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GENERAL ADMINISTRATION												
→ 1102	Approve Smart Card applications for employees and volunteers.			X		X	X			X	X	X
→ 1102	Approve Smart Card applications for a contractor's employee. *Contracting Officer's Representative Only.			*	*	*	*	*	*	*	*	*
→ 1102	Approve Smart Card applications for Law Enforcement officers. *Special-Agent-in-Charge Only											
→ 1102	Approve Smart Card applications for System Administrators. *Chief Information Officer Only						*					
1103	Authorize employees and volunteers to wear uniforms and approve uniform allowances.			X	X	X	X	X	X	X	X	X
1103	Approve exceptions to the standard uniform components for safety or health purposes.			X	X	X	X	X	X	X	X	X
SAFETY												
1112	Authorize appropriate financial and staffing resources to effectively implement and maintain the required Safety and Occupational Environmental Health Program, pursuant to the following: - Public Law 91-596, "Occupational Safety and Health Act of 1970," Sections 6 and 19. (485 DM, 29CFR1960.7) - Executive Order 12196, "Occupational Safety and Health Programs for Federal Employees." - Title 29, Code of Federal Regulations (CFR) Part 1960, "Basic Program Elements for Federal Employee Occupational Safety and Health Programs and Related Matters." - National Consensus Standards.			X			X			X		
1112	Approve, where necessary, entry of BLM employees onto officially controlled, low-risk sites that are limited to Level D personal protective equipment. Assure that employee's position description reflects site entry and that all applicable safety and health laws are applied. Otherwise, no BLM employee will be allowed entry on a known hazardous materials site. *State Director only.			O								
1112	Appoint a qualified State Safety Manager.			X			X					
1112	Designate Safety and Health Coordinator for each Field Office			X						X		
1112	Authorize annual inspections of all facilities and approve abatement actions.			X		X	X			X		
→ 1112	Appoint Serious Accident Investigation Teams upon notification of an employment related accident which resulted in a fatality or the hospitalization of 3 or more employees; or accidental damage or loss to Government property exceeding \$250,000; or multiple visitor fatalities or hospitalization of 3 or more visitors.			X								
1112	Appoint Boards of Inquiry to review the circumstances relating to fatalities and serious accidents or losses, upon recommendation by the BLM Safety Manager (WO-740). *Director/Deputy Director			*								
1112	Approve Risk Management Plans (Job Hazards Analysis (JHA)). *All Supervisors			*	*	*	*	*	*	*	*	*
1112	Approve the BLM Safety Award for best safety performance by a State, upon recommendation by the BLM Safety Manager (WO-740). *Director/Deputy Director			*								
1112	Appoint management members to Safety Committees within their respective jurisdictions. (NOTE: Safety Committees shall have equal representation of management and non-management employees. Refer to 29 CFR 1960.37(b)(2) for rules of appointment for non-management employees).			X		X	X			X		
1112	Approve purchase of personal protective equipment (PPE) for all programs.			X	X	X	X	X	X	X	X	X
1112	Authorize motor vehicle road tests determined to be appropriate and appoint examiners.			X		X	X			X		
1112/1703	Approve entry of authorized BLM employees onto unknown or potentially hazardous substance release sites, for specific purpose within scope of their job duties. In some limited situations, employees are allowed to enter sites utilizing Level C r B personal protective equipment. Assure that employee's position description reflects site entry and that all applicable safety and health laws are applied. Otherwise, no Bureau employee will be allowed entry on a known hazardous materials site.			O								
→ 1112/1386	Appoint Tort Claims Administrators.			X								
→ 1112/1386	Serves as Tort Claims Officer. Investigates accidents or occurrences which may result in tort claims, processes tort claims and report to the Field Solicitor (includes employee claims).			X			X			X		



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OFFICIAL USE OF HORSES													
→ 1113			Authorize Use of Employee's Horses.		X		X				X		
VOLUNTEERS													
→ 1114			Enter into agreements with volunteers and volunteer groups that wish to contribute services.		X		X	X			X	X	X
EMERGENCY ASSISTANCE													
1170			Provide assistance in case of disasters in any part of the United States when requested by the President through the Federal Emergency Management Agency (FEMA). (See 43 CFR 1815 and 42 U.S.C. 1742)		X								
1170			Assist State Directors in periods of disaster upon request.		X								
1170			Provide disaster assistance when requested by FEMA by coordinating the movement of the closest forces capable of performing the relief requested.		X								
1170			Provide a facility to temporarily operate the BLM in the event of military attack.		X								
1170			Provide assistance to help alleviate the effects of a local disaster within the ability of the personnel and equipment in the area at the time of the emergency.		X								
1170			Provide emergency Civil Defense assistance.		X								
ORGANIZATIONAL CONTROL													
→ 1202			Approve changes in organization structure and functions for State and Field Offices. *Director/Deputy Director	*									
→ 1202			Approve all changes in location or status of BLM offices outside the leasing process. *Assistant Secretary, Land and Minerals	*									
→ 1202			Approve changes in boundaries - Field Offices. *Director/Deputy Director	*									
→ 1202			Approve changes to State Office geographical responsibilities. *Assistant Secretary, Land and Minerals	*									
→ 1202			Approve functional statements within organization structure approved by the State Director.		X		X	X			X		
→ 1202			Approve establishment or abolishment of Associate or Assistant Field Managers.		X								
1203			Approve reciprocal delegations of authority, on a trial basis through Fiscal Year 2005, in conjunction with the Forest Service.		X		X	X			X		
1203			Designate Acting Officials.		X	X	X	X	X	X	X	X	X
RECORDS AND INFORMATION MANAGEMENT													
1220			Approve Federal Register Notices on Information Collections and OMB 83-1 (SF-83) forms. *Assistant Director/Group Manager, Regulatory Affairs	*									
1220			Approve new or revised subject codes. *Assistant Director/Group Manager, Regulatory Affairs	*									
1220			Authority to transfer records to and access records from the National Archives and Records Administration (SF-258). *State Records Administrator					*					
1220			Authority to transfer records to and retrieve records from the Federal Records Center (SF-135). *Records Administrator					*			*		
1220			Authority to sign Notices of Destruction NARA after review and concurrence by program officials or owners of records. *State Records Administrator					*					
1221			Sign Manuals and Handbooks within their area of authority.		X								
1221			Sign Instruction Memorandums and Information Bulletins within their area of authority.		X		X	X			X		
1223			Approve BLM forms. *Assistant Director, Business and Fiscal Resources.	*									
1223			Approve local forms after approval by the Privacy Act Officer. *Records Manager					*			*		
1223			Prescribe and issue "Public Use" forms. (Requires Department and Office of Management and Budget approval). *Assistant Director, Communications.	*									
INTRA-BUREAU COMMITTEES													
1230			Create, change, or manage intra-Bureau committees (308DM1.3A)		X								
EVALUATIONS													
→ 1240			Authorize and approve General Management Evaluations.		X								
→ 1240			Authorize and approve Program Evaluations and Special Evaluations.		X		X	X			X		
→ 1240			Authorize and approve Technical Procedures Reviews.		X		X	X			X		
1245			Responses to Audit Reports addressed directly to the State may be signed by the State Director or the next higher level of management.		O								
1245			Approve responses to draft/final Audit Reports within their area of responsibility.		X		X	X			X		



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INFORMATION RESOURCES MANAGEMENT											
→ 1263	All IT investments meeting the minimum State/Center level screening criteria must follow their respective ITIM processes. The screening criteria for a State/Center level investment are; any Information Technology Investment with a total life cycle cost of less than \$500,000 where the State/Center has a CIO-certified and functioning ITIB, or any proposed investment with a life cycle value of less than \$50,000 where the State/Center does not have a CIO-certified and functioning ITIB. *Associate State Director as Chair of the State ITIB		*								
RECORDS ADMINISTRATION											
1270	Request records disposition approval from the National Archives and Records Administration. *Group Manager, Information Resources Management Policy and Records Group (WO-560).	*									
1270	Designate permanent employees to certify copies of records and attest to the source and authenticity of records.		X		X	X			X		
FREEDOM OF INFORMATION ACT/PRIVACY ACT											
1278	Authority to Sign "no record" Freedom of Information Act (FOIA) responses after consultation with the office of the solicitor. (43 CFR 2.16)		X			X			X		
1278	Authority to Sign Freedom of Information Act (FOIA) responses to release documents after consultation with the office of the solicitor. (43 CFR 2.16)		X			X			X		
1278	Authority to Sign Freedom of Information Act (FOIA) responses to withhold a requested record after consultation with the office of the solicitor.		O								
1278	Authority to Sign Freedom of Information Act (FOIA) responses to release a record which is exempt from disclosure after consultation with the office of the solicitor.		O								
1278	Authority to Sign Freedom of Information Act (FOIA) responses to deny a fee waiver after consultation with the office of the solicitor.		O								
1278	Authority to sign interim FOIA responses which include clarification of fee issues, scope of the FOIA request, and request for extensions.		X			X	Records		X		
1278	Deny Privacy Act requests with concurrence of PA Officer (43 CFR 2.64).		O								
→ 1278	Release Privacy Act records.		O								
→ 1278, 1400-293	Authority to release personnel records (see WO IM 2005-108).		X			X	HRM				
FISCAL ACCOUNTING											
1301	Approval of BLM Financial Management Systems in compliance with Treasury, Office of Management and Budget, and Federal Accounting Standards Advisory Board Accounting Principles and Standards as prescribed by law and regulations. *Assistant Director, Business and Fiscal Resources, only.	*									
1301	Financial systems design and application to specific areas (e.g., Cash Management, Assets, Liabilities, Equity Accounts, etc.). *Director, National Business Center, only.	*									
1307	Management Control Reviews. BLM's Management Control Plan as required under the Federal Manager's Financial Integrity Act and OMB Circular A-123. *Director/Deputy Director	*									
1307	Management Control Reviews. Management Annual Assurance Statement. *Director/Deputy Director	*									
1320-1323	Approve use of cost procedure systems and systems to record financial transactions that represent obligations and liabilities of the BLM. *Assistant Director, Business and Fiscal Resources.	*									
1320-1323	Approve billing and collection systems for monies due the BLM from cost recoverable projects. *Director, National Business Center.	*									
TIME AND ATTENDANCE											
1341	Approve and certify time and attendance reports. *Supervisors		*	*	*	*	*	*	*	*	*
1341	Approve time and attendance for Field Managers		X								
1341	Approve time and attendance for Administrative Officers		X						X		
→ 1341	Approve time and attendance for the State Director		ASD			X					
DELINQUENT ACCOUNTS											
→ 1371	Authorize cancellation of bills in the Collections and Billings System (CBS), including late fees or interest. (BLM Manual 1371.62)		X			X			X		
1371	Authorize waivers (full or partial) in the Collections and Billings System for bills, including late fees.		X						X		



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1372	Signatory authority for correspondence associated with the collection and billing process including declining deposit accounts, transfers, refund inquiries, collection transmittals, and notices of return remittance.		X				Records				
→ 1374	Authorize refunds, transfers and returns from the Collections and Billings System so Accounts staff can process refunds. This is a 3-step process in CBS. Resources initiates the refund, Accounts adds additional information for Denver to cut the check, IAC Supervisor approved the refund and forwards the request to Denver. 1 - Resources staff who have authority to enter refunds, transfers and returns from CBS. 2 - Accounts staff completes refund action and approval.		X		1		2		1	1	1
1374	Approve BLM refund in Collections and Billings System.		X				Records, IAC Supervisor		X		
1375	Approve suspension or termination of collection actions on debts (up to \$100,000) due the United States upon approval by Field or Regional Solicitors.		X								
1375	Refer delinquent debt to the Department of Treasury. *Director, National Business Center	*									
1375	Write off delinquent debt. (All debt over 2 years old MUST be written off. Any debt not written off requires written justification through the Department of Treasury to OMB). *Director, National Business Center	*									
1375	Accept payment on debt referred to Department of Treasury. *Director, Department of Treasury.	*									
TRAVEL											
→ 1382	Approve travel for pre-appointment interviews.		X		X	X			X		
1382	Approve or authorize travel connected with programs in their respective offices, including travel of advisory board members and use of rental cars. Does not include travel for attendance at non-government meetings, pre-appointment interviews, or travel by experts or consultants.		X	X	X	X	X	X	X	X	X
→ 1382	Conference travel for 30 or more Federal government employees. *WO approval needed.	*									
1382	Approve/deny temporary storage beyond 90 days.		X			X					
1382	Approve/deny temporary quarters.		X			X					
1382	Authorize travel to seek resident quarters.		X			X					
1382	Approval of intrastate permanent change of station travel.		X								
1382	Approval of interstate permanent change of station travel. *Assistant Director, Business and Fiscal Resources, only.	*									
1382	Approve travel of experts and consultants. *Assistant Director, Business and Fiscal Resources.	*									
1382	Approve travel voucher for Field Managers		X			X		X			X
1382	Approve travel voucher for Administrative Officers		X			X			X		
1382	Approve travel voucher for the State Director		ASD			X					
1382	Approve reimbursement of actual subsistence expenses.		X			X			X		
1382	Approval of travel advances and vouchers for transfer of employees to new duty station.		X			X					
→ 1382.14/1788	Approval or authorization of travel for attendance at non-government meetings in the United States.		X		X	X			X		
1382	Approve travel to foreign countries. *Assistant Secretary, Land and Minerals Management, must approve most foreign travel; however, State Directors may approve travel under certain exceptions as stated in 547 DM 7. This authority cannot be re-delegated.	*	O								
1382	Approve requests, with justification, for not reducing the maximum allowable per diem to 55% of for employees on emergency travel assignments that exceed 30 days. NBC must approve re-delegation to FM. SD must approve re-delegation to traveler's supervisor. (re: IB OF&A 2002-021, FTR 301-7.12a-d)		X								
FINANCE											
1384	Approval of Accountable Officers. *Group Managers and Center Directors	*									
1384	Approval of Collection Officers.		X			X					
PERSONNEL - EMPLOYMENT											
1400-275	Initiate Personnel Management Evaluation.		X								
→ 1278, 1400-293	Authority to release personnel records (see WO IM 2005-108).		X			X	HRM				
→ 1400-300	Approval of Details.		X		X	X			X		
1400-300	Approve directed reassignments to key positions. *Director/Deputy Director	*									



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1400-300	Approve directed reassignments to all other positions (directed reassignments across State/Center lines require obtaining State Director/Center Director concurrence).			X						X		
→ 1400-300	Approve details to key positions not to exceed 120 days. *Assistant Secretary, Director, Deputy Director		*									
→ 1400-300	Approve details to Senior Executive Service positions not to exceed 120 days. *Assistant Secretary, Director, Deputy Director		*									
→ 1400-300	Approve details to Senior Executive Service positions over 120 days. (Note: Details to Senior Executive Service positions over 240 days must be approved by the Office of Personnel Management.) *Assistant Secretary, Director, Deputy Director		*									
→ 1400-300	Approve details involving Memorandums of Understanding. (Federal funds may not be obligated in a Memorandum of Understanding.) *Assistant Director, Human Resources Management.		*									
1400-302	Authorize Temporary Limited Appointments.			X				HRM				
1400-302	Hire emergency employees.			X				Fire, HRM	X	X		Fire
1400-311	Powers of appointment and removal (SF-50) - GS-1 through GS-15. (Certain key positions require Secretarial approval. Refer to 370 DM 311.)			X			X	HRM				
1400-311	Powers of appointment and removal (SF-50) - Wage System Position. (Certain key positions require Secretarial approval. Refer to 370 DM 311.)			X			X	HRM				
→ 1400-311	Authorizing the initiation of SF-52s for personnel actions and position changes.			X	X	X	X	X	X	X	X	X
1400-311	Approve SF-52s (Request for Personnel Action) for personnel actions and position changes			X		X	X	HRM	X	X		
1400-311	Administer Oath of Office.			X			X	HRM	X	X		
1400-317	Senior Executive Service - Position Approval. See BLM 1203 Manual			X								
1400-317	Senior Executive Service - Recommends (SES) Position. See BLM 1203 Manual			X								
1400-317	Senior Executive Service - Recruitment of Senior Executive Service positions. *Assistant Director, Human Resources Management.		*									
1400-317	Senior Executive Service - Selection of Senior Executive positions. See BLM 1203 Manual			X								
PROMOTION AND INTERNAL PLACEMENT												
1400-334	Approval of Intergovernmental Personnel Act Assignments. *Assistant Director, Human Resources Management.		*									
→ 1400-335	Recruitment for all positions GS-15 and below.			X			X	HRM				
→ 1400-335	Approval of selections for all GS-15 positions with exception of ASD, DAD, DSD, NCD, National Office Deputy, WO-GS-15, all field managers GS-14 and above, and NLCS managers; must have National Personnel Management Committee (NPMC) approval. *Director/Deputy Director		*									
1400-335	Approve selection of Public Affairs Officers and related public affairs positions. *Assistant Director, Communications.		*									
1400-335	Consultant and Expert Appointment. *Director/Deputy Director		*									
1400-335	Approve selection of Personnel Officers and Equal Employment Opportunity Officers. *Assistant Director, Human Resources Management.		*									
→ 1400-335	Reassignments (with concurrence of State Office Human Resources).			X		X	X			X		
1400-351	Approval of Reduction in Force. *Assistant Director, Human Resources Management. CD, SD, FA and LE have authority to review and advise as appropriate.		*									
TRAINING												
1400-410	Authorize Training (including non-government up to 120 hours)			X	X	X	X	X	X	X	X	X
1400-410	Approve Individual Development Plans (IDPs). *Second Level Supervisors			*	*	*	*	*	*	*	*	*
PERFORMANCE MANAGEMENT												
1400-430	Prepare Annual Performance Plans and Summary Ratings. *All first-level supervisors			*	*	*	*	*	*	*	*	*
1400-430	Develop/Approve Performance Improvement Plans. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
→ 1400-430	Concur with Summary Ratings of "Exceptional," "Minimally Successful," and "Unsatisfactory." *Second level supervisors (with concurrence of State Office Human Resources)			*	*	*	*	*	*	*	*	*



