



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Wyoming State Office

P.O. Box 1828

Cheyenne, Wyoming 82009-1828



IN REPLY REFER TO:

8100 (930) P

July 24, 2009

EMS TRANSMISSION: July 28, 2009
Instruction Memorandum No. WY-2009-033
Expires: 09/30/2010

To: District Managers, Field Managers, and Special Agent-in-Charge

From: Associate State Director

Subject: FY 2009 Cultural Resource Management Program Annual Report DD: 8/21/09

The Cultural Resource Management (CRM) Program Annual Report for Fiscal Year 2009 is due in Washington by the end of August this year. As always, this deadline reflects an accelerated schedule for reports to the Office of Management and Budget. This year our data should demonstrate an August 1, 2008, through July 31, 2009, work year, rather than the normal fiscal year schedule. Annual report information is used by Washington Office (WO) in various reports, including the Public Land Statistics, as well as in responses to Congressional inquiries. We are required to compile this information to comply with numerous laws and executive orders, including the Archaeological Resources Protection Act of 1979 and the National Historic Preservation Act of 1966.

The attached WO Instruction Memorandum No. 2009-165 provides instruction on how to complete the specific pieces of the annual report. Please ensure that the information requested reaches the State Office on or before the due date of August 21, 2009. If your Field Office will be unable to meet the deadline, please respond in writing to the State Office with explanation. Field Offices should be aware that the information we provide to WO is extremely important and can affect future budgets.

Cultural Resources Annual Report Questionnaire, Attachment 2:

Most of the statistics section of the annual report will be completed by the Wyoming State Office, as drawn from CRMtracker; however, please read over the questionnaire as there are critical changes in the questions this year. You will still have to report on items that are not found in CRMtracker, such as Section III, V, VII, and VIII. Some of the new questions include Section I, H and I; Section II, E; Section IV, B2, C, F2, G2; Section V, D; Section VI, J, K, L, T, U, and V. In addition, Section VII now includes the information previously required under the

Heritage Education table, so there are many new questions. And finally, there are two additional sections, one for reporting on Native American Graves Protection and Repatriation Act (NAGPRA) discoveries and transfers, and one for reporting on Museum Collections. The Museum Collections table has not been included, since that duty falls to the State Office.

In addition, the Special Agent-in-Charge will complete Section VI on Enforcement. As indicated above, there are additional questions in that section as well. The Field Office Rangers should ensure that all cultural activities are reported to the SAIC. For each activity counted, a LOOT form shall be submitted. A blank form is found at Attachment 5.

The sections on paleontological localities and paleontological permits will be completed by the Regional Paleontologist.

Highlights:

Please choose one major highlight for your Field Office and provide 2-3 paragraphs, as well as 2-3 photographs of this singular accomplishment. For additional highlights, please provide bullet statements, with one or two sentences of explanation. These items will also be provided to the State Historic Preservation Office as proof of our accomplishments under the State Protocol.

Partnerships, Attachment 3:

This section includes any cooperative activities undertaken through use of 1770 (challenge cost share) monies. A brief description of the project, location of the project, and cooperator involvement, both hours and funding, must be reported. The cooperator participation must be equal to or greater than the BLM participation. Volunteer hours must also be reported.

BLM Historic Structures, Attachment 4:

The BLM Historic Structures list and comments is included and must be updated at the Field Office level. This important list is a part of the State Director performance review. Please be as specific as possible.

Questions about this report should be directed to Ranel Capron via e-mail at Ranel_Capron@blm.gov or at (307) 775-6108. Again, this report is due into the State Office by Friday, August 21, 2009. If you cannot meet this deadline or choose not to report, a response to the State Director is required, indicating reasons for the non-submittal.

Signed by:
Larry Claypool
Acting Associate State Director

Authenticated by:
Pamela D. Hernandez
Wyoming Central Files

5 Attachments

- 1 – WO IM No. 2009-165 (3 pp)
- 2 – Cultural Resource Annual Report Questionnaire (10 pp)
- 3 – WY FY 2008 and FY 2009 Funded CCS and Cooperator projects (1 p)
- 4 – WY BLM Historic Structures (1 p)
- 5 – Listing of Outlaw Treachery (LOOT) (2 pp)