Planning: Developing a Plan Implementation Strategy

Step 1: Identify the Work (Course #1610-03A)

**Participant Guide**

November 2012

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Copies of the PowerPoint slides for this module can be found at <http://www.ntc.blm.gov/krc/viewresource.php?courseID=590> (scroll down to the bottom of the page).



Tips for Taking an Online Course

# Benefits to Online Learning

* You have control over the learning environment.
* You have control over the day and time of day you take the class.
* You have control over how long you participate at one sitting.
* You (may) have control over with whom you participate.

# Disadvantages to Online Learning

* You can’t interact with the instructors in real time (but you can contact them, see their contact information in this Guide).

# Learning Environment

* If you’re taking this course with a group of people, then you’re probably in a conference room.
* If you’re taking this course alone, then you’re probably at your desk or in a library or at home.
* Let others know you are taking a class and are not to be disturbed.
* Turn off your cell phone and other distractions.
* Put up a Do Not Disturb sign (although this would be a little odd if you’re in a library or coffee shop).
* Get comfortable.
* Make sure you can see the screen and hear the audio.
* Use headphones if you’re in a place where you don’t want to disturb others.
* Keep side conversations to a minimum if you’re watching with a group of people. You may not be interested, but the person next to you might be, so shhhhhhh.
* Pick a day and a time of day when you are fresh and alert.
* If you miss something, stop the video and watch it again.
* If you need to think about something, stop the video and think about it.
* If you need to talk about what you heard with someone, stop the video and talk about it.
* That’s the beauty of online learning – you have control! (see Benefits, above)

# Course Materials

* Participant Guide
* Maps of your Planning Area
* Final Environmental Impact Statement/Proposed Resource Management Plan and Record of Decision
* Copies of activity-level plans and decisions, and any documents carried forward into your ROD
* [2005 BLM Planning Handbook (H-1601-1)](http://www.blm.gov/pgdata/etc/medialib/blm/ak/aktest/planning/planning_general.Par.65225.File.dat/blm_lup_handbook.pdf). Click the hyperlink or search the Web for “BLM Planning Handbook” or go to the webpage where you launched this course.
* Current Planning Target Allocation (PTA) for your Field/District office
* Current and past year’s Annual Work Plan (AWP) for your Field/District office

Course Outline and Objectives

# The purpose of these three modules is to show you how to develop a strategy to implement your land use plan. The goal of plan implementation strategy is to increase the consistency of plan implementation among BLM offices, track and measure the progress of implementation by connecting workload accomplishments to land use plan decisions, provide stable and attainable targets, and provide BLM field offices, district offices, and state offices with a valuable tool to prioritize and plan its workload.

# Module 1 Outline. Step 1: Outline the Work

# Introduction

# Overview of the 3-Step Implementation Strategy Process

# Overview of the Worksheet

# How to do Step 1

Examples

 Taos (NM) RMP

 Casper (WY) RMP

 Agua Fria NM and Bradshaw-Harquahala (AZ) RMPs

# Conclusion/Next Steps

# Module 1 Objectives. Step 1: Outline the Work

List the projects/tasks/management actions needed to implement your RMP over the next 3 to 5 years.

Identify Project Element (PE) Codes for each project/task/action.

Identify geographic location for each project/task/action.

Populate columns 3, 4, 5, and 13 in the Plan Implementation Strategy Worksheet.

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IM 2013-014. Revised Guidance for Establishing Implementation Priorities for Land Use Plans

IM 2013-014, Revised Guidance for Establishing Implementation Priorities for Land Use Plans

UNITED STATES DEPARTMENT OF THE INTERIOR

BUREAU OF LAND MANAGEMENT

WASHINGTON, D.C. 20240

[http://www.blm.gov](http://www.blm.gov/)

October 25, 2012

In Reply Refer To:

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EMS TRANSMISSION 11/20/2012

Instruction Memorandum No. 2013-014

Expires: 09/30/2014

To: All Field Office Officials

From: Director

Subject: Revised Guidance for Establishing Implementation Priorities for Land Use Plans

**Program Area:** All Program Areas

**Purpose:** This Instruction Memorandum (IM) replaces IM 2008-041, *Guidance for Establishing Implementation Priorities for Land Use Plans* (LUPs). This guidance was developed through a collaborative process and was informed by lessons learned from previous implementation workshops and through a national survey on the effectiveness of the workshops. The IM is designed to meet the Bureau of Land Management’s (BLM’s) obligation to better implement, monitor, and evaluate land use plans.

The process laid out in this IM seeks to improve LUP implementation by simplifying and reformatting the LUP Implementation Strategy. The goals of the process are to increase consistency in LUP implementation; track and measure the progress of implementing plans by connecting workload accomplishments to LUPs; provide stable and attainable targets; and provide BLM Field Offices (FOs), District Offices (DOs) and State Offices (SOs) a valuable tool for prioritization and workload planning.

Changes from the past implementation processes include:

* Three online video modules available through the National Training Center (NTC) replace Washington Office (WO) in-person facilitation;
* Increased facilitation and review role for SO Planning & Environmental Coordinators (P&ECs);
* Modification from a four-step to a three-step process;
* Elimination of mandatory budget formulation and development;
* Development of a LUP communication strategy separate from the LUP implementation process; and
* Simplification of the LUP implementation worksheet.

**Policy/Action:** The FO must complete the three-step implementation process described below within 1 year after the signing of the Record of Decision. Field Office staff will form interdisciplinary teams for plans completed after 2008 that have not undergone an implementation strategy must also complete this process. Such teams may also be formed to complete the process for older plans. The process gives program specialists, managers, and others involved in the LUP process an opportunity to identify, prioritize, and budget for the work outlined in the LUP.

After completing a LUP, the interdisciplinary team, with managerial involvement, should view Module 1 (Step 1) of the online implementation training, available through the Department of the Interior (DOI) Learn and the NTC’s Knowledge Resource Center (KRC) at [http://www.ntc.blm.gov/krc/viewresource.php?courseID=590.](http://www.ntc.blm.gov/krc/viewresource.php?courseID=590)

Step 1 of the implementation training involves identifying the work associated with implementing the LUP, the geographic location of work in the planning area, and the accompanying Program Elements (PEs) that measure that work. To complete Step 1, the interdisciplinary team will populate the relevant columns of the plan implementation worksheet (in Excel). Although not required, it may be beneficial to include the SO Planning and Environmental Coordinator (P&EC) in Step 1.

After populating the columns of the plan implementation worksheet that correspond with Step 1, the field manager will send the completed worksheet to their SO P&EC, who will review it for adequacy and completeness, and then grant the FO the permission to proceed with Step 2.

Step 2 involves documenting the priority of the work identified in Step 1 in the relevant columns of the plan implementation worksheet. Similar to Step 1, the interdisciplinary team should view Module 2 of the online plan implementation training on DOI Learn or the KRC and, with help from a facilitator, complete Step 2 of the plan implementation strategy. The SO P&EC should facilitate the training; if the SO P&EC is unavailable, they will contact the NTC, who will help identify a facilitator.

Step 3 involves scheduling the work into the out-years in the relevant columns of the plan implementation worksheet. Instructions on how to do this are in Module 3 of the online plan implementation training. This work can be scheduled immediately following Step 2, or at a later time. Step 3 should also be completed with help from the SO P&EC or another trained facilitator.

Involving the field manager in Steps 2 and 3 is critical. Additionally, involving the district manager, cooperating agencies, state program leads, budget officers, or other internal and/or external partners to participate in Steps 2 and 3 can greatly enhance the value and effectiveness of the implementation strategy. The FOs should ensure that the implementation strategy worksheet is a living document that is updated annually to include new fiscal years and changing priorities.

The benefits of a completed implementation strategy worksheet are numerous: it will help with both internal and external priority setting and workload planning, and it can also assist the FO as it develops a budget framework and requests funding for the various tasks identified in the LUP.

All documents associated with the revised LUP Implementation Strategy process (including the Participant Guide, example Excel spreadsheet, and blank plan Implementation Strategy template), and links to all three training modules can be found on the NTC’s KRC at: [http://www.ntc.blm.gov/krc/viewresource.php?courseID=590.](http://www.ntc.blm.gov/krc/viewresource.php?courseID=590)

**Timeframe:** This IM is effective immediately.

**Budget Impact:** The overall impact to budgets will be minimal. Implementation of this guidance should improve identification and reporting of priority actions to implement and evaluate LUPs.

**Background:** The BLM has strived to improve FOs ability to implement, monitor, and evaluate LUPs for some time. The initial development of a LUP implementation framework and strategy began in the early 2000s. Performance evaluations showed that the BLM did not have a systematic program in place to monitor and evaluate LUP effectiveness based on budget and performance. As a result, the BLM developed an interdisciplinary process for LUP implementation and evaluation. The intent of the program was to provide the BLM with a systematic method for planning and achieving the desired outcomes for LUPs based on anticipated funding. As of the date of this IM, FO’s have conducted 49 LUP implementation workshops.

**Manual/Handbook Sections Affected**: This policy replaces IM 2008-041, *Guidance for Establishing Implementation Priorities for Land Use Plans* (12/10/07), and the “collaborative four-step method for developing an implementation strategy…” found in Section IV, E “*Developing Strategies to Facilitate Implementation of LUPs”* in the BLM Land Use Planning Handbook, H-1601-1 (03/11/05).

**Coordination:** The process identified in this policy was developed with the assistance of multiple BLM FOs and SOs, the NTC, FA-600, WO-210, and WO-170.

**Contact:** For further information, contact Thomas Bartholomew, Program Analyst at 202-912-7201, Dave Johnson, Planning and Environmental Analyst at 202-912-7292, or Cathy Humphrey, NTC Training Coordinator at 602-906-5536.