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→ 1400-430	Review performance rating appeal. *Second level supervisors			*	*	*	*	*	*	*	*	*
1400-432	Performance Based Actions - Issue Notices of Proposed Adverse Actions. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-432	Performance Based Actions - Issue Notices of Decisions. *All second level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
INCENTIVE AWARDS												
→ 1400-451	Approve Awards: Star awards (\$925-\$10,000 gross)			X		X	X			X		
→ 1400-451	Approve Awards: Individual Awards up to \$5,000.			X		X	X			X		
→ 1400-452	Approve Awards: Individual Awards of \$5,000. *Director/Deputy Director		*									
→ 1400-451	Approve Awards: Individual Awards \$5,001-\$10,000. *Assistant Secretary, Land and Minerals Management		*									
→ 1400-451	Approve Awards: Group Awards up to \$5,000.			X		X	X			X		
→ 1400-451	Approve Awards: Group Awards \$5,000-\$10,000 so long as no one individual receives \$5,000 or more. *Director/Deputy Director		*									
→ 1400-451	Approve Awards: Awards in Excess to \$10,000. *Must be approved by the Office of Personnel Management.		*									
→ 1400-451	Approve Awards: Senior Executive Service cash award. *Assistant Secretary, Land and Minerals Management		*									
→ 1400-451	Approve Awards: On the Spot Awards of \$50-\$500 (Net)			X		X	X			X		
→ 1400-451	Approve Awards: Nonmonetary awards up to \$100			X	X	X	X	X	X	X	X	X
→ 1400-451	Approve Awards: Nonmonetary awards over \$100			X		X	X			X		
→ 1400-451	Approve Awards: Time off not to exceed 1 work day *First level supervisors			*	*	*	*	*	*	*	*	*
→ 1400-451	Approve Awards: Time off up to 40 hours			X		X	X			X		
→ 1400-451	Approve Star Relocation Awards (\$5,000)			X			X					
→ 1400-451	Approve Performance Awards resulting from "Exceptional" Summary Rating. *Second level supervisors			*	*	*	*	*	*	*	*	*
→ 1400-451	Approve Performance Awards resulting from "Superior" Summary Rating. *First level supervisors			*	*	*	*	*	*	*	*	*
POSITION CLASSIFICATION												
1400-511	Position Classification - All positions GS-1 through GS-14 and Wage System positions except positions requiring Departmental approval.			X			X	HRM				
1400-511	Position Classification - GS-15 positions. *Assistant Director		*									
1400-511	Position Classification - Precedent setting classifications affecting 10 or more positions BLM-wide. *Assistant Director, Human Resources Management.		*									
1400-511	Position Classification - Appeals decided in BLM. *Assistant Director, Human Resources Management and Director, National Human Resources Management Center.		*									
PAY RATES AND SYSTEMS												
1400-531	Approve Superior Qualifications Appointment not to exceed 20 percent above candidate's existing rate of pay. Over 20 percent of existing rate of pay requires the Assistant Secretary approval.			X								
1400-531	Approve within-grade increases. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-531	Approve Quality Step Increases. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-531	Denial of within-grade increases. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-531	Reconsideration of denials of within-grade increases. *All second-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-536	Grant optional grade and pay retention in major reduction or reorganization.			X			X	HRM				
→ 1400-550	Approve Overtime and Holiday Pay.			X	X	X	X	X		X	X	X
1400-550	Approve Overtime and Holiday Pay during emergency situations in absence of authorized official. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
→ 1400-550	Approve Hazard and Environmental Differentials.			X		X	X	X	X	X	X	X
1400-550	Approve Hazard and Environmental Differentials - During emergency situations in absence of authorized official. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-550	Approval Student Loan Repayment Benefit Plan. *Assistant Director, Human Resources Management-cannot be re-delegated.		*									



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→ 1400-571		Payment of travel and transportation expenses for new appointees to the first post or duty.		X			X	HRM				
1400-571/1382		Payment of travel and transportation expenses for pre-employment interviews.		X		X	X			X		
1400-575		Recruitment, Relocation, and Retention Allowances - Fire Positions. *Director, Fire and Aviation.	*									
1400-575		Recruitment, Relocation, and Retention Allowances - Approval for GS-15 and below. *Assistant Director, Human Resources Management (After review and advice by SPO). Cannot be re-delegated.	O									
ATTENDANCE AND LEAVE												
→ 1400-610		Approve and set hours of duty.		X						X		
1400-610		Approve alternate work schedules. * All first level supervisors.		*	*	*	*	*	*	*	*	*
1400-610		Approve Telecommuting and Flexible Workplace.		X		X	X			X		
1400-610		Approve and set individual hours of duty consistent with established policy. *All first level supervisors.		*	*	*	*	*	*	*	*	*
1400-610		Authorize group dismissal pursuant to BLM Manual 1400-610.17 (administrative leave).		X			X			X		
1400-610		Establish office hours.		X						X		
1400-610		Establish core time hours, flexible time bands, and office hours of duty.		X		X	X			X		
ABSENCE AND LEAVE												
1400-630		Approve Absence and Leave. *All first-level supervisors.		*	*	*	*	*	*	*	*	*
→ 1400-630		Approve Leave Without Pay, 30 days to 1 year.		X		X	X			X		
1400-630		Approve Leave Without Pay, over 1 year. *Assistant Director, Human Resources Management	*									
1400-630		Approve annual leave over 15 workdays. *Second level supervisors		*	*	*	*	*	*	*	*	*
1400-630		Approve advanced annual leave. *Second level supervisors		*	*	*	*	*	*	*	*	*
1400-630		Approve leave recipient. *Second level supervisors		*	*	*	*	*	*	*	*	*
1400-630		Approve advance sick leave not to exceed 30 days. *Second level supervisors		*	*	*	*	*	*	*	*	*
1400-630		Approve exigency of the public business.		O								
1400-630		Approve annual leave restoration.		X								
1400-711		Labor Management Relations Contracts - Negotiation.		X								
→ 1400-711		Labor Management Relations Contracts - Approval.		X								
EQUAL EMPLOYMENT OPPORTUNITY												
1400-713		Approve the informal resolution of EEO counseling initiated by BLM employees and applicants for employment. (If compensatory damages are claimed, complaint will be sent to WO for approval. If attorney's fees are claimed, Solicitor must review and approve.)		X			X					
1400-713		Approve the adjustment/informal resolution of complaints of discrimination filed by BLM employees and applicants for employment. (If compensatory damages are claimed, complaint will be sent to WO...)		X			X					
→ 1400-713		Authorize monetary awards for EEO settlement agreements to include, where appropriate, back pay, compensatory damages, interests, or attorney's fees and costs. These awards may be allocated separately or in a lump sum payment. Authorize monetary awards up to \$20,000 in back pay, interests, or damages, or up to \$20,000 in attorney's fees, or a combination of the two up to \$40,000. Submit all requests for payment of attorney's fees to the appropriate Office of the Solicitor for review prior to payment.		X								
→ 1400-713		Authorize monetary awards for EEO settlement agreements of more than \$40,000, or which includes more than \$20,000 for attorney's fees and costs, or more than \$20,000 for the combined costs of back pay, compensatory damages, and other monetary award amounts. *Must be submitted to the DOI Director, Office of Equal Opportunity, and to the Office of the Solicitor for review and approval prior to its execution.	*									
1400-720		Develop, approve, and issue State annual Affirmative Employment Program Plan Accomplishment Report. *EEO Manager		*								
1400-720		Develop, approve, and issue State annual Affirmative Employment Program Plan Update Report. *EEO Manager		*								



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PERSONNEL SUITABILITY AND INVESTIGATIONS												
1400-731	Personnel Suitability and Security Program management, oversight, and review authority for personnel suitability and security adjudication and program and position sensitivity. *Director/Deputy Director/Assistant Director, Human Resources Management/Director, Office of Law Enforcement, Security and Protection.		*									
1400-731	Adjudicate all sensitive personnel investigations. *Director/Deputy Director/Director, Office of Law Enforcement, Security and Protection.		*									
1400-731	Adjudicate all nonsensitive personnel investigations.			X			X	HRM				
1400-731	Make position sensitivity designations.			X								
1400-731	Requesting official for all sensitive personnel investigations. *Director/Deputy Director/Director, Office of Law Enforcement, Security and Protection.		*									
1400-731	Requesting official for all nonsensitive personnel investigations.			X			X	HRM				
1400-731	Issue certifications for sensitive positions, and granting security clearances within the BLM. *Director/Deputy Director/Director, Office of Law Enforcement, Security and Protection.		*									
1400-731	Approve and inspect all sites for personnel security and storage of classified material and information. *Director/Deputy Director/Director, Office of Law Enforcement, Security and Protection.		*									
→ 1400-731	Initiate Personnel and Physical Security Management Evaluations.			X								
FINANCIAL DISCLOSURE REQUIREMENTS												
1400-734	Identification of covered positions for filing financial disclosure statements.			X			X	HRM				
1400-734	Certification of financial disclosure statements for Senior Executive Service, Schedule C, and Consultants. *Assistant Director, Human Resources Management.		*									
1400-734	Certification of financial disclosure statements for all other covered employees, GS-15 and below. *Assistant Director, Human Resources Management.		*									
1400-735	Authorize employees to testify (with concurrence of Solicitor's Office)			X			X	HRM				
DISCIPLINE AND ADVERSE ACTIONS												
1400-752	Issue warning and reprimands. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-752	Propose suspensions of 14 days or less. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-752	Decisions on proposed suspensions of 14 days or less. *All second-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-752	Proposed adverse actions (e.g., suspension of greater than 14 days, removal, and demotion). *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-752	Issue decisions on proposed adverse actions. *All second-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
GRIEVANCES												
1400-771	Issue Adjustment/Decision of informal grievance. *All first-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-771	Issue Adjustment/Decision of formal grievance. *All second-level supervisors after review and advice by Servicing Personnel Office, as appropriate.			*	*	*	*	*	*	*	*	*
1400-771	Referral of grievance to Office of Hearings and Appeals. *Director, National Human Resources Management Center, only.		*									
FEDERAL EMPLOYEES HEALTH AND COUNSELING PROGRAMS												
1400-792	Establish employee health, wellness and assistance programs.			X			X	HRM		X		
1400-792	Approve contracts for employee counseling			X			X	Warranted Contracting Officer				
1400-792	Establish Alcoholism and Drug Abuse Program			X			X	HRM		X		
PERSONNEL - OTHER												
1400-831, 842	Firefighter and Law Enforcement Retirement Program Authority. (Seek Advice from Director, Office of Fire and Aviation.) *Secretary of the Interior/Director, Fire and Aviation/Director, Office of Law Enforcement		*									



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1400-930	Authorize Notary Public Commissions			X		X	X		X	X		Glasgow, Havre
PROCUREMENT												
→ 1510	Approve purchase of refreshments/meals with appropriated funds (see IM WO-2003-207 and IM MT-2003-070 for more information).			X								
→ 1510	Approve procurement requests (Form 1510-5). This authority is for construction.			X	X	X	X	Eng	X	X	X	X
1510	Approve requisitions. *All Supervisors.			*	*	*	*	*	*	*	*	*
1510	Requisition items and services. *All employees			*	*	*	*	*	*	*	*	*
→ 1510	Approve publication of advertisements, legal notices, or proposals in newspapers and other publications *after consultation with External Affairs).			*	*	*	*	*	*	*	*	*
1510	Ratify unauthorized procurements up to the office's delegated acquisition authority by the Chief of the Contracting Office only with concurrence by the State or Center Director. This authority may not be re-delegated. Note: Legal review is required on ratifications in excess of \$2,500 as per the Department of the Interior Acquisition Policy Release (DIAPR) 2001-3. *State/Office of Fire and Aviation Procurement Analyst, Chief (OR-952), and Group Administrators (BC-660 and BC-670) only.		*									
1510	Select, appoint, and terminate Contracting Officers in accordance with the Department of the Interior Contracting Officers Warrant Manual. *BLM Procurement Chief (WO-850) only.		*									
1510	Suspend a Contracting Officer's warrant pending completion of corrective actions or while investigating procurement abuses or other potential causes for termination. *Chief of the Contracting Office (State Procurement Analyst, Chief (OR-952)) or the Contracting Officer's supervisor.			*								
1510	Award contracts up to \$100,000 simplified acquisition threshold for open market acquisitions, the maximum order limitation in existing Government contracts, and unlimited from required sources. Special purpose space leasing authority is limited to \$25,000. *Warranted State Contracting Officer.						*					
1510	Award contracts up to \$25,000 simplified acquisition threshold for open market acquisitions, \$100,000 on existing Government contracts, and unlimited from required sources. Special purpose space leasing authority is limited to \$25,000. *Warranted Contracting Officer.						*		*			
→ 1510	Approve Justification for other than Full and Open Competition - Up to \$100,000. *Contracting Officers within their warrant limits and State Procurement Analyst.						*		*			
→ 1510	Purchase card (Bank of America) acquisition authority less than the \$2,500 micropurchase threshold. Receipt of personalized card is the authority. Authority is \$2,500 for service and supply and \$2,000 for construction. *All authorized purchase card holders.			*	*	*	*	*	*	*	*	*
→ 1510	Ordering authority under Blanket Purchase Agreements may be delegated to any BLM employee by a Contracting Officer.			X	X	X	X	X	X	X	X	X
→ 1510	Award Interagency Agreements of unlimited dollar value. Note: The State Procurement Analyst reviews and approves all Economy Act Determinations. Legal review of required agreements and Economy Act Determination in excess of \$500,000 as per DIAPR 2001-3. The BLM Procurement Chief's (WO-850) approval is required in excess of \$500,000.		X				X					
ASSISTANCE AGREEMENTS												
→ 1511	Unlimited dollar assistance agreement and reimbursable law enforcement agreement authority by Assistance Officers with a Level II or above Contracting Officer warrant and having completed assistance agreement training requirements. For assistance agreements, the State Procurement Analyst's approval is required on the Statement of Programmatic Involvement/Instrument Selection Determination (SPI/ISD). Assistance agreements that are expected to exceed \$100,000 over the life of the agreement, including all modifications and task orders, require approval of the SPI/ISD by WO-850.		X				X					
1512	Terminate micro-purchase authority as indicated in paragraph 1.3.1.2 of the DOI Integrated Charge Card Program Guide dated March 12, 2002. *Chief of the Contracting Office.		*				*					
1512	Grant exemption from the mandatory use of government sponsored/contractor issued travel charge card. *Assistant Secretary, Land and Minerals		*									



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1512	Approve cash advance for cardholders who have lost their charge card privileges because their account was suspended or canceled due to delinquency or their cash advance authority has otherwise been restricted. *Assistant Director, Business and Fiscal Resources, only.		*									
1512	Approve requests to use a corporate charge card account to purchase transportation tickets for a cardholder whose account is suspended or canceled.			X								
INDIAN SELF-DETERMINATION												
→ 1515	Approve Indian Self-Determination 638 contracts and Indian Self-Governance Annual Funding Agreements. Includes the authority to approve, negotiate, and administer both 638 Contracts and Annual Funding Agreements. The obligation of funds will correspond to existing procurement delegations. *The authority to negotiate and administer funding agreements may be re-delegated to State Office Technical and/or Procurement leads only.			*		*						
PROPERTY												
→ 1520	Acquires, safeguards, maintains, uses, reassigns, and disposes of personal property under their jurisdiction. Note: See BLM Manual Section 1520 for specific delegations and limitations related to personal property management. *Accountable Officers only.			*	*	*	*	*	*	*	*	*
→ 1520	Approves disposal of personal property through Certificate of Unserviceable (DI-103A) including cannibalization, fair wear and tear and obsolescence.			X						X		Glasgow, Havre
→ 1520	Approves availability of excess personal property and vehicles through the Available Report (Form 1520-34).			X	X	X	X	X	X	X	X	X
1521	Designated BLM Receiving Officers are authorized to sign receiving reports for Personal Property and Services after inspection and acceptance. This signature serves as the basis for the expenditure of Government funds.			X			X		X	X	X	Glasgow, Havre
→ 1522	Serves as the Personal Property Accountable Officer. *The Accountable Officer is the State Director and Field Managers, not delegable (BLM Manual 1522).			*						*		
1522	Account for Government-owned equipment purchased through a contract and provided by the Government to the contractor as Government-furnished equipment. *Contracting Officers						*					
1522	Authorizes temporary storage of personal property for another Federal Agency; a contractor in connection with a Federal contract or cooperative agreement; State or local government; or an employee. A written agreement is required with the exception of the employee. *Senior Property Management Specialist.		*	*	*	*				*		*
1522	Accountable Officers: Certifies accuracy of all inventories assigned prior to departure.			X						X		
1523	Approves reassigning property within the State, except reassignment of motor vehicles and equipment in the Working Capital Fund which must be coordinated with the appropriate National Business Center Unit.			X	X	X	X	X	X	X	X	X
→ 1524	Appoints board of survey to act on Reports of Survey originating in State/Center Office activities whether separate or in the same building, in Field Offices, and other offices under the State/Center Director.			X			X					
→ 1524	Appoints three-member special board of survey to act on Reports or Survey originating in State/Center Office activities whether separate or in the same building in Field Offices and other offices under the State/Center Director.			X								
→ 1524	Approves all Reports of Survey originating in the Field Offices and other offices under the State/Center Director.			O								
MOTOR VEHICLES												
1525	Signs and certifies requisitions to purchase motor vehicles (Requisitions are sent to the National Business Center).			X			X					
1525	Sign requisitions to lease GSA vehicles.			X			X			X		
1525	Approve leasing of vehicles for less than 60 days, including renewals of existing leases.			X			X			X		
1525	Approves reimbursement of personal credit card use by Law Enforcement Officers.			X								
1525	Approves repairs for Interior vehicles exceeding the maximum single-job repair percentage and all repairs percentage and all repairs to vehicle/equipment exceeding replacement standards (years, miles, hours). However, all must contact the appropriate National Business Center Unit for approval prior to repair.			X			X		X	X	X	X



