



# United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Oregon State Office

P.O. Box 2965

Portland, Oregon 97208



**In Reply Refer to:**

3120 (OR-936.2) P

May 17, 2007

EMS TRANSMISSION 05/17/2007

Instruction Memorandum No. OR-2007-059

Expires: 9/30/2008

To: All District Managers

From: State Director, Oregon/Washington

Subject: Oil and Gas Use of the Legacy Rehost (LR2000) National Lease Sale System Stipulation Module DD: 6/1/2007  
6/15/2007

**Program Area:** Competitive Oil and Gas Lease Sales

**Purpose:** All Oregon/Washington lease stipulations are required to be entered into the National Lease Sale System (NLSS) stipulation module by 9/30/2007.

**Policy/Action:** Submit your District Point of Contact for this project to Donna Kauffman by June 1, 2007.

In order to evaluate what actions will need to be taken, the following information needs to be submitted by June 15, 2007:

- 1) In what form is your stipulation data currently kept (i.e. hard copy, shape files, Premier data base)?
- 2) Approximately how many records are in your system?
- 3) Examples of your current format for stipulations. Please contact Stan Frazier in the Branch of Information Resources (OR-955) if you have questions about how to submit these samples.

This information will allow us to determine the magnitude of the workload, decide if contract staff can be effectively utilized to enter the data into LR2000, estimate the cost associated with completing this task, and set a date for final delivery of all stipulation records.

**Timeframe:** This Instruction Memorandum (IM) is effective immediately.

**Budget Impact:** Unknown at this time. Receipt of requested information will allow us to determine what the budget impact may be.

**Background:** Washington Office IM 2007-068, dated February 20, 2007, directed all Bureau of Land Management offices nationwide to use the LR2000 stipulation module in preparing parcels for oil and gas competitive lease sales.

Part of this process requires that all use authorization stipulations be entered into the LR2000 NLSS stipulations module and that the data be current, correct, and properly maintained. IM No. 2007-068 instructs that all stipulations developed pursuant to the land use or management framework plan currently in effect are to be entered by September 30, 2007. We understand that each District maintains stipulation databases and information in different formats, and one of the main intents of this project is to achieve uniformity across Oregon and Washington as part of the Bureau's improved business practices.

**Manual/Handbook Sections Affected:** None

**Coordination:** This IM has been coordinated with the Oregon State Office Branch of Information Resources Management.

**Contact:** Questions regarding this IM or any initial challenges you may have regarding stipulation data compilation should be submitted to Donna Kauffman (OR-936.2), 503-808-6162, or Donna\_Kauffman@or.blm.gov.

**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 Eaton  
Acting, Associate State Director

Authenticated by  
Mary O'Leary  
Records Section

Distribution

M. Nagel (WO 310D)(MS 501LS)  
A. Hauger (WO 330D)(Denver)