Signed by: Authenticated by:

Mike Pool Robert M. Williams

Acting, Director Division of IRM Governance, WO-560

Last updated: 11-20-2012 [USA.GOV](http://www.usa.gov/) | [No Fear Act](http://www.doi.gov/diversity/no_fear_act.html) | [DOI](http://www.doi.gov/) | [Disclaimer](http://www.doi.gov/disclaimer.cfm) | [About BLM](http://www.blm.gov/wo/st/en/info/About_BLM.html) | [Notices](http://www.blm.gov/wo/st/en/National_Page/Notices_used_in_Footer.html) | [Social Media Policy](http://www.blm.gov/wo/st/en/info/socialmedia/Socialmedia_policies.html) [Privacy Policy |](http://www.doi.gov/privacy.cfm)

Sample Excel Spreadsheet

Example for Direct Community Services – Columns 1-5

|  |  |  |  |
| --- | --- | --- | --- |
| **1 & 2****Resources and Programs(Talk to your state P&EC to make any changes)** | **3****Projects, Management Actions, Tasks** **(from RMP)** | **4****PEs**  | **5****Where** |
| **Fire Management** | **Wildfire Management** |  |  |  |
|  |  |  |
|  |  |  |
| **Access** | **Land Tenure** |  |  |  |
|  |  |  |
| **Land Use (ROWs)** |   |  |   |
|   |  |   |
|  |  |  |
| **Unauthorized Use** |   |  |   |
|   |  |   |

Example of Columns 6-13:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **6****Priority** | **7****Magnitude** | **8****FY12** | **9****FY13** | **10****FY14** | **11****FY15** | **12****FY16** | **13****Cross Reference** |
|
|  |  |   |   |   |   |   |   |
|  |  |   |   |   |   |   |   |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

|  |
| --- |
| *Blue represents cells that will be filled in for you.* |
|  *Yellow represents cells you will fill out in STEP 1.* |
| *Red represents cells you will fill out in STEP 2.* |
| *Purple represents cells you will fill out in STEP 3.* |

***NOTE: To see a completed example spreadsheet,*** [***click here***](file:///%5C%5Cilmntcc3ds1%5Cnt%5Cloc%5CLLTC220000%5C1600%20PLANNING%20%2B%20NEPA%5C1610%20PLANNING%20Courses%5C1610-03%20Plan%20Implementation%5CFiles%20in%20KRC%20Attached%20to%20Course%5CExampleWorksheet_ImplementationStrategy_09-21-12.xlsx)***. This example was developed based on real BLM projects across several planning areas to provide you with some ideas to complete your own spreadsheet.***

Resource Categories Outline

|  |  |
| --- | --- |
| **Resource Categories**  | **Resources and Programs** |
| **Natural Resources** | **Physical Resources** | Air |
| Water |
| Soil |
| Geological |
| **Biological** | Forests and Woodland Health |
| Grasslands and Shrublands |
| Riparian/ Wetlands |
| Invasive/Non-native species |
| Fish and Wildlife |
| Special Status Species |
| **Heritage Resources** | **Cultural/Paleo** | Cultural  |
| Paleontological |
| **Special Designations** | ACEC 1 |
| ACEC 2 |
| Wild and Scenic Rivers |
| Wilderness and WSAs |
| Wild Horse and Burros |
| Other |
| **Energy and Minerals** | **Non-Renewable Energy** | Oil and Gas |
| Coal |
| Oil Shale and Tar Sands |
| **Renewable Energy** | Geothermal |
| Solar |
| Wind |
| **Minerals** | Locatable |
| Salable |
| Non-Energy Leasable |
| **Forest Products and Livestock Management** | **Livestock Management** | Enhancing Range Management |
| **Forest Products** | Commercial Sales |
| Non-Commercial Sales, Activities |
| **Recreation and Travel Management** | **Recreation** | SRMA 1 |
| SRMA 2 |
| ERMAs |
| Dispersed Recreation |
|  **Travel** | Management |
| Facilities |
| **Direct Community Services** | **Access** | Land Tenure |
| Land Use/ROWs |
| Unauthorized Use |
| **Fire Management** | Wildfire Management |
| **Public Safety** | Law Enforcement |
| Hazardous Waste |
| Abandoned Mine Lands |

Types of Work to Accomplish Outcomes Checklist

***Instructions****: This checklist can be used to help the team brainstorm, and to ensure you identify all the work that is done in the planning area. That includes projects, tasks, and management actions from the land use plan, as well as the non-discretionary work that may not be explicitly listed in the plan.*

***Suggested Participants:*** *Interdisciplinary team (small groups), field and/or district manager.*

*(NOTE: although you can involve partners in Step 1, they may be more effective/valuable in Steps 2 and 3. A facilitator can be helpful, but is less critical than for Steps 2 and 3.)*

**🗹 Provide Outreach**

This would include projects such as brochure development, signage and development of maps. Project codes such as AL (Public Outreach Through Interpretation & Environmental Education) or AJ (Native American Consultations) would be included in this category.

**🗹 Assess/Inventory Condition/Status**

This includes surveys of habitat, land health and maybe public visitation surveys. This could also include cultural and wildlife surveys for implementation projects. Project codes such as BO, inventory of soil resources or CC, assessment of air resources conditions would be examples of this category.

**🗹 Perform Planning**

This includes any form of planning such as travel management plans (DA), ACEC activity plans (DF) or maybe habitat management plans (DK).

**🗹 Authorize Use**

This would include a lot of third party actions in which a party comes in with an application. Examples include permit renewals (EE), ROW authorizations (ER), leasing and development of oil and gas (EI- leading).

**🗹 Implement BLM-initiated Actions**

These projects might include restoration activities, habitat improvement projects, or prescribed fires. These are the things the BLM does to meet goals and objectives without impetus from the public or a third party. This could include maintenance of recreation sites (IA) or trails (ID), constructing vegetation treatments (JA) or processing land sales (KD).

**🗹 Perform Monitoring**

As opposed to assessment and inventories, monitoring refers to determining the effectiveness of project implementation and whether or not the BLM is meeting its objectives. This might include projects such as monitoring the effectiveness of a vegetation treatment or prescribed burn (MB), monitoring grazing allotments (ML) or conducting Fluid Mineral Surface and Environmental Monitoring (MW).

**🗹 Manage Compliance**

This refers to the inspections and monitoring of implementation activities such as drilling inspections (NB) and review of existing ROWs (NH). This could also include law enforcement activities. Basically, this strategy category refers to the activities BLM takes to make sure third parties are following the rules.

Note that with oil and gas, performing monitoring refers to studying surface conditions while managing compliance refers to inspection and enforcement of COAs and production values.

**🗹 Manage Work/Partnership & Community Relations**

This includes the work involved in developing partnerships, cooperating on projects and building relationships in the community. This could include sharing data and/or cooperating on fire management plans.

There are no measurable codes for this category at present. Each code refers to providing program support and can include activities such as cooperation and other unmeasured workloads.

Program Element (PE) Codes for FY12

***Instructions****: Determining the appropriate Project Element (PE) code(s) for each project, task, or management activity should be fairly straight-forward. The following list is for FY12, be sure to check the list for the current fiscal year, as codes change periodically. Identifying the proper PE code for each project or task identified is done in Step 1; determining how many units per year will be completed is part of Step 3. Remember, there may be more than 1 PE code for a single project/task/management action.*

***Suggested Participants for Step 1:*** *Facilitator, interdisciplinary team (small groups), field and/or district manager; (partners and cooperating agencies are optional).*