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1525	Approves requests to domicile Government-owned or leased vehicles in connection with official travel.		X	X	X	X	X	X	X	X	X
1525	Approves requests from Law Enforcement Officers under their jurisdiction to domicile government owned or leased vehicles. An approved copy of Form 1520-10 is sent to the appropriate Washington Office unit.		O								
1525	Approves incidental use involving "unofficial passengers" in extra space in motor vehicles, boats, and aircraft.		X			X					
1525	Approves rental or loan of BLM-owned vehicles/equipment to other government entities for use on government property or programs or emergencies.		X		X	X			X		
→ 1527	Approves decisions to scrap, salvage, or cannibalize a vehicle or heavy equipment, etc. (must be coordinated with the National Business Center).		X			X			X		
EXCESS PERSONAL PROPERTY											
1529	Screen and freeze excess personal property. *Persons delegated in writing by State Director and Field Manager.		*			*		*	*		
→ 1529	Issues Transfer Orders, Excess Personal Property, SF-122, or other documents for acquiring excess personal property, except motor vehicles and heavy equipment. Coordinate through BC-653.		X			X		X	X		
REAL PROPERTY											
1530	Authorizes the disposal of Unneeded Easements when the continued use, occupancy, or control of the property is not needed for the administration (management) of Public Lands (41 CFR 101-47.313).		X								
1530	Reserve public easements in any conveyance of the public lands (Public Law 92-303, 43 CFR 2650.4-7, ANCSA Easements 17(b)).		X								
1530	Approves abandonment, destruction, or donation to public bodies, real property and related personal property having no commercial value.		X								
1532	Serves as the Real Property Accountable Officer.		O						O		
→ 1532	Approves safeguarding, maintaining, utilizing, and recording accountability for BLM-owned real property.		X						X	X	X
→ 1532	Approves utilizing real property, properly maintaining records, and directing real property management programs.		X			X		X	X	X	X
1533	Authorizes the disposal of surplus real property and related personal property having fair market value of less than \$1,000.		X								
1534	Assigns and terminates Government quarters for employees.		X						X		Fire
SPACE MANAGEMENT											
1535	Approves Reimbursable Work Authorizations (GSA Form 2957) for alterations costing less than \$5,000 to GSA with proper coordination of the National Business Center. Reimbursable work authorization is a budget process. Procurement uses same form for Interagency Agreements; covered in 1510-7 section. *Warranted Contracting Officer					*			*		
CORRESPONDENCE MANAGEMENT											
→ 1541	Sign correspondence within their area of jurisdiction. *Staff specialists may sign their own correspondence when authorized to do so by the State Director, Deputy State Director or Field Manager in a written delegation indicating the specific type of situations when they are authorized (see Appendix 1).		*	*	*	*	*	*	*	*	*
PRINTING											
→ 1550	Approve notices within their areas of jurisdiction for publication in the <u>Federal Register</u> . *Must be approved the the Assistant Secretary		*								
1550	Approve all state level publications under the cost of \$15,000. In addition to actual printing costs, this figure includes any contracted services for graphics, typesetting, layout, design, and prepress services.		X	X							
1550	Order preprinted envelopes and Bureau stationary. *Printing Specialist			*							
1551	Approves issuance of site-specific general-purpose publications (471 DM 4.3).		X	X							
1551	Approves printing through GPO and other authorized Federal sources. *Printing Specialist			*							
→ 1552	Approve acquisition of reprographic equipment and copy machines.		X			X		X	X		
PLANNING, PROGRAMMING AND BUDGETING											
1601.0-4	Approve Activity Plans		X						X		



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1611	Issue national level guidance for planning (43 CFR 1600, 1610.1). *Director/Deputy Director/Assistant Director - cannot be re-delegated.		*									
1611	Issue supplemental guidance for planning (43 CFR 1610.1).			X		X						
→ 1614	Approve and conduct public participation activities (43 CFR 1610.2).			X						X		
1617	Approve and publish plans and amendments (43 CFR 1610.5-1).			O								
1617	Render decisions on protests to plan or amendment approvals (43 CFR 1610.5-2). *Director/Deputy Director/Assistant Director - cannot be re-delegated.		*									
1617	Determine conformity of resource management authorizations and actions, including proposals to higher level officials, to approved plans (43 CFR 1610.5-3).			X						X		
1617	Adopt another agency's plan (43 CFR 1610.5-7).			O								
1617	Review for designation areas unsuitable for surface mining (43 CFR 1610.7-1).			X		X						
1617	Designate Areas of Critical Environmental Concern (43 CFR 1610.7-2).			O								
1631	Approve management and quality control procedures with a State to achieve BLM planning documentation and process standards.			X		X						
1631	Approve the schedule of a plan or amendment and arrange for the preparation.			O								
→ 1681	Waive or reduce administrative surcharge on reimbursable projects. *Group Manager, Budget Group (Budget Officer), only.		*									
→ 1681	Waive or reduce administrative surcharge on contributed fund projects.			X			X					
1691	Request Apportionments (SF-1 32) and Activity Allotments (DI-520) for BLM Appropriations. *Group Manager, Budget (Budget Officer), only.		*									
1691	Approve and Issue Allotments of Appropriations. *Group Manager, Budget (Budget Officer), only.		*									
1691	Approve Non-expenditure Transfers (SF-1151) among Accounts. *Group Manager, Budget (Budget Officer), only.		*									
PROGRAM MANAGEMENT												
1702	Approve prospectus on all projects likely to have a total cost - Under \$50,000.			X								
1702	Approve prospectus on all projects likely to have a total cost - \$50,000 - \$100,000. *Group Manager		*									
1702	Approve prospectus on all projects likely to have a total cost - Over \$100,000. *Assistant Director		*									
1702	Approve implementation of an R&D or study project with estimated total cost - Under \$50,000.			X								
1702	Approve implementation of an R&D or study project with estimated total cost - \$50,000 - \$100,000. *Group Manager		*									
1702	Approve implementation of an R&D or study project with estimated total cost - Over \$100,000. *Assistant Director		*									
HAZARDOUS MATERIALS MANAGEMENT												
1703	Establish Department of the Interior policy and guidelines for hazardous materials management and natural resource damage assessment and restoration. (112 DM, E0 13016) *Secretary of the Interior		*									
1703	Set inter-BLM priorities for program and site action and funding based on risk ranking, for hazardous materials management in the Department of the Interior. (112 DM, E0 13016) *Secretary of the Interior		*									
1703	Establish and interpret legal requirement and guidelines for hazardous materials management and natural resource trusteeship in the Department of the Interior. (112 DM, E0 13016) *Secretary of the Interior		*									
1703	Signatory Authority for congressional and interagency reports (e.g., EO 12856). *Secretary of the Interior		*									
1703	Approval of Remedial Investigation and Feasibility Studies. (112 DM4, EO 13016) * Director/Deputy Director		*									
1703	Approve Consent Decrees; Bilateral Administrative Orders; Indemnification Agreements, Interagency or Intergovernmental Agreements; covenants and related documents; for Comprehensive Environmental Response Compensation and Liability Act (CERCLA) remedial action; Resource Conservation and Recovery Act corrective action; or CERCLA removal actions required by regulatory or judicial order, or by Record of Decision. (112 DM4, E0 13016) *Secretary of the Interior		*									



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1703		Indemnification of response action contractors relating to response activities. (112 DM4, E0 13016) *Director/Deputy Director	*									
1703		Establish Department of the Interior policy and guidelines for hazardous materials management and Natural Resource Damage Assessment. *Secretary/Assistant Secretary, Land and Minerals	*									
1703		Establish and interpret legal requirement and guidelines for hazardous materials management and natural resource trusteeship in the Department of the Interior. (112 DM4, E0 13016) *Secretary/Assistant Secretary, Land and Minerals	*									
1703		Set inter-BLM priorities for program and site action and funding based on restoration needs ranking for natural resource trusteeship in the Department of the Interior. (112 DM4, E0 13016) *Secretary	*									
1703		Approve hazardous materials surveys for land disposals and acquisitions by BLM by purchase, exchange, condemnation, donation, etc. (602 DM 2) Approve hazmat surveys for land disposals and acquisitions by BLM where no hazardous materials were identified.		X						X	X	X
→ 1703		State Directors may approve Level I surveys which indicate no hazardous materials or where it will cost less than \$250,000 to mitigate. Approve hazmat surveys for land disposals and acquisitions where hazardous material were identified but where cost is less than \$250,000 to mitigate.		X								
1703		Approve participation with other BLM offices in natural resource damage assessment and restoration activities including signature of designation of BLM Official.		O								
1703		Request Department for approval of designation of BLM as departmental Authorized Official for Natural Resource Damage Assessment and Restoration activities.		O								
1703		Approve natural resource damage assessment and restoration reports, plans, and agreements, consistent with the National Contingency Plan and appropriate regulations. Including: Approval of Memorandum of Understanding /Agreement; Approval of Pre-assessment Screen Report, Assessment Plan, Report of Assessment, and Restoration Plan; Approval of Restoration Completion Report.		O								
→ 1703		General authority to implement natural resource damage assessment and restoration activities for sites within their jurisdiction.		X						X		
1703		Approve initiating any Remedial Investigation and Feasibility Study or any removal action greater than \$500,000 via Record of Decision. *Director/Deputy Director	*									
1703		Setting BLM policy for hazardous materials management and natural resource damage assessment and restoration. *Director/Deputy Director	*									
1703		Set policy for hazardous materials management and natural resource damage assessment and restoration within area of jurisdiction.		X								
1703		Set program and site action priorities on public lands based on hazardous materials risk ranking and natural resource restoration needs. *Director/Deputy Director/Assistant Director/Group Manager	*									
→ 1703		Setting program and site action priorities within area of jurisdiction.		X						X		
1703		Conduct hazardous materials management and natural resource damage assessment and restoration contracting activities that are managed on a Bureauwide basis. *Director/Deputy Director/Assistant Director/Group Manager/Center Director	*									
1703		Approval for initiating Natural Resource Damage Assessments and restoration activities at field sites. *Director/Deputy Director	*									
1703		Interagency Reporting of Federal Facilities Docket sites and biennial Resource Conservation and Recovery Act Section 3016 reports. *Director/Deputy Director/Assistant Director/Group Manager	*									
1703		Interagency coordination of Bureauwide policy and legal issues (Comprehensive Environmental Response Compensation and Liability Act, Sec. 120) (EO 13016 and 12088). *Director/Deputy Director/Assistant Director/Group Manager	*									
1703		Interagency coordination on policy and legal issues within area of jurisdiction.		X								

1203 - DELEGATION OF AUTHORITY



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1703	Response to Comprehensive Environmental Response Compensation and Liability Act (CERCLA), Sec. 120 Reporting Requirements, including Alternative Funding Sources.										
1703	Specific reporting of hazardous materials risks and management activities required by CERCLA Sec. 103, Resource Conservation and Recovery (RCRA) Act Sections 3005 and 3010, RCRA manifests and summaries, small quantity generator reports provision, other generator reports provisions, and other Federal and State laws for sites and action within their own jurisdiction.		X								
1703	Specific reporting and contingency planning required by Emergency Planning and Community Right-To-Know Act within their own jurisdiction.		X								
1703	Contingency planning and emergency response decisions (and contracting) with appropriate reporting and coordination with Federal and State or local requirements (EO 13016).		X								
1703	Conduct inventories of known or suspected hazardous substance release sites on public lands. Prepare appropriate land status assessments on each site discovered.		X								
1703	Initiate and manage Expanded Site Investigation Contracts or plan Remedial Investigation and Feasibility Studies.		X								
1703	Initiating and preparing the administrative records required for all sites of emergency response or removal actions or any other Comprehensive Environmental Response Compensation and Liability Act (CERCLA) action after completion of a site investigation on a site in compliance with Section 113(k) of CERCLA and the national contingency plan (40 CFR Part 300).		X								
1703	Negotiate and recommend to the Secretary allocation agreements with other parties on costs of restoration actions, consistent with the Justice Department or Solicitor guidance or concurrence.		O								
1703	Establishing procedures for control of hazardous materials risks and liability for all programs within their jurisdiction.		X								
1703	Approving any authorized activities involving hazardous materials as being subject to appropriate laws and permits at all applicable levels. Cosigning Resource Conservation and Recovery Act permits.		O								
→ 1703	Ensuring appropriate coordination between the BLM hazardous materials management and all other related BLM programs and designating hazardous materials management Program Leaders and Coordinators at appropriate locations in the organization and within areas of jurisdiction.		X						X		
1703	Inventorizing, managing and auditing the BLM's internal waste streams within each BLM facility and meeting required reporting and minimization provisions for any hazardous wastes with their jurisdiction.		X								
1703	Signatory and certification authority for hazardous waste disposal manifests and permits required within their jurisdiction.		X								
→ 1703	Provide adequate opportunities for hazardous materials training for personnel within their jurisdiction.		X						X		
→ 1703	Requesting funding for multi-year hazardous materials management projects.		X						X		
1703	Decision to prepare Record of Decision, recommend action to the Secretary, on remedy selection (under Remedial Investigation and Feasibility Studies or corrective action, or on approval of a consent degree, order or agreement for cleanup of a site).		X								
1703	Decision to prepare a Record of Decision and recommendation to the Solicitor/Secretary on Indemnification Agreements.		X								
1703	Decision to prepare a Record of Decision and recommend action to the Director or Assistant Secretary on Natural Resource Damage Assessments.		X								
1703	Negotiate draft Indemnification Agreements, remedial or corrective action agreements or consent decrees, in consultation with the Solicitor, for recommendation to the Director or Department.		X								
1703	Approve sub-agreements on secretarially approved Remedial Investigation and Feasibility Studies, Remedial Design and Remedial Action, or major removal. (e.g., safety plan agreements, public participation plan, penalty negotiations, etc.)		X								



Subject Code/Reference	Activity	Other	SD/ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Zoned AOs	FM/AFM	MM	Asst. FM
	X = Delegation O = Cannot be re-delegated ①=Operations in NDFO, MCFO and Great Falls O&GFS. Delegation includes Supervisor in Great Falls.										
1703	Initiate and manage Remedial Investigation and Feasibility Study as approved by the Director consistent with the National Contingency Plan.		X								
1703	Initiate and manage Remedial Design and Remedial Action as approved by the Department of the Interior, and as necessary, the Environmental Protection Agency and applicable States, consistent with the National Contingency Plan.		X								
1703	Negotiate and recommend allocation agreements with other parties to the Secretary on costs of remedial or removal actions or corrective actions consistent with the National Contingency Plan and the Justice Department or Solicitor guidance or concurrence.		X								
INTEGRATED RESOURCE MANAGEMENT											
→ 1734	Approve all actions under Sec. 201 of the Federal Land Policy and Management Act necessary to coordinate the preparation and maintenance of an inventory of the public lands and their resources and related monitoring activities.		X						X	X	X
RENEWABLE RESOURCE IMPROVEMENTS AND TREATMENTS											
→ 1742	Approve Emergency Stabilization and Burned Area Rehabilitation funding for less than \$100,000.		X								
1742	Approve Emergency Stabilization and Burned Area Rehabilitation funding for more than \$100,000. *Group Manager, Budget Group (Budget Officer), only.	*									
1742	Revoke or withhold funding approval authority for Emergency Stabilization and Burned Area Rehabilitation. *Director/Deputy Director	*									
1742	Approve normal and emergency funding from the Wildland Fire Management Account. *Group Manager, Budget Group (Budget Officer), only.	*									
1744	Approve job documentation report.		X						X	X	X
1744	Approve job abandonment.		X						X	X	X
INTRODUCTION, TRANSPLANT, AUGMENTATION, AND REESTABLISHMENT OF FISH, WILDLIFE AND PLANTS											
1745	Approve reintroduction, transplant, and augmentation of species.		X								
LEGISLATION AND REGULATION											
1750	Approve the position of the Department of the Interior on legislation and legislative matters. *Secretary/Assistant Secretary, Land and Minerals	*									
1760	Promulgate and issue regulations under the various statutory authorities. *Secretary/Assistant Secretary, Land and Minerals	*									
INTERNATIONAL COOPERATION											
1776	Approve International Agreements. *Director/Deputy Director	*									
COOPERATIVE RELATIONS											
1784	Approve (sign) charters for Advisory Boards/Councils. *Secretary	*									
1784	Appoint members of Advisory Boards/Councils. *Secretary	*									
1786	Approve Memorandum of Understanding in consultation with a Procurement Analyst. Note: Federal funds may not be obligated in a Memorandum of Understanding. Authorities for awarding Assistance and Law Enforcement Agreements under the Grants and Cooperative Agreements Act with non-Federal parties are included under Subject Code 1511. Authorities for other Agreements are included under the appropriate Subject Code references. The authority for transferring funds to other Federal agencies is included in Subject Code 1510-17.5. See Subject Code 9260 for agreements that confer or accept law enforcement authority to and from other agencies.		X						X		
→ 1788/1382	Approve employee attendance at non-government meetings in the U.S.		X		X	X			X		
NATIONAL ENVIRONMENTAL POLICY ACT											
1790	Approve determination that an action is categorically excluded under the National Environmental Policy Act (40 CFR 1500.4, 516 DM 6 and Appendix 5).		X						X	X	X
→ 1790	Approve finding of no significant impacts with associated environmental assessment (40 CFR 1501.4, 516 DM 6 and Appendix 5).		X						X		
1793	Publish, file, and approve draft and final environmental impact statements and associated records of decisions, consistent with Assistant Secretaries delegations (40 CFR 1502.9, 516 DM Appendix 5). Authority for Legislative Environmental Impact Statement's (i.e., Wilderness or Wild and Scenic Rivers) and associated reports and transmittals have not been delegated to the BLM.		X						O		



