



# United States Department of the Interior

## BUREAU OF LAND MANAGEMENT

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October 29, 2007

**In Reply Refer to:**  
3120 (CA-920) P

EMS TRANSMISSION: 10/29/07  
Instruction Memorandum No. **CA-2008-005**  
Expires: 9/30/2009

To: Field Managers, Bakersfield, Ukiah, Folsom, and Hollister

From: Deputy State Director, Energy and Minerals

Subject: Use of the LR2000 National Lease Sale System Stipulation Module, **DD: 12/1/07**

Program Area: Competitive Oil and Gas Lease Sales

Purpose: WOIM 2007-068 required the State Director to ensure that all lease stipulations currently in effect shall be entered into the National Lease Sale System (NLSS) stipulation module by September 30, 2007.

Policy/Action: Laurie Moore is designated as California's primary point of contact (POC) for stipulations pertaining to discretionary Oil & Gas leasing activities within the state. Managers of field offices which may have lands identified as available for leasing are directed to submit the following information to the Deputy State Director for Energy and Minerals (CA-920) prior to December 1, 2007:

1. An estimate of what percentage of your stipulation data has been converted to digital (GIS) format, and the location (folder/file path) for data that your offices have assembled.
2. A list of the different types of stipulations records in your system.
3. Examples of your current format for stipulations. Please contact the state office GIS coordinator, Bob Milton - CASO Mapping Sciences Section (916) 978-4562, or Laurie Moore (916) 978-4377, if you have questions about how to submit these samples.
4. Further actions will be dependent upon the completeness and quality of the data entered into the LR2000 database, and upon the progress in completing the Geographic Coordinate Database (GCDB) coverage in the state. At a minimum, all field offices are directed to review and update their GIS metadata related to lease stipulations.

Timeframe: This Instruction Memorandum (IM) is effective immediately.

Budget Impact: Minimal. Field offices are expected to incorporate these revised business processes into their activities within funding targets established in the FY 2008 Annual Work Plan.

Background: Washington Office IM 2007-068, dated February 20, 2007, directed all Bureau of Land Management offices nationwide to use the LR2000 stipulation module in preparing parcels for oil and gas competitive lease sales.

Part of this process requires that all use authorization stipulations be entered into the LR2000 NLSS stipulations module and that the data be current, correct, and properly maintained. IM No. 2007-068 instructs that all stipulations developed pursuant to the land use or management framework plan currently in effect are to be entered by September 30, 2007. Individual field offices may maintain stipulation databases and information in slightly different formats. The ultimate goal is to achieve uniform stipulations data that is readily available to managers, planners and other stakeholders as part of the Bureau's improved business practices.

Manual/Handbook Sections Affected: None

Coordination: This IM has been coordinated with the California State Office Geographic Coordinate Database and Mapping Sciences Section.

Contact: Questions regarding this IM or any concerns that you may have regarding stipulations data should be submitted to Laurie Moore (916) 978-4377, or James Haerter (916) 978-4366.

Signed by:  
Richard Grabowski  
DSD, Energy and Minerals

Authenticated by:  
Richard A. Erickson  
Records Management