|  |
| --- |
| **Bureau of Land Management****Alignment of Program Elements to Performance Measures for FY 2012** |
| **M1** | **Provide Natural and Cultural Resource Protection and Experiences** |
| **M1.G1** | **Protect America's Landscapes** |
| **M1.G1.S1** | **Improve land and water health** |
| **M1.G1.S1.01** | **Percent of DOI stream/shoreline miles that have achieved desired condition where condition is known and as specified in management plans. (SP)** | 100% | BV | INVENTORY STREAMS/RIPARIAN AREAS | Miles inventoried |
| 100% | MO | MONITOR STREAM/RIPARIAN HABITAT | Miles monitored |
| **M1.G1.S1.02** | **Percent of DOI acres that have achieved desired condition where condition is known and as specified in management plans. (SP)** | 100% | BO | INVENTORY SOIL RESOURCES | Acres Mapped |
| 100% | BP | ASSESS WATERSHEDS | Acres Assessed |
| 100% | BQ | INVENTORY OF ECOLOGICAL SITES | Acres of completed inventory |
| 100% | BR | INVENTORY SHRUB/GRASS/PJ VEGETATION | Acres Inventoried |
| 100% | BT | INVENTORY FOREST/WOODLAND VEGETATION | Acres inventoried |
| 100% | BU | INVENTORY LAKES/WETLAND AREAS | Acres inventoried |
| 100% | CC | ASSESSMENT OR PREDICTION OF AIR RESOURCE CONDITIONS | Number of actions completed |
| 100% | CD | ASSESS ECOREGIONS | Assessments Completed |
| 100% | DX | COMPLETE RMP IMPLEMENTATION STRATEGIES | Number completed |
| 100% | EC | PROCESS WATER RIGHTS ACTIONS | Actions processed |
| 100% | MB | EVALUATE FOREST/WOODLAND TREATMENTS | Acres evaluated |
| 100% | MI | MONITOR AIR QUALITY AND CLIMATIC CONDITIONS | Number of parameters collected |
| 100% | MJ | EVALUATE LAND HEALTH | Land Health Evaluation Reports completed |
| 100% | ML | MONITOR GRAZING ALLOTMENTS | Allotments monitored |
| 100% | MN | MONITOR LAKE/WETLAND HABITAT | Acres monitored |
| 100% | MX | MONITOR SHRUB/GRASS VEGETATION TREATMENTS | Acres monitored |
| **M1.G1.S1.03** | **Percent of baseline acres infested with invasive plant species that are controlled. (SP)** | 100% | BS | INVENTORY FOR PRESENCE OF INVASIVE AND/OR NOXIOUS WEEDS | Acres inventoried |
| 100% | MK | EVALUATE WEED TREATMENTS | Acres Evaluated |
| **M1.G1.S1.04** | **Percent of invasive animal species populations that are controlled. (SP)** | 100% | CF | INVENTORY INVASIVE ANIMAL POPULATIONS | Populations |
| **M1.G1.S1.05** | **Number of DOI riparian (stream/shoreline) miles restored to the condition specified in management plans. (SP)** | 100% | JG | APPLY STREAM/RIPARIAN TREATMENTS | Miles treated |
| **M1.G1.S1.06** | **Number of DOI (upland + wetland) acres restored to the condition specified in management plans. (SP)** | 100% | DF | PLAN FOR INTERDISCIPLINARY ACTIVITIES | Number of new or revised interdisciplinary activity plans completed |
| 100% | JA | APPLY SHRUB/GRASS VEGETATION TREATMENTS | Acres Treated |
| 100% | JB | CONSTRUCT SHRUB/GRASS/PJ/FOREST PROJECTS | Projects completed |
| 100% | JC | MAINTAIN SHRUB/GRASS/PJ/FOREST PROJECTS | Projects maintained |
| 100% | JD | APPLY WEED TREATMENTS | Acres treated |
| 100% | JE | RESTORE FOREST AND WOODLANDS THROUGH SALES | Acres restored – equal to acres yarded reported in the TSIS or SCID |
| 100% | JF | APPLY LAKE/WETLAND TREATMENTS | Acres treated |
| 100% | JH | CONSTRUCT LAKE/WETLAND/STREAM/RIPARIAN PROJECTS | Projects completed |
| 100% | JI | MAINTAIN LAKE/WETLAND/STREAM/RIPARIAN PROJECTS | Projects completed |
| 100% | JN | RESTORE FOREST AND WOODLANDS THROUGH DEVELOPMENT | Acres restored through forest development |
| 100% | JX | DECOMMISSION AND REHABILITATE ROADS AND TRAILS | Miles |
| 100% | JZ | NATIVE PLANT MATERIALS COLLECTION | collections completed |
| **M1.G1.S1.07** | **Percent of surface waters (acres) managed by DOI that meet State EPA Approved Water Quality Standards. (Bureau Measure)** | 100% | MU | MONITOR WATER RESOURCES | Number of Parameters Collected |
| **M1.G1.S1.08** | **Percent of surface waters (stream miles) managed by DOI that meet State (EPA Approved) Water Quality Standards. (Bureau Measure)** | 100% | BN | INVENTORY WATER RESOURCES | Number of Parameters Collected |
| **M1.G1.S1.09** | **Wild Horse and Burro Management Areas: Cumulative of number of Herd Management Areas (HMAs) achieving appropriate management levels. (Bureau Measure)** | 100% | DI | PLAN FOR HERD MANAGEMENT | Number of Herd Management Areas (HMA) where Appropriate Management Levels (AML) is established or adjusted |
| 100% | HG | ADOPT WH&B | Animals adopted |
| 100% | HH | LONG-TERM HOLD WH&B | Number of animal feeddays for all animals older than 6-months of age held or born in a long-term holding facility |
| 100% | HI | PREPARE/HOLD WH&B | Number of animal days for all animals held or born in a short-term holding facility |
| 100% | JJ | GATHER/REMOVE WILD HORSES AND BURROS | Animals Gathered |
| 100% | MC | CONDUCT SURVEY OF WH&B AREAS | HMAs Surveyed (Censused) |
| 100% | MP | MONITOR WH&B HERD MANAGEMENT AREAS | HMAs monitored |
| 100% | NK | CONDUCT WH&B COMPLIANCE INSPECTIONS | Number of animals receiving field compliance reviews |
| **M1.G1.S1.10** | **Percent of plans completed within four years of start. (Bur/PART)** | 100% | DB | PLAN FOR COMMERCIAL ACTIVITIES | New or revised activity plans |
| 100% | DN | PREPARE PRE-LAND USE PLAN | Pre-plans completed |
| 100% | DO | COMPLETE LAND USE PLAN SCOPING REPORT/PLANNING CRITERIA | Number Completed |
| 100% | DP | PREPARE DRAFT LUP | Number Completed |
| 100% | DQ | PREPARE PROPOSED LUP/FINAL EIS | Number Completed |
| 100% | DR | RESOLVE PROTEST/PREPARE ROD | Number Completed |
| 100% | DS | PREPARE DRAFT EIS LEVEL LUP AMENDMENTS | Number Completed |
| 100% | DT | PREPARE FINAL LUP AMENDMENT/ROD | Number Completed |
| 100% | DU | PREPARE EA LEVEL LUP AMENDMENT/DR | Number Completed |
| 100% | DV | REVIEW OTHER BUREAU PROPOSED ACTIONS | reviews conducted |
| **M1.G1.S1.11** | **Percent of Resource Management Plan evaluations completed within 5 years, (Bur)** | 100% | DJ | EVALUATE LAND USE PLANS | Evaluations completed |
| **M1.G1.S1.12** | **Number of Resource Management Plans/EIS completed (Bureau Measure)** | Support Measure - No Cost |
| **M1.G1.S1.13** | **Percent of Resource Management Plans evaluated by the BLM Director as making significant progress toward achieving riparian condition goals. (Bur)** | Support Measure - No Cost |
| **M1.G1.S1.14** | **Percent of public lands where visual resource management data have been recorded in digital format for both inventory and management classes. (Bureau Measure)** | Support Measure - No Cost |
| **M1.G1.S1.15** | **Percent of sites (acres) reclaimed or mitigated from the effects of degradation from past mining. (Bureau Measure)** | 100% | BH | INVENTORY ABANDONED MINE LAND SITES (AML) | Sites inventoried |
| 100% | HP | REMEDIATE AML PHYSICAL SAFETY HAZARDS | Sites remediated |
| 100% | JK | IMPLEMENT AML PROJECTS TO RESTORE WATER QUALITY | Acres of completed remediation |
| 100% | LB | MONITOR AND MAINTAIN AML PHYSICAL SAFETY CLOSURES | Sites where monitoring actions are completed |
| **M1.G1.S1.16** | **Land Contamination: Percent of known contaminated sites remediated on DOI managed land. (Bureau measure)** | 100% | BF | ASSESS HAZMAT SITES | Site verifications / evaluations / assessments / inspections completed |
| 100% | HO | RESPOND TO HAZMAT RISK SITES | Actions completed |
| 100% | MG | MONITOR AND MAINTAIN AML WATER QUALITY, HAZMAT & NRDAR SITES | Sites where monitoring actions are completed |
| 100% | NP | EVALUATE PRPS FOR COST AVOIDANCE/RECOVERY | Actions completed |
| 100% | NQ | PROCESS HAZMAT COST AVOIDANCE/RECOVERY CASES | Cases referred |
| **M1.G1.S1.17** | **Percent of physical and chemical hazards mitigated in appropriate time to ensure visitor or public safety. (Bureau Measure)** | 100% | BG | ASSESS OTHER HAZARDS (NON HAZMAT OR AML) | Verifications, assessments, evaluations completed |
| 100% | HQ | MITIGATE OTHER HAZARDS | Sites mitigated |
| **M1.G1.S1.18** | **Number of incidents/investigations closed for natural, cultural, and heritage resources offenses** | 100% | NV | CONDUCT INVESTIGATIVE ACTIVITIES | Incidents investigated |
| **M1.G1.S1.19** | **Number of natural, cultural, and heritage resource crimes detected that occur on BLM lands** | 100% | NU | CONDUCT PATROL ENFORCEMENT ACTIVITIES | Number of Incidents Reported |
| 100% | NY | CONDUCT EMERGENCY RESPONSE ACTIVITIES | Incidents responded to |
| 100% | NZ | CONDUCT SECURITY ACTIVITIES | Vulnerability Assessments & Physical Security Assessments |
| 100% | OA | CONDUCT DRUG ENFORCEMENT ACTIVITIES | Seizure incidents |
| **M1.G1.S1.20** | **Cumulative number of Herd Management Areas (HMAs) treated or where population suppression techniques were conducted. (Bureau)** | 100% | KF | ANIMALS GATHERED FOR FERTILITY CONTROL | Animals Gathered |
| 100% | KG | ANIMALS TREATED TO REDUCE POPULATION | Animals Treated |
| **M1.G1.S2** | **Sustain species health** |
| **M1.G1.S2.01** | **Number of threatened and endangered species recovery implementation activities implemented. (SP)** | 100% | DK | PLAN FOR T&E SPECIES RECOVERY | Plans completed |
| 100% | JP | IMPLEMENT THREATENED AND ENDANGERED SPECIES RECOVERY ACTIONS | Recovery actions performed |
| **M1.G1.S2.02** | **Percent of populations of species of management concern that are managed to desired condition. (Bureau Measure)** | 100% | CB | INVENTORY WILDLIFE/PLANT HABITAT | Acres inventoried |
| 100% | KE | IMPLEMENT CONSERVATION ACTIONS FOR NON-ESA SPECIES AND COMMUNITIES | Actions performed |
| 100% | MQ | MONITOR TERRESTRIAL HABITAT | Acres monitored |
| 100% | MR | MONITOR SPECIES POPULATIONS | Populations monitored |
| **M1.G1.S2.03** | **Number of (stream/shoreline) miles of habitat restored or enhanced that directly support ESA listed and bureau sensitive species conservation or recovery. (Bureau measure)** | Support Measure - No Cost |
| **M1.G1.S2.04** | **Number of acres of habitat restored or enhanced that directly support ESA listed and bureau sensitive species conservation or recovery. (Bureau measure)** | Support Measure - No Cost |
| **M1.G2** | **Protect America's Cultural and Heritage Resources** |
| **M1.G2.S1** | **Protect cultural and historical assets and resources** |
| **M1.G2.S1.01** | **Percent of archaeological sites on DOI inventory in good condition. (SP)** | 100% | AE | HERITAGE RESOURCES EDUCATION AND OUTREACH | Number of programs/events delivered |
| 100% | AJ | CONSULTATIONS WITH INDIAN TRIBES AND ALASKA NATIVE CORPORATIONS | Number of Consultations |
| 100% | AR | INTENTIONAL EXCAVATION OR INADVERTENT DISCOVERY OF NAGPRA ITEMS ON THE PUBLIC LANDS | Transfers of custody |
| 100% | BC | ACRES OF HERITAGE RESOURCE INVENTORIED | Acres Inventoried |
| 100% | FB | PERMITS ISSUED AUTHORIZING HERITAGE RESOURCE INVESTIGATIONS | Permits processed |
| 100% | FD | HERITAGE RESOURCES INTENSIVELY RECORDED, EVALUATED AND STUDIED | Number of properties for which data recovery, recordation and other field studies were conducted |
| 100% | HF | HERITAGE RESOURCES STABILIZED, MANAGED AND PROTECTED | Properties protected or restored |
| 100% | MY | HERITAGE RESOURCES MONITORED | Localities monitored |
