

Introduction

In general, use abbreviations (1) to avoid cumbersome repetition of words or phrases that may distract the reader and (2) to economize on space in tables, illustrations, lists, footnotes, and bibliographies. Be cautious of overusing abbreviations in text; too many abbreviations may slow the reading pace. Any abbreviation that causes you to falter as you read the text should probably be spelled out. One rule of thumb is that the more formal the text or the broader its distribution, the fewer the abbreviations.

Abbreviations that can be pronounced as words are called *acronyms* (e.g., *NASA*). Those that cannot be pronounced as words are called *initialisms* (e.g., *MMS*).

In text, an abbreviation that is not commonly known by your audience should be spelled out, followed by the abbreviated form in parentheses the first time it is used. In tables, reference the abbreviation to a footnote that defines it.

General Usage

A.1.—Abbreviate those **terms or phrases** that are **used frequently** within the publication. The first time you use a term, spell it out and place the abbreviation in parentheses immediately after the term. If the term does not appear until the next major section many pages later, redefine the term to help the reader.

– Managing oil and gas operations on the Outer Continental Shelf (OCS) is guided by the OCS Lands Act of 1953 and its amendments.

✎ Exception: Abbreviations for standard, familiar terms such as common units of measure (e.g., *meter*, *feet*, and *kilometers*) may be used in text without being redefined in parentheses. Keep in mind though that even familiar terms can interfere with readability when they are abbreviated in text. Use your judgment. (See rule A.29.)

– The shelf extended 3 km off the coast.

or

– The shelf extended 3 kilometers off the coast.

ABBREVIATIONS

A.2.—Avoid starting a sentence with an abbreviation. Either spell it out or restructure the sentence. **Acronyms** or **initialisms** such as *MMS* may begin a sentence if preceded by *The*.

- The MMS develops resource estimates.
- Resource estimates are developed by MMS.

✎ Avoid using two abbreviations in a row (e.g., the *Gulf of Mexico OCS Region* not *GOM OCS Region*.)

A.3.—Spell out any abbreviation that may be confused with another term or phrase.

EPA (Environmental Protection Agency)

✎ In the above example, *EPA* could have been mistaken for Eastern Planning Area if the abbreviation was not defined.

A.4.—Abbreviate standard terms when they appear within parentheses.

- The area has four subregions (see fig. 2).
- The area has four regions as shown in figure 2.
- The layer consisted of several minerals, for example, quartz and diorite.
- The layer consisted of several minerals (e.g., quartz and diorite).

A.5.—**Symbols** may be used as abbreviations in tables and illustrations. Do not use symbols as abbreviated forms for terms in text, unless the symbol is in parentheses. (See also Signs and Symbols.)

- The discovery had a 5-percent recovery rate. (not 5%)
- The casing was 3 ft in diameter. (not 3')

A.6.—Repeat the **last initialized word after an acronym** if the acronym is commonly pronounced that way.

SALT Talks
OPEC Countries
ITM Meetings

but

The RTWG met last week.

A.7.—Omit **periods** and **spaces** in most abbreviations, especially those for most units of measure, governmental agencies, company names, and other organized bodies that are identified by a popular symbol (e.g., *GM* for General Motors). However, some abbreviations still conventionally require periods. (See also rule P.10.2.)

MIT	OPEC	GOM	PAC	ATL	AK
M	m	km	yr	ha	Tcf
<i>but</i>					
Inc.		U.S.	U.S.C.	p.m.	
b.c.		Dr.	a.m.		

☞ Abbreviations should be spelled out when the omission of ending punctuation could cause confusion (e.g., when the abbreviated unit of measure for inch [*in*] could be mistaken for the preposition *in*).

A.8.—Abbreviations—including acronyms and initialisms—generally follow the **capitalization** and **hyphenation** of the words they abbreviate, but some arbitrarily do not.

c.o.d. (*cash on delivery*)
TAGS (*Trans-Alaska Gas System*)

but

BAST (*best available and safest technology*)
OS&T (*offshore storage and treating vessel*)
EIS (*environmental impact statement*)
BBO (*billion barrels of oil*)

Company Names

A.9.—In text, use a company's full name as shown on its letterhead.

Smith & Moore Associates
Rand D. Manufacturing
Ink on Paper Company
Sunshine, Ltd.

A.10.—In parentheses, lists, footnotes, bibliographies, and tables, abbreviate **Bro.**, **Bros.**, **Co.**, **Corp.**, **Inc.**, **Ltd.**, and **&** when part of the company name.

Clark Bros.
Sunshine, Ltd.

G & G Corp.

Foreign Countries

A.11.—Do **not** abbreviate the names of foreign countries.

ABBREVIATIONS

Front Matter

A.12.—Avoid using abbreviations in the front matter—abstract, title page, foreword, preface—or any matter preceding the table of contents. However, if it is necessary to use abbreviations in the front matter, be sure to spell them out the first time they appear.

Geographic Terms

A.13.—Abbreviate words such as ***street***, ***avenue***, ***place***, and ***building*** in footnotes, sidenotes, tables, mailing addresses, and lists. However, do not abbreviate *street* or *avenue* when part of a name. (See also A.16.)


Fifth Avenue Park
14th Street Bridge

but, in an address

100 Eighth Ave., SE.
Rm. 415, Carlton Bldg.
107 NW. Gaines St.

A.14.—Use the standard **State abbreviations** in text, but use the two-letter Postal Service style for zip-code addresses. The two-letter form also may be used in lists, footnotes, sidenotes, bibliographies, and indexes.

