



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

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In Reply Refer To:
1790 (AZ-931) P

October 1, 2004

EMS TRANSMISSION: 10/04/2004
Instruction Memorandum No. AZ-2005-001
Expires: 09/30/2005

To: All Arizona Employees

From: State Director

Subject: Development and Use of Arizona's National Environmental Policy Act (NEPA)
Projects Internet Website

Purpose: Guidelines for development, use and maintenance of a NEPA project table for Arizona's External Internet Website.

Background: Beginning October 1, 2004, a NEPA project table will be developed to provide the public with current information on all proposed NEPA projects being considered by the BLM field offices. The table will allow the public to become involved in the planning process for any BLM-Arizona project in a timely manner. Involvement by the public will help ensure the best possible project or plan is developed.

Policy/Action: All Arizona NEPA Projects will be posted to the external Arizona BLM Website as follows:

- The format or layout of the website will match that displayed in Attachment 1 - "Arizona NEPA Projects for Fiscal Year 2005 (October 1, 2004 through September 30, 2005)."
- Each action will be identified by the official Turbo NEPA project number.
- To achieve statewide consistency, the NEPA Projects legend provides a limited number of choices for the "Area Affected" and "Status" columns.
- For each project, a page-size map displaying project location information, will be linked to the word "MAP" in the "Area Affected" column.
- Completed documents and documents available for public review will be posted and available through a link on the table.
- Documents and graphics submitted for web display must comply with guidelines listed in Attachment 2 - "Preparing NEPA Documents for Web Display."
- Each Field Office Planning and Environmental Coordinator will submit the table to the External Affairs email address at 912 AZ/AZSO/AZ/BLM/DOI, as new projects are initiated. Subsequent, field office updates and changes to their tables will need to be displayed in **Red type** to ensure all new information is posted to the website.

Time frame: This IM is effective as of October 1, 2004.

Manual/Handbook Sections Affected: None

Budget Impact: None

Contact: If you have any questions, contact Gregg Simmons, State Planning and NEPA Program Lead, at 602-417-9446, or Deborah Stevens, Public Affairs Specialist, at 602-417-9215.

SIGNED BY:
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Attachments:

- 1 - Arizona NEPA Projects for Fiscal Year 2005
(October 1, 2004 through September 30, 2005) (3 pp.)
- 2 - Preparing NEPA Documents for Web Display (2 pp.)