| **M1.G2.S1.02** | **Percent of historic structures on DOI inventory in good condition. (SP)** | 100% | CG | HISTORIC STRUCTURES INTENSIVELY RECORDED, EVALUATED AND STUDIED | Number of historic structures for which data recovery, recordation and other field studies were conducted |
| 100% | KO | HISTORIC STRUCTURES PROTECTED, STABILIZED, OR RESTORED | Historic structures protected, stabilized, or restored |
| 100% | LD | HISTORIC STRUCTURES MONITORED | Historic structures monitored |
| **M1.G2.S1.03** | **Percent of collections in DOI inventory in good condition. (SP)** | 100% | AK | INVENTORY AND REPATRIATE NAGPRA ITEMS IN COLLECTIONS | Repatriations |
| 100% | BD | HERITAGE COLLECTIONS ACCESSIONED, INVENTORIED OR UPGRADED IN NON-BLM FACILITIES | Number of accessions |
| 100% | BW | MUSEUM COLLECTIONS ACCESSIONED, INVENTORIED OR UPGRADED IN BLM FACILITIES | Accessions Cataloged |
| **M1.G2.S1.04** | **Percent of paleontological localities in DOI inventory in good condition. (Bureau measure)** | Support Measure - No Cost |
| **M1.G2.S1.07** | **Miles of national scenic and historic trail inventory completed to standards** | 100% | CE | INVENTORY NATIONAL SCENIC AND HISTORIC TRAILS | Miles of inventory data collected, assessed, and documented to standard. |
| **M1.G2.S1.08** | **Miles of national scenic and historic trail monitoring completed to standards** | 100% | LA | MONITOR NATIONAL SCENIC AND HISTORIC TRAILS | Miles monitored |
| **M1.G2.S1.09** | **Percent of designated Wild and Scenic River miles achieving goals, objectives, and desired conditions in maintaining, protecting, and/or enhancing river-related values** | 100% | BE | INVENTORY FOR WILDERNESS CHARACTER | Acres Inventory |
| 100% | DC | PREPARE WILDERNESS/WSR/NSHT/CULTURAL/PALEONTOLOGICAL ACTIVITY PLANS | New or revised activity plans completed |
| 100% | MD | MONITOR WILDERNESS AND WILDERNESS STUDY AREAS | Acres monitored |
| **M1.G2.S1.10** | **Percent of acres of Wilderness areas under BLM management meeting their heritage resource objectives under the authorizing legislation** | 100% | BZ | INVENTORY DESIGNATED WILD AND SCENIC RIVERS | Miles of baseline data collected and analyzed |
| 100% | MF | MONITOR DESIGNATED WILD AND SCENIC RIVERS | Miles monitored |
| **M1.G3** | **Provide Recreation and Visitor Experience** |
| **M1.G3.S1** | **Provide visitor services** |
| **M1.G3.S1.01** | **Percent of visitors satisfied with the quality of their experience. (SP)** | 100% | BA | INVENTORY RECREATION RESOURCES | Acres for which baseline information is collected and analyzed |
| 100% | BY | INVENTORY LINEAR RECREATION RESOURCES | Miles of baseline information collected and analyzed |
| 100% | DA | PREPARE AND REVISE RECREATION ACTIVITY PLANS | Plans completed |
| 100% | EA | PROCESS SRP’S FOR COMMERCIAL USERS AND GROUPS | Permits administered |
| 100% | EB | ISSUE AND MANAGE RECREATION USE PERMITS | Permits Administered |
| 100% | FH | PROCESS AND MANAGE SRPS NON COMMERCIAL | Permits authorized |
| 100% | MA | MONITOR RECREATION AREAS | Acres monitored |
| 100% | MV | MONITOR LINEAR RECREATION MANAGEMENT OBJECTIVES | Miles monitored |
| **M1.G3.S1.02** | **Percent satisfaction among visitors served by facilitated programs (SP)** | 100% | AL | PROVIDE OUTREACH THROUGH INTERPRETATION AND ENVIRONMENTAL EDUCATION | Programs/Events Delivered |
| **M1.G3.S1.03** | **Percent of customers satisfied with the value for fee paid. (Bureau Measure)** | 100% | FV | ADMINISTER THE RECREATION FEE PROGRAM | Number of Fee Sites Managed |
| **M1.G3.S1.04** | **Percent of recreation fee program receipts spent on fee collection. (Bureau Measure)** | 100% | FU | MANAGE FEE COLLECTION PROGRAM FOR RECREATION USE PERMITS (RUP) AND SPECIAL RECREATION PERMITS (SRP) | Number of fee sites managed |
| **M1.G4** | **Manage the Impacts of Wildland Fire** |
| **M1.G4.S1** | **Establish fire-adapted ecosystems** |
| **M1.G4.S1.01** | **Percent of acres treated which are moved toward the desired condition class** | 50% | JQ | IMPLEMENT FUELS TREATMENT MECHANICALLY OUTSIDE OF WUI | Acres treated |
| 50% | JR | IMPLEMENT FUELS TREATMENT BY OTHER MEANS | Acres treated |
| 50% | JT | REDUCE FUELS MECHANICALLY WUI | Acres treated |
| 50% | JU | REDUCE HAZARDOUS FUELS OTHER WUI | Acres treated |
| 50% | JW | IMPLEMENT FUELS TREATMENTS BY FIRE WITHIN WUI | Acres treated |
| 100% | LC | MONITOR FUELS TREATMENT IN WILDLAND URBAN INTERFACE | Acres monitored |
| 50% | MT | MONITOR FUELS TREATMENT NON-WILDLAND URBAN INTERFACE | Acres monitored |
| **M1.G4.S1.02** | **Percent of acres treated which are maintained in the desired condition class** | 100% | JL | APPLY FIRE REHAB TREATMENTS | Acres rehabilitated |
| 100% | JS | STABILIZE BURNED AREAS | Acres stabilized |
| 100% | MZ | MONITOR POST-FIRE EMERGENCY STABILIZATION AND REHAB TREATMENTS | Acres monitored |
| **M1.G4.S2** | **Adapt communities to wildfires** |
| **M1.G4.S2.01** | **Percent of acres treated which achieve fire management objectives as identified in applicable management plans** | 100% | JM | IMPLEMENT FUELS TREATMENT BY FIRE OUTSIDE WUI | Acres treated |
| 50% | JQ | IMPLEMENT FUELS TREATMENT MECHANICALLY OUTSIDE OF WUI | Acres treated |
| 50% | JR | IMPLEMENT FUELS TREATMENT BY OTHER MEANS | Acres treated |
| 50% | JT | REDUCE FUELS MECHANICALLY WUI | Acres treated |
| 50% | JU | REDUCE HAZARDOUS FUELS OTHER WUI | Acres treated |
| 50% | JW | IMPLEMENT FUELS TREATMENTS BY FIRE WITHIN WUI | Acres treated |
| 50% | MT | MONITOR FUELS TREATMENT NON-WILDLAND URBAN INTERFACE | Acres monitored |
| **M1.G4.S3** | **Respond to wildfires** |
| **M1.G4.S3.01** | **Percent of unplanned and unwanted wildfires on DOI lands that are controlled during initial attack** | 100% | AM | PROVIDE RURAL FIRE AND COMMUNITY ASSISTANCE | The number of departments that received benefits - new or updated apparatus (fire equipment), training, other equipment (radios) |
| 100% | DD | PLAN FOR PUBLIC HEALTH/SAFETY AND PROPERTY PROTECTION | New or revised activity plans completed |
| 100% | HT | ENSURE FIRE PREPAREDNESS | Administrative units that successfully passed preparedness reviews |
| 100% | HU | MANAGE WILDLAND FIRE | Acres burned |
| **M1.PG1** | **By the end of 2012, for 50% of the nation, the Department will identify resources that are particularly vulnerable to climate change and implement coordinated adaptation response actions.** |
| **M1.PG1.01** | **Number of regions with completed vulnerability assessments.** | Support Measure - No Cost |
| **M1.PG1.02** | **Number of regions implementing climate change adaptation actions.** | Support Measure - No Cost |
| **M2** | **Sustainably Manage Energy, Water, and Natural Resources** |
| **M2.G1** | **Secure America's Energy Resources** |
| **M2.G1.S1** | **Ensure environmental compliance and safety of energy development** |
| **M2.G1.S1.01** | **Percent of oil and gas acres reclaimed to appropriate final land condition. (SP)** | 100% | MW | CONDUCT FLUID MINERAL SURFACE AND ENVIRONMENTAL MONITORING | Sites Monitored |
| **M2.G1.S1.02** | **Percent of producing fluid mineral cases that have a completed inspection during the year. (SP)** | 100% | NB | CONDUCT FLUID MINERAL INSPECTION AND ENFORCEMENT | Inspections completed |
| 100% | OC | CONDUCT INSPECTIONS ON GEOPHYSICAL EXPLORATION AUTHORIZED BY NOTICE OF INTENT (43 CRF 3150) | Number of inspection actions completed |
| **M2.G1.S1.03** | **Percent of required coal inspection and enforcement reviews completed. (Bureau Measure)** | 100% | NG | INSPECT COAL OPERATIONS AND VERIFY PRODUCTION | Inspections and production verifications completed |
| **M2.G1.S1.04** | **Percent of Federal oil and gas lease assignments processed** | 100% | EI | DEVELOP AND ISSUE FEDERAL FLUID MINERAL LEASES | Leases issued, renewed, or exchanged |
| 100% | FI | PROCESS ADMINISTRATIVE CHANGES POST LEASE FEDERAL FLUID MINERALS | Post lease actions or adjustments processed |
| 100% | FK | PROCESS INDIAN PRE-LEASE ACTIONS FOR ENERGY MINERALS | Pre-lease actions processed |
| **M2.G1.S2** | **Develop Renewable Energy Potential** |
| **M2.G1.S2.01** | **Number of megawatts of approved capacity authorized on public land and the OCS for renewable energy development while ensuring full environmental review. (SP)** | 100% | FX | PROCESS RENEWABLE ENERGY (WIND/SOLAR) AUTHORIZATIONS | Applications |
| 100% | KH | CONDUCT COMPETITIVE RENEWABLE ENERGY ACTIONS | Number of Acres Leased |
| 100% | KI | PROCESS RENEWABLE ENERGY ACTIONS | Actions Processed |
| 100% | OD | CONDUCT RENEWABLE ENERGY (WIND/SOLAR) COMPLIANCE | Compliance actions |
| **M2.G1.S3** | **Manage conventional energy development** |
| **M2.G1.S3.01** | **Percent of coal lease applications processed. (SP)** | 100% | EL | PROCESS COAL LEASES AND EXPLORATION LICENSES | Actions Processed |
| 100% | GA | COST RECOVERY - COMPETITIVE COAL LEASE | Actions Processed |
| **M2.G1.S3.02** | **Percent of pending fluid minerals Applications for Permit to Drill (APDs) which are processed. (SP)** | 100% | EJ | PROCESS FLUID MINERALS APDS | APDs Processed |
| 100% | FJ | PROCESS FLUID MINERALS SUNDRY NOTICES | Notices processed |
| 100% | FT | PROCESS GEOPHYSICAL LEASES / PERMITS / LICENSES | Actions Processed |
| **M2.G1.S3.03** | **Number of coal post leasing actions approved for energy minerals. (Bureau Measure)** | 100% | EM | PROCESS COAL POST LEASE ACTIONS | Post lease actions processed |
| 100% | GB | COST RECOVERY - COAL LEASE MODIFICATION | Coal lease modifications processed |
| 100% | GC | COST RECOVERY COAL – LMU FORMATION OR MODIFICATION | Coal logical mining unit formation or processed |
| 100% | GD | COST RECOVERY COAL – ROYALTY RATE REDUCTION | Coal royalty rate reductions processed |
| **M2.G1.S3.04** | **Percent of pending cases of right-of-way permits and grant applications in backlog status. (Bureau Measure)** | 100% | EQ | PROCESS LEASES, PERMITS, LICENSES, AND EASEMENTS | Actions Processed |
| 100% | ER | PROCESS RIGHT-OF-WAY GRANTS | Actions Processed |
| 100% | FN | SUPPORT HYDROPOWER LICENSING | License issuances supported |
| 100% | FP | PROCESS RIGHT-OF-WAY ACTIONS OTHER THAN GRANTS | Actions Processed |
| 100% | NH | CONDUCT REALTY COMPLIANCE INSPECTIONS | Compliance actions |
| **M2.G1.S3.05** | **Percent of oil and gas Reservoir Management Agreements processed. (Bureau Measure)** | 100% | FF | PROCESS O&G RESERVOIR MGT AGREEMENTS | Reviews processed |
| 100% | NC | RESOLVE FLUID MINERAL DRAINAGE CASES | Drainage cases resolved |
| **M2.G3** | **Sustainably Manage Timber, Forage, and Non-Energy Minerals** |
| **M2.G3.S1** | **Manage timber and forest products resources** |
| **M2.G3.S1.01** | **Percent of allowable sale quantity timber offered for sale consistent with applicable resource management plans. (SP)** | 100% | HD | MANAGE FOREST AND WOODLAND COMMERCIAL SALES | Acres managed – equal to acres yarded reported in the TSIS |
| **M2.G3.S1.02** | **Volume of wood products offered consistent with applicable management plans (O&C and Public Domain) (SP)** | 100% | EG | PREPARE VEGETATIVE PERMITS/CONTRACTS | Permits/contracts issued |
| **M2.G3.S1.03** | **Administrative cost per thousand board feet of timber offered for sale. (Bureau Measure)** | Support Measure - No Cost |