Std.....Postal	Std..... Postal	Std..... Postal
Ala.AL	Ky. KY	Ohio OH
AlaskaAK	La. LA	Okla. OK
Ariz.AZ	Maine ME	Oreg. OR
Ark.AR	Md. MD	Pa. PA
Calif.CA	Mass. MA	P.R. PR
C.Z.CZ	Mich. MI	R.I. RI
Colo.CO	Minn. MN	S.C. SC
Conn.CT	Miss. MS	S. Dak. SD
Del.DE	Mo. MO	Tenn. TN
D.C.DC	Mont. MT	Tex. TX
Fla.FL	Nebr. NE	Utah UT
Ga.GA	Nev. NV	Vt. VT
HawaiiHI	N.H. NH	Va. VA
IdahoID	N.J. NJ	V.I. VI
Ill.IL	N. Mex. NM	Wash. WA
Ind.IN	N.Y. NY	W. Va. WV
IowaIA	N.C. NC	Wis. WI
Kans.KS	N. Dak. ND	Wyo. WY

 Do not abbreviate State names in text when used alone. However, when preceded by a city name, use the standard abbreviation. This rule is contrary to *GPO* style.

- The Atchafalaya Basin Floodway in Louisiana is the largest distributary of the Mississippi River.
- The Gulf of Mexico OCS regional office is in New Orleans, La.

A.15.—Abbreviate **United States** when used as an adjective, but spell it out when used as a noun and when used as part of an official title.

- The U.S. Department of the Interior oversees the program. (*adjective*)
- The U.S. foreign policy was discussed. (*adjective*)
- The United States was not represented at the meeting. (*noun*)
- The United States Code provides the detailed regulations. (*title*)
- The U.S. Government employs that segment of society. (*adjective*)

but when used with other countries in the same sentence

- The British, French, and United States Governments were compared with respect to leadership practices.

A.16.—For **compass directions**, spell out *north*, *south*, *east*, and *west* in addresses. However, abbreviate *northwest*, *northeast*, *southwest*, and *southeast*, unless used as the name of a street or avenue. (See also A.13.)

13 West Ave.
13 Park Ave., NW.
94 East 33rd Street

but

13 Northwest Ave. (*spell out when the name of the avenue*)

☞ Only one period is used in NW., NE., SW., and SE.

Geologic Terms

A.17.—Usually **lithologic** (rock stratigraphic), **geologic time**, and **time stratigraphic** terms are not abbreviated. However, where space is limited such as in charts, tables, graphs, and maps, the abbreviations shown below may be used. For charts, tables, and graphs, use periods after the abbreviations. For maps, the periods are usually omitted.

ABBREVIATIONS

Rock Stratigraphic Terms		
Term of Lithology	Abbreviations	
	Formal	Informal
Group	Gp.	
Formation	Fm.	
Member	Mbr.	mbr.
Sandstone	Ss.	ss.
Siltstone	Slts.	slts.
Shale	Sh.	sh.
Limestone	Ls.	ls.
Dolomite	Dol.	dol.
Conglomerate	Cgl.	cgl.
Quartzite	Qtz.	qtz.
Volcanics	Volc.	volc.

Geologic-Time and Time-Stratigraphic Terms		
<i>Era, System, or Period</i>	<i>Series (epoch)</i>	<i>Abbreviation</i>
Cenozoic.....		Cen.
Quaternary		Quat.
	Holocene	Hol.
	Pleistocene	Pleis.
Tertiary		Tert.
	Pliocene	Plio.
	Miocene.....	Mio.
	Oligocene.....	Olig.
	Eocene.....	Eoc.
	Paleocene	Paleo.
Mesozoic.....		Mes.
Cretaceous.....		Cret.
Jurassic.....		Jur.
Triassic.....		Tri.
Paleozoic		Pal.
Permian.....		Perm.
Pennsylvanian.....		Penn.
Mississippian.....		Miss.
Devonian		Dev.
Silurian		Sil.
Ordovician		Ord.
Cambrian		Camb.
Precambrian		Prec.

☞ See also the geologic timetable C.25 and Signs & Symbols, SS.18.

Latin Terms

A.18.—Avoid terms using Latin abbreviations when English equivalents exist for the same terms. Confine Latin abbreviations preferably to **parenthetical matter** and **bibliographic listings**.

i.e. (<i>that is</i>)	et al. (<i>and others</i>)
etc. (<i>and so forth</i>)	vs. (<i>versus</i>)
e.g. (<i>for example</i>)	

- The upper Tertiary sequence, for example, should have the greatest potential for petroleum.
- Investigations defined the nature of the geologic hazards (e.g., faulting and seismicity) that affect the environment.

Measurement

A.19.—**Compass directions** are abbreviated as follows. (See also rules S.14, SS.4, and SS.5.)

N.	NE.
S.	SE.
E.	ESE.
W.	NNW.
10° N. 25° W.	
NW. by N. 1/4 W.	

A.20.—The words ***longitude*** and ***latitude*** are always spelled out in text. The words may be abbreviated in parentheses, footnotes, sidenotes, tables, and leaderwork if they are followed by figures (But see rules SS.4. and S.13.)

In text:

- No sales will be held south of latitude 25°7' N. (*in text*)
- No sales will be held south of 25°7' N. latitude.
- (No sales will be held south of lat. 25°7' N.)

In tables:

lat. 52°33'41" N.
long. 13°14'20" W.

☞ In compass readings, *latitude* and *longitude* are abbreviated when used before the degrees and spelled out when used after.

lat. 52°33'5" N.
52°33'5" N. latitude

ABBREVIATIONS

A.21.—In expressing **temperature** and **gravity**, abbreviate the name of the thermometer or hydrometer when used with figures.