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PUBLIC ADMINISTRATIVE PROCEDURES													
1813			Approve Notations to Records except Cadastral Survey Records.		X		X	X					
1813			Approve filing of survey plats.		X		X	X	Lands				
→ 1813			Approval and inspection of serial register.		X		X	X					
1813			Authority to designate certifying officials (for providing certified copies of records/papers)		X						X		
→ 1813			Authority to provide certified copies of records/papers. *Permanent employees who are designated and possess an embossing seal.		*	*	*	*	*	*	*	*	*
1815			Approve Disaster Relief. *Assistant Secretary, Land and Minerals	*									
1815.1-1			Timber Sale Contracts - Determinations of U.S. Share of Cost.		X								
1815.1-1			Timber Sale Contracts - Cancellation of Timber Sale Contracts.		X						X		
APPLICATION PROCEDURES													
→ 1821			Execution and filing of forms in area of jurisdiction. All functions.		X			X			X	X	
1822			Approve payments and repayments pursuant to Federal Land Policy and Management Act Sec. 304 and 43 U.S.C. 1734.		X		X	X		X	X		
1823			Approve Proofs and Testimony; Touhy request and subpoena functions. All functions.		X		X	X			X		
1824			Publication and posting of notices within jurisdictional areas. All functions.		X		X	X			X		
1825			Approve Relinquishments. All functions		X		X	X			X		
1826			Reinstatement of canceled entries. All functions.		X		X	X					
APPEALS AND HEARINGS													
→ 1841.04			Request Solicitor's opinion.		X		X	X	Lands Adj		X		
1850			Approve Hearing procedures and government contests for other than Interior Board of Land Appeals Cases (43 CFR 4, Subpart E).		X								
1850			Act on Government Contests.		X								
TITLE CONVEYANCES													
1860			Prepare and issue conveyance documents.		X		X		Lands				
1862			Patent preparation and issuance. All functions.		X		X		Lands				
1863			Accept/Approve other title conveyances to lands after approval of evidence by Office of Solicitor. All functions.		X		X		Lands				
1864			Approve/accept applications for recordable disclaimers of interest in land.		X				Lands Adj				
1865			Issue corrected conveyance documents. All functions.		X		X		Lands Adj				
1871.0-3			Authority for adjudication. All functions.		X		X		Lands Adj				
1871 .1-1			Cases subjected to equitable adjudication. All functions.		X								
1881			Approve payments in lieu of taxes. All functions.		X								
1882			Approve mineral development impact relief loans. All functions. *Director/Deputy Director/Assistant Director/Group Manager	*									
LAND RESOURCE MANAGEMENT													
2000			Designate areas and sites; all functions (refer also to 8300 and 8700)		X						O		
2091.7			Issue opening orders.		X				Lands Adj		X		
2091			Segregate and open lands. All functions.		X				Lands		X		
→ 2091			Issue <u>Federal Register</u> notice for segregation or opening of lands (43 CFR 2091.2) *Must be approved the Assistant Secretary.	*									
→ 2091			Issue <u>Federal Register</u> notices for opening of lands reconveyed to the United States (43 CFR 2091.3) *Must be approved the Assistant Secretary.	*									
→ 2091			Issue <u>Federal Register</u> notices for segregation or opening of lands due to the filing or cancellation of withdrawal applications (43 CFR 2091.5-1, 2091.5-2) *Must be approved the Assistant Secretary.	*									
2091			Act on Federal Power Act withdrawals (43 CFR 2091.5-5)		X		X						
LAND ACQUISITION													
2100			Approve acquisitions, including donations, purchases, exchanges and eminent domain/declaration of taking (approval of negotiated settlements in exceeding \$2,000 above the appraised value cannot be re-delegated). In addition, all negotiated settlements under the Land and Water Conservation Fund require congressional approval. Delegation includes all functions under the Uniform Relocation Assistance and Property Acquisition Act, (PL 91-646) as amended. (Refer also to Subject Code 2200).		X		X						
2100			Approval of negotiated settlements exceeding \$2,000 above the appraised value. All negotiated settlements under the LWCF require congressional approval.		O								
2100			Accept gifts and donations.		X		X				X		



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2100		Acquire fee or partial interest through negotiation (under \$2,000 FMV).		X		X				X		
2100		Recommend condemnation.		X								
2120		Approve/acquire Leases (Pierce Act-Grazing). All actions.		X								
2130		Approve Acquisitions. (Refer to 2100 and 1703.) State Director only for acquisitions more than \$2,000 over the appraised value. State Directors may approve surveys for hazardous substances where no hazardous materials exists and where the cost to remove and otherwise mitigate does not exceed \$250,000.		O								
EXCHANGE OF PUBLIC LAND												
2200		Approve all actions, subject to the title opinion of the Solicitor, in all matters relating to exchange of lands and issuing conveyance documents under the Federal Land Policy and Management Act or other authority. Bargaining and other appropriate negotiating processes are acceptable means of determining final value settlements.		X		X		Lands		X		
2200		Take action on requests for procedural guidance and/or regulatory requirements.		X		X		Lands				
→ 2200		Take all field actions on exchanges under FLPMA, except appraisals and issuance of patents or other documents of conveyance or acquisitions, and land title actions.		X						X		
→ 2200		Issue Notice of Exchange Proposal and Notice of Decision.		X		X				X		
2200		Prepare title documents, process title actions, issue final notices.		X		X		Lands Adj				
→ 2200		Act on exchanges of land or interest in land, including closings and escrow instruction preparation/approval.		X		X		Lands, Lands Adj		X		
2202		Take all BLM required actions on Forest Service exchanges.		X		X		Lands Adj				
WITHDRAWALS												
2300		Make, modify, extend, revoke, or terminate withdrawals, including waterpower and reservoir resource withdrawals regardless of which Department or agency administers the lands in accordance with the provisions and limitations of Section 204a, of the Federal Land Policy and Management Act. *Secretary/Assistant Secretary, Land and Minerals	*									
2300, 2355		Modify (such as to continue), or terminate withdrawals or reservations in accordance with the provisions and limitations of Section 204(1), Federal Land Policy and Management Act. *Secretary/Assistant Secretary, Land and Minerals	*									
2300		Approve a petition from an Interior Agency for a withdrawal application. *Secretary/Assistant Secretary, Land and Minerals	*									
2300, 2355		Make, modify, or revoke withdrawals. *Secretary/Assistant Secretary, Land and Minerals (SMCRA Sec. 601).	*									
→ 2300		Publish <u>Federal Register</u> notices to segregate lands in a withdrawal petition or application and request public comments (includes BLM, FS, and other agency lands). *Must be approved by the Assistant Secretary	*									
2300		Approve applications for licenses, permits, cooperative agreements, etc., on lands segregated by publication of a withdrawal notice.		X		X				X		
→ 2300		Publish <u>Federal Register</u> notices opening lands if the withdrawal application is canceled or terminated. *Must be approved by the Assistant Secretary	*									
2300		Conduct public meetings on proposed withdrawals.		X		X				X		
2300		Prepare findings and recommendations on withdrawal actions. Also prepare proposed order or notice of denial.		X		X		Lands				
2300, 2370		Determining with the concurrence of the Administrator of the GSA that lands withdrawn or reserved from the public domain and subsequently declared excess to the needs of the agency are suitable or not suitable for return to the public domain for management under the general public land laws.		X		X				X		
2300		Determine suitability for disposition under mining and the mineral leasing laws in lands or portions of lands withdrawn or reserved for the needs of the agency.		X		X				X		
→ 2300		Issuing orders of restoration where revocation or modification of a withdrawal or reservation is not involved. All such orders must be published in the <u>Federal Register</u> . *Must be approved by the Assistant Secretary.	*									
2320		Request a determination (or vacation of a power project withdrawal) under Section 24 of the Federal Power Act.		O		O						
2320		Provide the Federal Energy Regulatory Commission an opportunity to comment on all BLM reports which justify the modification, revocation, or termination of waterpower resource withdrawals by the Secretary of the Interior.		O		O						



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2320	Prepare reports and recommendations to the Federal Energy Regulatory Commission relating to applications for interim use (rights-of-way, mineral lease, etc.) of powersite lands.		X		X				X		
2320, 2091	Notation of records upon receipt of a notice 43 CFR 2091 from the Federal Energy Regulatory Commission of a new power project withdrawal or the vacation of a power project withdrawal.		X		X	X	Lands				
2320	Authority to provide the Notice to the Governor as required by Section 24 of the Federal Power Act.		X		X		Lands				
2370	Authority to revoke withdrawals or reservations of public lands. *Secretary/Assistant Secretary, Land and Minerals	*									
2374	Acceptance of Jurisdiction. *Secretary/Assistant Secretary, Land and Minerals	*									
LAND CLASSIFICATION											
2400	Issue notices of realty action, proposed and initial classification decisions, and classification terminations.		X		X				X		
DISPOSITION: OCCUPANCY AND USE											
→ 2520	Taking all actions on desert land entries.		X						X		
2520	Take action on allowance of entries extensions of time to make final proof, entry cancellations.		X		X				X		
2520	Issuance of patent and final certificates.		X		X		Lands Adj				
2520	Adjudication actions.						Lands Adj				
INDIAN ALLOTMENTS											
2530	Take all actions relating to Indian allotments on the public lands with the concurrence of the Commissioner of Indian Affairs as to applicant eligibility.		X		X						
2530	Take all field actions.		X						X		
2530	Take action on allowance of entries, entry cancellation, patent preparation, issuance of fee or trust patents, and other adjudication actions, as necessary.		X		X		Lands Adj				
COLOR-OF-TITLE											
→ 2540	Take all actions relating to Color-of-Title and riparian claims.		X						X		
2540	Take all actions associated with patent preparation, issuance of patent, and other adjudication actions, when necessary.		X		X		Lands Adj				
2564, 2565, 2566	Take all actions on all townsite matters except withdrawals, including the designation of townsite trustees as provided in 43 CFR 2564 and 43 CFR 2565.		X								
DISPOSITION: GRANTS											
→ 2610	Approve Cary Act Grant applications.		X						X		
2610	Take all field actions.		X						X		X
2610	Issues notice of suitability and availability, processes plan of development/grant contract to secure DOI/Presidential approval, authorizes publication of lists for patents.		X		X				X		
2610	Opening of lands and issuance of patent.		X		X		Lands Adj				
STATE GRANT SELECTIONS											
→ 2620	Take all actions on State grants and selections.		X						X		
2620	Issuance of patent or clear lists.		X		X		Lands Adj				
RAILROAD GRANTS											
2630	Adjust railroad grants and claims subject to approval of the validity of the grant rights. Take field action as required.		X		X		Lands Adj		X		
2630	Allows application, authorizes publication, processes protests and appeals, prepares and issues clear lists, and prepares patents.		X		X		Lands Adj				
2630	Issuance of patents.		X		X		Lands Adj				
AIRPORT GRANTS											
2640	Approve all actions under the Airport and Airway Improvement Act of 1982, subject to the Department of Justice concurrence.		X		X				X		
2640	Take all field actions.		X						X		X
2640	Patent issuance.		X		X		Lands Adj				
DISPOSITION: SALES											
→ 2710	Take all actions on public land sales pursuant to Section 203 of the Federal Land Policy and Management Act (43 U.S.C. 1712) subject to congressional review for sales of more than 2,500 acres.		X								
→ 2710	Take all field actions and issue Notice of Realty Action. Hold land sale, open bids (less than 2,500-acre parcels only).		X		X		Lands		X		
2710	Process Protests to NORA, act on appeals to protest resolution decisions, prepare final certificates and patents, and other adjudication actions, when necessary.		X		X		Lands, Lands Adj				
→ 2710	Issue patent.		X		X		Lands Adj				
CONVEYANCE OF FEDERALLY OWNED MINERALS											
2720	Approve all actions relating to the conveyance of Federal owned mineral interests as provided in Section 209 of the Federal Land Policy and Management Act.		X		X		Lands		X		



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2720	Issue patent.			X		X		Lands Adj				
RECREATION & PUBLIC PURPOSES (See 2912 for R&PP lease)												
→ 2740	Approve all actions with respect to conveyances for recreation and public purposes to Federal, State and local Government units and nonprofit associations and corporations pursuant to 43 U.S.C. 869-4, as amended, and Section 212 of the Federal Land Policy and Management Act.			X						X		
2740	Issues final certificate, preparation of certificate of approval of change of use or transfer or title, issue order to show cause, prepares divestiture of title decision, and other adjudication action.			X		X		Lands, Lands Adj				
2740	Issue patent.			X		X		Lands Adj				
2760	Approves townsite public reserve on reclamation project lands. Patent issuance actions only.			X		X		Lands Adj				
2760	Concur with Bureau of Reclamation on sale/appraisal of projects and all other functions pertaining to issuance of grants or conveyances.			X		X		Lands				
2765	Approves grants in reclamation townsites for school purposes. Patent issuance actions only.			X		X		Lands Adj				
2783	Approve State irrigation district plans subject to state law compliance (Ref. 43 CFR 2781).			X						X		
RIGHTS-OF-WAY												
→ 2800	Approve all actions required for the granting and management of rights-of-way - Title V of the Federal Land Policy and Management Act.			X		X				X		
→ 2800	Approve all actions required for the granting and management of rights-of-way - Sec. 28 of the Minerals Leasing Act, as amended.			X		X				X		
→ 2800	Approve all actions required for the granting and management of rights-of-way - Appropriations under Title 23 of the Federal Highway Act.			X		X				X		
→ 2800	Approve all actions required for the granting and management of rights-of-way - Administration of grants issued under authorities repealed by Title VII of the Federal Land Policy and Management Act.			X		X				X		
→ 2800	Requests proof-of-construction/use documents for existing grants. Accepts proofs, relinquishments and withdrawals of grants, applications and easements.			X		X				X	X	X
2800	Designate Authorized Officer: Inter-area grants and permits; as designated by FM.			X						X		
2800	Interoffice right-of-way grants and temporary use permits, as assigned by SD.			X		X				X		
2800	Interstate Right-of-Way Grants. *Director/Deputy Director. 1-Delegation of Lead State by Director only.		*	1								
2800	Approve all actions pertaining to the granting and management of rights- of- way on public lands which are reserved from entry pursuant to section 24 of the Federal Power Act (16 U.S.C. 818) (FPA) as authorized by Public Law 102-486. Actions to approve associated tasks and propose and submit terms and conditions as provided for in section 4(e) and other pertinent provisions of the FPA pertaining to the licensing of hydropower projects on such withdrawn lands is also delegated, subject to coordination with appropriate DOI officials.			X								
→ 2805.23	Process appropriations for Federal highways (43 CFR 2800.04C)			X		X				X		X
→ 2807	Issue right-of-way reservations to other agencies.			X		X				X		
→ 2810	Rights-of-Way and Road Use Agreements (Timber Management only, 43 CFR 28 12) - Approve permits and agreements. Consummate reciprocal permits and agreements for the construction and use of roads on lands owned or controlled by the parties involved and the sharing of construction costs..			X						X		
→ 2810	Rights-of-Way and Road Use Agreements (Timber Management only, 43 CFR 28 12) - Take actions under the terms of reciprocal permits and agreements approving site specific proposals under the terms of each permit and agreement.			X						X	X	X
→ 2810	Allow the release (deletion) of lands from a reciprocal road right-of-way agreement based on mutual consent of both parties.			X						X	X	X
USE: LEASES AND PERMITS												
2911	Accept application filings, take all field actions, approve and issue Airport Leases. All actions.			X		X				X		



