberg AFB CA.

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

Attachment 2**SAMPLE NOTIFICATION MEMORANDUM**

MEMORANDUM FOR (ADDRESSEE)

FROM: 2 ROPS/DOS

1602 California Blvd

Vandenberg AFB CA, 93437

SUBJECT: Drilling Platform Sheltering for (OPERATION)

1. The 30th Space Wing Western Range requires the sheltering of all personnel from platform Hermosa in accordance with approved plans on file at Minerals Management Service (MMS). Sheltering is required on (DATE, TIME), until released by the Aerospace Control Officer (ACO) at approximately (TIME). Frontier Control will be manned by not-later-than (TIME).
2. The Western Range Scheduling Office will notify MMS of any schedule changes as soon as possible. Oil rig sheltering requirements will be confirmed with your office via telephone on the day before the mission. If the launch is scrubbed prior to Frontier Control manning, on mission day, WR Range Scheduling will attempt to notify MMS directly. If MMS can't be contacted, a call to the affected oil rigs will be initiated to advise them of the scrub. After Frontier Control manning, all operational status affecting the rigs will be provided by the ACO via telephone.
3. The 30th Space Wing requests all Western Range operational information be held in strictest confidence and disclosed only to those with an absolute need-to-know.
4. If there are any questions, please contact 2ROPS/DOS at (805) 606-8825.

NAME, RANK, SERVICE

Launch Forecaster