23 °C (*Celsius*) 56 °F (*Fahrenheit*) 18 °API (*gravity*)
630 °R (*Rankine*)

but

187 K (*Kelvin, no degree sign used*)

Parts of Publications

A.22.—Abbreviate parts of publications when mentioned in **parentheses, footnotes, sidenotes, bibliographies, tables, and leaderwork**. (See rule P.9.2.)

app., apps. (*appendix, appendixes*)
art., arts. (*article, articles*)
bull., bulls. (*bulletin, bulletins*)
ch., chs. (*chapter, chapters*)
col., cols. (*column, columns*)
ed., eds. (*edition, editions*)
fig., figs. (*figure, figures*)
No., Nos. (*number, numbers*) (*when used in text*)
no., nos. (*when used in bibliographies*)
p. (*page, pages*) (p., *plural, exception to GPO style*)
par., pars. (*paragraph, paragraphs*)
pl., pls. (*plate, plates*)
pt., pts. (*part, parts*)
sec., secs. (*section, sections*)
subch., subchs. (*subchapter, subchapters*)
supp., supps. (*supplement, supplements*)
vol., vols. (*volume, volumes*)
v. (*volume, volumes*) (*when used in STA bibliographic style*)
– Plans, permits, and operations are listed in chapter 3, page 41.
– Plans, permits, and operations are listed in chapter 3 (p. 41).
– Exxon submitted two plans and one permit (see ch. 3, p. 41).

Plurals

A.23.—Form the plural of most abbreviations by adding **'s**. However, **units of measure** retain the same form for the plural as the singular.

EIS's 400 bbl
APD's 30 mi²

Time

A.24.—In text, do not abbreviate **weekdays** or **months**. In footnotes, tables, bibliographies, and citations and in references in parentheses, sidenotes, and illustrations, use abbreviations to save space. However, *May*, *June*, and *July* are usually not abbreviated.

- The article (from the Jan. 3 issue) was controversial.
- The article (from the June 2 issue) was controversial.
- The report was due Monday, March 3, 1993. (*text*)

but

- The planning schedule was due on April 9.
- The last OCS Order No. 5 (amended on Oct. 23, 1985) is being developed.

for text with citation in parentheses

- Pacific Oil World, Dec. 1986, v. 78, No. 6, p. 11. (*STA bibliographic style*)

A.25.—Use the abbreviated forms for weekdays and months when necessary, but note that *May*, *June*, and *July* are always spelled out and that periods are used after each of the abbreviated months.

Jan.	Feb.	Mar.	Apr.
May	June	July	Aug.
Sept.	Oct.	Nov.	Dec.
Sun.	Mon.	Tues.	Wed.
Thurs.	Fri.	Sat.	

☞ The following abbreviations may be used only when space is extremely limited—especially on charts and graphs:

Ja F Mr Ap My Je Jl Au S O N D

or when in sequence

J F M A M J J A S O N D

S M T W T F S

A.26.—When writing **fiscal year** (FY) numbers, abbreviate **FY** and the number element in parentheses, lists, footnotes, and tables. Do not abbreviate the number element in text. For help in formatting FY numbers, see Numerals, rules N.29 and N.30.

(FY '91) (*within parentheses*)

but

fiscal year 1991 (*in text*) or FY 1991 (*in text*)

ABBREVIATIONS

A.27.—For **time of day**, use *a.m.* or *p.m.* with a space between the number and the abbreviation.

10 a.m.	1 a.m. (<i>morning</i>)	1 p.m. (<i>afternoon</i>)
12 m. (<i>noon</i>)	12 p.m. (<i>midnight</i>)	

Titles, Headings, Covers

A.28.—Avoid using abbreviations in titles, headings, or covers, unless the terms are common names such as ARCO, and unless you are certain the reader will know what the terms mean (e.g., *U.S.*, *MMS*, *OCS*, and *FY*). (See also A.15 and A.26.)

Units of Measure

A.29.—Abbreviate units of measure only when used with a number.

- The layer was less than a meter thick.
- The layer was 1.5 m thick.

or

- The layer had a 1.5-meter thickness.

or

- The layer had a 1.5-m thickness.

☞ For shorter terms that are used only once in a paragraph or a few times throughout a publication, the abbreviated form may be distracting.

- The cable stretched 3 kilometers into the ocean.
- The development process took 3 months to reach production.

not

- The cable stretched 3 km into the ocean.
- The development process took 3 mo to reach production.

A.30.—Use **symbols as abbreviations** only in tables and illustrations, unless they are used parenthetically.

- The layer contained 55 percent quartz. (*not* 55%)
- More than half the layer (55%) contained quartz.

A.31.—The following list includes some of the units of measure most often used in MMS publications. The oil- and gas-related abbreviations are based mostly on *D&D Standard Oil Abbreviator* (The Association of Desk and Derrick Clubs, Third ed., 1986, PennWell Books, OK) and on MMS usage. Although variations exist, every attempt was made in this list to achieve uniformity and consistency of like abbreviations to serve as a guide. Additional abbreviations can be found in *GPO* (p. 150–153). (See also EM.9.)

- ☞ Although variations in abbreviations exist, make sure they are used consistently within a publication. Spelling out the term at first use and enclosing the abbreviation in parentheses will ensure good communication.
- ☞ When using units of measure in text, use periods only as indicated in this list. Use the same form for both singular and plural.