Subject Code/Reference	Activity	Other	SD/ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Zoned AOs	FM/AFM	MM	Asst. FM
→ 2912, 2740	Recreation and Public Purpose Act Leases (See 43 CFR 2912 and 2740) includes taking all field actions, receiving applications, and issuing lease (see 2740 for patent issuance).		X		X				X		
→ 2920	Approve leases, permits and easements. All actions. (Sec. 302, Federal Land Policy and Management Act).		X		X		Lands Adj		X		
FEDERAL LANDS RECREATION ENHANCEMENT ACT (FLREA) PROJECTS											
→ 2930	Federal Lands Recreation Enhancement Act (FLREA) Projects: Confirm Pilot FLREA Site communication, marketing, and business plan.		O								
→ 2930	Federal Lands Recreation Enhancement Act (FLREA) Projects: Nominate Pilot FLREA Sites for Washington Office approval.		O								
→ 2930	Federal Lands Recreation Enhancement Act (FLREA) Projects: Approve Pilot FLREA Sites. *Group Manager, Recreation Group only.	*									
→ 2930	Federal Lands Recreation Enhancement Act (FLREA) Projects: Prepare the Annual FLREA Project Report to Congress. *Group Manager, Recreation Group only.	*									
→ 2930	Federal Lands Recreation Enhancement Act (FLREA) Projects: Use authorizations for recreation, concession leases.		X						X	X	X
SPECIAL RECREATION PERMITS											
2932	Establish the conditions where special recreation permits are required (43 CFR 2932.13).		X								
→ 2932	Approve accepting Special Recreation Permit Application earlier than 180 days prior to use (43 CFR 2932.22).		X						X		
→ 2932	Approve maximum time by which Special Recreation Permit applications will be accepted (43 CFR 2932.22).		X						X		
→ 2932	Approve issuing and administration of Special Recreation Permits.		X						X		
2932	Establish and maintain fees for commercial Special Recreation Permits. *Director/Deputy Director	*									
2932	Establish and maintain fees for all other Special Recreation Permits.		X								
→ 2933	Approve issuing and Administration of Recreation Use Permits.		X						X		
MINERALS MANAGEMENT											
3000	Act on minerals management activities, including fair market value determinations and all mandatory prerequisites for minerals actions. (Solicitor's opinion.)		X		X						
3000	Classify Mineral Lands. (Solicitor's opinion.)		X		X						
3000	Approve Mineral Land classification standards. (Solicitor's opinion.) *Assistant Director	*									
3000	Act on protests and appeals in accordance with 43 CFR Part 4.		X								
3060	Mining Claim Validity Examination Reports, including conducting examinations and preparing reports, technical review and approval of reports. *Must be a certified minerals examiner or review minerals examiner (technical approval only by a review mineral examiner).		*		*						
→ 3060	Prepare Mineral Potential Reports.		X		X		Solid Min		X		⓪
3060	Technical review and approval of Mineral Potential Reports.		X		X		Solid Min				
3060	Mineral Land (Mineral-in-Character) Reports, including preparing reports and technical review and approval of reports. *Must be a certified minerals examiner or review minerals examiner (technical approval only by a review mineral examiner).		*		*						
3060	Leasing Act classifications (KGS, KLA, KGRA, etc. determinations).		X		X						
3060	Mineral Appraisal Reports to determine fair market value for disposals (for mineral material appraisals - see 3600) including conducting appraisal and technical review and approval of appraisal.		X		X		X				
→ 3060	Unauthorized Surface Use of Mining Claims - prepare reports.		X		X		X		X		⓪
→ 3060	Unauthorized Surface Use of Mining Claims - review and approval of reports.		X		X		Fluid Min, Solid Min		X		⓪
OIL AND GAS LEASING (Operational activities managed by North Dakota, Miles City FO, and Oil and Gas Field Station in Great Falls)											
3100	Act on oil and gas leases pursuant to the Act of February 25, 1920 (30 U.S.C. 181, et seq.), as amended and supplemented, the Act of August 7, 1947 (30 U.S.C. 351-359), as amended; the Act of May 21, 1930 (30 U.S.C. 301-305); the Attorney General's Opinion of April 2, 1941 (Vol. 40 Op. Atty. Gen. 41); and other statutory authorities provided in 43 CFR 3100.0-3.		X		X		Fluids Adj				
3100	Authorized to take all adjudication actions specified in BLM 3100 Handbook series and other formal guidance.		X		X		Fluids Adj				



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3100		Authorized to cure and reject deficient filings, accept withdrawals of offers and lease relinquishments, respond to requests for procedural information, regulatory requirements, and application status.		X		X		Fluids Adj				
3100		Act on oil and gas IBLA appeals (43 CFR 4).		X		X						
3100		Execute compensatory royalty drainage agreements.		X		X		Fluids Adj				
→ 3100		Authorize payment of compensatory royalty. Authorize collection of compensatory royalty.		X		X		Great Falls		X		
3101		Act on OG lease applications not in compliance with requirements.		X		X		Fluids Adj				
→ 3101, 3162		Require reasonable measures to minimize adverse impacts to other resource values within listed specifications.		X		X				X		
3102		Determine qualified OG leaseholders.		X		X		Fluids Adj				
→ 3103		Make rental and royalty determinations on OG leases.		X		X		Fluids Adj				
→ 3103		Approve and terminate royalty rate reductions.		X		X		Fluids Adj				
→ 3103		Approve and terminate suspensions of operations and/or production.		X		X		Fluids Adj		X		①
3104		Approve and terminate OG statewide, nationwide and lessee bonds.		X		X		Fluids Adj				
→ 3104		Determine and increase bond amounts (3104.4 and 3104.5).		X		X		Fluids Adj				
→ 3104		Provide recommendations for terminating period of bond liability.		X		X				X		
3104		Approve bonds and terminate period of bond liability (3104.8).		X		X		Fluids Adj				
→ 3105		Approve combinations for joint operations or for transportation of oil applications.		X		X		Fluid Min		X		①
→ 3105		Approve subsurface storage agreements and related activities.		X		X		Fluid Min				
3106		Approve assignments and transfers of OG leases.		X		X		Fluids Adj				
→ 3107		Approve diligent drilling extensions and renewals.		X		X		Fluids Adj				
→ 3107		Issue determinations that OG leases may be extended or renewed.		X		X				X		①
→ 3107		Make Natural Gas Policy Act determination recommendations to Department of Energy (18 CFR 274.501).		X		X		RMO				
→ 3107		Issue determinations that leases in their extended term are considered either capable or no longer capable of production in paying quantities.		X		X				X		①
→ 3107		Issue order to place well in production.		X		X		Fluid Min		X		
3107.4		Issue decision extending leases due to unit/communitization agreement terminations.		X		X		Fluids Adj				
→ 3108		Approve lease relinquishments, reinstatements, terminations, and cancellations.		X		X		Fluids Adj				
→ 3108		Take action to cancel leases for noncompliance.		X		X		Fluids Adj				
3109		Act on noncompetitive applications for OG right-of-way leases. Issue lease or execute compensatory royalty agreement with adjoining owner.		X		X		Fluids Adj				
3110		Act on noncompetitive applications and issue noncompetitive leases.		X		X		Fluids Adj				
3120		Prepare competitive OG sale notice and sale results. Issue competitive leases for parcels receiving bids at sale.		X		X		Fluids Adj				
3140		Approve Tar Sands plan of operations.		X		X						
3140		Approve Tar Sands hydrocarbon lease.		X		X						
→ 3150		Act on oil and gas geophysical exploration permits (all Field Offices and Field Stations except the Oil and Gas Field Station in Great Falls).		X		X				X		X
→ 3160		Approve I&E training in methods and techniques of inspection.		X		X		Fluid Min		X		①
→ 3160.6		Approve Field Office I&E Plans		X		X		Fluid Min		X		
→ 3161.2		Issue spacing orders and field rules regulating development on Federal and Indian land.		X		X		Fluid Min (MT Only)		ND Only		
→ 3162		Monitor drilling obligations.		X		X				X		①
→ 3162		Monitor producing obligations.		X		X				X		①
→ 3162		Make drainage determinations and require operators to protect Federal and Indian lands from drainage, including the payment of compensatory royalty.		X		X				X		①
→ 3162		Make diligence determinations to assure diligent development of producing Indian leases.		X		X				X		①
→ 3162		Approve drilling applications and plans (APDs).		X		X				X		①
→ 3162		Approve subsequent well operations (reenter, workover, production facilities plug and abandonment).		X		X				X		①
→ 3162		Approve additional surface disturbance.		X		X				X		①
→ 3162		Approve well abandonment.		X		X				X		①
→ 3162		Release abandoned wells for production of water.		X		X		Great Falls		X		
→ 3162		May require lease records.		X		X				X		①
→ 3162		Prepare first/last production memos.		X		X				X		①
3162		Transfer lease account to rental or royalty status.		X		X		Fluids Adj		X		①



Subject Code/Reference	Activity	Other	SD/ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Zoned AOs	FM/AFM	MM	Asst. FM
→ 3162	Require samples, tests, and surveys.		X		X				X		●
→ 3162	Approve method of water disposal.		X		X				X		●
→ 3162	Sets standards for disposition of production, including approve surface commingling between leases.		X		X				X		●
→ 3162	Sets standards for disposition of production, including approve oil and gas measurement devices.		X		X				X		●
→ 3162	Sets standards for disposition of production, including approve off-lease storage and/or measurement.		X		X				X		●
→ 3162	Sets standards for disposition of production, including approve applications for venting of produced gas.		X		X				X		●
→ 3162	Stop and inspect motor vehicles carrying oil from Federal or Indian Leases.		X		X				X		●
→ 3162	Determine commercially-productive wells for variable royalty rate leases.		X		X				X		●
→ 3162	Approve variances from minimum site security standards.		X		X				X		●
→ 3162	Investigate reported theft of oil and gas.		X		X				X		●
→ 3162	Oil or gas production verification.		X		X				X		●
→ 3162	Maintain confidentiality or operator requested information.		X		X		RMO		X		●
→ 3163	Issue incidents of noncompliance (INC) - sign INC.		X		X				X		●
→ 3163	Emergency shut-in operations or perform operations for compliance.		X		X		Fluid Min		X		●
→ 3163	Determine and charge assessments.		X		X		Fluid Min, RMO		X		●
→ 3163	Determine and levy civil penalties.		X		X		Great Falls		X		
3163	Compromise or reduce civil penalties.		O								
3163	Bring civil action. *Attorney General of U.S. or designee.	*									
3164	Issue Onshore Oil and Gas Orders. *Director/Deputy Director	*									
→ 3164	Issue Notice to Lessees.		X		X		Great Falls		X		
3165	Issue State Director Review (SDR) decisions.		X		X						
→ 3180-3183	Approve all actions associated with fluid mineral unit agreements.		X		X		RMO				
3191	Grant delegation of inspection and enforcement authority to States.		X								
3191	Establish minimum standards to be used by a State carrying out activities established in a delegation.		X								
→ 3191, 3160	Sign letter of authorization and issue special identification cards to qualified Federal Oil and Gas inspectors and State and Indian tribal inspectors working under cooperative agreements (FOGRMA Section 101(b)(1), 108(a)&(b)).		X								
3191	Authorize comprehensive inspection system and procedures to inspect oil and gas lease sites (FOGRMA Section 101(a)&(b)(l)).		X		X		Fluid Min				
3191	Authorize training program to assure that oil and gas inspectors are trained in methods and techniques of inspection (FOGRMA Section 101(b) (2)).		X		X		Fluid Min				
3191	Approve entering into agreements with Indian tribes for inspection of oil and gas producing operations (FOGRMA Section 202 (a)).		X		X						
3191	Require affidavits, administer oaths, and require testimony, and materials by subpoena related to oil and gas theft investigations (FOGRMA 30 U.S.C. 1717). *Director, Office of Law Enforcement, Security and Protection	*									
GEOTHERMAL RESOURCES LEASING											
→ 3200	For Geothermal Resources Leasing Delegations, see the Bureau 1203 manual.		X		X		Fluid Min				
COAL MANAGEMENT											
3400	Act on coal leases, licenses and exchanges (43 CFR 3400-3453).		X		X						
3410	Take all necessary action to process and approve exploration licenses.		X		X		Solid Min				
3410, 3482	Approve exploration license plan and modifications.		X		X		Solid Min				
3420	Approve regional coal leasing levels. *Assistant Secretary, Land and Minerals	*									
3420	Approve preliminary tract delineations. *Chair, Regional Coal Team.	*									
3420	Approve regional tract ranking, selection, and scheduling. *Chair, Regional Coal Team.	*									
3420	Conduct and approve final consultation with other Federal and State agencies and Indian tribes on the proposed regional coal lease sale schedule. *Assistant Secretary, Land and Minerals	*									
3420	Adopt final regional coal lease sale schedule. *Secretary of the Interior	*									



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3422.4	Approve and execute competitive coal leases in coal production regions.			X		X		Solid Min				
3425	Approve applications for coal lease sales under the emergency leasing criteria.			X		X		Solid Min				
3425	Approve applications for coal lease sales outside coal production regions or within eastern coal production regions not scheduled for activity planning.			X		X		Solid Min				
3427	Authority to respond to inquiries and take curative action for submission of evidence of written surface owner consent from qualified surface owners of split estate lands.			X		X		Solids Adj				
3430	Approve issuance of coal preference right leases.			X		X		Solid Min				
3430	Approve Preference Right Lease Application cost estimate document and record of decision.			X								
3431	Approve negotiated sales of rights-of-way.			X		X						
3432	Approve coal lease modifications.			X		X		Solid Min				
3435	Approve coal lease exchanges.			X		X						
3436	Approve Alluvial Valley Floor coal lease and coal land exchanges.			X		X		Solid Min				
3440	Approve licenses to mine coal.			X		X		Solid Min				
3451	Approve coal lease readjustments.			O								
3452	Cancel, terminate or accept coal lease relinquishments.			O								
3453	Approve coal lease transfers.			O								
→ 3461	Approve lands as unsuitable for surface mining as a result of application of unsuitability criteria.			X		X				X		①
→ 3461	Respond to Office of Surface Mining on Petition to Declare Lands Unsuitable for Mining.			X		X				X		①
3472	Determine if lessees meet qualification requirements.			X		X		Solid Min				
3473	Prescribe rents and royalties.			X		X		Solid Min				
3474	Approve bonds.			X		X		Solid Min				
3480	Approve maximum economic recovery.			X		X		Solid Min				
3480	Approve the stipulations for licenses, permits or leases on Indian lands.			X		X						
3480	Issue General Mining Orders. *Director/Deputy Director		*									
3481	Prepare notice of availability and notice of proposed action.			X		X		Solid Min				
3482	Approve exploration plans and modifications to a lease or exploration license.			X		X		Solid Min				
3482	Approve Resource Recovery and Protection Plans and modifications on Federal land.			X		X		Solid Min				
3482	Approve coal exploration plans and plan modification on leased Federal lands.			X		X		Solid Min				
3482	Approve exploration plans of coal on Indian lands (25 CFR 216.6)			X		X		Solid Min				
3482	Approve resource recovery and protection plan and make recommendations to OSM on SMCRA permits.			X		X		Solid Min				
3482	Recommend approval of surface coal mining plans on Indian lands to OSM (25 CFR 216.7)			X		X		Solid Min				
3482	Approve resource recovery and protection plans and modifications on Indian land (25 CFR 216.7).			X		X		Solid Min				
3482	Approve minor modifications of resource recovery and protection plans on Federal land.			X		X		Solid Min				
3483	Approve commercial quantities and monitor diligent development and continued operation.			X		X		Solid Min				
3483	Terminate leases or initiate cancellation of leases.			O								
3483	Approve suspensions.			O								
3483	Approve advance royalty payments.			X		X		Solid Min				
3484	Approve temporary or final abandonment with respect to the coal resources for all or part of a mine or deposit.			X		X		Solid Min				
3485	Approve waiver, suspension, or reduction of the rental or royalty on producing leases.			O								
→ 3486	Authorize inspections.			X		X		Solid Min		X		①
3486	Issue notices of noncompliance with regulations and license or lease terms, and provisions of the Resource Recovery and Protection Plan.			X		X		Solid Min				
3487	Approve Logical Mining Units and Logical Mining Units Modifications.			O								
3487	Take all necessary actions to adjudicate applications.			X		X		Solids Adj				
3487	Prepare notice of availability and notice of proposed decision, including required hearings.			X		X		Solid Min				
LEASING OF SOLID MINERALS OTHER THAN COAL AND OIL SHALE												
→ 3500	Issue reports of mineral character to other agencies (FLPMA Sec. 209).			X		X		Solid Min		X		①



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3500, 3501, 3510, 3520, 3530, 3540, 3550, 3560	Approve all action on matters related to the noncompetitive and competitive leasing of Phosphate, Sodium, Potassium, Sulphur (acquired lands), "Gilsonite" (including all vein-type Solid Hydrocarbons), and Hardrock Minerals including major mine plan technical review, adjudicate applications and issue leases, and respond to requests for procedural information, regulatory requirements and status of filings.			X		X		Solid Min				
→ 3500, 3501, 3510, 3520, 3530, 3540, 3550, 3560	Approve all action on matters related to the noncompetitive and competitive leasing of Phosphate, Sodium, Potassium, Sulphur (acquired lands), "Gilsonite" (including all vein-type Solid Hydrocarbons), and Hardrock Minerals including all other actions for exploration and mining plans (except those listed above).			X		X		Solid Min		X		①
3500-3517	Approve all steps necessary for complete adjudication of applications submitted for nonenergy permits and leases under the authority found at 43 CFR 3501.1, 3500.0-3.			X		X		Solid Min				
3500, 3503, 3511, 3521, 3531, 3541, 3551, 3561	Prescribe rents and royalties.			X		X						
3501	Approve all action on matters related to leasing of minerals in the following Special Leasing Areas: - Gold, Silver, or Quicksilver in confirmed private land grants (43 CFR 3581 and 3578.4). - National Park Service Areas (43 CFR 3582): Lake Mead National Recreation Area; Whiskeytown unit of the Whiskeytown-Shasta-Trinity National Recreation Area; Glen Canyon National Recreation Area; Shasta and Trinity units of the Whiskeytown-Shasta-Trinity National Recreational Area (43 CFR 3583); Reserved minerals in lands patented to the State of California for Park and other public purposes (43 CFR 3584).			X								
3501	Approve all actions on permits and leases for minerals pursuant to Sec. 402, Reorganization Plan No. 3 of 1946 (60 Stat. 1099), which transferred the functions of the Secretary of Agriculture to the Secretary of the Interior in certain Acquired Lands including major mine plan technical review and adjudicate applications and issue permits and leases.			X		X		Solid Min				
→ 3501	Approve all actions on permits and leases for minerals pursuant to Sec. 402, Reorganization Plan No. 3 of 1946 (60 Stat. 1099), which transferred the functions of the Secretary of Agriculture to the Secretary of the Interior in certain Acquired Lands including all other actions for exploration and mining plans (not listed above).			X		X		Solid Min		X		①
3502	Determine if lessees meet qualification requirements.			X		X						
3503, 3513	Approve applications for waiver, suspension, or reduction of rental or minimum royalty or reduction of royalty.			O								
3503, 3513	Approve applications for suspensions of operations.			O								
3504, 3505, 3506, 3510, 3512, 3514, 3522, 3524, 3532, 3534, 3542, 3544, 3552, 3554, 3562, 3564, 3582, 3584	Approve all action matters related to issuance of prospecting permits and exploration licenses on Public Domain and Acquired Lands.			X		X		Solid Min				
→ 3504, 3505, 3506, 3510, 3512, 3514, 3522, 3524, 3532, 3534, 3542, 3544, 3552, 3554, 3562, 3564, 3582, 3584	Technical recommendations for permits and leases.			X		X		Solid Min		X		①



