

# **BUREAU OF LAND MANAGEMENT NATIONAL PRESERVATION BOARD CHARTER**

The Bureau of Land Management’s National Preservation Board (Board) is established to assist BLM agency officials in meeting their responsibilities under Title 54 U.S.C. § 300101 et seq., commonly and hereafter referred to as the National Historic Preservation Act (NHPA). The Board serves in a professional staff function, assuring that Bureau-wide quality standards are observed and maintained, and recommending adjustments in policy, procedure and practice when needed. The Board coordinates with the Advisory Council on Historic Preservation (Council) and the National Conference of State Historic Preservation Officers (NCSHPO). It addresses formal communications received from the Council, NCSHPO, individual State Historic Preservation Officers (SHPOs), local governments, preservation and professional associations, Indian tribes and other entities that identify themselves to the Board as interested parties. The Board responds to inquiries from the public according to provisions of the National Programmatic Agreement (nPA) executed by the BLM Director, the Executive Director of the Council and the President of the NCSHPO.

Periodic review of the Charter will occur in conjunction with reviews of the nPA. The Charter may also be reviewed outside the nPA review cycle at the request of the BLM Director or the BLM Preservation Officer.

## **Components of the Charter**

- I. Membership of the Board** (Consistent with Component 3.b. of the nPA)
  - a. Ex officio members
    - i. The BLM Preservation Officer designated under 54 U.S.C. 306104 (formerly Section 110(c) of the NHPA) (Chair),
    - ii. The BLM national Tribal Liaison Officer (TLO), and
    - iii. The professionally qualified Deputy Preservation Officers (DPO) representing each State Director.
  - b. Rotating term members
    - i. Four line managers representing the tiers of BLM field organization,
    - ii. Two permanent field level archaeologists, and
    - iii. A representative from the BLM National Field Committee.
  
- II. Period of Service for Board Members** (Consistent with Component 3.b. of the nPA)
  - a. Ex officio members will not have term limits provided they maintain their status as either Chair, Liaison or DPO.
  - b. Rotating term members will have overlapping terms of two (2) years each.

- c. Rotating term members who have served previously on the Board may reapply but will only be considered if there are not enough new applicants.

### **III. Recruitment of Rotating Term Board Members**

- a. The Chair will develop and the BLM Headquarters (HQ) will send an information Bulletin (IB) to the field announcing rotating term member openings on the Board. The IB will provide application instructions, including a description of the applicant's current responsibilities and their experience with 54 U.S.C. 306108 (Section 106 of the NHPA).
- b. All rotating term members are recommended by the Board and appointed by the Director, who may delegate this responsibility to the Assistant Director for National Conservation Lands and Community Partnerships.

### **IV. Roles and Responsibilities of the Board**

- a. The Board's roles and responsibilities are found throughout the nPA and are summarized in nPA Component 3, which directs the Board to perform primary staff work and make recommendations to the BLM Director and State Directors concerning:
  - i. Policies and procedures (Component 4),
  - ii. Bureau-wide policy implementation (Component 4),
  - iii. Training (Component 7),
  - iv. Certification and decertification of district or field offices (Component 9),
  - v. Monitoring district and field office historic preservation programs (Component 10), and
  - vi. Responses to public inquiries (Component 11).
- b. The Board will confer regularly with the NCSHPO and the Council and with parties who have identified themselves to the Board as interested parties, including SHPOs, Tribal Preservation Officers (THPOs), trade and professional associations and authorized users of the public lands to:
  - i. Promote consistency with state, regional, and national historic preservation practice.
  - ii. Address systemic/recurrent problems or concerns.
- c. The scope of the Board and its advisory functions are consistent with the scope of responsibilities that come to the Director (as "head of [a] Federal agency") under NHPA, whether those responsibilities are found at field, state office, inter-state, or the HQ level. Where they bear on the BLM's capability to meet the Director's legal responsibilities, staffing and budgetary aspects of program management may be included in the Board's advisory scope.
- d. The Board will review and make recommendations to the Director on Manual Sections, Handbooks, policies, and temporary directives addressing historic preservation.

**V. Board Meetings**

- a. The Board will monitor Field Office performance under Bureau-wide historic preservation policy and procedures and state-level protocols developed with SHPOs and will recommend adjustments where needed to correct problems.
- b. The Board may identify special advisors or advisory teams to provide technical support and specialized expertise, subject to assignment by the responsible manager(s). Additional attendance as needed may be requested of the HQ420 Division Chief and Deputy Division Chief, liaisons from the National Operations Center and the National Training Center, and special project archaeologists.
- c. The Board will meet at least twice each year in June and December. Schedules and locations will be determined by the Board. Other meetings involving all Board members or a representative special committee may be held as needed to examine special topics. The Board will develop procedures for conducting meetings. Each bi-annual meeting of the Board will be documented by a report or memo, a copy of which will be posted on the BLM website and notification of posting provided to the NCSHPO and Council for their information, as well as other interested parties.
- d. The Preservation Board may call on the host office for space, equipment clerical and other staff as needed to facilitate its meetings. HQ420 will maintain file copies of Board reports and recommendations.

**Approval**

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Signature

Assistant Director, National Conservation Lands  
and Community Partnerships