Units of Measure Most Commonly Used

A

A	ampere
acre	acre

B

B	billion
bbl	barrel
Bbbl	billion barrels
BBO	billion barrels of oil
Bcf	billion cubic feet
Bcfd	billion cubic feet per day
BOE	barrels of oil equivalent
BOEPD	barrels of oil equivalent per day
BPCD	barrels per calendar day
BPD	barrels per day
Btu	British thermal unit
b.y.	billion years

C

C	Celsius (<i>preferred</i>); also Centigrade
°C	degree Celsius
cal	calorie
cm	centimeter
cm ²	square centimeter
cm ³	cubic centimeter
cm/s	centimeters per second

ABBREVIATIONS

D

D	darcy
d	day
dB	decibel
dm	decimeter
doz	dozen

E

EMW	equivalent mud weight
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F

°F	degree Fahrenheit
fl oz.	fluid ounce
ft	foot, feet
ft ²	square foot, feet
ft ³	cubic foot, feet
ft/min	foot, feet per minute
ft/s	foot, feet per second

G

g	gram
gpm <i>or</i> gal/min	gallons per minute

H

H	henry
h	hecto (<i>prefix, 100</i>)
h	hour (<i>Note: Use hr to avoid possible confusion</i>)
ha	hectare
hg	hectogram
hL	hectoliter
hm	hectometer
hp	horsepower
Hz	Hertz

I

in	in (<i>Note: Use in. [followed by a period] if it could be confused with the preposition in</i>)
in ²	square inch
in ³	cubic inch
in-lb	inch-pound

J

J	joule
J/K	joule per kelvin

K

K	kelvin
k	kilo, prefix
kg	kilogram
kHz	kilohertz
kJ	kilojoule
km	kilometer
km ²	square kilometer
km ³	cubic kilometer
km/h	kilometer per hour
kn	knot (speed)
kW	kilowatt
kWh	kilowatt-hour

L

L	liter
lb	pound
lb/ft	pound per foot

M

M	thousand
Ma	million years ago (mega-annum)
Mbbl	thousand barrels
Mcf	thousand cubic feet
Mcfd	thousand cubic feet per day
MM	million
MMbbl	million barrels
MMBOE	million barrels of oil equivalent
MMcf	million cubic feet
MMcfd	million cubic feet per day
m	meter <i>or</i> milli (<i>prefix</i> , one-thousandth)
m ²	square meter
m ³	cubic meter
mg	milligram
mHz	megahertz
mi	mile (<i>statute</i>)
mi ²	square mile
min	minute
ml	milliliter
mm	millimeter
mm ²	square millimeter
mm ³	cubic millimeter
mo	month
ms	millisecond
m.y.	million years

N

N	newton
n	nano (<i>prefix</i> , one-billionth)
nmi	nautical mile
ns	nanosecond

ABBREVIATIONS

O

oz	ounce (avoirdupois)
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P

ppb	parts per billion
ppg	parts per gallon
p/m <u>or</u> ppm	parts per million
psi	pounds per square inch
pt	pint

S

s	second (<i>time</i>)
sq	square

T

T	tera (<i>prefix</i> , 1 trillion)
t	metric ton (<i>tonne</i>)
Tcf	trillion cubic feet
Tcfd	trillion cubic feet per day
ton	ton

V

V	volt
vol.	volume
v.	volume (<i>STA bibliographic style</i>)

W

W	watt
Wh	watthour

Y

yd	yard
yd ²	square yard
yd ³	cubic yard
yr	year(s)

Acronyms and Initialisms

A.32.—The following list includes many of the abbreviations (primarily acronyms and initialisms) used in MMS Offshore reports. Additional abbreviations can be found in the *GPO Style Manual*, p. 146–150.

A

AACL	Agency Advisory Committee on Leasing
AAO	Agency Authorized Officer
AAP	Affirmative Action Plan
AAPG	American Association of Petroleum Geologists
AASC	Alaska Administrative Service Center
ABACIS	Advanced Budget/Accounting Control & Information System
abbr.	abbreviation
abd., abnd.	abandoned
abs.	abstract(s)
ABSORB	Alaskan Beaufort Sea Oilspill Response Body
AC	available cut <i>or</i> allowable cut
ACEC	Areas of Critical Environmental Concern
ACMA	Alaska Coastal Management Act
ACMP	Alaska Coastal Management Program
ACO	Administrative Contracting Officer
ACS	Alaska Clean Seas
ADEC	Alaska Department of Environmental Conservation
ADF&G	Alaska Department of Fish & Game
ADP	automated data processing
AEAR	Aggregate Environmental Assessment Record
AEC	Atomic Energy Commission (<i>now</i> Nuclear Regulatory Commission)
AEG	Association of Engineering Geologists
AEIDC	Arctic Environmental Information & Data Center
AEWC	Alaska Eskimo Whaling Commission
AFS	Auditing and Financial System
AGS	Alaska Geological Society
AGU	American Geophysical Union
AHP	Area of Hydrocarbon Potential
AHRS	Alaska Heritage Resource Survey
AID	Area Identification
AIME	American Institute of Mechanical Engineers
AIPG	American Institute of Professional Geologists
AISC	American Institute of Steel Construction
AK	Alaska
ALPETCO	Alaska Petroleum Company (proposed Valdez refinery)
AMOP	Arctic Marine Oil-Spill Program
AMRAP	Alaska Mineral Resources Appraisal Program
ANCSA	Alaska Native Claims Settlement Act (1971)
ANILCA	Alaska National Interest Lands Conservation Act (1980)
ANGTS	Alaska Natural Gas Transportation System
annot.	annotated
ANSI	American National Standard Institute
ANWR	Arctic National Wildlife Refuge
AOGA	Alaska Oil & Gas Association
AOGCC	Alaska Oil & Gas Conservation Commission
AOR	Authorized Officer's Representative
APD	Application for Permit to Drill
API	American Petroleum Institute
APO	Accountable Property Officer
APOA	Arctic Petroleum Operators Association

ABBREVIATIONS

APP	Annual Procurement Plan
approx.	approximately
APSC	Alyeska Pipeline Service Company
ARCO	Atlantic Richfield Company
AS	Alaska Statute
ASDIC	Anti-Submarine Detection Investigation Committee
ASME	American Society of Mechanical Engineers
ASPE	American Society of Petroleum Engineers
ASPM	Arctic Single Point Mooring
ASRC	Arctic Slope Regional Corporation
ASTM	American Society for Testing and Materials
ATL	Atlantic
ATNPV	after-tax net present value
ATROW	Access and Transportation Rights-of-Way
avg.	average
AWC	American Welding Company
AWP	Annual Work Plan