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3504, 3505, 3506, 3510, 3512, 3514, 3522, 3524, 3532, 3534, 3542, 3544, 3552, 3554, 3562, 3564, 3582, 3584	Adjudicate applications and issue permits and licenses.			X		X		Solid Min				
3507, 3508	Approve all actions necessary to issue preference right and competitive leases of mineral lands and deposits on Public Domain and Acquired Lands.			X								
3507, 3509	Approve all actions on matters relating to fractional and future interest permits and leases on Public Domain and Acquired Lands.			X								
→ 3507, 3509	Technical recommendations for permits and leases.			X		X		Solid Min		X		①
3507, 3509	Adjudicate and issue permits and leases.			X		X		Solid Min				
3508, 3515	Approve all actions on matters relating to mineral lease exchange (see 3060 for technical review and approval of mineral reports).			X		X		Solid Min				
3508, 3515	Accept lease relinquishment.			X		X		Solid Min				
3508, 3515	Adjudicate and issue permits and leases.			X		X		Solid Min				
3510, 11, 13, 16; 3520, 21, 23, 25, 26; 3530, 31, 33, 35, 36;	Approve all actions necessary to issue preference right and competitive leases of mineral lands and deposits on Public Domain and Acquired Lands.			X		X		Solid Min				
→ 3540, 41, 43, 45, 46;	Valuable deposit determinations.			X		X		Solid Min				
→ 3511, 3517, 3527, 3560	KLA determination (see 3060).			X		X		Solid Min				
→ 3590	Technical recommendations for issuance.			X		X		Solid Min		X		①
→ 3590	Review technical recommendations and determinations.			X		X		Solid Min		X		①
→ 3590	Adjudicate applications and issue leases.			X		X		Solid Min				
→ 3590	Approve all actions required to issue use permits under appropriate terms and conditions.			X		X		Solid Min		X		①
3520	Identify other lands subject to competitive leasing for phosphate, sodium, oil shale, geothermal resources, etc. (cross reference 43 CFR 3200).			X		X		Solid Min				
3590	Approve exploration and mining operations in accordance with the regulations.			X		X		Solid Min				
3590	Technical review of major mine plans and major modifications.			X		X		Solid Min				
3590	All other actions for approval of exploration plans and mining plans.			X		X		Solid Min				
→ 3590	Inspect and regulate prospecting, exploration testing, development, mining, and processing operations.			X		X		Solid Min		X		①
→ 3590	Inspect exploration and mining operations to determine adequacy of air and water management and pollution control measures.			X		X		Solid Min		X		①
→ 3590	Require operators to be in compliance with regulations, lease or permit terms, and approved plans.			X		X		Solid Min		X		①
3590	Obtain and check records of production of minerals and verify production.			X		X		Solid Min				
3590	Prescribe the manner and form of records and notices to the operator			X		X		Solid Min				
3590	Act on applications for suspension of operations or production.			O								
3590	Inspect and report on the cessation and abandonment of operations.			X		X		Solid Min				
3590	Report to the agency having administrative jurisdiction any trespass involving removal of mineral deposits.			X		X		Solid Min				
3590	Implement General Mining Orders and issue other orders, determinations, comments, and approvals to implement or assure compliance with the 43 CFR 3590 operating regulations.			X		X						
3590	Issue General Mining Orders. *Director/Deputy Director		*									
3592	Approve exploration plans, mining plans, and major modifications on Federal and Indian lands.			X		X		Solid Min				
3592	Technical review of major mine plans and major modifications.			X		X		Solid Min				
3592	All other actions for approval of exploration plans and mining plans.			X		X		Solid Min				
3592	Receive certified maps of mining operations drawn to an acceptable scale.			X		X		Solid Min				



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3592	Receive production maps which show all excavations in such a manner that production for any royalty reporting period can be accurately determined.		X		X		Solid Min				
3592	Authorize surveys if operator fails to submit proper maps.		X		X		Solid Min				
3593	Authorize the collection of logs, cores, samples, or cuttings for exploration or development drilling and approve conversion of any drill hole to surveillance wells.		X		X		Solid Min				
3594	Approve mining methods which will achieve ultimate maximum recovery of the resource and approve mining of isolated blocks or boundary pillars.		X		X		Solid Min				
3595, 3596	Approve methods of abandonment and waste disposal to ensure protection against mining hazards.		X		X		Solid Min				
3597	Authorize production verification to ensure that production allocations are reported accurately; making volumetric measurements or other de terminations to verify production.		X		X		Solid Min				
→ 3598	Conduct inspections to assure compliance with regulations, lease terms and conditions of plan approval.		X		X		Solid Min		X		●
→ 3598	Issue notices of noncompliance and take other enforcement actions as necessary for violations.		X		X		Solid Min		X		●
MINERAL MATERIALS DISPOSAL											
→ 3600	Approve all actions relating to any contract for the sale or disposal of mineral materials, including approvals, modifications and cancellations; designations, modifications, and cancellations of community pits and common use areas; and authorizations of exploration and sampling activities.		X						X		●
→ 3600	Approve designation, modification or cancellation of free use areas for petrified wood on lands under the jurisdiction of other Federal departments or agencies, other than the Department of Agriculture, with the consent of the other departments or agencies involved.		X						X		●
3600	Approve mineral material appraisal reports. *Qualified Mineral Appraisal Reviewer		*		*				*		
3600	Technical review and approval of short-form appraisals (see Mineral Material Appraisal Handbook). *Qualified Mineral Appraisal Reviewer		*		*				*		
→ 3602	Approve and modify mining and reclamation plans.		X						X		●
3610	Conduct appraisals and reappraisals. *Qualified Mineral Appraisal Reviewer		*		*				*		
→ 3610	Conduct measurements.		X						X		●
→ 3610	Make performance and reclamation bonds determination.		X						X		●
→ 3610	Approve assignments.		X						X		●
→ 3610	Approve mineral material sales.		X		X		Solid Min		X		●
→ 3621	Issue Free Use Permits.		X						X		●
MULTIPLE USE: MINING											
3700-3746	Approve all actions necessary under Group 3700 –Multiple Use; Mining.		X		X						
MINING CLAIMS UNDER THE GENERAL MINING LAWS											
3800-3873 except 3860	Approve all actions necessary under Group 3800 - Mining Claims Under the General Mining Law.		X								
3800-3873 except 3860	Take all required steps necessary to allow mineral entry, exploration, location, and purchase pursuant to the United States Mining Laws (43 CFR 3813-3826).		X		X		Solid Min				
3800-3873 except 3860	Approve bonding amount.		X		X		Solid Min				
3800 except 3860	Adjudicate all cases, perform mineral examinations, and initiate mineral contest actions.		X								
→ 3802	Take all actions as necessary to approve Plan of Operation Wilderness Review Program.		X						X		●
→ 3802	Take all steps necessary to prevent impairment of the suitability of lands under wilderness review for inclusion in the wilderness system and to prevent unnecessary and undue degradation by activities authorized by the United States Mining Laws and provide for environmental protection of the public lands and resources.		X						X		●
→ 3802	Accepts, collects, terminates, etc. bonds associated with plans of operations.		X						X		●
→ 3802	Approve plans of operations for exploration and mining, wilderness review program (FLPMA Secs. 302 and 603).		X						X		●
→ 3802, 3809	Take all actions as necessary for Plans of Operation and Notices for the Surface Management Program.		X						X		●



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→ 3809		Approve plans of operations for surface management (22 USC 2478 of Rev Stats. As amended by 43 USC 1201, 43 USC 1701, 30 USC 612, 16 USC 1280).		X						X		①
→ 3809		Accepts, collects, terminates, etc. bonds associated with plans of operations.		X						X		①
→ 3809		Issue notices of noncompliance and records of noncompliance for Mining Notice or Plan of Operations.		X						X		①
3809		Decide appeals to decisions of authorized officer.		X								
3814		Process mineral claimants bonds.		X		X		Solid Min				
3814		Approve bonding amounts for disposal of reserved minerals under the Stock Raising Homestead Act (39 State 863, 43 USC 299).		X		X		Solid Min				
3815		Approve stipulations on final certifications for mineral locations in stock driveway withdrawals (45 Stat. 1144; 43 USC 300).		X		X		Solid Min				
3830		Sign correspondence and case related work involved with the administration of location of mining claims recordation (Sec. 314 of 43 USC 1744, 43 USC 2, Sec. 310 of 43 USC 1740, 31 USC 483a).		X		X		Solid Min				
3833		Take all steps necessary to record the location of mining claims, mill and tunnel sites; payment of service charges; and payment of rental fees.		X		X		Solid Min				
3833		Issue Null and Void Decisions.		X		X		Solids Adj				
3833		Issue Additional Requirement Notices.		X		X		Solids Adj				
3833		Acknowledge document receipt.		X		X		Solids Adj				
3833		Transmit files on appeal to the Interior Board of Land Appeals.		X		X		Solid Min				
3833, 3851		Take all steps necessary to record assessment work performance affidavits, fee waivers, or accept maintenance fees; including curative action.		X		X		Solids Adj				
3833, 3851		Issue Forfeiture and Void Decisions.		X		X		Solids Adj				
3850		Assessment work.		X								
3850		Approve deferment of assessment work, all adjudication actions (63 Stat 214, 30 USC 28b-c).		X		X		Solid Min				
3860		Approve Mineral Entry Final Certificates and Mineral Patents (209 DM 7). *Director/Deputy Director	*									
→ 3860		Adjudicate Mineral Patent Applications.		O								
3860		Recommend patent issuance to the Secretary.		X								
3861		Approve mineral surveys (Chap X, Manual for Intro, for Survey of Public Lands of U.S. 1973).		X		X		Cadastral				
3862-3864		Perform technical review and approve mineral reports (see 3060). *Certified Review Mineral Examiner.		*		*		*				
3862		Designate newspaper to publish notice of patent applications.		X		X		Solids Adj				
3871, 3872		Take appropriate action on adverse claims, protests and conflicts.		X		X		Solid Min				
3870-3873		Process all adverse claims (43 CFR 3870)		X		X						
3870-3873		Conduct validity examinations of mining claims and mill sites, recommend adverse action against invalid mining claims and mill sites, ascertain compliance with mining laws and forward the report to the State Office for technical approval. *Certified Review Mineral Examiner.		*		*				*		*
3870-3873		Review and approval of validity examination reports. *Certified Review Mineral Examiner.		*		*				*		*
3870-3873		Take all actions necessary to conduct mineral contest proceedings.		X		X		Solid Min				
3873		Segregate mineral from non-mineral land.		X		X						
OIL SHALE MANAGEMENT												
3900		Approve all oil shale actions (235 DM 1.1K).		X		X		Solid Min				
GRAZING ADMINISTRATION												
→ 4110		Allocate grazing preference, increases, and decreases.		X						X	X	X
→ 4110		Determine qualifications of applicants. Approve transfers, cooperative agreements, and range improvement permits.		X						X	X	X
→ 4110		Issue decisions for grazing use of public lands.		X						X		
→ 4110		Adjudicate conflicting applications.		X						X	X	
→ 4110		Determine base property.		X						X	X	X
→ 4110		Specify grazing preference.		X						X	X	X
→ 4110		Approve transfers and relinquishments of grazing preference.		X						X	X	X
→ 4110, 4120		Designate allotments for livestock grazing; specify numbers and kinds of livestock, and periods of use; incorporate other terms and conditions as appropriate in grazing permits and leases.		X						X	X	
4110		Close public lands to grazing use when needed - Permanent closure.		O								
4110		Close public lands to grazing use when needed - Temporary closure.		X						X		



Subject Code/Reference	Activity	Other	SD/ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Zoned AOs	FM/AFM	MM	Asst. FM
	X = Delegation O = Cannot be re-delegated ①=Operations in NDFO, MCFO and Great Falls O&GFS. Delegation includes Supervisor in Great Falls.										
4110	Take grazing management actions that address changes in public land acreage.		X								
→ 4120	Approve allotment management plans.		X						X	X	
→ 4120	Implement grazing management through allotment management plans resource activity plans and grazing systems.		X						X	X	X
→ 4120	Implement range improvements through permits and cooperative agreements and determine their value. Approve assignment of range improvement interest and maintenance responsibility.		X						X	X	X
→ 4120	Accept contributions for range improvements.		X						X	X	X
4120	Enter into Memorandum of Understanding or Cooperative Agreement to manage other agency lands.		X								
4120	Cooperate with State, county and Federal agencies in the administration of laws and regulations relating to livestock diseases, sanitation and noxious weeds.		X								
→ 4125	Acquire Rights to Water Wells (30 CFR 241.6).		X						X		
4130	Adjudicate conflicting applications (43 CFR 4130.1-2).		X						X		
→ 4130	Issue, modify and renew grazing permits and leases and exchanges-of-use agreements. Specify numbers and kinds of livestock, periods of use, places of use and other grazing management terms and conditions in grazing permits and leases and exchanges-of-use agreements.		X						X		
→ 4130	Issue grazing permits and leases, free-use permits, crossing permits, exchange-of-use authorizations, nonrenewable permits, and special grazing permits.		X						X	X	
→ 4130	Collect and deposit fees for grazing use, and approve refunds.		X						X	X	X
→ 4130	Specify numbers and kinds of livestock, and periods of use; incorporate other terms and conditions as appropriate in grazing permits and leases (43 CFR 4130.3-1, 4130.3-2).		X						X	X	X
→ 4140, 4170	Issue notices of violations and other actions (other than arrest authority).		X						X	X	X
4150	Take corrective and disciplinary actions as necessary on violations; initiating remedial actions to abate unauthorized grazing use as necessary, including trespass and impoundment actions; accepting settlements.		X						X		
4150	Issue order to impound unauthorized livestock.		X						X		
4150	Issue notice of intent to impound (43 CFR 4160.4-1).		X						X		
4150	Issue order to sell impounded livestock (after consultation with the Director and Solicitor) (43 CFR 4150.4-3, 4-5).		O								
→ 4160	Issue proposed and final decisions on matters of grazing administration and management.		X						X		
→ 4180	Take appropriate action to achieve standards for rangeland health and conform with guidelines for grazing management.		X						X	X	X
4180	Develop regional standards and guidelines for grazing administration for Secretarial approval.		O								
→ 4180	Determine that grazing practices or levels of grazing use are significant factors in failing to achieve standards and conform to the guidelines.		X						X	X	X
→ 4180	Implement actions to make significant progress toward fulfillment of the standards and significant progress toward conformance with the guidelines.		X						X		
→ 4190	Implement wildfire management decisions.		X						O		
4210, 4230	Determine area subject to lease and qualifications of the applicants.		X								
WILD FREE ROAMING HORSE AND BURRO MANAGEMENT											
4700	Manage wild, free-roaming horses and burros.		X						X		
4710	Establish wild horse and/or burro herd management areas.		X								
4710	Develop herd management plans.		X						X		
4710	Review and approve herd management plans.		X						X		
4710	Determine appropriate herd management level.		X						X		
4710	Determine minimum herd population level.		X						X		
4710	Designate wild horse and/or burro ranges. *Director/Deputy Director	*									
4710	Close herd areas to grazing by domestic livestock - permanent closure.		X								
4710	Close herd areas to grazing by domestic livestock - temporary closure.		X						X		
4710	Establish conditions for removal of unauthorized livestock from areas occupied by wild horses and burros.		X						X		
4720	Remove excess wild horses and burros from the public lands.		X						X		
4720	Remove strayed or excess animals from private lands.		X						X		
4730	Destroy old, sick, and lame wild horses and burros.		X						X		