| **M2.G3.S1.04** | **Volume of wood products offered (biomass for energy) consistent with applicable management plans. (Bureau Measure)** | 100% | HE | BIOMASS UTILIZATION | Tons of biomass offered |
| **M2.G3.S1.05** | **Percent of forestry improvements (acres) completed as planned. (Bureau Measure)** | 100% | HL | APPLY COMMERCIAL FOREST AND WOODLAND MANAGEMENT | Acres restored / developed |
| **M2.G3.S2** | **Provide for sustainable forage and grazing** |
| **M2.G3.S2.01** | **Percent of grazing permits and leases processed as planned consistent with applicable resource management plans. (SP)** | 100% | ED | TRANSFER GRAZING PREFERENCES | Transfers processed |
| 100% | EE | ISSUE GRAZING PERMITS/LEASES | Grazing Permits / Leases Processed |
| **M2.G3.S2.02** | **Number of grazing administration actions conducted** | 100% | EF | ISSUE GRAZING BILLS | Grazing Bills issued |
| 100% | NA | INSPECT ALLOTMENTS FOR GRAZING AUTHORIZATION COMPLIANCE | Inspection of Grazing Authorization |
| 100% | NJ | PROCESS SURFACE TRESPASS/UNAUTHORIZED OCCUPANCY CASES | Cases Processed |
| **M2.G3.S3** | **Manage non-energy mineral development** |
| **M2.G3.S3.01** | **Percent of non-energy mineral exploration and development requests processed. (SP)** | 100% | BB | ASSESS ALASKA MINERALS | Sites Investigated |
| 100% | EN | PROCESS NON-ENERGY MINERAL LICENSES, PERMITS OR LEASES | Licenses, permits, leases processed |
| 100% | EO | PROCESS NON-ENERGY MINERAL POST LEASE ACTIONS | Post lease actions processed |
| 100% | FS | PROCESS INDIAN PRE-LEASE ACTIONS FOR NON-ENERGY MINERALS | Actions processed |
| 100% | GE | COST RECOVERY NON-ENERGY MINERALS – PROSPECTING PERMIT APPLICATIONS | Non-energy minerals prospecting permits processed |
| 100% | GF | COST RECOVERY NON-ENERGY MINERALS – PREFERENCE RIGHT LEASE APPLICATIONS | Non-energy minerals preference rights lease applications processed |
| 100% | GH | COST RECOVERY NON-ENERGY MINERALS - COMPETITIVE LEASE | Leases processed |
| 100% | GI | COST RECOVERY NON-ENERGY MINERALS - APPLICATION TO SUSPEND, WAIVE OR REDUCE RENTAL, MINIMUM ROYALTY, OR PRODUCTION ROYALTY RATE | Actions processed |
| 100% | GJ | COST RECOVERY NON-ENERGY MINERALS - FUTURE OR FRACTIONAL INTEREST LEASE | Non-energy minerals future interest leases or fractional interest leases processed |
| **M2.G3.S3.02** | **Number of mined acres reclaimed to appropriate land condition and water quality standards. (SP)** | Support Measure - No Cost |
| **M2.G3.S3.03** | **Percent of Mineral Material permits and contracts processed for non-energy minerals. (Bureau Measure)** | Support Measure - No Cost |
| **M2.G3.S3.04** | **Average 3 year rolling costs of Mineral Materials disposals, inspections and trespass protection divided by the cubic yards disposed. (Bureau Measure)** | 100% | EP | PROCESS MINERAL MATERIAL DISPOSALS THROUGH SALES | Contracts issued |
| 100% | FW | PROCESS MINERAL MATERIAL DISPOSALS THROUGH PERMITS | Permits |
| 100% | GK | COST RECOVERY MINERAL MATERIALS - NONCOMPETITIVE SALE | Non-competitive sales |
| 100% | GL | COST RECOVERY MINERAL MATERIALS - COMPETITIVE SALE | Non-competitive contracts and permits |
| 100% | GM | COST RECOVERY MINERAL MATERIALS CONTRACT RENEWAL | Contracts |
| **M2.G3.S3.05** | **Percent of Reclamation Bond Adequacy. (Bureau Measure)** | Support Measure - No Cost |
| **M2.G3.S3.06** | **Average time for processing plans of operation for locatable minerals. (Bureau Measure)** | 100% | EX | PROCESS MINING PLANS OF OPERATION | Plans processed |
| 100% | GN | COST RECOVERY MINING LAW ADMINISTRATION - PLAN OF OPERATIONS WITH AN EIS | Plans processed |
| **M2.G3.S3.07** | **Percent of Notices and Plans of Operations Inspected. (Bureau Measure)** | 100% | NI | INSPECT LOCATABLE MINERAL SITES FOR SURFACE MANAGEMENT COMPLIANCE | Inspections completed |
| **M2.G3.S3.08** | **Percent of Mineral Materials Trespass actions resolved for non-energy minerals. (Bur/PART)** | 100% | OE | SUBSURFACE MINERAL TRESPASS | Cases Processed |
| **M2.G3.S3.09** | **Number of mining notices processed. (Bureau Measure)** | 100% | EW | RECORD/ADJUDICATE MINING CLAIMS/SITES | Claims / Sites recorded / adjudicated |
| 100% | EY | DETERMINE MINING CLAIM VALIDITY/PROCESS MINERAL PATENTS | Reports, patents, complaints processed |
| 100% | EZ | COLLECT MINING CLAIM/SITE FEE | Claims/sites where fees were collected |
| 100% | FL | PROCESS MINING NOTICES | Notices Processed |
| 100% | FY | RECORD/ADJUDICATE SURFACE MANAGEMENT BONDS | Bonds adjudicated |
| 100% | GO | COST RECOVERY MINING LAW ADMINISTRATION – VALIDITY & MINERAL EXAMINATIONS AND REPORTS | Mineral examinations and reports completed |
| **M2.G3.S3.10** | **Cumulative percent of original helium debt repaid at end of fiscal year. (Bureau Measure)** | Support Measure - No Cost |
| **M2.G3.S3.11** | **Percent of time the Crude Helium Enrichment Unit (CHEU) was operating during the fiscal year. (Bureau Measure)** | 100% | EK | MANAGE HELIUM | Sales of helium |
| **M2.G3.S3.12** | **Number of Mineral Material Inspections and Production Verifications** | 100% | NF | INSPECT, AND VERIFY PRODUCTION AT MINERAL MATERIAL SITES | Inspection and production verification reports completed |
| **M2.G3.S3.13** | **Number of Non-energy Solid Mineral Inspections and Production Verifications** | 100% | OB | INSPECT AND VERIFY PRODUCTION AT SOLID LEASABLE MINERAL SITES - NON ENERGY | Inspection and production verifications completed |
| **M2.PG2** | **Increase approved capacity for production of renewable energy resources on DOI managed lands, while ensuring full environmental reviews, by at least 9,000 megawatts through 2011, and an additional 1,000 mw through the end of FY 2012** |
| **M2.PG2.01** | **Number of megawatts of approved capacity authorized on public land for renewable energy development while ensuring full environmental review** | Support Measure - No Cost |
| **M5** | **Building a 21st Century Department of the Interior** |
| **M5.G5** | **Improving Acquisition and Real Property Management** |
| **M5.G5.S1** | **Effective Management of facilities** |
| **M5.G5.S1.01** | **Percent of buildings maintained in adequate condition, determined by FCI** | 100% | IA | RECREATION SITE BUILDING ANNUAL MAINTENANCE | Number of Buildings Maintained |
| 100% | IM | ADMINISTRATIVE SITE BUILDING ANNUAL MAINTENANCE | Number of Buildings Maintained |
| **M5.G5.S1.02** | **Percent of sites maintained in adequate condition, determined by FCI** | 100% | GS | ADMINISTRATIVE SITE CONDITION ASSESSMENT | Number of Administrative Sites Assessed |
| 100% | GT | RECREATION SITE CONDITION ASSESSMENT | Recreation Sites Assessed |
| 100% | GW | DAM CONDITION ASSESSMENT | Dams Assessed |
| 100% | GX | BRIDGE CONDITION ASSESSMENT | Bridges Assessed |
| 100% | GY | TRAIL CONDITION ASSESSMENT | Miles |
| 100% | ID | TRAIL ANNUAL MAINTENANCE | Miles Maintained |
| 100% | IG | BRIDGE ANNUAL MAINTENANCE | Bridges Maintained |
| 100% | IJ | DAM ANNUAL MAINTENANCE | Dams Maintained |
| 100% | IU | RECREATION SITE NON-BUILDING ANNUAL MAINTENANCE | Number of Sites Maintained |
| 100% | IY | ADMINISTRATIVE SITE NON-BUILDING ANNUAL MAINTENANCE | Number of Sites Maintained |
| **M5.G5.S1.03** | **Number of lane miles of roads maintained in adequate condition. (Bur)** | 100% | GU | ROAD CONDITION ASSESSMENT | Lane Miles |
| 100% | IP | ROAD ANNUAL MAINTENANCE | Lane Miles Maintained |
| **M5.G5.S1.04** | **Percent of Deferred Maintenance and Construction projects completed** | 100% | IB | FACILITIES DEFERRED MAINTENANCE AND CONSTRUCTION | Number of Projects |
| 100% | IE | TRAIL DEFERRED MAINTENANCE AND CONSTRUCTION | Number of Projects |
| 100% | IH | BRIDGE DEFERRED MAINTENANCE AND CONSTRUCTION | Number of Projects |
| 100% | IK | DAM DEFERRED MAINTENANCE AND CONSTRUCTION | Number of Projects |
| 100% | IQ | ROAD DEFERRED MAINTENANCE AND CONSTRUCTION | Number of Projects |
| **M5.G5.S1.05** | **Percent of Construction projects completed** | Support Measure - No Cost |
| **M5.G5.S1.06** | **Facility Compliance: Increase the percentage of BLM organizational units rated in good safety, health, and environmental condition. (CASHE - Bureau Measure)** | Support Measure - No Cost |
| **M5.G5.S1.07** | **Number of public land title records posted on the internet to assist title, survey, historical, and genealogical research and retrieval. (Bureau Measure)** | 100% | BL | COLLECT DIGITAL CADASTRAL DATA | Number of Townships |
| 100% | BM | UPDATE DIGITAL CADASTRAL DATA | Number of Townships |
| 100% | BX | MANAGE PUBLIC LAND RECORDS | Records created or updated |
| 100% | ET | PROCESS WITHDRAWAL ACTIONS | Acres Withdrawn |
| 100% | FQ | PROCESS WITHDRAWAL REVOCATIONS AND OTHER SIMILAR ACTIONS | Acres Reviewed |
| **M5.G5.S1.08** | **Percent of survey projects of Federal and Indian Trust lands that are funded (Bur/PART)** | 100% | AP | BLM INDIAN LANDS SURVEYORS CONSULTING SERVICES | Number of consultations provided |
| 100% | AQ | BOUNDARY STANDARD DOCUMENTS PRODUCED | Number of Standards for Boundary Evidence certificates |
| 100% | BJ | APPROVE CADASTRAL SURVEYS | Cadastral Survey Miles Approved |
| 100% | BK | COMPLETE CADASTRAL FIELD MILES SURVEY | Miles Completed |
| **M5.G5.S1.09** | **Percent of cadastral surveys approved within eighteen months of the funding date. (Bur/PART)** | Support Measure - No Cost |
| **M5.G5.S1.10** | **Percent of land patented to the State and Alaskan Native Corporations as required by statute. (Bur/PART)** | 100% | HM | PROCESS ALASKA NATIVE ALLOTMENT CONVEYANCES | Parcels Patented |
| 100% | HX | PATENT ALASKA STATE CONVEYANCES | Acres Patented |
| 100% | HY | PATENT ALASKA NATIVE CORP CONVEYANCES | Acres Patented |
| 100% | KA | PROCESS ALASKA NATIVE ALLOTMENT SELECTIONS | Parcels approved, and parcels processed but not approved |
| 100% | KB | CONVEY ALASKA STATE SELECTIONS | Acres Conveyed by Tentative Approval |
| 100% | KC | CONVEY ALASKA NATIVE CORPORATION SELECTIONS | Acres Conveyed by Interim Conveyance |
| **M5.G5.S1.11** | **Increase the acreage of land disposals and conveyances completed outside Alaska. (Bur/PART)** | 100% | DW | PLAN PRE-PROPOSAL RESERVE COST | Pre-Proposal Planning (PPP) studies conducted |
| 100% | ES | PROCESS R&PP LEASES | Acres Leased |
| 100% | FM | PROCESS LAND EXCHANGES | Acres disposed in exchange |
| 100% | FR | PROCESS LAND DISPOSALS OTHER THAN SALES | Acres Disposed |
| 100% | KP | TITLE AND BOUNDARY CONFLICTS RESOLVED | Title and boundary conflicts resolved |
| **M5.G5.S1.12** | **Increase the number and acreage of land exchanges and acquisitions to improve land tenure distribution. (Bur/PART)** | 100% | FO | PROCESS LAND EXCHANGES - ACQUISITIONS | Acres acquired in exchange |
| 100% | HN | PROCESS LAND PURCHASE/DONATION | Number of acres purchased or donated |
| 100% | KD | PROCESS LAND DISPOSALS AND LAND PURCHASE, DONATION, OR EXCHANGE | Acres processed but lands not disposed of or acquired |
| **M5.G5.S1.13** | **Percentage of total acreage of land sales offered by competitive or modified competitive means. (Bur/ PART)** | 100% | EU | PROCESS LAND SALES | Acres Disposed |

