



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

P.O. Box 2965

Portland, Oregon 97208



In Reply Refer to:

2812/9100 (OR-936/959) P

January 11, 2006

EMS TRANSMISSION 01/12/2006

Information Bulletin No. OR-2006-061

To: District Managers: Salem, Eugene, Roseburg, Coos Bay, Medford, and Lakeview
Attn: Field Managers, Operations Chiefs, and Field Services

From: Deputy State Director for Resource Planning, Use and Protection

Subject: Review of Tracking, Billing, and Collection Procedures for O&C DD: 2/28/06
Logging Road Right-of-Way Permits and Agreements

The State Director has asked for an administrative review of the O&C logging road right-of-way program in western Oregon during fiscal year 2006. The purpose of this review is to ensure that office functions are in place and operational for tracking, charging, and receiving fees for maintenance and use of Bureau of Land Management (BLM) roads authorized under O&C logging road right-of-way permits and agreements. Fee collection provides direct funding for the BLM's road maintenance program and is required by federal regulations in 43 CFR 2812.

A review team has been formed and includes representatives from BLM management, realty, engineering, and administrative functions. The review team would like to begin a preliminary assessment of the tracking, billing, and collection functions at each office. In order to provide focal points for subsequent field visits, each District is required to provide the following information:

1. Road Use Report Register (Oregon form OR 2812-7 or equivalent) for all O&C logging road right-of-way permits and agreements where active hauling had occurred on BLM roads or road improvements during calendar years 2004 and 2005.¹
2. An organizational flow chart showing District personnel involved in the tracking, billing, and collection of fees for O&C logging road right-of-way permits and agreements. Include employee name, title, organizational code, and roles and responsibilities.

¹ The use of a Road Use Report Register was instituted in Instruction Memorandum OR 86-143, dated 12/10/85 and continues as a program requirement. See Chapter VIII of BLM Manual Handbook H-2812-1, Guidelines for the Administration of the O&C Logging Road Right-of-Way Regulations in Western Oregon, Release 2-165, dated 1/12/05.

3. A narrative outline of District procedures for tracking, billing, and collecting payments for O&C logging road right-of-way permits and agreements.
4. Identification of the reporting period (monthly, quarterly, annually, etc.) for each O&C logging road right-of-way permit or agreement as shown in the terms and conditions or as otherwise agreed upon with the Permittee.

Information should be sent via e-mail or hardcopy to John Styduhar, OR 936. Due date for this information is 2/28/06. Also include the name of your District representative for questions concerning the information provided. If you have any questions regarding this request, please contact John Styduhar, Realty Specialist, Oregon State Office, at 503-808-6454.

A copy of form OR 2812-7 is available on the Oregon State Office Information Mall at:

<http://web.or.blm.gov/records/forms/OregonFormsRegister-html.htm>

Districts with Unions are reminded to notify their unions of this Information Bulletin and satisfy any bargaining obligations before implementation. Your servicing Human Resources Office or Labor Relations Specialist can provide you assistance in this matter.

Signed by
Michael S. Mottice

Authenticated by
Mary O'Leary
Management Assistant

Distribution

WO-350 (1000-LS)
OR-056 (Suzanne Wiley)
OR-100 (Mark Buckbee)
OR-102 (Sherry Andrews)
OR-915 (Colleen McBeth)
OR-959 (Dick Bergen)