



# United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

P.O. Box 2965

Portland, Oregon 97208



**In Reply Refer to:**

1670 (OR-930) P

April 2, 2007

EMS TRANSMISSION 04/04/2007

Instruction Memorandum No. OR-2007-048

Expires: 9/30/2008

To: DMs, DSDs, Staff and Branch Chiefs

From: State Director, Oregon/Washington

Subject: Establishment of Budget Group Leads

**Program Area:** Budget Development and Integration

**Purpose:** To implement the March 2006 State Leadership Team decision to establish Budget Group Leads based on five program groups: Public Domain, Oregon & California (O&C), Roads/Facilities/ Maintenance, Energy/Minerals/Lands/Realty, and Management Support. The intent is to increase budget efficiency and develop greater program integration.

**Policy/Action:** Budget Group Leads have been established in the State Office; one for each of the following areas: Public Domain (George Buckner), O&C (Leslie Frewing-Runyon), Roads/Facilities/Maintenance (Chris Knauf), Energy/Minerals/Lands/Realty (Mike Barnes), and Management Support (John Keith). The subactivities which compose these Budget Groups can be found in Attachment 1. The roles and responsibilities of the Branch Chiefs, Associate Deputy State Director, Natural Resource Specialists/Program Analysts, Budget Group Leads, Program Leads, and Program Element Leads can be found in Attachment 2. Attachment 3 is a flow chart showing the relationship between these roles in budget development and integration. In the future, District Offices may restructure in a similar alignment. As Districts develop their budget roles and responsibilities, the flow chart will be revised if necessary.

**Timeframe:** This effort was established at the State Office just prior to the development of the Fiscal Year 2007 Planning Target Allocation and will remain in place during sequential budget cycles.

**Budget Impact:** Minimal.

**Background:** This revised budgeting approach promotes collaboration among programs to fund priority projects and provide coordinated guidance to the field. It is expected that there will be a stronger tie between the accomplishment of priority work and the distribution of available dollars.

**Manual/Handbook Sections Affected:** None

**Coordination:** This was coordinated among OR-910, OR-915, OR-930, OR-940, and OR-950.

**Contact:** Cathy Harris, Associate Deputy State Director for Resource Planning, Use and Protection at 503-808-6464.

**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  
James G. Kenna  
Associate State Director

Authenticated by  
Rita Wallberg  
Records Section

3 Attachment(s)

- 1 - [Budget Group Leads - Consolidation by Program](#) (1p)
- 2 - [Oregon State Office Program Budget Lead Roles & Responsibilities](#) (3pp)
- 3 - [Budget Development and Integration Flow Chart](#) (1p)

Distribution

WO-880 (1000 LS)

OR-930 (Cathy Harris)