Source: <http://abc.blm.gov/prodABC/reference/refPMs.asp>

Another format (7 pp): <http://abc.blm.gov/images/Performance-Measures-2012.pdf>

FY12 Program Element List – Alphabetical Order

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PE Code** | **Name (unit of measure)** |  |  |  |  |  |  |  |
|  |
| AE | Heritage Resources Education and Outreach (number of products delivered) |
| AJ | Consultations with Indian Tribes and Alaska Native Corp (number of consultations) |
| AK | Inventory, Repatriate and Transfer Custody of NAGPRA Items (number) |
| AL | Public Outreach Through Interpretation & Enviro Educ (programs/events delivered) |
| AM | Provide Rural Fire and Community Assistance (number of departments receiving benefits) |
| AP | Bureau of Land Management Indian Lands Surveyors Consulting Services (consultations) |
| AQ | Boundary Standard Documents Produced (number of certificates) |
| AR | Intentional Excavation or Inadvertent Discovery of NAGPRA Items |
| BA | Inventory Recreation Resources (acres) |   |   |   |   |
| BB | Alaska Mineral Land Assessment (number of sites investigated) |   |   |
| BC | Acres of Heritage Resource Inventories (Acres) |   |   |   |
| BD | Heritage Collections, Accessioned, Inventoried or Upgraded in non-BLM Facilities (#) |
| BE | Inventory for Wilderness Character (acres) |   |   |   |   |
| BF | Assess Hazmat Sites (sites) |   |   |   |   |   |
| BG | Assess Other Hazards (Non-Hazmat or AML) (number) |   |   |
| BH | Inventory Abandoned Mine Land Sites (sites) |   |   |   |
| BJ | Approve Cadastral Surveys (miles) |   |   |   |   |
| BK | Complete Cadastral Field Miles Survey (miles) |   |   |   |
| BL | Collect Digital Cadastral Data (GCDB) (number of townships) |   |   |
| BM | Update Digital Cadastral Data (GCDB) (number of townships) |   |   |
| BN | Inventory Water Resources (number of inventory station parameters) |   |
| BO | Inventory Soils Resources (acres mapped) |   |   |   |   |
| BP | Watersheds Assessed (acres) |   |   |   |   |   |
| BQ | Inventory of Ecological Sites (acres completed) |   |   |   |
| BR | Inventory Shrub, Grassland/ PJ Vegetation (acres) |   |   |   |
| BS | Inventory for Presence Invasive Plants and/or Noxious Weed (acres) |   |
| BT | Inventory Forest/Woodland Vegetation (acres) |   |   |   |
| BU | Inventory Lakes/Wetland Areas (acres) |   |   |   |   |
| BV | Inventory Streams/Riparian Areas (miles) |   |   |   |   |
| BW | Museum Collections Accessioned, Inventoried or Upgraded in BLM Facilities (number) |
| BX | Manage Public Land Records (number) |   |   |   |   |
| BY | Inventory Linear Recreation Resources (miles) |   |   |   |
| BZ | Inventory Designated Wild and Scenic Rivers(miles) |   |   |   |
| CB | Inventory Wildlife/Plan Habitat (acres) |
| CC | Assessment or Prediction of Air Resource Conditions (number of actions completed) |
| CD | Assess Ecoregions (acres) |
| CE | Inventory National Scenic and Historic Trails (miles) |
| CF | Inventory Invasive Animal Populations |
| CG | Historic Structures Recorded, Evaluated, and Studied |
| DA | Prepare and Revise Recreation Activity Plans (number) |   |   |
| DB | Plan for Commercial Activities (number) |   |   |   |   |
| DC | Prepare Wilderness/WSR/NSHT/Cultural/Paleontological Activity Plans (number) |
| DD | Plan for Public Health/Safety and Property Protection (number) |   |   |
| DF | Plan for Interdisciplinary Activities (number) |   |   |   |
| DI | Plan for Herd Management (number) |   |   |   |   |
| DJ | Evaluate Land Use Plans (number) |   |   |   |   |
| DK | Plan for Threatened & Endangered Recovery (number) |   |   |   |
| DN | Prepare Pre-Land Use Plan (number completed) |   |   |   |
| DO | Complete Land Use Plan Scoping Report/Planning Criteria (number completed) |
| DP | Prepare Draft Land Use Plans (number completed) |   |   |   |
| DQ | Prepare Proposed LUP/Final EIS (number completed) |   |   |   |
| DR | Resolve Protest/Prepare Record of Decision (number completed) |   |   |
| DS | Prepare Draft EIS Level Land Use Plan Amendment (number completed) |   |
| DT | Prepare Final LUP Amendment/Record of Decision (number completed) |   |
| DU | Prepare EA Level LUP Amendment/Record of Decision (number completed) |   |
| DV | Review Other Bureau Proposed Actions (Reviews Conducted) |   |   |
| DW | Plan Pre-Proposal Reserve cost (SNPLMA) |   |   |   |   |
| DX | Complete RMP Implementation Strategies (number completed) |   |   |
| EA | Process SRPs for Commercial Users & Groups (permits administered) |   |
| EB | Issue & Manage Recreation Use Permits (permits administered) |   |   |
| EC | Process Water Rights Actions (number) |   |   |   |   |
| ED | Transfer Grazing Preferences (number) |   |   |   |   |
| EE | Issue Grazing Permits/Leases (permits processed) |   |   |   |
| EF | Issue Grazing Bills (number) |   |   |   |   |   |
| EG | Prepare Vegetative Permits/Contracts (number) |   |   |   |
| EI | Develop and Issue Federal Fluid Mineral Leases (number) |   |   |
| EJ | Process Fluid Minerals APDs (number) |   |   |   |   |
| EK | Manage Helium (MMcf) |   |   |   |   |   |
| EL | Process Coal Leases and Exploration Licenses (actions processed) |   |
| EM | Process Coal Post Lease Actions (post lease actions processed) |   |   |
| EN | Process Non-Energy Mineral Licenses, Permits, or Leases (number processed) |
| EO | Process Non-Energy Mineral Post Lease Actions (number) |   |   |
| EP | Process Mineral Material Disposal Through Sales (number of contracts) |   |
| EQ | Process Leases, Permits, Licenses, and Easements (actions processed) |   |
| ER | Process Rights-of-Way Grants(number of actions) |   |   |   |
| ES | Process Recreation & Public Purpose Leases (acres leased) |   |   |
| ET | Process Withdrawal Actions (acres withdrawn) |   |   |   |
| EU | Process Land Sales (acres disposed of) |   |   |   |   |
| EW | Record/Adjudicate Mining Claims/Sites (number of claims/sites) |   |   |
| EX | Process Mining Plans of Operation (plans processed) |   |   |   |
| EY | Determine Mining Claim Validity/Process/Mineral Patents (number) |   |
| EZ | Collect Mining Claim/Site Fee (number of claims/sites) |   |   |   |
| FB | Permits Issued Authorizing Heritage Resource Investigations (number) |
| FD | Heritage Resources Intensively Recorded, Evaluated and Studied (number) |
| FF | Process O&G Reservoir Management Agreements (number) |
| FH | Process & Manage SRP's for Non Commercial (number of permits issued/monitored) |
| FI | Process Admin Changes Post Lease Federal Fluid Minerals (actions) |
| FJ | Process Fluid Minerals Sundry Notices (number) |
| FK | Process Indian Pre-Lease Actions for Energy Minerals(number processed) |
| FL | Process Mining Notices (notices processed) |
| FM | Process Land Exchanges (acres disposed in exchange) |
| FN | Support Hydropower Licensing (number of licenses issued) |
| FO | Process Land Exchanges-Acquisitions (acres acquired in exchanges) |
| FP | Process Right-of-Way Actions Other than Grants (actions processed) |
| FQ | Process Withdrawal Revocations and Similar Actions (acres reviewed) |
| FR | Process Land Disposals Other than Sales (acres disposed) |
| FS | Process Indian Pre-Lease Actions for Non-Energy Minerals (actions processed) |
| FT | Process Geophysical Leases/ Permits / Licenses (actions processed) |
| FU | Manage Fee Collection Program for RUPs& SRPs (number of fee sites managed) |
| FV | Administer the Recreation Fee Program (number of fee sites managed) |
| FW | Process Mineral Material Disposals Through Permits (permits issued) |
| FX | Process Renewable Energy (Wind/Solar) Authorizations (actions processed)  |
| FY | Record/Adjudicate Financial Guarantee |
| GA | Cost Recovery - Competitive Coal Lease (actions processed) |   |   |
| GB | Cost Recovery - Coal Lease Modification ( number processed) |   |   |
| GC | Cost Recovery Coal - LMU Formation or Modif (number of apps processed) |   |
| GD | Cost Recovery Coal - Royalty Rate Reduction (number processed) |   |
| GE | Cost Recovery Non-Energy Min - Prospecting Permit Applications (number) |   |
| GF | Cost Recovery Non-Energy Min – Preference Right Lease Apps (number) |   |
| GH | Cost Recovery Non-Energy Minerals - Competitive Lease (number processed) |   |
| GI | Application to Suspend, Waive or Reduce Rental, Minimum Royalty, or Product (number) |
| GJ | Cost Recovery Non-Energy Min - Future or Fractional Interest Lease (number) |   |
| GK | Cost Recovery Mineral Materials - Noncompetitive Sale (number processed) |   |
| GL | Cost Recovery Mineral Materials - Competitive Sale (number processed) |   |
| GM | Cost Recovery Mineral Materials Contract Renewal (number processed) |   |
| GN | Cost Recovery Mining Law Admin - Plan of Ops with an EIS (plans processed) |
| GO | Cost Rec M L Admin – Validity & Mineral Exams & Reports (number com/app) |
| GS | Administrative Site Condition Assessment (Administrative Sites Assessed) |   |
| GT | Recreation Site Condition Assessment (Recreation Sites Assessed) |   |
| GU | Road Condition Assessment (Lane Miles Assessed) |   |   |   |
| GW | Dam Condition Assessment (Dams Assessed) |   |   |   |
| GX | Bridge Condition Assessment (Bridges Assessed) |   |   |   |
| GY | Trail Condition Assessment (Miles Assessed) |   |   |   |
| HD | Manage Forest and Woodland Commercial Sales (acres) |   |   |
| HE | Biomass Utilization (tons) |   |   |   |   |   |
| HF | Heritage Resources Stabilized, Managed and Protected (number) |   |   |
| HG | Adopt Wild Horses and Burros (number of animals) |   |   |   |
| HH | Long Term Hold WH&B (number of animal days) |   |   |   |
| HI | Prepare/Hold Wild Horses and Burros (number of animal days) |   |   |
| HL | Apply Commercial Forest and Woodland Management (acres) |   |   |
| HM | Process Alaska Native Allotment Conveyances (parcels patented) |   |   |
| HN | Process Land Purchase/Donation (number of acres purchased or donated) |   |