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4740		Direct the use of helicopters and motor vehicles in the management and transport of wild horses and burros.		X						X		
→ 4740		Approve vehicles to haul wild horses and burros.		X						X		X
→ 4740		Approve any exceptions to the 24-hour hauling limit.		X						X		
4750		Make healthy excess wild horses and burros available for private maintenance through adoption.		X						X		
→ 4750		Approve applications for adoption of wild horses and burros.		X						X		X
4750		Notify applicants of reasons for disapproval and, if applicable, action required to meet standards for approval.		X						X		
4750		Approve adjustments in adoption fees for otherwise unadoptable animals.		X						X		
→ 4750		Waive adoption fees for otherwise unadoptable animals.		O								
4750		Replace adopted wild horses and burros that died within six months of adoption.		X						X		
4750		Issue Certificates of Title to wild horses and burros - Regular adoption.		X						X		
→ 4760		Certify the proper care and humane treatment of adopted wild horses and burros for purposes of compliance with the Private Maintenance and Care Agreement.		X						X		X
→ 4760		Enter into Private Maintenance and Care Agreements (PMACA) with adopters and take appropriate action to assure compliance with all requirements of the PMACA.		X						X		X
4760		Authorize an extension agent, local humane officer or similar qualified individual to verify compliance with the PMACA.		X						X		
4770		Repossess adopted wild horses and burros if the adopter fails to comply with the Private Maintenance and Care Agreement.		X						X		
4770		Authorize BLM law enforcement personnel to arrest without warrant persons who violate the Wild Horse and Burro Act or regulations in their presence. *Chief, Law Enforcement (NIFC)	*									
FOREST MANAGEMENT												
→ 5003		Render decisions on timber sale protests.		X						X		
→ 5003		Implement General Forest Management Decisions.		X						X	X	X
5041		Declare the annual productive capacity of commercial forest land.		X								
5043		Establish sustained yield unit.		X								
5043		Hold hearings in connection with each proposed sustained yield unit.		X								
5043		Approve action on appropriate recommendations concerning sustained (yield) units.		X								
5045		Exchange lands to consolidate or segregate O&C timber lands.		X								
SALES OF FOREST PRODUCTS												
→ 5400		Sell, dispose, or permit the free-use of forest products - over 25 MMBF		O								
→ 5400		Sell, dispose, or permit the free-use of forest products - up to 25 MMBF. Authorized officer can designate administrators authority to sell additional volume on any approved sale up to 50 MBF for each approved sale (contract modifications).		X						X	X	X
→ 5400		Sell timber on lands under the jurisdiction of the BLM of Reclamation.		X						X		
→ 5400		Act on matters involving rights-of-way acquisition and the approval of road construction projects to provide access to timber.		X						X		
→ 5400		Dispose of timber and other vegetative resources including those on unpatented mining claims located after July 23, 1955.		X						X		
5400		Make disposals on lands withdrawn for other public functions with the consent of the other public agencies.		X						X		
5400		Hold public hearings on species and grades to be exempted from export restrictions. *Director/Deputy Director	*									
→ 5400		Determine species and grades to be exempted from export restrictions. *Secretary	*									
5400		The ability to offset the value of timber or forest products produced as a by-product of the land management treatment for the cost of services received. *Director/Deputy Director	*									
→ 5402		Dispose of timber and other vegetative resources where values do not exceed \$2,499 using Form 5450-5 and \$999 for mineral materials.		X						X	X	X
→ 5402		Approve sale of negotiated timber sales of less than 250,000 board feet. Special justification is needed to exceed 250,000 board feet.		X						X		
5402		Make reports of timber disposals to Congress, BLM Offices, and others.		O		O						
→ 5410		Develop an annual timber sale plan, including any subsequent changes, alterations, or amendments.		X						X		



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5410			Approve Timber Sale Plans.		O		O						
5420			Establish minimum selling values by species and/or products.		O		O						
→ 5420			Determine a form of measurement of timber or other vegetative resources to be in the public interest.		X						X		
→ 5422			Authorize Scale Sales.		X						X		
→ 5422			Determine when to use scaling for administrative reasons.		X						X		
→ 5422			Determine when to use third-party scaling.		X		X				X		
→ 5424			Determine provisions for timber sale contracts.		X						X		
→ 5424			Sign timber sale contract. See 5450 for limitations.		X						X		
→ 5424			Determine when to use longer (or shorter) than usual advertising periods.		X						X		
→ 5441			Confirm qualifications of bidders.		X						X		
→ 5441			Initiate action on Small Business Administration road construction loan applications.		X						X		
→ 5441			Manage BLM's Small Business Administration set aside preferential timber sale program.		X						X		
→ 5442			Select sealed bids, written bids, oral bids, or a combination of bidding methods for advertised sales.		X						X		
→ 5442			Conduct a sale and determine the high bidder.		X						X		
→ 5442			Reject any or all bids.		X						X		
→ 5443			Determine when to keep a no-bid sale open for 90 days.		X						X		
→ 5450			Award timber sale contract to successful purchaser - Less than or equal to 10 MMBF. Additional sales to existing contract up to 50 MBF maybe re-delegated to any employee designated only by the contracting officer.		X						O		
→ 5450			Award timber sale contract to successful purchaser - More than 10, less than or equal to 25 M MBF.		X						O		
→ 5450			Award timber sale contract to successful purchaser - More than 25 MMBF. *Additional sales to existing contract up to 50 MBF maybe re-delegated to any employee designated only by the contracting officer.		O								
→ 5450			Confirm performance qualifications and award contract.		X						X		
→ 5451			Determine whether to require a bond for cash sales less than \$2,500.		X						X	X	X
→ 5451			Approve forms used for performance bonds. *Director/Deputy Director	*									
→ 5451			Approve completed performance bond forms.		X						X	X	X
→ 5451			Authorize a reduction in the amount of a performance bond.		X						X	X	X
→ 5451			Approve payment bonds prior to cutting or removal of any timber covered by the bond.		X						X		
→ 5451			Approve the allocation of a single payment bond to 2 or more contracts with the same purchaser in the same BLM administrative district.		X						X		
→ 5461			Determine the amount of installment payments.		X						X		
→ 5461, 5473			Grant an extension of contract time for cutting or removing of timber.		X						X		
→ 5461			Modify contract to sell additional timber up to 10 MMBF.		X						X		
→ 5473			Require the reappraised contract price be paid in full as a condition of granting an extension.		X						X		
→ 5474			Approve a contract assignment.		X						X		
NONSALE DISPOSALS													
→ 5500			Issue free use permits on BLM lands.		X						X	X	X
→ 5511			Prescribe provisions for cutting and removing free-use timber.		X						X	X	X
→ 5511			Cancel a permit for noncompliance or if the permit was issued erroneously.		X						X	X	X
5511			Approve free-use permit form. *Director/Deputy Director	*									
STEWARDSHIP CONTRACTING													
→ 5921			Approve Projects for Stewardship Contracting. *Warranted Contracting Officer approves the contract.		X			*					
WILDLIFE MANAGEMENT													
6100			Decisions regarding staffing, management, and protection of components of the National Landscape Conservation System.		X								
6100			Approval of Resource Management Plans for components of the National Landscape Conservation System.		X								
6100			Establishment and location of any BLM visitor center. *Director/Deputy Director	*									
NATIONAL HISTORIC AND SCENIC TRAILS													
6250, 6260			Designation of DOI Trail Administering Agency (ies) (NTSA, Sec. 5(a); DOI Manual 710). *Secretary of the Interior	*									
6250, 6260			Develop and publish uniform trail use regulations (NTSA, Sec. 7(i)). *Secretary of the Interior	*									
6250, 6260			Certification of non-Federal lands as components of National Historic Trails (NTSA, Sec. 3(a)(3)). *Secretary of the Interior	*									



Subject Code/Reference	Activity	Other	SD/ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Zoned AOs	FM/AFM	MM	Asst. FM
6250, 6260	Makes recommendation for trail administering agency; forwards to Secretary (NTSA, Sec. 5(a); DOI Manual 710). *Director/Deputy Director	*									
6250, 6260	Assigns lead State Director* to oversee trail administration if more than one State affected (DOI Manual 710). *Director/Deputy Director	*									
6250, 6260	Maintains official map of designated trail when assigned administration role (NTSA, Sec. (5a)). *State Director for the lead state if more than one.		*								
6250, 6260	Approve congressionally authorized feasibility studies; forward to Secretary (NTSA, Sec. (5b)). *Director/Deputy Director	*									
6250, 6260	Approve findings of congressionally authorized feasibility study conducted through another agency where BLM lands involved; forward to responsible agency (NTSA, Sec. (5b)). *Director/Deputy Director	*									
6250, 6260	Approve Comprehensive Management Plan where BLM is trail administrator/co-administrator when one State with affected BLM lands/RMPs involved (NTSA, Sec. (5e), (5f)).		X								
6250, 6260	Approve Comprehensive Management Plan where BLM is trail administrator/co-administrator when more than one State with affected BLM lands/RMPs involved (NTSA, Sec (5e), (5f)).		X								
6250, 6260	Approve Comprehensive Management Plan where BLM lands involved when BLM is not trail administrator (NTSA, Sec. (5e), (5f)).		X								
6250, 6260	When assigned administration role, establish advisory council (NTSA, Sec. (5d)). *State Director for the lead state if more than one.		*								
6250, 6260	Approve statewide plan affecting designated national scenic or historic trails or amends RMPs with provisions (NTSA, Sec. (7c); FLPMA).		X								
6250, 6260	Maintain copy of official designated trail map (NTSA, Sec. (5a)).		X								
6250, 6260	Approve RMP/amendment containing provisions for national scenic or historic trails (NTSA, Sec. (7c); FLPMA).		X								
6250, 6260	Maintain copy of official designated trail map (NTSA, Sec. (5a)).		X								
6250, 6260	Inventories/assesses significant sites or segments or trail locations (NTSA, Sec. (7c)).		X								
6250, 6260	Approve or deny actions affecting high potential sites or segments or trail location (NTSA, Sec. (7c); (7i); NHPA).		X								
6250, 6260	Approve or deny actions affecting trail corridor area (NTSA, Sec. (7c); NHPA; FLPMA).		X								
6250, 6260	Approve or deny trail land management transfer to/from other federal agencies under memorandum (NTSA, Sec. (7a, 1b); FLPMA).		X								
6250, 6260	Approve or deny LWCF acquisitions, related disposals, exchanges, easements or other lands actions affecting trail corridor area (NTSA, Sec. (7g), (9e, 3-4), (7f), (9b), (9c-d), (7k), (10c); FLPMA).		X								
6250, 6260	Maintain a uniform marker for the national trail system appropriate to each trail, in cooperation with other agencies (NTSA, Sec. (3a4), (7c)). *State Director for the lead state if more than one.		*								
6250, 6260	Recommends any substantial trail re-location or new components to Congress; forward recommendation to Secretary (NTSA, Sec. (7b), (2b)). *Director/Deputy Director	*									
WILDERNESS MANAGEMENT											
→ 6300	Management of designated wilderness areas: Take all approval or denial actions in designated wilderness areas; take all actions under the regulations in 43 CFR 6300.		X						O		
→ 6350	Approve or deny interim management actions in Wilderness Study Areas to avoid impairment. (Federal Land Policy and Management Act, Sec. 603 (c)).		X						O		
6361	Approve Wilderness Management Plans.		X								
WILD AND SCENIC RIVER MANAGEMENT											
6400	Identification & Studies (FLPMA; Wild and Scenic Rivers Act; USDI Final Revised Guidelines - 47 FR 39454; BLM Manual Section 8351): Approve eligibility/noneligibility findings, assessments, and evaluations.		X								
6400	Identification & Studies (FLPMA; Wild and Scenic Rivers Act; USDI Final Revised Guidelines - 47 FR 39454; BLM Manual Section 8351): Approve suitability/nonsuitability findings, assessments, and evaluations.		X								



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6400	Identification & Studies (FLPMA; Wild and Scenic Rivers Act; USDI Final Revised Guidelines - 47 FR 39454; BLM Manual Section 8351): Release eligible river segments determined nonsuitable in the land-use planning/NEPA process and sign the ROD.		X								
6400	Identification & Studies (FLPMA; Wild and Scenic Rivers Act; USDI Final Revised Guidelines - 47 FR 39454; BLM Manual Section 8351): Based on recommendations of the State Director(s), decide which eligible/suitable river segments are to be recommended for WSR designation; forward recommendations to the Secretary. *Director/Deputy Director	*									
6400	Reporting on WSR Studies (Sections 5(a) and 5(d)(1) of the WSR Act; FLPMA; NEPA; BLM Manual Section 8351): For congressionally authorized study rivers, approve assessment results, transmittal reports, and recommendations to the President. *Assistant Secretary, Land and Minerals	*									
6400	Reporting on WSR Studies (Sections 5(a) and 5(d)(1) of the WSR Act; FLPMA; NEPA; BLM Manual Section 8351): For land-use planning study rivers, approve assessment results, transmittal reports, and recommendations to the President. *Assistant Secretary, Land and Minerals	*									
→ 6400	Approve or deny proposed projects in eligible river corridors to protect identified outstandingly remarkable values (8351 Manual Section).		X						O		
→ 6400	Approve detailed boundaries and classification via notification of Congress and publishing a notice of availability in the <u>Federal Register</u> pursuant to Section 3(b) of the WRSA. *Assistant Secretary, Land and Minerals	*									
6400	Approve maps, boundaries, and classification descriptions of designated WSRs and make available for public inspection (Section 3(c) of the WSR Act).		*								
→ 6400	Approve comprehensive WSR management plan(s) and publish a notice of completion and availability in the FR (Section 3(d)(1) of the WSR Act).		X						O		
→ 6400 (8351)	Management of designated WSRs - Approve or deny proposed projects in designated WSRs to protect and enhance values for which the river was designated (36 CFR 297 and 43 CFR 8351).		X						O		
6500-6900	Authorize all actions relating to wildlife management pursuant to BLM Manual Sections 6500-6900 and the Federal Land Policy and Management Act.		X						X		
6500	Authorize protecting and/or reestablishing wildlife habitat pursuant to the Surface Mining Control and Reclamation Act of 1977 (30 U.S.C. 1201 et. Seq.).		X						X		
6500	Approve planning and implementing needed wildlife habitat research studies: BLM. *Group Manager	*									
6500	Approve planning and implementing needed wildlife habitat research studies: State.		X						X		
6500	Approve developing and implementing range land improvements for wildlife pursuant to the Public Rangelands Improvement Act and the Taylor Grazing Act.		X						X		
6500	Approve protective provisions (stipulations) in leases, licenses, permits, and grants issued by BLM to safeguard wildlife habitat per Federal Land Policy and Management Act, Surface Mining Control and Reclamation Act, etc., and other applicable authorities.		X						X		
6520	Approve developing and implementing cooperative programs for habitat management, including Cooperative Management Agreements, with non-Governmental entities.		X						X		
6525	Authorize developing, signing and implementing cooperative management programs, including cooperative management agreements jointly with State wildlife agencies pursuant to the Sikes Act, as amended (74 Stat. 1052; 88 Stat. 1369; 92 Stat. 921).		X						X		
→ 6602	Approve developing and implementing inventory and monitoring plans.		X						X	X	X
→ 6620	Approve habitat management plans - within the Field Office.		X						X	X	X
→ 6620	Approve habitat management plans - across Field Office boundaries.		X								
→ 6820	Approve introducing, relocating, or transplanting (including T&E species). Both plants and animals - includes establishing new populations and supplementing existing populations.		X						X		
6830	Approve animal damage control plans where the BLM is the action agency.		X						X		



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6830			Approve use of cyanide devices.		X						X		
6840			Conduct endangered species consultations under Section 7 of the Endangered Species Act, as amended.		X						X		
SOIL, WATER, AND AIR MANAGEMENT													
→ 7250			Sign application for water rights (State Government).		X						X	X	X
RECREATION PROGRAMS													
→ 8000			Authorize recreation use, and specify terms and conditions of such use (exceptions are provided for in the regulations).		X						X	X	X
8000			Establish and collect fees for developed recreation sites (43 CFR 8000.0-6, 8372.4 and 36 CFR 71)		X						O		
CULTURAL RESOURCE MANAGEMENT													
→ 8100			Approves Cultural Management Plan.		X						O		
8140			Approve repatriations under Native American Graves Protection and Repatriation Act.		O								
8142			Enter into agreements with Native American tribes or groups concerning possession or disposition of human remains, funerary objects, sacred objects, objects of cultural patrimony and related materials from the public lands pursuant to the Native American Graves Protection and Repatriation Act (NAGPRA).		O								
8144			Approve repatriations under Native American Graves Protection and Repatriation Act.		O								
→ 8150			Approve cultural and paleontological use permits.		X		O						
→ 8150			Approve/deny cultural use permits (43 CFR 7.6) only with oversight of the State's Cultural Heritage Program.		X		X		Lands				
→ 8150			Approve/deny paleontological use permits (43 CFR 7.6) only with oversight of the State's Cultural Heritage Program.		X		X		Lands				
RECREATION MANAGEMENT													
→ 8322			Approve Recreation Area Management Plans.		X						X		
8322			Approve Recreation Project Plans.		X						X	X	X
8341			Approve restrictions on the use of Off Highway Vehicles on BLM land (regarding conditions of use).		X						O		
→ 8341			Approve closing areas to Off Highway Vehicle use.		X						O		
8341			Approve closing portions of the public lands for use by Off Highway Vehicles.		O								
8342			Designate all public lands as either open, limited, or closed to Off Highway Vehicles.		X						O		
8343			Designate areas where spark arresters are required.		X						X		
8350			Determine eligibility, classification, suitability or nonsuitability, interim protection pending congressional action as to designation of wild, scenic, and/or recreational rivers so as to not degrade the free-flowing nature or outstandingly remarkable values of any eligible study rivers (FLPMA, NEPA, Wild and Scenic Rivers Act).		X						X		
→ 8351			Management of any designated wild, scenic, and/or recreational rivers (FLPMA, Wild and Scenic Rivers Act).		X						X	X	
8357			Designate Back Country Byways in consultation with State and local authorities and other interest groups.		X								
8361			Authorize use of personnel and equipment for public emergencies.		X		X	X			X	X	X
8364-8365			Approve closing areas and access to areas.		X						O		
8365			Establish supplementary rules.		O								
→ 8370			Federal Lands Recreation Enhancement Act (FLREA) Project: Confirm Pilot FLREA Site communication, marketing, and business plan.		O								
→ 8370			Federal Lands Recreation Enhancement Act (FLREA) Project: Nominate Pilot FLREA Sites for WO Approval		X		X				X		
→ 8370			Federal Lands Recreation Enhancement Act (FLREA) Project: Approve Pilot FLREA Sites. *Group Manager, Recreation Group		*								
→ 8370			Federal Lands Recreation Enhancement Act (FLREA) Project: Prepare the Annual FLREA Report to Congress. *Group Manager, Recreation Group		*								
→ 8372			Issue and administer special recreation permits (SRPs).		X						X		
→ 8372			Establish the conditions where special recreation permits are required.		X						X		
8372			Approve accepting SRP application earlier than 120 days prior to use.		X						X	X	X
→ 8372			Approve maximum time by which an SRP application will be accepted.		X						X		
→ 8372			Approve issuing and administration of SRPs.		X						X		
8372			Establish and maintain fees for commercial SRPs. *Director and Deputy Director		*								
8372			Establish and maintain fees for all other SRPs.		X								



