# SPECIAL RECREATION PERMIT OPERATION PLAN TEMPLATE

The operating plan must accurately identify the use and activities, the use area, and the use seasons of the operations proposed on public land. Make sure the information is complete and that all proposed services, facilities, and dates of use are described. Failure to respond to any of the items, or inaccurate disclosures may result in delays in processing or rejection of the application. This outline is provided for convenience only; other formats are acceptable. Additional pages may be attached as necessary.

#### Company Information

1. Company Name:
2. Address:
3. Type of Company: Sole proprietorship \_\_\_\_\_ Partnership\_\_\_\_\_ Corporation\_\_\_\_\_ Government Agency \_\_\_\_\_

University/College \_\_\_\_\_

*(Attach copies of Articles of Incorporation, Corporate Certificate from the Nevada Secretary of State, and any other business license issued by the State of Nevada or its political subdivisions, Charter, List of board of directors, Table of Organization.)*

1. Date Company Established:
2. Name of Owner(s)/Partners: (Name and Title/Position) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Number of Years with Current Owner(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Telephone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Emergency Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax Number: \_\_\_\_\_\_\_ E-Mail Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Web Site:

1. Name of individual(s) authorized to conduct business with BLM concerning this permit and sign on behalf of the company:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Purpose and Need for the Permit

* 1. What type of proposed activity?

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* 1. Describe the need for the service or activity to be offered:

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* 1. Describe how the activity enhances the opportunity for visitors to enjoy public lands and their recreational experience:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. Describe how the service or activity helps meet BLM management objectives:

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* 1. Describe how the proposed use area is suitable for and not more than the size needed to accomplish the purpose:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### Conduct of Your Service or Activity

1. Activity Parameters
	1. Maximum and Minimum Group Size: (Max.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Min.) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. Number of Staff and Staff to Customer Ratio: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	3. Trip length and/or dates and times of activity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	4. Activities to be engaged in, including the equipment, vehicles, or livestock to be used, and services offered:

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* 1. Methods and means of transportation to and from RRCNCA, including the numbers and types of vehicles, including street legal vehicles, ATV’s, boats, aircraft, and livestock:

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* 1. Describe any vending, rentals, or sales of consumer products or services:

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B. Operations Area

1. Provide a map at a scale of 1:100,000 of the public land operations area. Additional, more detailed maps may be required. You may be asked to provide GPS shape files with GPS coordinates or KRL Files. See last page for mor information
2. Include on the map all staging areas, signage location, portable toilets, non-professional/business photo stops, etc., see “Maps for Operation Plan” in this document.

C. Environmental Protection and Conservation of Natural Resources:

1. How will your operations comply with the environmental protection stipulations of the permit?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. How will your operations incorporate *Leave No Trace* and/or *Tread Lightly* principles?

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D. Health, Safety and Sanitation:

1. Describe the first aid (including universal precautions) and evacuation equipment that will be present during your operations:

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2. What emergency communications will be available?

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3. What is your emergency evacuation plan? Include maps:

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4. What environmental hazards exist-exposure, flash flood, rock falls, weather, plants, wildlife, terrain, etc.?

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5. What hazards are inherent to the activity? How will they be managed?

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6. What safety equipment is used and how is it inspected and maintained?

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7. What are your provisions for toilet facilities, dealing with human waste, and washing? How will you contain and remove trash and garbage?

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8. Demonstrate how you will comply with other Federal, state, and local laws pertaining to your activity, including but not limited to:

* + 1. If you are going to serve any food or beverage to a customer, show compliance with Nevada State Law regarding food service sanitation.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + 1. If the activity will involve more than 500 people at a single activity or event, show how you will comply with Nevada State Law regarding mass gatherings.

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* + 1. If you are providing in-patient or residential Wilderness Therapy for persons under age 18, show compliance with Nevada State Law for wilderness therapy programs.

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9. If firearms are involved, what are the provisions for safe storage, transportation, and use?

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10. Does your operation use livestock for riding or packing? If so, identify the kind and number of animals to be used. Also, identify how the animals will be fed, watered, animal waste disposed of and confined when not being used.

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E. Staff Experience and Training

1. What level of first aid training for your staff would you require? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. What level of training or experience for the specific activity would you require? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. What is the level of knowledge of the natural resources and environment of the operations area?

