

NOTICE REVIEW CHECK LIST – BLM Arizona

For internal use only

Check boxes as items are completed

Add notes in comments by number as needed to document thought process/rational/procedural process, etc.

- 1-Notice Date Stamped
- 2-Case file established (i.e., serial # obtained, file created) AZA-_____
- 3-Data entered into LR2000
Enter Mandatory and Required Action Codes to establish case (see Attachment 1 for most commonly used action codes)
- 4-Land Status Checked
- 5-Copy of MTP and HI included in case file
- 6-Copy of LR 2000 GEO report included in case file (mining claim, case recordation geo report)
- 7-Copy of mining claim serial register pages(s) included in case file
- 8-Is activity casual use? NO YES – Notify operator and close file
- 9-Notice filed by the operator in the BLM District/Field Office with jurisdiction over the lands involved
 YES NO -- Return Notice
- 10-Notice filed on public lands administered by BLM where the mineral interest is reserved to the US - 3809.2(b)
 YES NO -- Return Notice
- 11-Notice filed on Stock Raising Homestead lands
 NO YES – Return Notice (Plan required absent surface owner consent)
- 12-Schedule of activities YES NO
- 13-Lands sold or exchanged under 43 USC 682(b) (Small Tracts Act), 43 USC 869 (Recreation and Public Purposes Act), 43 USC 1713 (sales) or 43 USC 1716 (exchanges) removed from operation under the mining laws unless opened in LUP – 3809.2(a)
 NO YES -- Return Notice
- 14-Land Use Plan Checked
Document(s) referenced_____
- 15-Lands withdrawn or segregated
 NO YES – Refer to 43 CFR 3809.100(2)

Special status area involved? 3809.11(c)

- 16-Designated Area of Critical Environmental Concern
 NO YES – Plan required
- 17-Designated as part of the National Wilderness Preservation System and administered by BLM
 NO YES -- Plan required
- 18-Project is proposed on lands or waters known to contain Federally proposed or listed threatened or endangered species or their proposed or designated critical habitat
 NO YES – Plan required
- 19- Project located in area designated as “closed” to off-road vehicle use, as defined in 43 CFR § 8340.0–5 (43 CFR 3809.11(c)(5))
 NO YES – Plan required
- 20-Project located in National Monuments and National Conservation Areas administered by BLM (43 CFR 3809.11(c)(7)).
 NO YES – Plan required
- 21-Proposed new disturbance exceeds 5 acre (43 CFR 3809.21)
 NO YES – Plan required
- 22-Segmented project area (3809.21(b))
 NO YES -- Plan required
- 23-Bulk sampling proposing to remove 1,000 tons or more of presumed ore for **testing**
 NO YES -- Plan required

Notice complete (document inadequacies and action plan for resolution in comment section)

Required Information to be considered complete - 3809.301(b)

Operator Information - 3809.301(b)(1).

- 24-Name, address, phone, taxpayer identification number YES NO
- 25-TIN maintained with appropriate administrative, technical, and physical safeguards to ensure the security and confidentiality YES
- 26-Point-of-contact for corporations YES NO N/A
- 27-Adequate maps showing all activity (including road access) and facility locations YES NO

Description of Activities - 3809.301(b)(2)

Measures to prevent UUD

- 28-Operator proposes using equipment, devices and practices that will meet the performance standards of 3809.420(a)(1) YES NO
- 29-Proposal avoids unnecessary impacts (.420(a)(2)) YES NO
- 30-Proposal follows customary exploration procedures (.420(a)(2)) YES NO
- 31-Proposal is consistent with LUP (.420(a)(3)) YES NO
- 32- Proposal is compliant with all pertinent Federal and state laws (.420(a)(6)) YES NO
- 33-Access routes are specified and are planned for only the minimum width needed and follows natural contours (.420(b)(1)) YES NO
- 34-If road construction involves slopes that require cuts on the inside edge in excess of 3 feet, is consultation with Field Manager needed? (.420(b)(1)) NO YES -Document action plan N/A

Reclamation proposal includes: (if NO or N/A, provide explanation in comments) 3809.420(b)(3)(ii), 35-39

- 35-Saving of topsoil YES NO N/A
- 36-Measures to control erosion, landslides and water runoff YES NO N/A
- 37-Measures to isolate, remove, or control toxic materials YES NO N/A
- 38-Discussion on reshaping disturbed area, application of topsoil and revegetation YES NO N/A
- 39-Discussion on rehabilitation of fisheries and wildlife habitat YES NO N/A
- 40-Discussion on compliance with applicable Federal and state air quality standards (.420(b)(4)) YES NO N/A
- 41-Discussion on compliance with applicable Federal and state water quality standards (.420(b)(5)) YES NO N/A
- 42-Discussion on disposal and treatment of solid wastes (.420(b)(6)) YES NO N/A
- 43-Discussion on what measures operator will take to comply with applicable fire laws and regulations and what measures they will take to prevent and suppress fires (.420(b)(10)). YES NO N/A
- 44-Discussion related to acid-forming, toxic, or other deleterious materials caused by disturbance related to road construction or bulk sampling (.420(b)(11)) YES NO N/A
- 45-Discussion of public safety issues and how the operator will alert and/or protect the public (.420(b)(13)) YES NO N/A
- 46-Does Reclamation Cost Estimate meet the requirements of 3809.301(b)(4) and 3809.552 YES NO
- 47-Additional information required by BLM - 3809.301(c) YES - List in Comments NO
- 48-Occupancy proposed NO YES -Refer to 3715 review checklist

Appendix 1 – Action codes commonly used to “**establish**” a Notice case file. Use other action codes as needed.

Action Code	Action Code Date	Action Text	Case Type	Action Remarks	Other Remarks
387	Enter date Notice is received. This code sets disposition to Pending.	Case Established (M)	380913	Responsible offices code (DE 1428) required under Pending Action. EX: AZ-100;	
405	Enter date Notice is filed.	Notice of Intent/Disturb (R)	380913	Enter total, cumulative, proposed acres disturbed (by regulation, 5 acres or less) followed by a semicolon, EX: 3.5; AC PROP DISTURB.	For actual acres disturbed, use “528” Acres Disturbed
476	Enter date case established	Notice/Plan Activity (R)	380913	Enter type of activity (drilling, trenching, etc.)	
500	Enter date case was established (date Notice filed).	Geographic Name (R)	380913	Enter name (up to 20 characters) beginning in 1st position of action remarks and end with semicolon.	Use for geographic name of project and/or to list mining claim name(s). EX: TITAN 4;
501	Enter date case was established (date Notice filed).	Reference Number (R)	380913	Enter type of number (DE 2537) and reference number: beginning in 1st position the entry format is: 1 to 4 positions for type (DE 2537) hyphen 1 to 14 positions for number; end with semicolon. EX: DOSN-N16-81-012P;	Use for reference number and/or MC number(s). EX: AMC396033: Use as a cross reference to other cases. EX: see AZA36077
669	Enter date status of land is checked to verify mineral or surface ownership, etc.	Land Status Checked (M)	380913		