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8380			Nomination and listing of significant caves.		X						X		
8380			Designation of significant caves.								O		
8390			Issue and administer use authorization for recreation, concession leases.		X						X		
VISUAL RESOURCE MANAGEMENT													
8400			Develop policy, guidelines, training, and overall coordination of VRM Functions for the BLM. *Recreation Group Manager.	*									
→ 8400			Administration of Visual Resource Management.		X						X		
8400			Implement BLM VRM policy and provide statewide program coordination and guidance.		X								
WILDERNESS MANAGEMENT													
8510			Approve inventory decisions.		X								
8520			Inventories and Studies (FLPMA Sec. 201, 202, 603(a), 43 CFR 1601): Approve provisions for public review and comment and appointing wilderness public hearing officers.		X								
8520			Inventories and Studies (FLPMA Sec. 201, 202, 603(a), 43 CFR 1601): Designate Wilderness Study Areas.		X								
8520			Inventories and Studies (FLPMA Sec. 201, 202, 603(a), 43 CFR 1601): Based on recommendation of the SD, decide which ISAs and WSAs are to be recommended for wilderness designation; forward recommendations to the Secretary. *Director/Deputy Director	*									
8520			Inventories and Studies (FLPMA Sec. 201, 202, 603(a), 43 CFR 1601): Approve provisions with USGS and Bureau of Mines for mineral surveys.		X								
8530			Reporting on Studies (FLPMA Sec. 201 and 202): Approve transmitting final reports (recommendation) to the President. *Secretary/Assistant Secretary	*									
8550			Approve interim management, pending congressional determinations as to designation of ISAs and WSAs to avoid impairment (FLPMA Sec 603(c)).		X						O		
8550			Approve of shooting animals from an aircraft for animal damage control in wilderness study areas.		X						O		
8560			Management of designated wilderness areas: Take all approval or denial actions in designated wilderness areas; take all actions under the regulations in 43 CFR 8560.		X						O		
8561			Approve Wilderness Management Plans.		X						X		
8704			Approve and carry out research requisite for adequate protection and preservation of historic cultural, paleontologic, or scenic values, fish and wildlife resources and natural systems or processes; or protection of life and safety from natural hazards (FLPMA, Sec. 301).		X								
TECHNICAL SERVICES													
9011			Approve submitted Pesticide Use Proposals. *Only States with certified applicators reviewing Pesticide Use Proposals. This authority may not be re-delegated below the Deputy State Director.		X		O						
→ 9014			Approve submitted Biological Control Agent Release Proposals except those retained by the Department.		X		X				X	X	X
ENGINEERING													
9100			Technical approval of easement surveys, easement plats, and legal descriptions for acquisitions is delegated through the State Director and the Field Manager to the Field Office Engineer. If there are no qualified Field Office Engineers, then delegation of authority goes to the next highest organizational level in engineering.		X						X		
→ 9101			Approval of site studies is delegated through the State Director to the Field Manager except at the National Interagency Fire Center.		X						X		
9101			Approval of the design narrative and action plan, except where reserved for the State Director (large buildings and recreational developments) is delegated through the State Director to the Field Manager.		X				Eng		X		
9101			Approval of design narrative and action plan for electrical and mechanical features.		X				Eng				
9101			Approval of design narrative and action plan for accessibility requirements.		X				Eng				
9101			Approval of design narrative and action plan for recreational developments over \$25,000.		X				Eng				
9101			Approval of design narrative and action plan for other than major structures.		X				Eng	X	X		



Subject Code/Reference	X = Delegation O = Cannot be re-delegated Activity	Operations in NDFO, MCFO and Great Falls O&GFS. Delegation includes Supervisor in Great Falls.									
		Other	SD/ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Zoned AOs	FM/AFM	MM	Asst. FM
9102	Design approval for major structures which affect public safety is delegated through the line to any level; however, the signing official is required to be a registered professional engineer experienced in that particular type of structure.		X				Eng				
9102	All engineering designs (construction and maintenance) are approved technically as outlined in the BLM Manual Section 9102. The responsibility for determining the level at which approval will occur for each office lies with the State Engineer who retains technical responsibility for all designs. Note: Authority to construct a facility or expend funds is delegated through the State Director to the Field Manager, except at the Office of Fire and Aviation and BLM Centers.		X				Eng				
→ 9102	Level I: An engineering review is to be made: Pre-engineered Buildings (design review by the State Office); Major Culverts (design review by SO); Bridges (design review by SO); Retaining Walls; Roads; Temporary Crossings; Water Wells; Dams; Irrigation Systems; Culverts; Fish Enhancement Facilities; Wildlife Developments; Riparian Structures; Trails; Fences and Cattle guards.		X				Eng	Zone Eng	X		
→ 9102	Level II: An engineering review is to be made: Roads; Temporary Crossings; Water Wells; Dams; Irrigation Systems; Culverts; Fish Enhancement Facilities; Stock Water Systems; Wildlife Developments; Riparian Structures; Trails; Fences and Cattle guards.		X				Eng	Zone Eng	X		
→ 9102	Level III: An engineering review is to be made: Fish Enhancement Facilities; Stock Water Systems; Wildlife Developments; Minor Road Realignment; Riparian Structures; Trails; Road Maintenance; Fences and Cattle guards.		X				Eng	Zone Eng	X		
→ 9113	Approval of road standards that are within the limits outlined in BLM Manual Section 9113 is delegated through the State Director to the Field Manager subject to BLM Manual Section 9113 limitations.		X				Eng	Zone Eng	X		
→ 9114	Using the documents cited in BLM Manual Section 9114, the authority to approve a trail location is delegated through the State Director to the Field Manager.		X				Eng	Zone Eng	X		
→ 9172	Using the documents cited in BLM Manual Section 9172, the authority to approve a water control or water development structure is delegated through the State Director to the Field Manager; however, the signing official is required to be a registered professional engineer experienced in that particular type of structure.		X				Eng	Zone Eng	X		
9180, 9185	Approve survey, resurvey, and protraction diagrams of the lands within the jurisdiction of the office (43 U.S.C. 2, 52 and 1201). *State Office Chief Cadastral Surveyor only.				*						
9180	Prepare and publish in the <u>Federal Register</u> notices of the official filing of accepted plats of survey, resurvey, and approved protraction diagrams (43 U.S.C. 2 and 52). *State Office Chief Cadastral Surveyor only. Must be approved by the Assistant Secretary	*			*						
9185	Approve applications for extension of original surveys or lands omitted from original surveys. *State Office Chief Cadastral Surveyor only.				*						
9185	Approve applications for resurveys. *State Office Chief Cadastral Surveyor only.				*						
9185	Issue and cancel survey order for the survey of a mining claim. *State Office Chief Cadastral Surveyor only.				*						
9185	Perform all functions and sign for the Director all documents relating to the appointment of United States Mineral Surveyors. *Washington Office Chief Cadastral Surveyor only.	*									
PROTECTION (FIRE)											
9210	Coordinate decisions of the National Multi-Agency Coordinating Group as they affect BLM lands to establish fire priorities, allocate, and re-allocate fire suppression resources. *Director, Fire and Aviation	*									
→ 9210	Serve as State Director's authorized representative on Geographic Area Coordination Groups including Multi-Agency Area Coordination (MAC) Groups.		X		X		Fire		X		Fire
→ 9210	Coordinate and establish priorities on uncommitted fire suppression resources during periods of shortages.		X		X		Fire		X		Fire
→ 9210	Direct accelerated, initial attach when appropriate.		X				Fire		X		Fire
→ 9210	Relocate Bureau presuppression/suppression resources within the State, based on relative fire potential/activity.		X		X		Fire				



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9210			Provide fire management in a manner that protects and enhances the resources and protects the environment from damage or degradation (43 USC 594, 590 DM 1.3A)		X		X		Fire		X		Fire
9210			Provide wildfire protection on all lands under the jurisdiction of the Bureau of Land Management (16 USC 594, 43 USC 1701).		X		X		Fire		X		Fire
9210			Provide suppression support upon the request of the responsible line official.		X		X		Fire		X		Fire
→ 9210			Provide wildfire prevention, detection, and suppression planning support upon the request of the responsible line official.		X		X		Fire		X		Fire
9210			Enter into contracts to provide for wildfire suppression on BLM-administered lands or on lands of another Federal agency. (43 USC 1181E; 43 USC 315, 43 USC 1701)		X		X		Fire		X		
→ 9210			Coordinate fire logistics suppression operations.		X		X		Fire		X		Fire
→ 9210			Hire employees to perform fire emergency work (43 USC 1469).		X		X		Fire		X		Fire
9210			Authority to expend up to \$100,000 for State short-term fire severity needs.		O								
→ 9210			Provide wildfire suppression support to others when a fire is within one hour of travel of the BLM facility even though no agreement exists. Only "on-board" personnel and equipment may be used (43 CFR 28 and 910 DM 2.1).		X		X		Fire		X		Fire
9210			Enter into national level fire agreements to facilitate mutual assistance for prevention training, presuppression, and suppression (31 USC 686; 42 USC 1856a; 43 USC 1701). *Director, Fire and Aviation	*									
→ 9210			Enter into local agreements to facilitate mutual assistance for prevention training, presuppression, and suppression (31 USC 686, 42 USC 1856a, 43 USC 1701).		X						X		
9210			Approve fire operating plans committing funds and/or manpower in support of national level agreements for mutual assistance.		X						X		
9210			Enter into fire agreements to provide for the housekeeping functions of combined agency-operated facilities.		X		X		Fire		X		X
9211			Approve fire management activity plan.		X						X		
9211			Approve Fire Management Plans.		X								
9211			Develop prescribed fire plans.		X						X		Fire
9211			Approve prescribed fire plans. Approval can be re-delegated if a qualified, independent plan review can be made.		X						X		
9211			Designate qualified burn boss.		X						X		Fire
9211			Implement and conduct burn.		X						X		Fire
9212			Close areas under the administration of the BLM during periods of high hazard, to prevent fires (43 CFR 8364.1).		X		X				O		
9212			Issue fire prevention orders that close entry to, or restrict use of, designated public lands.		X						X		
9212			Enforce closures and prohibitions against burning on BLM-administered land (43 CFR 4140, 43 CFR 4170).		X		X				X	X	X
9212			Approve Severity Funding up to \$50,000 per year.		O								
9215			Assure only qualified personnel are used on fires on BLM-administered land.		X		X		Fire		X		Fire
9215			Provide training assistance to other agencies upon request.		X		X		Fire		X		Fire
9215			Sign Red Cards for employees.		X		X		Fire		X		Fire
9372			Accept SRP application current appropriation, to prepare for and to take fire suppression action within the scope of approved Strength-of-Force Plans, expending emergency funds.		X								
9372			Accept SRP application current appropriation, to prepare for and to take fire suppression action - national agreements, expending funds to provide fire suppression support to other agencies on a nationwide basis from closest sources.		X								
TRESPASS													
→ 9230			Issue order to seize Government property.		X						O		
→ 9230			Determine liability for unauthorized use on public lands. Accept payment in full. Dispose resources and funds recovered.		X						X		
→ 9230			Approve actions necessary to prevent or abate the unauthorized use of public lands.		X						X	X	X
→ 9230			Issue notices of Demand (Demand Letters).		X						X		
→ 9230			Approve liability and damages for unauthorized use of the public lands.		X						X		
9230			Accept damages and/or liabilities for unauthorized use: full payment or settlement agreements.		X						X		
9230			Accept damages and/or liabilities for unauthorized use: Approve writing off uncollectible accounts: \$0 - \$600.		X						X		

1203 - DELEGATION OF AUTHORITY



Subject Code/Reference	X = Delegation O = Cannot be re-delegated Activity	①=Operations in NDFO, MCFO and Great Falls O&GFS. Delegation includes Supervisor in Great Falls.	Other	SD/ASD	912 EA	920 DSD	930 DSD	SO Branch Chiefs	Zoned AOs	FM/AFM	MM	Asst. FM
→ 9230	Accept damages and/or liabilities for unauthorized use: Approve writing off uncollectible accounts: \$601 - \$2,500 (With the concurrence of the Field Solicitor).			X						X		
9230	Accept damages and/or liabilities for unauthorized use: Approve writing off uncollectible accounts: \$2,500 - \$20,000 (With the concurrence of the Solicitor). *Secretary/Director/Deputy Director		*									
9230	Accept damages and/or liabilities for unauthorized use: Approve writing off uncollectible accounts: Over \$20,000 *Department of Justice with the recommendation of the Director and Solicitor.		*									
→ 9230	Accept damages and/or liabilities for unauthorized use: Approve the compromising of a claim or debt owed the Government: \$0 - \$100,000 (With the concurrence of the Field Solicitor).			X								
→ 9230	Accept damages and/or liabilities for unauthorized use: Approve the compromising of a claim or debt owed the Government: Over \$100,000 (Department of Justice). *Secretary of the Interior		*									
→ 9230	Issue notice of trespass and billing.			X						X	X	X
9230	Accept Real Property Offered for Settlement of Unauthorized Use - Recommendation.			X						X		
9230	Accept Real Property Offered for Settlement of Unauthorized Use - Approval. *Director/Deputy Director		*									
PROTECTION (LAW ENFORCEMENT)												
9260	Delegate, suspend, or revoke law enforcement authority of Federal personnel to enforce Federal laws and regulations relating to the public lands and resources, make arrests, and to carry firearms in the course of law enforcement duties. *Director, Office of Law Enforcement, Security and Protection		*									
9260	Approve local operational agreements for the cross designation of law enforcement authority among BLM and other Department of the Interior law enforcement agencies and the U.S. Forest Service (with the concurrence of the Director, Office of Law Enforcement, Security and Protection).			X								
9260	Approve Memoranda of Understanding for receiving cross designation of law enforcement authority from other Federal agencies. *Secretary/Director/Deputy Director		*									
9260	Approve Law Enforcement Agreements - Reimbursable: Reimburse State and local law enforcement agencies for work outside of the normal scope of that agency's activities on public lands. *Requires State Director and warranted contracting officer approval (see Subject Code 1511).			*								
9260	Approve Law Enforcement Agreements - Nonreimbursable: Confer State and local law enforcement authority upon BLM law enforcement officers for better cooperation and collaboration in utilizing the resources of both agencies while providing for more adequate protection of persons and property on the public lands.			O								
9260	Authorize setting aside and expenditures of a specific amount of baseline appropriations to be used for the acquisition of information or evidence (i.e., purchase of evidence, payment of informants, rewards, etc.) concerning violations of laws enforced by the BLM. *Director, Office of Law Enforcement, Security and Protection.		*									
9260	Authorize the non-consensual use of electronic surveillance equipment. *Director, Office of Law Enforcement, Security and Protection.		*									
9260	Authorize internal investigations related to crimes of BLM jurisdiction, law enforcement officer misconduct, fraud, and waste and abuse investigations remanded from the Department of the Interior, Office of Inspector General. *Director, Office of Law Enforcement, Security and Protection.		*									
9260	Issue regulations with respect to the management, use, and protection of the public lands. *Assistant Secretary, Land and Minerals		*									
9260	Authorize BLM law enforcement employees to administer oaths, affirmations, affidavits, or depositions whenever necessary in the performance of their official duties (43 U.S.C. 1466 (1976), 54 Stat. 1175). *Director, Office of Law Enforcement, Security and Protection.		*									
9261.2	Authorize BLM non-law enforcement employees to carry firearms in performance of their official duty (H-1112-2).			O								



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APPRAISALS											
→ 9300	Request appraisals for all actions involving sale, exchange or conveyance of public lands and interest in lands, and acquisition of private property for a Federal project. (Note: The appraisal function has been consolidated for all Interior agencies into one Departmental appraisal organization).		X						X		
→ 9300	Approve land use and right-of-way rental payments: Approve land use and right-of-way permits (see 2800).		X		X				X		
→ 9300	Approve land use and right-of-way rental payments: Approve linear right-of-way rental payments.		X		X				X		
→ 9300	Approve land use and right-of-way rental payments: Approve communication site rights-of-way rental payments.		X		X				X		
→ 9300	Approve land use and right-of-way rental payments: Approve right-of-way rental payments requiring appraisal.		X		X				X		
AVIATION MANAGEMENT											
9400	Contract for aircraft. Approve all requests for contract rental or charter aircraft services to the Department of the Interior, Office of Aircraft Services. *Director, Fire and Aviation.	*									
9400	Approve aircraft use for transportation of passengers and cargo in accordance with Office of Management and Budget Circular A 126 (Revised), January 18, 1989. Ensure official travel on Government aircraft is properly authorized, justified, and documented.		X		X		Fire		X		Fire
GEO-SCIENCES (CADASTRAL SURVEY)											
→ 9600	Prepare plat-filing instructions to appropriate offices. *State Office Chief Cadastral Surveyor.				*		*				
→ 9600	Filing of survey plats. *State Office Chief Cadastral Surveyor.				*		*				
→ 9600	Sign for Director, acceptance of all types of cadastral surveys. *State Office Chief Cadastral Surveyor.				*		*				
→ 9600	Conduct public land surveys. *State Office Chief Cadastral Surveyor.				*		*				
9600	Sign all Cadastral Survey documents pertaining to the dependent resurvey and monumentation of state boundaries (43 USC 2 and 52). *Washington Office Chief Cadastral Surveyor Only	*									
9640	Issue formal decisions of Protest and Appeals involving Cadastral Surveys (43CFR 9180).		O								
9640	Provide the final interpretation of the Manual of Instructions for the Survey of the Public Lands of the United States (43 CFR 9180.0-3). *Washington Office Chief Cadastral Surveyor only.	*									