



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

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In Reply Refer to:

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November 21, 2006

EMS TRANSMISSION 11/22/2006

Instruction Memorandum No. OR-2007-011

Expires: 9/30/2008

To: District Managers: Coos Bay, Eugene, Lakeview, Medford, Roseburg, Salem

From: State Director, Oregon/Washington

Subject: Use of the Timber Sale Pipeline Restoration Fund in Fiscal Year 2007

Program Area: Forest Management

Purpose: To ensure appropriate spending of the Timber Sale Pipeline Restoration Fund (TSPRF), specifically the 5810 subactivity, in Fiscal Year (FY) 2007. This includes a change to the policy of not applying the policy of limiting the amount of carryover to two percent of the allocation to 5810.

Policy/Action: In FY 2007, the unspent balance at year end for each district shall not exceed two percent of its total 5810 allocation, including carryover from FY 2006. The FY 2006 carryover was allocated to the districts in Change 2 to the Planning Target Allocation (PTA). There will be an assessment of spending at midyear. Districts can then elect to have their allocations reduced in the amount of their 2006 carryover to meet the two percent limit on unspent 5810 at the end of the year.

Districts are reminded that 5810 funds are only to be used for the preparation of timber sales. Any personnel hired pursuant to the Re-Staffing Strategy, currently under development, must have a role in direct support of timber sale preparation. In support of the Re-Staffing Strategy, districts are not limited to the 5810 amount designated for "Workforce Continuity" in the Change 1 to the PTA as a footnote in the 5810 allocation spreadsheet. Up to twice that amount can be spent on personnel hired pursuant to the Re-Staffing Strategy.

Timeframe: This policy goes into effect upon issuance.

Background: The TSPRF is a permanent operating fund. As such, the Washington Office does not impose the policy of limiting carryover to two percent in a FY to the 5810 subactivity.

However, a sizable unspent balance has developed in the TSPRF. In consultation with the Washington Office, the State Office has committed to reducing this unspent balance.

Considering the substantial number of impending retirements, districts have identified the need to hire entry-level employees and mid-career employees to ensure workforce and skills continuity. Districts have also recognized the re-staffing should take place over several years to allow absorption and training of new employees to take place at a management rate, and to allow current employees to complete their careers. The 5810 subactivity has been identified as a key funding source to fund the hiring of entry-level employees.

Manual/Handbook Sections Affected: None

Coordination: OR-930 coordinated with WO-270, OR-915, and the Westside District Forestry Leads.

Contact: Questions regarding this policy should be directed to Lyndon Werner (OR-931) at 503-808-6071.

Districts with Unions are reminded to notify their unions of this Instruction Memorandum 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
Rita Wallberg

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