

Appendix 1

SAMPLE MEMORANDUM

Memorandum

To: Authorized Firearms Personnel, (Approved District/Field Office)

From: Donald A. Simpson  
State Director

Subject: Wild Horse and Burro Firearms Authorized

You have met the qualifications and are hereby authorized to carry, while on official duty, the Bureau of Land Management (BLM) firearm issued to you or your office. You are also authorized to destroy any wild horse or burro when in your judgment or after consultation with a licensed veterinarian that the destruction is necessary, because the animal is severely injured, terminally sick, or an imminent danger to public safety.

It is your responsibility to assure compliance with all Departmental and BLM manuals, current handbooks, and directives pertaining to the use, transportation, and storage of firearms and ammunition as well as those pertaining to the euthanasia and destruction of wild horses or burros.

This authorization expires at the end of 1 year on xx date xx or:

1. A change of duty station, employment status, or transfer.
2. If rescinded for any reason by the Wyoming State Director.

2 Attachments:

- 1 –Instruction Memorandum (IM) No. XX Use of Firearms by Wyoming Wild Horse and Burro Personnel (1 p)
- 2 – Washington Office IM 2009-041, Euthanasia of Wild Horses and Burros for Reasons Related to Health, Handling and Acts of Mercy (4 pp)