

U.S. DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD	Outer Continental Shelf Activities – Title 33 CFR Subchapter N	OMB No. 1625- 0044 Exp: 09/30/2021
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<b>Who must comply?</b>	Operators of facilities and vessels engaged in activities on the Outer Continental Shelf (OCS).
<b>What is this collection about?</b>	An operator must provide the Coast Guard (CG) a comprehensive site-specific contingency plan for the evacuation of all personnel from manned fixed facilities and mobile offshore drilling units (MODUs) operating on the OCS. Additionally, there are recordkeeping requirements for annual inspections of fixed OCS facilities, employee records and station bills.
<b>Where do I find the requirements for this information?</b>	Title 33 CFR Subchapter N is available at— <a href="https://www.eCFR.gov">https://www.eCFR.gov</a> , select TITLE 33 – NAVIGATION AND NAVIGABLE WATERS, and follow to Subchapter N.
<b>When must information be submitted to the Coast Guard?</b>	For a manned fixed facility or MODU seeking to operate on the OCS, the contingency (i.e., emergency evacuation) plan must be submitted to the CG Officer in Charge, Marine Inspection (OCMI) before operation. For the recordkeeping requirements, the information is not submitted to the CG but rather recorded and maintained on the facility or MODU. The records must be made available to the CG upon request.
<b>How is the information submitted?</b>	In writing or electronically via e-mail. Information may be submitted to the CG Officer in Charge, Marine Inspection (OCMI) at the local Sector Office. Contact info for CG OCMI's can be found at — <a href="https://www.uscg.mil/Units/Organization/">https://www.uscg.mil/Units/Organization/</a> .
<b>What happens when complete information is received?</b>	The CG will review the information and determine if emergency evacuation plan meets the requirements. The CG will advise the operator in writing if the plan is approved, or why it is returned for revision.
<b>For additional information, contact--</b>	Your local CG Sector Office. <ul style="list-style-type: none"> <li>A list of Coast Guard sectors, as part of a comprehensive list of Coast Guard units, can be found at <a href="https://www.uscg.mil/Units/Organization/">https://www.uscg.mil/Units/Organization/</a>.</li> </ul>

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number.

The Coast Guard estimates that the average burden per response for this report varies per information collection—about 3 minutes for an employee record; about 6 minutes to post a Facility Certificate (or letter); about 1.5 hours for an annual self-inspection using form CG-5432; about 2 hours for a station bill; up to 8 hours to develop a new emergency evacuation plan (EEP), and approximately 10 hours for Equivalent Equipment or Procedures. You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: Commandant (CG-CVC), U.S. Coast Guard Stop 7501, 2703 Martin Luther King Jr Ave SE, Washington, DC 20593-7501 or Office of Management and Budget, Paperwork Reduction Project (1625-0044), Washington, DC 20503.