B

BA	Basic Agreement
BACT	best available control technology
BADPSO	Bureau ADP Security Officer
BAFO	Best and Final Offer
BAST	best available and safest technology
BAT	best available treatment
BDV	blowdown values
BF	Beaufort
BFD	Burner Flame Detectors
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management
BOM	Bureau of Mines
BOP	blowout preventer
BOPE	blowout prevention equipment
BP	British Petroleum
B.P.	before present
BPA	blanket purchase agreement
BR	Bureau of Reclamation (U.S.)
BRASS	Bonus and Rental Accounting Support System
BSMC	Beaufort Sea Management Committee
BSNC	Bering Strait Native Corporation
BSR	bottom-simulating reflector
BTF	Biological Task Force
BWT	Ballast Water Treatment

C

CAA	Clean Air Act
CAD's	critical action dates
CASPPR	Canadian Arctic Shipping & Pollution Prevention Regulations
CBL	cement bond log
CCC	California Coastal Commission
CCL-PR	casing color log-perforating record
C&DB	criteria and design bases
CDP	common depth point
CDR	continuous directional survey log <u>or</u> commander
CDSO	Collateral Duty Safety Officer
CEIP	Coastal Energy Impact Program
CEQ	Council on Environmental Quality
CER	categorical exclusion review

ABBREVIATIONS

CET	cement evaluation tool
CETA	Comprehensive Employment & Training Act
CFR	Code of Federal Regulations
CHRIS	Chemical Hazard Response Information System
CI	Cook Inlet
CIDS	concrete island drilling structure
CINA	Cook Inlet Native Association
CIRI	Cook Inlet Region, Inc. (Native-owned corporation)
CIR	color infrared
C&LA	Congressional and Legislative Affairs (Office of)
C&M	construction and maintenance
CMI	Coastal Marine Institute
CMP	Coastal Management Plan (Program)
C&MU	Classification and Multiple Use Act
CNL	Compensation Neutron Log
CO	Contracting Officer
COAR	Contracting Officer's Authorized Representative
COB	close of business
COCP	Critical Operations and Curtailment Plan
COE	Corps of Engineers (U.S. Army)
COGLA	Canada Oil and Gas Lands Administration
COM	Computer Output Microfilm
COPRDM	Committee on Ocean Pollution Research, Development & Monitoring
COR	Contracting Officer's Representative
COST	continental offshore stratigraphic test (COST well)
COTR	Contracting Officer's Technical Representative
CPA	cost participation area <u>or</u> certified public accountant <u>or</u> Central Planning Area
CPC	Coastal Policy Council
CPU	central processing unit
CPUE	catch per unit effort
CRI	caisson retained island
CRREL	Cold Regions Research and Engineering Laboratory
CRSA	Coastal Resource Service Area
CRT	cathode ray tube
CSP	continuous subbottom profiling
CV	check valve
CZCC	Coastal Zone Consistency Certification
CZM	Coastal Zone Management
CZMA	Coastal Zone Management Act
CZMP	Coastal Zone Management Program
CZW	construction zone width

D

DAD	Deputy Associate Director
DAF	dissolved air flotation
DCRA	Department of Community and Regional Affairs
DEC	Department of Environmental Conservation
DEIS	draft environmental impact statement (abbr. used only within the EIS community; otherwise use <i>draft EIS</i>)
det.	determined
DIL	dual induction laterolog
DINA	Department of Indian and Northern Affairs—Canada
DISF	dual induction spherically focused (log)
DLL	dual laterolog
DLO	Directives Liaison Officer
DMEM	Division of Minerals and Energy Management
DMROV	discounted mean range of value
DNR	Department of Natural Resources

ABBREVIATIONS

DO	District Office <u>or</u> Duty Officer <u>or</u> Directive Officer <u>or</u> dissolved oxygen
DOC	Department of Commerce (U.S.)
DOCD	development operations coordination document
DOD	Department of Defense (U.S.)
DOE	Department of Energy (U.S.)
DOER	determination of effects of rules
DOI	Department of the Interior (U.S.)
DOJ	Department of Justice (U.S.)
DOL	Department of Labor (U.S.)
DOT	Department of Transportation (U.S.)
DOTPF	Department of Transportation & Public Facilities
DPP	development and production plan
DRD	detailed requirement definition
DSDP	Deep Sea Drilling Project
DST	drill stem test <u>or</u> deep stratigraphic test

E

E.	east
EA	environmental assessment <u>or</u> executive assistant
EAR	environmental assessment record
EAS	Environmental Assessment Section
ECC	Executive Coordinating Committee
ECR	Environmental Check Report
E&D	exploration & development <u>or</u> drilling
ed.	edition
EEZ	Exclusive Economic Zone
EIA	environmental impact assessment
EIR	environmental impact report
EIS	environmental impact statement
ELB	entry level bidding
elev.	elevation
EMARS	Energy Minerals Activity Recommendation System
EMRIA	Energy Minerals Rehabilitation Inventory and Analysis
EO	Executive Order <u>or</u> Equal Opportunity
EOY	end of year (FY)
EP	exploration plan
EPA	Environmental Protection Agency (U.S.) <u>or</u> Eastern Planning Area (Gulf of Mexico)
EPB	Executive Policy Board
EPCA	Energy Policy and Conservation Act
EPF	employee performance file
EPL	electromagnetic propagation log
EPS	Environmental Protection Specialist
ER	environmental report
ERDA	Energy Research and Development Administration
ERIS	Energy Research Information System
EROS	Earth Resource Observation System
ERT	Emergency Response Team
ERTS	Earth Resources Technology Satellite
ES	Environmental Studies <u>or</u> environmental statement <u>or</u> electrical survey
ESA	Earth Science Application <u>or</u> Endangered Species Act
ESDV	emergency shutdown valves
ESFC	Environmental Studies Field Coordinator
ESLO	Endangered Species Liaison Officer
ESS	emergency shutdown system
est.	estimated
E.S.T.	Eastern Standard Time
ETF	Emergency Task Force

