

United States Department of the Interior
BUREAU OF LAND MANAGEMENT
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To: All Washington Office and Field Officials
Attn: Records Managers and Publications Managers

From: Director, National Business Center

Subject: CFR and Miscellaneous Publications Distribution List

DD: 09/06/02

To help us prepare for upcoming requests from the National Archives for our FY 2003 Code of Federal Regulations (CFR) requirements, please update the attached CFR order form. Also attached is a similar list for some Department of the Interior (DOI) and Bureau of Land Management (BLM) publications. Using the attached order forms, State Offices can gather the information from their subordinate offices and submit a request for the entire state organization. Similarly, Washington Office Group Administrators can consolidate the needs of their teams. Because costs for publications continue to rise, we recommend that everyone place orders judiciously for their organization. Please note that CFRs and other publications, such as the Public Land Statistics, are available on the Internet at <http://www.blm.gov/nhp/browse.htm#pubs>.

Each year, the DOI receives several free copies of each CFR, and BLM is able to share in the distribution of these copies. Most of the CFR chapters and parts are received this way, at no charge to the requesting offices. However, because of the large quantities required for the more commonly used books, we must purchase additional copies. When this happens, the requesting offices will be asked to provide a cost code to pay for their portion of the order. The dollar amount and the quantity required will not be known until next fiscal year. Please take this into consideration when developing next year's publications budget.

The Federal Register has been added to the Publications Survey Form, and this publication is available electronically at http://www.gpo.gov/su_docs/aces/aces140.html. By using the electronic version, we are able to save paper, reduce printing expenses, and avoid problems with delayed deliveries. Based on this, we recommend that everyone review their requirements for paper copies of this publication. When your review is complete, please tell us the quantity you need. It is important to include a quantity

for the Federal Register; otherwise, we will have to cancel your office's subscription.

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Please complete the attached forms and fax them by September 6, 2002, to the Bureau Printing Officer, Lee Campbell (BC-651), at 303-236-9470. If you have any questions or require assistance, please contact Lee at (303) 236-9422.

Thank you for providing us with the information we need to be able to meet your publications needs.

Signed by:
Dennis Sykes
Director, National Business Center

Authenticated by:
Melodie A. Lloyd
Executive Coordinator

2 Attachments

- 1 - Official CFR Distribution List (10 pp)
- 2 - Annual Miscellaneous Publications Survey (1p)

Distribution

BC-651
ST-150A, BLM Library
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DEPARTMENT OF THE INTERIOR
2003 ANNUAL SURVEY (CFR)
INDIVIDUAL COPIES

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CFR 01: General Provisions	
CFR 03: The President	
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CFR 05: Admin Personnel	PART 1 TO 699
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