

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Arizona State Office
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In Reply Refer to:

1270-2/1271 (AZ-954.54) P

Supersedes:

IM No. AZ-2001-013, Chgs. 1 & 2

IB Nos. AZ-2000-016 & AZ-2002-016

EMS TRANSMISSION: 07/28/03

Instruction Memorandum No. AZ-2003-028

Expires: 9/30/2004

To: All Field Managers
Arizona Information Access Centers

From: State Director

Subject: Revised Cost Recovery Fee Schedule for the Public

Purpose: To modify Arizona Cost Recovery Fees to reflect the changes contained in the Washington Office (WO) Instruction Memorandum (IM) No. 2003-215 dated July 15, 2003. Attachment 1 to this IM provides clarification of certain items listed in the WO IM, establishes costs for Arizona products not included in the WO Cost Recovery Fee Schedule, and clarifies the terms “research” time, “search” time, and “review” time.

Background: WO IM No. 2003-215 updates the Cost Recovery Fees for use in the BLM Information Access Centers (IACs) for the sale of products or services to the public. Those changes result in the cancellation of previous issued Arizona policy on Cost Recovery.

Policy/Action: All Arizona IACs are to adopt the Cost Recovery Fees shown in the attached schedule, making note of the clarification and explanations provided. The new fees should be posted in IACs, sample lists for posting are provided in Attachment 2.

Time Frame: Effective Immediately.

Manual/Handbook Sections Affected: Manual 1270-2 Cost Recovery; Manual 1271 BLM Information Access Center.

Contact: Toni Klimek, State Records Administrator, (602) 417-9364.

Signed by: Carl Rountree
Associate State Director
For Elaine Y. Zielinski
State Director

Authenticated by: Christa Moser
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Attachments:

- 1 - BLM-Arizona Cost Recovery Fee Schedule (5 pp.)
- 2 - Lists of Products to Post in IACs (2 pp.)