



# United States Department of the Interior

## BUREAU OF LAND MANAGEMENT

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To: DMs, FMs, M-AFS

From: Thomas P. Lonnie  
State Director

Subject: Fiscal Year (FY) 2009 Asset Business Plans

DD: 2/27/2009

This Instruction Memorandum (IM) transmits the requirements of Washington Office IM 2009-017 (Attachment 1) concerning the preparation of the FY2009 Asset Business Plans. An Asset Business Plan (ABP) is required if you manage or operate facility assets (owned or leased) or fleet assets. The plan preparation has been simplified as compared to past efforts. Attachment 2 of IM2009-017 provides a matrix for each office to determine the plan template appropriate to the assets owned or operated by each office. The templates can found on the NOC Asset Management website: <http://nbcweb.blm.gov/amp/2009/index.html>.

A Comprehensive Asset Business Plan is required from:

- Anchorage Field Office
- Glennallen Field Office
- Eastern Interior Field Office
- Central Yukon Field Office
- Alaska Fire Service
- Alaska State Office

An Abbreviated Asset Business Plan is required from:

- Arctic Field Office
- Fairbanks District Office
- Anchorage District Office

A Consolidated Asset Business Plan (previously called the Statewide Rollup) is required from the State Office and will be prepared by the Facilities Management Branch.

Starting in FY2008, the statewide Asset Business Plan was compared against a scorecard metric, and this will continue in FY2009. The metrics are detailed in Attachment 1 to WO IM 2009-017. Management attention is needed to ensure assets are effectively utilized. The Asset Business Plan will be prepared during the same timeframe that projects are being requested for the FY2011-2015 Deferred Maintenance Plan. Assets meeting the criteria of poor condition and high priority must have a corresponding project in the Deferred Maintenance Plan. This was the main criticism of the FY2008 plans; no projects for important assets to improve the condition.

The state lead for ABPs is Curt Fortenberry. Each office is to identify a point of contact who will be preparing the office's plan and provide this information to Curt Fortenberry. The plans are due by February 27, 2009. Curt Fortenberry will be preparing the State Office Plan and will meet with each office individually to assist with the process.

If you have any questions, please contact Curt Fortenberry, at 907-474-2206.

Signed by:  
Julia Dougan  
Associate State Director

Authenticated by:  
Anita R. Jette  
Records Specialist

### 3 Attachments

- 1 – [WO IM-2009-017](#) (4 pp)
- 2 – [WO-IM-2009-017Att1](#) (1 p)
- 3 – [WO-IM-2009-017Att2](#) (1 p)