

ATTACHMENT 3

USE OF NEW “DOCUMENT NUMBER” FIELD TO INITIATE TIME LINES

The CR data for the “Document Number” field must be manually populated by the specialist for each of the action codes below. The use of these paired action codes will create the timeline for each action. See an example of a modified transaction processing screen using the action codes in the Table on the following page.

- When AC 342 is entered in a case, you must populate the document number field with the first available number, for that action code. When additional AC 342's are entered you must populate the document number field with the next number. See Table.(Procedure applies also to AC 002, AC 003, AC 006 and AC 120)
- When AC 343 is entered in a case, you must populate the document number field with the **number** that corresponds with the initiating AC 342 (document) Action code 342 and 343 are paired. See Table. (Procedure applies also to AC 007, AC 008, AC 009, AC 119, AC 361, and AC 365)
- When AC 376 is entered in a case, you must populate the document number field with the first available **alpha code**, for the action code. When additional AC 376's are entered you must populate the document number field with the next **alpha code**. AC 376 is paired with either AC 909 or AC 410. See Table.
 - Note: In cases where a PoOs is to be bonded by multiple bonds and those bonds are filed the same day, or within close proximity, there will be more than one AC 376 pending (open time line) at a time. Each AC 376 must be assigned a different alpha code which will be paired with the appropriate AC 410 or AC 909 decision.
- When AC 909 or AC 410 is entered, you must populate the document number field with the **alpha code** that corresponds with the initiating AC 376 (document).
- *Note*; AC 915 can only be entered if AC 909 is present. For Case Types 380210, 380910 and 381402 only, AC 915 - OPERATIONS AUTHORIZED, will set the disposition of the case to AUTHORIZED.

ATTACHMENT 3 (Con't)

Table – Modified Action Code Transaction Processing Screen

* If characters exceed 21 spaces, complete entry in general remarks using an alpha tie in action remarks. EX.: /A/

* BLM bond number formats are MT##### (pre-@November 2002) or MTB##### (post-@November 2002)

1	Del?	Date	Code	Action Text	DocNr	Action Remark
2	<input type="checkbox"/>	09/08/1992	387	Case Established		
3	<input type="checkbox"/>	09/08/1992	421	Plan Oper/Expl/Dev		10.00;AC Prop Disturb
4	<input type="checkbox"/>	09/08/1992	669	Land Status Checked		
5	<input type="checkbox"/>	10/02/1992	003	EIS Initiated	1	
6	<input type="checkbox"/>	01/19/1993	009	EIS Approved	1	
7	<input type="checkbox"/>	01/20/1993	422	Plan Approved		
8	<input type="checkbox"/>	01/20/1993	300	Bond Required		\$18000;
9	<input type="checkbox"/>	02/02/1993	376	Bond Filed	A	\$18000;MT0033 Ajax*
10	<input type="checkbox"/>	02/10/1993	909	Bond Accepted	A	EFF 02/10/1993;MT0033
11	<input type="checkbox"/>	02/10/1993	915	Operations Approved		
12	<input type="checkbox"/>	02/28/1993	041	Compl Exam/Rpt Comp		
13	<input type="checkbox"/>	03/02/1993	333	Amend/Corr Ntc/Plan Rqst		
14	<input type="checkbox"/>	03/29/1993	342	Plan Mod Received	1	
15	<input type="checkbox"/>	04/08/1993	343	Plan Mod Approved	1	
16	<input type="checkbox"/>	04/08/1993	477	Bond Adj. Required		\$2500;
17	<input type="checkbox"/>	04/22/1993	376	Bond Filed	B	\$2500;MT0043 Ajax*
18	<input type="checkbox"/>	04/29/1993	909	Bond Accepted	B	EFF 04/29/1993;MT0043
19	<input type="checkbox"/>	05/02/1994	041	Compl Exam/Rpt Comp		
20	<input type="checkbox"/>	07/26/1994	342	Plan Mod Received	2	
21	<input type="checkbox"/>	07/30/1994	041	Compl Exam/Rpt Comp		
22	<input type="checkbox"/>	08/13/1994	343	Plan Mod Approved	2	
23	<input type="checkbox"/>	08/26/1994	041	Compl Exam/Rpt Comp		
24	<input type="checkbox"/>	08/28/1994	474	Notice of Noncompliance		43 CFR 3809.601(a)
25	<input type="checkbox"/>	09/01/1994	120	Appeal Filed	1	
26	<input type="checkbox"/>	09/16/1994	930	Appeal Withdrawn	1	