

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Oregon State Office
P.O. Box 2965
Portland, OR 97208

In Reply Refer to:

1112/1223 (OR-950/958.2) P

November 29, 2002

EMS TRANSMISSION 11/29/2002

Instruction Memorandum No. OR-2003-022

Expires: 9/30/2004

To: All Oregon/Washington Employees

From: State Director

Subject: Cancellation of Oregon's Forms in the Safety Program

Program Area: Safety and Forms.

Purpose: To inform all Oregon/Washington employees of forms which have been declared as obsolete by the State Safety Manager and the Safety and Occupational Health Specialist and will no longer be used.

Policy/Action: Effective immediately, the following forms are cancelled. All offices should destroy any remaining inventory of these forms.

1112-4 - Truck Driver (over 10,000 GVW) Qualification Requirements

1112-5 - Truck Driver (over 45,000 GVW) Qualification Requirements

1112-6 - Engineering Equipment Operator Qualification Requirements (Front-end Loader - Backhoe)

1112-7 - Engineering Equipment Operator Qualification Requirements (Grader)

1112-8 - Engineering Equipment Operator Qualification Requirements (Crawler Tractor)

1112-9 - Engineering Equipment Operator Qualification Requirements (Roller-Compactor)

1112-10 - Engineering Equipment Operator Qualification Requirements (Brushcutter)

1112-11 - Engineering Equipment Operator Qualification Requirements (Forklift)

1112-12 - Engineering Equipment Operator Qualification Requirements (Chip Spreader)

1112-15 - Supervisor=s Review/Vehicle Use

1112-17 - Chainsaw Operator Field Exam-Score Sheet

Timeframe: This Instruction Memorandum is effective upon receipt.

Background: The Government Paperwork Elimination Act (GPEA), P.L. 105-277, Title XVII was signed into law on October 21, 1998. GPEA requires agencies, by October 21, 2003, to provide for the option of electronic maintenance, submission, or disclosure of information, when practicable, as a substitute for paper. In preparation of meeting this deadline, a review of forms created by the Oregon State Office was performed. Each program lead was contacted requesting status of the forms, i.e., should the form be updated, cancelled or left as is. As a result of this process,

enmasse forms cancellations are being done.

Manual/Handbook Sections Affected: BLM Manual 1223.

Coordination: This document was coordinated with the State Safety Manager and the Safety and Occupational Health Specialist.

Contact: If you have any questions, please contact Jim Chandler at 503-808-6249, Peggy Tribble at 503-808-6202; or Mary O'Leary, Management Assistant at 503-808-6159.

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

Signed by
Kathy J. Eaton
Acting Associate State Director

Authenticated by
Cindy Fredrickson

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