F

FAA	Federal Aviation Administration
FACA	Federal Advisory Committee Act
FAR	Federal Acquisition Regulation
FARC	Federal Archives and Records Center
FCC	Federal Communications Commission
FCMA	Fishery Conservation and Management Act <i>or</i> Federal Conservation and Management Act
FCMP	Florida Coastal Management Program
FCZ	Fisheries Conservation Zone
FDAA	Federal Disaster Assistance Administration
FDL	formation density log
FEA	Federal Energy Administration <i>or</i> Federal Executive Association
FEIS	final environmental impact statement (abbr. used only within the EIS community; otherwise use <i>final EIS</i>)
FERC	Federal Energy Regulatory Commission
FHWA	Federal Highway Administration
FIPS	Federal Information Processing Standards
FIRM	Federal Information Resources Management Regulations
FIT	formation interval tester
FLPMA	Federal Land Policy and Management Act
FMV	fair market value
FO	Field Office <i>or</i> Field Operations
FOGRMA	Federal Oil and Gas Royalty Management Act
FOIA	Freedom of Information Act
FONSI	Finding of No Significant Impact
FP	Flag Plot
FPC	Federal Power Commission
FPL	full performance level
FPMR	Federal Property Management Regulation
FPR	Federal Procurement Regulation
FPS	Federal Protective Service
FR	Federal Register
FRC	Federal Records Center
FRLO	Federal Register Liaison Officer
FRU	Fast Response Unit
FS	Forest Service (U.S.)
FSO	Field Surveillance Officer
FSV	fail safe valves
FWPCA	Federal Water Pollution Control Act
FWS	Fish and Wildlife Service
FY	fiscal year

G

GAO	General Accounting Office
GBL	Government bill of lading
G&G	geological and geophysical
GIEC	Gulf Interstate Engineering Co.
GLORIA	Geologic Long-Range Inclined Asdic
GNP	gross national product
GOA	Gulf of Alaska
GOACO	Gulf of Alaska Cleanup Organization
GOM	Gulf of Mexico (as in Gulf of Mexico Region)
GRI	gamma ray index
GRN	gamma ray neutron (log)
GRS	General Records Schedule
GSA	Geological Society of America <i>or</i> General Services Administration
GSI	Geophysical Services Inc.

ABBREVIATIONS

H

HHS	Health and Human Services (Department of)
H.R.	high resolution
HRD	high-resolution data <i>or</i> Human Resource Department
HRGA	high rate geographical areas
HRT	high-resolution thermometer <i>or</i> temperature (log)
HUD	Housing and Urban Development (Department of)

I

IA	Interagency Agreement
IADPSO	Installation ADP Security Officer
IBLA	Interior Board of Land Appeals
ICB	Information Collection Budget
ICC	Interstate Commerce Commission
ICCO	Information Collection Clearance Officer
ICE	Interim Categorical Exclusion
I&E	Information and Education
IEEE	Institute of Electrical & Electronic Engineers
IES	induction electrical survey
IFWAT	Interagency Fish and Wildlife Advisory Team
IL	induction log
IM	instructional memorandum <i>or</i> information memorandum
INC	Incident of Noncompliance
inf.	information
INPFC	International North Pacific Fisheries Convention
inv.	investigation
I&P	Inventory and Planning
IPD	Interim Policy Document
IPHC	International Pacific Halibut Commission
IPM	Interior Procurement Memorandum
IPR	Interior Procurement Regulations
IR	infrared
IRF	infrared flight
IRT	Immediate Response Team
is.	islands
ISF	induction spherically focused (log)
ITA	International Trade Administration
ITL	Information to Lessee
ITM	information transfer meeting
IWC	International Whaling Commission
IWR	individual well record

J

J-DAM	Jack-Down Arctic Monopod
JFWAT	Joint Fish and Wildlife Advisory Team (Federal/State)

K

KANA	Kodiak Area Native Association
K-AR	potassium-argon
KGRA	Known Geothermal Resource Area
KGS	Known Geologic Structure

L

LAER	Lowest Achievable Emission Rates
LANDSAT	Land Satellite (Earth Resource Technology Satellite)
LAP	Lands Activity Plan
lat.	latitude
LDS	Lighting Detection System
LE	Leasing and Environment
LEFM	leading edge flow meter
LIA	Lands Information and Analysis (Office of)
L&MO	Lands and Minerals Operations
LMU	Logical Mining Unit
LNG	liquefied natural gas
long.	longitude
LOOP	Louisiana Offshore Oil Port
LPG	liquified petroleum gas
LS	Land Satellite
LSH	level sensor high
LSHL	level sensor high/low
LSL	level safety low (Controls)
LSS	long-spaced sonic (log)
LU	land utilization
LUD	Land Use Designation
LUP	Land Use Plan
LWC	low water crossing
LWCF	Land and Water Conservation Funds