| HO | Respond to Hazmat Risk Site (actions) |   |   |   |   |
| HP | Remediate AML Physical Safety Hazards (number of sites) |   |   |
| HQ | Mitigate Other Hazards (number) |   |   |   |   |
| HT | Ensure Fire Preparedness (number of admin units passing review) |   |   |
| HU | Manage Wildland Fire (acres burned) |   |   |   |   |
| HX | Patent Alaska State Conveyances (acres patented) |   |   |   |
| HY | Patent Alaska Native Corp Conveyances (acres) |   |   |   |
| IA | Recreation Site Building Annual Maintenance (Number of Buildings Maintained) |
| IB | Facilities Deferred Maintenance and Construction (Number of Projects) |
| ID | Trail Annual Maintenance (Miles Maintained) |
| IE | Trail Deferred Maintenance and Construction (Number of Projects) |
| IG | Bridge Annual Maintenance (Bridges Maintained) |
| IH | Bridge Deferred Maintenance and Construction (Number of Projects) |
| IJ | Dam Annual Maintenance (Dams Maintained) |
| IK | Dam Deferred Maintenance and Construction (Number of Projects) |
| IM | Administrative Site Building Annual Maintenance (Number of Buildings Maintained) |
| ~~IN~~ | DELETED ~~Admin Site Deferred Maintenance and Construction (Number of Projects)~~ |
| IP | Road Annual Maintenance (Lane Miles Maintained) |
| IQ | Road Deferred Maintenance and Construction (Number of Projects) |
| IU | Recreation Site Non-Building Annual Maintenance (Number of Sites) |
| IY | Administrative Site Non-Building Annual Maintenance (Number of Sites Maintained) |
| JA | Apply Shrub/Grass Vegetation Treatments (acres) |   |   |   |
| JB | Construct Shrub/Grass/PJ/Forest Projects (number) |   |   |   |
| JC | Maintain Shrub/Grass/PJ/Forest Projects (number) |   |   |   |
| JD | Apply Weed Treatments (acres) |   |   |   |   |
| JE | Restore Forest and Woodland Through Sales (acres) |   |   |   |
| JF | Apply Lake/Wetland Treatments (acres) |   |   |   |   |
| JG | Apply Stream/Riparian Treatments (miles) |   |   |   |   |
| JH | Construct Lake/Wetland/Stream/Riparian Projects (number of projects) |   |
| JI | Maintain Lake/Wetland/Stream/Riparian Projects (projects maintained) |   |
| JJ | Gather/Remove Wild Horses and Burros (number of animals removed) |   |
| JK | Implement AML Projects to Restore Water Quality (acres) |   |   |
| JL | Apply Fire Rehab Treatments (acres) |   |   |   |   |
| JM | Implement Fuels Treatments Outside WUI Using Prescribed fire (acres treated) |
| JN | Restore Forest and Woodlands through Development (acres) |   |   |
| JP | Implement Threatened and Endangered Species Recovery Actions (number) |   |
| JQ | Implement Fuels Treatment Mechanically outside of WUI (acres treated) |   |
| JR | Implement Fuels Treatment by other means outside of WUI (acres treated) |   |
| JS | Stabilize Burned Areas (acres stabilized) |   |   |   |   |
| JT | Reduce Fuels Mechanically within WUI (acres treated) |   |   |   |
| JU | Reduce Hazardous Fuels by other means within WUI (acres treated) |   |
| JW | Implement Fuels Treatments by prescribed fire Within the WUI (acres treated) |
| JX | Decommission and Rehabilitate Roads and Trails (miles) |   |   |
| JZ | Native Plant Materials Collection (number of collections) |   |   |
| KA | Process Alaska Nat Allotment Selections (parcels approved, processed unapproved) |
| KB | Convey Alaska State Selections (acres conveyed by tentative approval) ) |
| KC | Convey Alaska Native Corporation Selections (acres conveyed by interim con) |
| KD | Process Land Sales, Purchase/Donation (Cases procd, lands not sold or acq) |
| KE | Implement Conservation Actions for Non-ESA Species and Communities |
| KF | Gather/Treat Wild Horses and Burros |
| KG | Wild Horse and Burro Population Growth Suppression |
| KH | Prepare and Conduct Competitive Renewable Energy (Wind/Solar) Actions |
| KI | Process Renewable Energy (Wind/Solar) Actions Other than Authorizations |
| KO | Historic Structures Protected, Stabilized, or Restored |
| KP | Number of Title and Boundary Conflicts Resolved |
| LA | Monitor Designated National Scenic and Historic Trails (miles) |
| LB | Monitor and Maintain AML Physical Safety Closures |
| LC | Monitor Fuels Treatment in Wildland Urban Interface |
| LD | Historic Structures Monitored |
| MA | Monitor Recreation Areas (acres) |   |   |   |   |
| MB | Evaluate Forest/Woodland Treatments (acres) |   |   |   |
| MC | Conduct Census WH&B Areas (number) |   |   |   |   |
| MD | Monitor Wilderness and Wilderness Study Areas (acres) |   |   |
| MF | Monitor Designated Wild and Scenic Rivers (miles) |   |   |   |
| MG | Monitor and Maintain AML, HAZMAT and NRDAR Sites (number of sites) |   |
| MI | Monitor Air Quality and Climatic Conditions (number of parameters collected) |   |
| MJ | Evaluate Land Health (evaluation reports) |   |   |   |   |
| MK | Evaluate Weed Treatments (acres) |   |   |   |   |
| ML | Monitor Grazing Allotments (number) |   |   |   |   |
| MN | Monitor Lake/Wetland Habitat (acres evaluated) |   |   |   |
| MO | Monitor Streams/Riparian Habitat (miles) |   |   |   |   |
| MP | Monitor WH&B Herd Management Areas (number) |   |   |   |
| MQ | Monitor Terrestrial Habitat (acres) |   |   |   |   |
| MR | Monitor Species Populations (number) |   |   |   |   |
| MT | Monitor Fuels Treatment (acres) |   |   |   |   |
| MU | Monitor Water Resources (number of monitoring station parameters) |   |
| MV | Monitor Linear Recreation Management Objectives (miles) |   |   |
| MW | Conduct Fluid Mineral Surface and Environmental Monitoring (sites monitored) |
| MX | Monitor Shrub/Grass Vegetation Treatments (acres) |   |   |   |
| MY | Heritage Resources Monitored (number) |   |   |   |   |
| MZ | Monitor Post Fire Emergency Stabilization and Rehabilitation Treatments (acres) |
| NA | Inspect Allotments for Grazing Authorization Compliance (number) |   |   |
| NB | Conduct Fluid Mineral Inspection & Enforcement (# of inspections completed) |   |
| NC | Resolve Fluid Mineral Drainage Cases (number) |   |   |   |
| NF | Inspect, and Verify Production at Mineral Material Site (number) |   |   |
| NG | Inspect Coal Operations and Verify Production (number) |   |   |
| NH | Conduct Realty Compliance Inspections (number) |   |   |   |
| NI | Inspect Locatable Mineral Sites for Surface Mgt Compliance (# of inspections) |   |
| NJ | Process Trespass/Unauthorized Occupancy Cases (# of cases processed) |   |
| NK | Conduct WH&B Compliance Inspections (number of animals) |   |   |
| NP | Evaluate PRPs for Cost Avoidance/Recovery (number) |   |   |   |
| NQ | Process HAZMAT Cost Avoidance/Recovery Cases (number) |   |   |
| NU | Conduct Patrol Enforcement Activities (number of incidents reported) |   |
| NV | Conduct Investigative Activities (incidents closed) |   |   |   |
| NY | Conduct Emergency Response Activities (number of incidents resolved) |   |
| NZ | Conduct Security Activities (number of vulnerability assessments) |   |   |
| OA | Conduct Drug Enforcement Activities (number of seizure incidents) |
| OB | Inspect & Verify Production at Solid Leasable Mineral Sites-Non Energy (#) |
| OC | Conduct Inspections on Geophysical Exploration Authorized by NOI (#) |
| OD | Conduct Renewable Energy (Wind/Solar) Compliance (compliance actions) |
| OE | Subsurface Mineral Trespass |
| PC | Provide Program Support; Natural/Cultural Heritage(none) |   |   |
| PH | Provide Program Support: Restore Health of Public Lands (none) |   |   |
| PI | Provide Program Support: Sustaining Biological Communities (none) |   |
| PJ | Provide Program Support: Forest Products (none) |   |   |   |
| PK | Provide Program Support: Forage (none) |   |   |   |   |
| PM | Provide Program Support: Quality Recreational Experience (none) |   |   |
| PN | Provide Program Support: Protection of Lives, Resources, and Property (none) |
| PO | Public Resources - Non-Energy (none) |   |   |   |   |
| PP | Provide Program Support: Public Resources - Energy (none) |   |   |
| PQ | Provide Program Support: Renewable Energy (none) |   |   |   |
| RA | Revenue Billings and Collections (none)  |  |  |  |  |
| RB | National Gas Royalties and Sales (none) |  |  |  |  |
| RD | Payroll Deduction - Meals (none) |  |  |  |  |
| RH | Revenue Billings and Collections (none)  |  |  |  |  |
| XA | Plan and Develop IT Systems (none) |   |   |   |   |
| XB | Provide IT Hardware/Software Installation, Upgrade, and Training (none) |   |
| XC | Implement and Maintain Communication Networks (none) |   |   |
| XD | Provide IT Operations and Maintenance (none) |   |   |   |
| XE | Provide Data Administration (none) |   |   |   |   |
| XF | Ensure IT Security (none) |   |   |   |   |   |
| XG | Provide Facilities and Space Management Services (none) |   |   |
| XH | Manage Records/Central Files/Mailroom/Library/Directives Operations (none) |   |
| XI | Process Payments, Billings and Collections (none) |   |   |   |
| XJ | Maintain Agency Financial System and Reporting Requirements (none) |   |
| XK | Manage Procurement, Acquisition and Agreement Activities (none) |   |
| XL | Provide Personnel Services (none) |   |   |   |   |
| XM | Provide Employee Development and Training Services (none) |   |   |
| XN | Administer Internal Civil Rights (none) |   |   |   |   |
| XO | Provide Safety Program Services (none) |   |   |   |   |
| XP | Conduct Management Analysis and Studies (none) |   |   |   |
| XQ | Administer External Civil Rights (none) |   |   |   |   |
| XR | Provide IT Support (none) |   |   |   |   |   |
| XS | Prepare Financial Management Reports (none) |   |   |   |
| XT | Administer Employee and Labor Relations (none) |   |   |   |
| XV | Manage and Support Radio Communications Program (none) |   |   |
| XW | Conduct Budget Formulation/Execution and Cost Management Activities (none) |
| XX | Provide Strategic Leadership (none) |   |   |   |   |
| XZ | Provide Personal Property, Vehicle Fleet Mgt Services & Other Mgt Support Services (none) |
|  |  |  |  |  |  |  |  |  |

