

United States Department of the Interior

BUREAU OF LAND MANAGEMENT

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1203/4750/5921 (MT952.BR) P

June 9, 2015

EMAIL TRANSMISSION – 6/9/15

Instruction Memorandum No. MT-2015-064

Expires: 9/30/2018

To: Montana Dakotas Leadership

From: State Director

Subject: Changes to the Montana Manual Supplement, 1203 – Delegation of Authority (DOA), Release No. 1-363, dated March 25, 2015

Program Area: This Instruction Memorandum (IM) covers the DOA for the program areas of wild horse and burros and stewardship contracting.

Purpose: The purpose of this IM is to change the Montana Manual Supplement, 1203-Delegation of Authority, dated March 25, 2015, to reflect changes in the areas of Wild Free Roaming Horse and Burro Management and Stewardship Contracting. See Attachments 1 and 2, Forms 1203-2 Delegation of Authority, for detailed narratives and limitations for each program area.

Policy/Action: The changes are authorized per this IM and will be reflected in the next update to the 1203 DOA Manual. Following is a copy of the sections from the 1203 Manual indicating the changes to the delegations authority:

Subject Code/ Reference		Other	SD/ ASD	912 Chief (OC)	920 DSD (EMR)	930 DSD (RPF)	950 DSD (SS)	SO Branch Chiefs	DM	FM	MM	Asst FM	District AOs
	X = Delegation; O = Cannot be re-delegated ①=OG Operations in MCFO, NDFO, and GFFO Only ②=OG Operations in MCFO and NDFO Only MM = Monument Managers Only												
4700 WILD FREE ROAMING HORSE AND BURRO MANAGEMENT													
4750	Issue Certificates of Title to wild horses and burros.		X							O			
5921 STEWARDSHIP CONTRACTING													
5921	Approve use of Stewardship Contracting Authority to implement projects.		X			O							

Timeframe: Effective Immediately.

Budget Impact: Minimal.

Background: The authority to issue certificates of title to wild horses and burros was delegated to the State Director (SD) and the Billings Field Office Manager. Through the new Wild Horse and Burro Information System, the Field Manager (FM) is now the issuing officer of the certificates of title. This IM documents the delegation of authority from the SD to all FMs. This authority cannot be re-delegated below the FM level. This delegation is allowed per the WO 1203 DOA Manual.

The authority to approve the use of stewardship contracting to implement projects was delegated according to the duration of the project. The Deputy State Director (DSD) for Resources, Planning, and Fire (RPF) was delegated the authority to approve the use of the stewardship contracting for projects in duration of 5 years or less and the SD approved the use of the authority for projects over 5 years in duration. This restriction was removed in the Stewardship “End Results” Contracting Guidance issued via Washington Office IM No. 2015-037, dated 1/12/2015. The DSD-RPF conferred with the State Forester and determined that full authority should be delegated to the DSD-RPF, but cannot be re-delegated below the DSD level. The WO 1203 DOA Manual does allow for the re-delegation of authority from the SD to the DSD.

Manual/Handbook Sections Affected: Montana Supplement to the 1203 - Delegation of Authority Manual Release No. 1-363, dated March 25, 2015.

Coordination: N/A

Contact: If you have any questions or need further information, please contact Barb Riveland, Management and Program Analyst (MT952), at (406) 896-5253.

Signed by:
Katherine P. Kitchell
for Jamie E. Connell
State Director

Authenticated by:
Aleta Zahorodny
Staff Assistant (MT950)

2 Attachments

1-[Form 1203-2 – Issue Certificates of Title to Wild Horse and Burros](#) (1 p)

2-[Form 1203-2 – Approve the Use of Stewardship Contracting Authority to Implement Projects](#) (1 p)