To: Forest Supervisors, Directors, Area Manager, and BLM District Managers, Deputy State Directors, Staff and Branch Chiefs

Subject: Reciprocal Delegations of Authority between Bureau of Land Management (BLM) and the Forest Service (FS)

This Instruction Memorandum (IM) updates and extends the pilot test period for Reciprocal Delegations between the Bureau of Land Management (BLM) and Forest Service (FS) through FY 2005.

The 1998 Appropriations Act (Public Law 105-83 dated November 14, 1997) authorized the Secretaries of Interior and Agriculture to “make reciprocal delegations of their respective authorities, duties, and responsibilities in support of joint pilot programs to promote customer service and efficiency in the management of public lands and national forests.” BLM’s Washington Office (WO) and the United States Department of Agriculture (USDA) Secretary’s Memorandum delegated that authority to BLM’s State Directors and FS officials, who further delegated it to the Field Manager/Forest Supervisor level. This Instruction extends this delegation period through FY 2005.

Section 330 of Public Law 106-291 dated 10/11/2000 extends the Reciprocal Delegations of Authority between BLM and the FS through FY 2005, and reads as follows: “The Secretaries of Interior and Agriculture may pilot test agency-wide joint permitting and leasing programs, subject to annual review of Congress, and promulgate special rules as needed to test the feasibility of issuing unified permits, applications, and leases. The Secretaries of Interior and Agriculture may also make reciprocal delegations of their respective authorities, duties and responsibilities in support of the “Service First” initiative agency-wide to promote customer service and efficiency.”

For each delegation of authority between agencies, documentation must be prepared which cites language from the above paragraph, shows the authorities to be delegated, states the individual(s) to whom the authorities are delegated, the anticipated benefits to BLM or the FS by delegating these authorities and a name of the responsible field manager. In addition, the delegation must explain that employees must comply with all laws, regulations, policies and labor-management agreements applicable to the other agency’s lands and that they cannot utilize legal authorities which are not available to that agency.

The attached sample format will be used in most cases to document reciprocal delegations of authority between the BLM in Oregon/Washington (OR/WA) and Region 6 of the FS. The format can be easily modified to reflect reciprocal authority to different levels as long as the requirements in paragraph four are included.

For further information, please contact Glencora Lannen, BLM OR/WA at 503-808-6434 or Roy Roosevelt, FS Director of Human Resources at 503-808-2600.
1. Authority

Section 330 of Public Law 106-291, dated 10/11/2000, extends the Reciprocal Delegations of Authority between Bureau of Land Management (BLM) and the Forest Service (FS) through FY 2005. It reads as follows: “The Secretaries of Interior and Agriculture may pilot test agency-wide joint permitting and leasing programs, subject to annual review of Congress, and promulgate special rules as needed to test the feasibility of issuing unified permits, applications, and leases. The Secretaries of Interior and Agriculture may also make reciprocal delegations of their respective authorities, duties and responsibilities in support of the “Service First” initiative agency-wide to promote customer service and efficiency.”
2. Documentation

The tables below provide examples of positional based delegation authority (Administrative Office) or project based delegated authority (timber sales administration permits).

### Table A (BLM to FS)

<table>
<thead>
<tr>
<th>Office</th>
<th>Authority to be delegated to FS</th>
<th>Position(s) to whom the authority is delegated</th>
<th>Anticipated benefits (cost savings, time, etc)</th>
<th>Name and phone number of Field Office Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division of Administration</td>
<td>Administrative Officer</td>
<td>John Doe Administrative Officer</td>
<td>1. Save 1 FTE 2. One stop shopping</td>
<td>Jane Smith (202)555-1212</td>
</tr>
<tr>
<td>Klamath Falls Field Office</td>
<td>Field Manager</td>
<td>Charles Jones District Ranger</td>
<td>1. Save 1 FTE and $$ 2. 50% decrease in approval time on permits and applications</td>
<td>Grace Johnson (202)555-1212</td>
</tr>
</tbody>
</table>

### Table B (FS to BLM)

<table>
<thead>
<tr>
<th>Office</th>
<th>Authority to be delegated to the BLM</th>
<th>Position(s) to whom the authority is delegated</th>
<th>Anticipated Benefits (cost savings, etc)</th>
<th>Name and phone number of Field Office Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fremont National Forest</td>
<td>Administrative Officer</td>
<td>Janet Yale, Interagency Administrative Officer</td>
<td>1. Save ½ FTE 2. Increase customer satisfaction (one stop shopping)</td>
<td>Margaret Hastings (541)555-1212</td>
</tr>
<tr>
<td>Lakeview Ranger District Office</td>
<td>Timber Sales Administration - Permits</td>
<td>Joe Collins, Forester</td>
<td>1. Increase customer satisfaction with one stop shopping (ability to purchase permits at several places rather than only one) 2. One stop shopping</td>
<td>Steven Larson (541)555-1212</td>
</tr>
</tbody>
</table>

3. Conditions

This agreement is non-reimbursable in that neither agency will reimburse the other for salary and benefit expenses incurred under the terms of this agreement. If there are exceptions, separate individual agreement(s) will be prepared in cases where there will be reimbursement.

All designees of delegations for BLM/FS must comply with all laws, regulations, policies, and labor-management agreements applicable to BLM/FS lands and employees. BLM/FS employees cannot utilize legal authorities which are not available to the other agency.

4. Amendments and Termination

This agreement will terminate September 30, 2005. Either party may propose changes to this agreement within the limits of its terms. Such changes will be in the form of an amendment and will become effective upon signature by the positions shown below. This agreement may be terminated by mutual agreement or sixty (60) days written notice by either position.

5. Signatures

This agreement becomes effective as of the date of the last signature below:

Forest Supervisor, Fremont National Forest  Date