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4) If your activity involves visitation to cultural sites, pre-historic and /or historic sites, demonstrate a basic knowledge of the laws and regulations dealing with protection and preservation of antiquities, objects of historical interest, and graves. Demonstrate a factual knowledge of the sites to be visited.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + 1. have any of your company owners or employees been convicted of a Federal, state, or local violation regarding guiding, outfitting, resources protection, or the activity proposed for this permit? If so, provide details.:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* + 1. Has your company or its owner(s)/operator(s) ever been denied a permit, had a permit revoked, or surrendered a bond related to a permit for operations on BLM, National Park Service, or U.S. Forest Service administered lands? If so, provide details.:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Customer Information
	1. Attach a copy of the customer contract including any risk acknowledgment and/or waivers.
	2. Attach a price list.
2. Other required permits
	1. List any permits required by other Federal, state, or local agencies to conduct your activity:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	2. List any permissions or contracts required to use private lands you do not own or control:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. List any permits, current or expired, you have held to conduct activities on BLM or U.S. Forest Service administered lands:

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### CERTIFICATION

I certify that the information given by me in this proposed Operating Plan is true, accurate, and complete to the best of my knowledge. I acknowledge that I am required to comply with the requirements and stipulations on Form 2930-1 and any additional stipulations which the Authorized Officer may deem necessary. I further understand that providing false information or failure to keep this Operating Plan or other permit requirements up to date are grounds for probation, suspension, or revocation of the permit.

Signature Date

Printed Name

**Maps for Operation Plan- Red Rock Canyon National Conservation Area (RRCNCA)**

Maps are required to be submitted as part of the operations plan for your permit application. These maps should label and identify the specific, anticipated location(s) which you propose to use, with GPS coordinates, and identify how much space you will need at each location; including but not limited to:

* Staging (Indicate how much space will be needed)
	+ Include a list of materials i.e., tables, chairs, shade structures
* Signage
	+ Include GPS points for all sign location(s)
* Portable toilets (how many?) and additional rest stops
* Trash collection
* First-aid stations
	+ Include a list of materials i.e., tables, chairs, shade structures

Maps should also include a legend, north arrow, and scale so the map can be understood by resources specialist and decision makers.

Remember, we cannot close areas to the public during events.

RRCNCA Georeferenced maps for the core area of the Scenic Drive and Calico Basin are available from our website, <https://www.blm.gov/maps/georeferenced-PDFs> under Nevada, for your use. You may also go through the AVENZA mapping application where you can download, for free, up to three maps at a time <https://www.avenza.com/avenza-maps/>. These georeferenced maps show the only approved and designated trails in the RRCNCA core area of the Scenic Drive and Calico Basin.

Other mapping applications may show additional trails located in RRCNCA; however, these may be undesignated trails not in our resource management plan or environmental assessments and MAY NOT be used for permitted purposes.

You may provide your own map, but files need to be sent with transferable compatible data, either KML or KMZ (routes traced from Google Earth), for the Bureau of Land Management’s (BLM) computer systems.

If the area or trail you are interested in utilizing is not available on the georeferenced maps (i.e. trails located in Cottonwood Valley area), a BLM employee will consult on the availability of using the area or trails you are interested in. Sending us a copy of the area is helpful with this consultation.

**Compliance and Monitoring**

For one-time permits, BLM staff may meet and/or monitor the permit during the event to ensure compliance.

The Permittee will receive an annual performance evaluation. Performance will be based upon compliance with the SRP stipulations, the Biological Opinion Terms and Conditions, compliance with the Permittee’s Operating Plan, Permittee’s protection of resource values, and the quality and safety of services provided to the public.

* **Performance evaluation levels are:**
	+ **A = Acceptable:**  Permittee is in compliance with permit stipulations; has taken prompt steps to rectify any performance issues and complaints; does not repeatedly violate conditions or show a disregard for stipulations.
	+ **P = Probationary:** There have been repeated violations or disregards for permit stipulations.
	+ **U = Unacceptable:** Permittee will fully and/or repeatedly violated permit conditions to provide substandard service to the public. Conduct is lacking in reasonableness or responsibility to the point that it becomes reckless or negligent.

Administrative penalties issued against the Permittee by the BLM Authorized Officer for failure to comply with one or more conditions or stipulations of this permit include but are not limited to the following:

* + - **Probation:** Probation is defined as putting a Permittee under special scrutiny for a specified period (one season of use) for failure to comply with one or more permit conditions or stipulations.
		- **Suspension:** Suspension is a temporary removal of all permit privileges. While operating in a probationary status, failure to comply with one or more operating conditions or stipulations will result in permit suspension.
		- **Termination:** Termination is a permanent removal of permit privileges. Based on a review of the violations(s) a permit in suspension status may be terminated.

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