M

MAB	Man and Biosphere Project
MAC	Mobil Arctic Caisson
MADS	Mobil Arctic Drilling System
MAP	Management Action Plan
MBO	Management by Objective(s)
MC	mining claim
MER	Maximum Economic Recovery
MERR	Maximum Efficiency Rate Reservoirs
MicroSFL	micro-spherically focused log
ML	microlog
MLA	Minerals Leasing Act
MLL	microlaterolog
MMC	Marine Mammal Commission
MMPA	Marine Mammal Protection Act
MMS	Minerals Management Service
MOA	memorandum of agreement
MODUS	mobile offshore drilling unit structure
MONTCAR	Monte Carlo (computing system)
MOU	memorandum of understanding (between Federal and State agencies)
MP	milepost
MPR	maximum production rate (wells)
MRI	Mechanics Research, Inc.
MROV	mean range of values
m.s.l.	mean sea level

N

N.	north
NA	nonattainment area
NAAQS	National Ambient Air Quality Standards
NAES	North Alaska Ecological Services

ABBREVIATIONS

NARA	National Archives & Records Administration
NARL	Naval Arctic Research Laboratory
NAS	National Academy of Sciences
NASA	National Aeronautics & Space Administration
NAWDEX	National Water Data Exchange
NCIC	National Cartographic Information Center
NDE	nondestructive examination
NE.	northeast
NEPA	National Environmental Policy Act (1969)
NEV	net economic value
NGPA	Natural Gas Policy Act of 1978
NGS	natural gamma ray spectrometry
NHPA	National Historic Preservation Act
NMFS	National Marine Fisheries Service
NMML	National Marine Mammals Laboratory
NNRLIS	National Natural Resources Library and Information System
No., Nos.	number(s) (text)
no., nos.	number(s) (in a bibliography)
NOAA	National Oceanic & Atmospheric Administration (DOC)
NOAA/ERL	NOAA/Environmental Research Laboratory
NOI	Notice of Interest <u>or</u> Notice of Intent to Prepare an EIS
NORM	naturally occurring radioactive materials
NOS	National Ocean Service
NOSC	Naval Ocean Systems Center
NO _x	nitrogen oxides
NPC	National Petroleum Council
NPDES	National Pollutant Discharge Elimination System
NPFMC	North Pacific Fisheries Management Council
NPFSC	North Pacific Fur Seal Convention
NPR-A	National Petroleum Reserve-Alaska
NPS	National Park Service (U.S.)
NRC	Nuclear Regulatory Commission <u>or</u> National Response Center
NRDC	National Resources Defense Council
NRT	National Response Team
NSB	North Slope Borough
NSF	National Science Foundation
NSPC	New Source Pollution Control
NTIS	National Technical Information Service
NTL	Notice to Lessees and Operators
NTSB	National Transportation Safety Board
NW.	northwest
NWAFSC	Northwest and Alaska Fisheries Center
NWR	National Wildlife Refuge
NWS	National Weather Service
NWSRA	National Wild and Scenic Rivers Act

O

OARS	Offshore Analysis and Records System
OAS	Office of Aircraft Services <u>or</u> oil accommodated in seawater
OBS	ocean bottom seismometer <u>or</u> Office of Biological Services
OCS	Outer Continental Shelf
OCSIP	OCS Oil & Gas Information Program
OCSIS	OCS Information System
OCSLA	Outer Continental Shelf Lands Act
OCSLAA	Outer Continental Shelf Lands Act Amendment
OD	organizational development
OEDP	Overall Economic Development Planning
OEP	Office of Emergency Preparedness
OEPR	Office of Environmental Project Review
OFI	Office of the Federal Inspector

ABBREVIATIONS

OFO	Offshore Field Operations (Office of)
O&G	oil and gas
OGIP	Oil and Gas Information Program
OGJ	Oil & Gas Journal
OHA	Office of Hearings and Appeals
OHMSETT	Oil & Hazardous Materials Simulated Environmental Test Tank
OIG	Office of Inspector General (defunct)
OMB	Office of Management and Budget
OMPA	Office of Marine Pollution Assessment (NOAA)
OMR	Offshore Minerals Regulation
ONR	Office of Naval Research
OPA	Office of Policy Analysis
OPAL-CT	opal cristobalite-tidymite
OPD	official protraction diagram
OPS	Operations <u>or</u> Office of Pipeline Safety <u>or</u> Operational Planning System
OPSO	Office of Pipeline Safety Operations
ORA	Operations, Review, and Approval
ORV	off-road vehicle
OS	oil shale
OSC	On-Scene Coordinator
OSCP	Oil-Spill Contingency Plan
OSHA	Occupational Safety and Health Administration
OSMC	Oil Spill Monitor Center
OSMCDO	Oil Spill Monitor Center Duty Officer
OS&T	offshore storage and treating vessel
OSRA	oil-spill risk analysis
OSTA	oil-spill trajectory analysis
OSVI	Oil-Spill Vulnerability Index
OY	optimum yield

P

PA	Privacy Act
P&A	plugged and abandoned
PAAS	Production Accounting and Auditing System
PAC	Pacific
PAO	Public Affairs Office
PAL	pipe analysis logging
PARS	Port Access Route Study
PAWP	Preliminary Annual Work Plan
PCS	Planning Coordination Staff
PCT	production combination tool
PD	public domain <u>or</u> position description <u>or</u> preliminary design <u>or</u> production and development
PDES	preliminary draft environmental statement
PDOD	Program Decision Option Document (see SID)
PET	Petroleum Engineering Technician
P&GS	Procurement and General Services Division
PI	principal investigator
PINC	potential incident of noncompliance
PL	proximity log
P.L.	Public Law
PMEL	Pacific Marine Environmental Laboratory
PML	proximity-microlog
PMOA	programmable memorandum of agreement
PMS	polymetallic sulfide
PNC	potential natural community
PNS	Proposed Notice of Sale
POLREPS	Pollution Reports
POSP	Platform of Opportunity Siting Program
PPEIS	Program Plan & EIS (usually called <i>Regional PPEIS</i>)