Excel Tips and Tricks

### Opening a Workbook

1. Click on the **File** tab.
2. Select **Open** in the left pane.
3. Locate and select the file you want to open.
4. Click the **Open** button.

### Opening a Recent Workbook

1. Click on the **File** tab.
2. Select **Recent** in the left pane.
3. Select the document in the **Recent Workbooks** pane.

### Saving a Workbook

1. There are 3 ways to save the document as an Excel 2007 or Excel 2010 file:
	1. Click on the **File** tab, then Select **Save** from the left panel. OR
	2. Click on the **Save** icon button on the **Quick Access Toolbar** across the top. OR
	3. Click on **Ctrl + S**.
2. Select the location where you want to save the workbook.
3. Enter a file name in the **File name** box.
4. Click the **Save** button.

### Color-Coding a Worksheet Tab

1. Select the worksheet.
2. Click on the **Home** tab.
3. Click the **Format** button in the **Cells** group.
4. Select **Tab Color** and select a color from the color palette.

### Selecting Rows or Columns

1. To select an entire row or column, click the row or column heading (4 or K, for example)
2. To select a range of rows or columns, click and drag the mouse pointer over the row or column headings.
3. To select non-adjacent rows or columns, hold the **Ctrl** key and click on each row or column heading.

### Inserting a Row (or column)

1. Select the row heading below (or column heading to the right) of where you want to insert the row. (to insert multiple rows, select the same number of rows you want to insert)
2. Click on the **Home** tab.
3. Click the arrow on the **Insert Cells** button in the **Cells** group.
4. Select **Insert Sheet Rows** from the menu.
5. *Follow the same process for inserting columns.*

### Deleting a Row (or column)

1. Select the row heading you want to delete. (to delete multiple rows, select the same number of rows you want to delete)
2. Click on the **Home** tab.
3. Click the arrow on the **Delete Cells** button in the **Cells** group.
4. Select **Delete Sheet Rows** from the menu.
5. *Follow the same process for inserting columns.*

### Adjusting Row Height or Column Width

1. Select the row(s) or column(s) you want to adjust.
2. Click on the **Home** tab and do any of the following:
	1. *To adjust using the mouse*: Place mouse pointer over the boundary line of a row or column heading until it turns into a double-sided arrow. Click and drag the boundary to adjust it. OR
	2. *To adjust to fit cell data:* Click the **Format** button in the **Cells** group and select **AutoFit Row Height** or **AutoFit Column Width**.
	3. *To set a precise height or width*: Click the **Format** button in the **Cells** group and select **Row Height** or **Column Width**. Enter a value in the box and click the **OK** button.

###  Merging Cells

1. Select the cells you want to merge.
2. Click on the **Home** tab.
3. Click the arrow on the **Merge & Center** button in the **Alignment** group and do one of the following:
	1. *To merge the cells and center the text*, select **Merge & Center** from the resulting menu.
	2. *To merge without centering*, select **Merge Across** or **Merge Cells** from the resulting menu.

*NOTE: To split merged cells, select cells, click arrow on* ***Merge & Center*** *button, select* ***Unmerge Cells*** *from resulting menu.*

### Changing the Workbook View

1. Click on the **View** tab.
2. In the **Workbook Views** group, do one of the following:
	1. *To view the workbook in Normal view*, click the **Normal View** button (this is the default).
	2. *To view as it will look when printed*, click the **Page Layout View** button.
	3. *To view and adjust page breaks*, click the **Page Break Preview** button.
	4. *To view the workbook in full screen view*, click the **Toggle Full Screen View** button (press **Esc** key to return to default view.)

*NOTE: to quickly change the workbook view, click the* ***Normal****,* ***Page Layout****, or* ***Page Break Preview*** *button on the* ***Status*** *bar.*

### Freezing a Row or Column

You can freeze horizontal or vertical panes to keep row and column labels or other data visible as you scroll through the worksheet.

1. Click on the **View** tab.
2. Do one of the following:
	1. *To freeze rows*, select the row below where you want the split to appear.
	2. *To freeze columns*, select the column to the right of where you want the split to appear.
	3. *To freeze both rows & columns*, select the cell below and to the right of where you want the split to appear.
3. Click the **Freeze Panes** button in the **Window** group.
4. Select **Freeze Panes** from the resulting menu.
5. To unfreeze, click the **Freeze Panes** button in the **Window** group and select **Unfreeze Panes** from the resulting menu.

*NOTE: To freeze the top row or first column, click the* ***Freeze Panes*** *button in the* ***Window*** *group and select* ***Freeze Top Row*** *or* ***Freeze First Column*** *from the resulting menu.*

### Previewing and Printing a Workbook

1. Click on the **File** tab.
2. Select **Print** in the left pane (Print Preview is automatically displayed in the right pane).
3. Select print options in the middle pane.
4. Click the **Print** button (or **Ctrl + P**) to print the document.

Next Steps

After you have completed Step 1:

1. Submit your worksheet to your BLM State Office Planning and Environmental Coordinator (P&EC) for approval. (Columns 3, 4, & 5 should be filled in; column 13 should have some cross-references identified.)
2. After the state P&EC has approved your worksheet:
	1. Schedule a facilitator for Step 2 (contact the NTC if you need help or have questions.)
	2. Invite cooperating agencies and key partners to participate in Step 2 (this is optional, but highly recommended.)
	3. Schedule a time and location for Step 2 so that all participants (interdisciplinary team, key partners and cooperating agencies, MANAGER, and facilitator) can attend the entire session.
	4. Start watching Module 2 of the Plan Implementation Strategy training.

Good luck!!

Acronyms Used in Plan Implementation Training

|  |  |
| --- | --- |
| ACEC | Area of Critical Environmental Concern |
| APD | Application for Permit to Drill |
| ARRA | American Recovery and Reinvestment Act of 2009 |
| AWP | Annual Work Plan |
| BLM | Bureau of Land Management |
| BPS | Budget Planning System |
| DO | District Office (BLM) |
| DOI | Department of the Interior |
| ERMA | Extended Resource Management Area |
| FO | Field Office (BLM) |
| FRCC | Fire Regime Condition Class |
| FY | Fiscal Year |
| ID Team | Interdisciplinary Team |
| KRC | Knowledge Resource Center |
| LUP | Land Use Plan |
| NCA | National Conservation Area |
| NLCS | National Landscape Conservation System |
| NTC | National Training Center |
| OHV | Off-Highway Vehicle |
| P&EC | Planning and Environmental Coordinator |
| PE Code | Project Element Code |
| PTA | Project Target Allocation |
| R&PP | Recreation & Public Purposes |
| RMP | Resource Management Plan |
| ROD | Record of Decision |
| ROW | Right of Way |
| SO | State Office (BLM) |
| SRMA | Special Recreation Management Area |
| SRP | Special Recreation Permit |
| WO | Washington Office (BLM) |
| WSA | Wilderness Study Area |
| WUI | Wildland Urban Interface |

Example Excel Spreadsheet

Click the first link to go to a **filled out example** Plan Implementation spreadsheet, which was developed from actual BLM plans. You can use it for ideas if you get stuck.

[Link to EXAMPLE Excel Spreadsheet](file:///%5C%5Cilmntcc3ds1%5Cnt%5Cloc%5CLLTC220000%5C1600%20PLANNING%20%2B%20NEPA%5C1610%20PLANNING%20Courses%5C1610-03%20Plan%20Implementation%5CFiles%20in%20KRC%20Attached%20to%20Course%5CExampleWorksheet_ImplementationStrategy_09-21-12.xlsx).

Click on the second link to get a copy of the blank Excel spreadsheet. This is what you will use to start populating the columns for Step 1. Be sure to save early and often!

[Link to BLANK Excel Spreadsheet](file:///%5C%5Cilmntcc3ds1%5Cnt%5Cloc%5CLLTC220000%5C1600%20PLANNING%20%2B%20NEPA%5C1610%20PLANNING%20Courses%5C1610-03%20Plan%20Implementation%5CFiles%20in%20KRC%20Attached%20to%20Course%5CBLANKWorksheet_ImplementationStrategy_Oct2012.xlsx)