

Fiscal Year 2006 Business and Fiscal Resources Priorities and Goals

Management Systems Group, WO-830

- Complete GMEs for WO-200, Alaska, and Utah and track and monitor progress of completed GME recommendations.
- Program Evaluations: Finish ongoing program evaluations (3809 BLM Surface Management, Land and Water Conservation Fund, Continuity of Operations Plan, etc.) and initiate other priority program evaluations with WO-200 and WO-300.
- Complete Annual Assurance Statement in a timely manner, including additional A-123 requirements incorporated.
- Meet the Department's target of closing 85 percent of open Office of Inspector General (OIG) and Government Accountability Office (GAO) Audit recommendations.
- Submit the BLM's FAIR Act inventory on time.
- Gather and analyze customer Satisfaction Surveys for e-travel, recreation, and other programs/customer groups in time for GPRA reporting.
- Develop and implement a Risk Assessment Tool in compliance with new A-123 guidance.
- Complete review of Best Practices submissions.
- Participate in revising the Departmental Strategic Plan and revise BLM's Operating Plan.
- Draft the BLM 1240 Program Evaluation Handbook in compliance with A-123 requirements.

Property, Acquisition and Headquarters Services Group, WO-850

- Update and issue the 1510 Acquisition Manual Section and the 1511 Assistance Agreements Manual Section.
- Conduct Acquisition Management Reviews in Oregon, California, Alaska, Montana, and NIFC.
- Working with NBC, conduct Property Management Reviews for Oregon, California, and Alaska.
- Achieve a Green rating for the BLM's Real Property PMA Scorecard for Constructed and Leased Assets and Fleet by completing the following:
 - Developing an Asset Management Plan with WO-300 that follows Federal Real Property Council guidance;
 - Developing BLM policy for development of Asset Priority Index;
 - Developing BLM policy for development of Site-Specific Asset Business Plans;
 - Issuing guidance on utilization standards for warehouses and housing;
 - Establishing and reporting on targets for meeting performance metrics for the Federal Real Property Program (FRPP) report.
 - Drafting a list of properties for disposition based upon the FRPP reporting metrics; and
 - Identifying underutilized vehicles and earmarking them for disposal.
- Working with NBC, advance the use of E-Forms by:
 - Streamlining and consolidating duplicative forms; and
 - Providing customers with additional opportunities to submit forms electronically.
- Maintain a Green Internal (Bureau) Competitive Sourcing Scorecard.

- Advance Service First across the agencies, including FWS and NPS by:
 - Working with USDA and DOI to establish cross-delegating authority to Contracting Officers and Contracting Officer Representatives;
 - Providing assistance and analysis needed in support of the joint BLM and Forest Service Executive Leadership Team/National Leadership Team meeting in April;
 - Completing a Memorandum of Understanding and issuing guidance on an easier method to reimburse funds through the new legislative authority; and
 - Engaging FWS and NPS in identifying Service First opportunities authorized under the new legislation.

Budget Group, WO-880

- Complete major budget documents; i.e., Estimates, Justifications, PTA, AWP, Mid-Year and Third Quarter Review, and End-of-Year closeout on time.
- Update guidance on appropriate use of Program Elements (PE) by subactivity.
- Work with the Department using cost and performance management tools to improve Budget and Performance Integration scorecard rating.
- Provide basic budget training for other programs/Assistant Director (AD) staff.
- Complete the cataloging of the history of the BLM programs.
- Refine and update the WO-880 Roles and Responsibilities statement.
- Restructure administrative support budget (0777).

National Business Center, BC-600

- Implement the requirements in Appendix A of A-123, including an Annual Assurance Statement by July 31, 2006.
- Implement the Interagency Cache Business System and Paria Canyon Interfaces to CBS.
- Complete and submit billing packages to BOR for Hurricane Katrina support for at least six of the groups deployed.
- Continue data cleanup, interface development, and training necessary for successful implementation of FBMS.
- Meet all requirements for this year for FBMS implementation.
- Maintain an Unqualified Audit Opinion for the BLM's Financial Statement.
- Improve the accelerated closing of the Federal Financial System for FY 2006.
- Complete review and reconciliation of FY 2006 Personal and Real Property Inventories.
- Compare monthly fleet utilization against monthly fuel use charges for errors or process problems.
- Administer all contracts in an efficient and cost effective manner.
- Award all procurement actions within established timeframes (IM No. BC 2006-010).