ABBREVIATIONS

PPP	Public Participation Plan
PRESTO	Probabilistic Resource Estimates–Offshore
PRL	Preference Right Lease
PRLA	Preference Right Lease Application
PS	pump station
PSD	prevention of significant deterioration <u>or</u> prevention of site deterioration
PSH	pressure sensor/high
PSL	pressure sensor/low
PSV	pressure safety valves
PU	planning unit <u>or</u> proposed unit

Q

QA	quality assurance
QC	quality control

R

RAG	Resource Appraisal Group
RCV	remote control valve
RD	Regional Director
RDA	Rural Development Assistance
RE	Resource Evaluation
RFB	Request for Bid
RFP	Request for Proposal
RFT	repeat formation tester
RGV	remote gate valve
RIK	royalty-in-kind
ROTAC	Regional Operations Technology Assessment Committee
ROW	right-of-way (pipeline)
RPA	Resources Planning Act
RRT	Regional Response Team
RSFO	Regional Supervisor, Field Operations
RSLE	Regional Supervisor, Leasing and Environment
RSP	Regional Studies Plan
RSRC	Regional Systems Review Committee
RSRE	Regional Supervisor, Resource Evaluation
RTWG	Regional Technical Working Group
RU	Research Unit
R/V	research vehicle <u>or</u> recreation vehicle
RVR	random vitrinite reflectance

S

S.	south
SAC	Safety Analysis Checklist <u>or</u> Scientific Advisory Committee
SAC/AEWC	Scientific Advisory Committee/Alaska Eskimo Whaling Commission
SAF	safety analysis function
SAFE	Safety Award for Excellence
SAIC	Science Applications International Corporation
SAR	synthetic aperture radar <u>or</u> search and rescue
SBA	Small Business Administration
SBM	single buoy mooring
s.c.	small caps
SCORP	Statewide Comprehensive Outdoor Recreation Plan
SCPS	Southern California Pipeline System
SCR	spot check report
SCSSV	surface controlled subsurface safety valve
S&D	survey and design

ABBREVIATIONS

SDV	shutdown valves
SDWA	Safe Drinking Water Act
SE.	southeast
SEG	Society of Exploration Geophysicists
SEIS	supplementary environmental impact statement (abbreviation used only within EIS community)
SEMP	Safety and Environmental Management Program
SEP	Socioeconomic Profile
SEPA	Socioeconomic Profile Area
SES	Senior Executive Service
SESP	Social and Economic Studies Program
SESPC	Socioeconomic Study Program Coordinator
S/FTPO	State/Federal Transportation Planning Organization
SHPO	State Historic Preservation Officer
SI	International System of Units
SID	Secretarial Issue Document
SLAR	side-looking airborne radar
SLC	State Lands Commission
SLRP	Strategic Long-Range Plan
SLUC	standard level user charge
SME	subject-matter expert
SNA	Scientific Natural Area
SNP	sidewall neutron porosity (log)
SOP	suspension of production
SOSP	Ship of Opportunity Siting Program
SOW	statement of work
SP	spontaneous potential <u>or</u> safety and pollution
SPC	State Pipeline Coordinator
SPCC	spill prevention control & countermeasure
SPCO	State Pipeline Coordinator's Office
SPD	spudded
SPE	Society of Petroleum Engineers of AIME
SPPE	safety and pollution prevention equipment
SPR	Strategic Petroleum Reserve
SSCR	Startup System Check Report
SSD	subsea depth <u>or</u> sale-specific document
SSDC	single steel drilling caisson <u>or</u> semisubmersible drilling caisson
SSM	Service Safety Manager
SSV	subsurface safety valve <u>or</u> surface safety valve
SW.	southwest

T

TAGS	Trans-Alaska Gas System
TAI	Thermal Alteration Index
TAP	Trans-Alaska Pipeline
TAPAA	Trans-Alaska Pipeline Authorization Act
TAPS	Trans-Alaska Pipeline System
TD	total depth
TDP	Technical Development Plan
TDT	thermal decay time (logging)
T&E	threatened and endangered
TIMS	Technical Information Management System
TLM	total lethal mortality
TLUI	Traditional Land Use Inventory
TMP	Transportation Management Plan
TOC	total organic carbon <u>or</u> table of contents
TPEC	Technical Proposal Evaluation Committee
TPM	Technical Program Manager
TR	technical report
TRIMS	Training Information Management System

ABBREVIATIONS

TSC	Technical Support Contractor
TSH	temperature sensor high
TSL	temperature sensor low
TSHL	temperature sensor high/low
TSS	traffic-separation schemes
TTI	time-temperature index
TUP	Temporary Use Permit
TVD	true vertical depth

U

U	upthrown
UA	unit agreement
UIC	Underground Injection Contract
undet.	undetermined
URA	Unit Resource Analysis
U.S.	United States (as unit modifier only; spell out as noun)
U.S.C.	United States Code
USCG	U.S. Coast Guard
USDOC	U.S. Department of Commerce
USDOI	U.S. Department of the Interior (DOI), optional, U.S. DOI
USDOT	U.S. Department of Transportation (DOT)
USFS	U.S. Forest Service
USGS	U.S. Geological Survey
UTM	Universal Transverse Mercator (coordinate system)

V

v.	volume(s) (when used in <i>STA</i> bibliographic style)
VA	valve actuators
VDL	variable density log
VIE	visual impact engineering
VLCC	very large crude carrier
vol.	volume
VSM	vertical support members

W

W.	west
WGC	Western Geophysical Company
WHOI	Woods Hole Oceanographic Institute
WM	work month (formerly <i>man month</i>)
WOGA	Western Oil and Gas Association
WQS	water quality standards
WSF	water soluble fraction
WST	well seismic tool
WY	work year (formerly <i>man year</i>)

XYZ

YKHC	Yukon–Kuskokwim Health Corporation
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