

ATTACHMENT 7

**NATIONAL LEVEL MANDATORY ACTION CODES
380210, 380910 and 381402 Case Types**

Mandatory (M) = Action code must always be entered.

Required (R) = Action code must be entered if the situation exists.

Action Code Date	Action Remarks	Remarks
<p>387 – Case Established (M) Enter date case is established for other purposes – includes Bureau motion. Pending entity required for mineral lease cases only. Sets case disposition to pending. Format for entry of time is: the number symbol, two numeric positions for hour, two numeric positions for minutes, and a semicolon, i.e., #0130;</p>		Replaces AC 124.
<p>421 – Plan Operation/ Exploration /Development Filed (M) Enter date plan of operations filed. Use for all case types. Includes R&PP management and development plans, plans of development for ROW, exploration plans, mining plans, construction, operation & maintenance, conversion plans under hydrocarbon leasing, and plans of development for 3180 and 3280 case types and plans of operations for 3802/3809/3814 case types. Plan of utilization and plan of production also applicable for case group 32. For 3802/3809/3814 case types enter proposed acres disturbed (over 5 acres) in action remarks. EX: 17 AC PROP DISTURBED; Use “528” Acres Disturbed for actual acres disturbed. Pending entity required minerals.</p>	<p>Enter total, cumulative, proposed acres disturbed followed by semicolon. EX: 17 AC PROP DISTURBED; Use “528” Acres Disturbed for actual acres disturbed and “527” Acres Reclaimed for actual acres reclaimed.</p>	Only one AC 421 per case.
<p>342 – Mine Plan Modification Received (R) Enter date modification to mine plan is received. Use with 34 and 38 case groups. For 34 case types enter reason for the modification in action remarks. For 38 case types enter number of acres proposed disturbance in action remarks. EX: 70 AC PROP DISTURBED;</p>	<p>Enter number acres proposed disturbance, EX: 70 AC PROP DISTURBED;</p>	Replaces AC 114. Populate the document number field with the first available number for AC 342. When additional AC 342's are entered; you must populate the document number field with the next number. Paired w/AC 343.

Action Code Date	Action Remarks	Remarks
003 – EIS Analysis Initiated (R) Enter date Environmental Impact Statement (EIS) is requested from surface management agency, i.e., other BLM offices, FS, COE, BOR, etc., or date of scoping meeting. Also included are section 7 & 106 consultations. Use with 380210, 380910 and 381402 case types. Pending entity required.		Replaces AC 004. Populate the document number field with the first available number for AC 003. When additional AC 003's are entered; you must populate the document number field with the next number. Paired w/AC 009.
006 – CX Initiated (R) Enter date categorical exclusion (CX) analysis is initiated. Use with 380210, 380910, 381402 case types. Pending entity required.		Replaces AC 004. Populate the document number field with the first available number, for AC 006. When additional AC 006's are entered; you must populate the document number field with the next number. Paired w/AC 007.
007 - CX Determined (R) Enter date Categorical Exclusion (CX) Determination is made. Use with 380210, 380910 and 381402 case types.	Enter applicable document number in action remarks.	Replaces AC 005. Populate the document number field with the number that corresponds with the initiating AC 006 (document). Remove pending entity from AC 006.
008 – EA Approved (R) Enter date Environmental Analysis (EA)/FONSI Decision Record is signed. Use with 380210, 380910 and 381402 case types.	Enter EA number in action remarks.	Replaces AC 005. Populate the document number field with the number that corresponds with the initiating AC 002 (EA document). Remove pending entity from AC 002.
009 – EIS Approved (R) Enter date Environmental Impact Statement (EIS) Decision Record is signed. Use with 380210, 380910 and 381402 case types.	Enter EIS number in action remarks.	Replaces AC 005. Populate the document number field with the number that corresponds with the initiating AC 003 (document). Remove pending entity from AC 003.
423 – Plan Operation/ Exploration/ Development Rejected (R) Enter date a plan was rejected. Enter reason plan was rejected in action/general remarks.	Enter reason plan was rejected in action/general remarks.	Replaces AC 125. Sets case disposition to REJECTED.
424 – Plan Operation/ Exploration/ Development Withdrawn (R) Enter date plan was withdrawn.		Replaces AC 130. Sets case disposition to WITHDRAWN.
343 – Mine Plan Modification Approved (R) Enter date modification to mine plan is approved. Use with 34 and 38 case groups.		Replaces AC 116. Populate the document number field with the number that corresponds with the initiating AC 342 (document)
422 - Plan Operation/ Exploration/ Development Approved (R) Enter date of decision approving plan of operations/amendments, exploration or development plan, or plan of utilization and plan of production. For case types 380910,380210, and 381402 approval may be conditional pending submission of an acceptable bond.		Replaces AC 134

BONDS

Action Code Date	Action Remarks	Remarks
<p>376 – Bond Filed (M) Enter date bond is filed. Use on any cases where bonds are required. Enter bond amount, semicolon, BLM bond number and lessee, operator, sub operator or claimant in action remarks. EX: \$10000;CO0043 Chevron. For entry format see action code “132”, lines 60-66. For 3802, 3809 & 3814, enter operator, sub operator, or claimant in general remarks using an alpha tie in action remarks. For 3802, 3809 & 3814 case types, enter bond-holder, e.g., BLM, state or county agency in general remarks. If there is more than one well on the lease with bonding maintained by more than one of the above parties, enter in general remarks the appropriate bonded party and BLM bond number with associated well number, EX: Lessee (CO0039) well #1-1/operator (MT0175) well #2-1. Pending entity required.</p>	<p>Enter bond amount, semicolon, BLM bond number and lessee, operator, sub operator or claimant in action remarks. EX: \$10000;CO0043.</p> <p>If characters exceed 21 spaces, complete entry in general remarks using an alpha tie in action remarks. EX.: /A/</p> <p>For 3802, 3809 & 3814, enter operator, sub operator, or claimant in general remarks using an alpha tie in action remarks.</p>	<p>Populate the document number field with the first available alpha code, for AC 376. When additional AC 376's are entered; you must populate the document number filed with the next alpha code. AC 376 is paired w/AC 410 or AC 909.</p>
<p>410 – Bond Unacceptable (R) Enter date of decision declaring bond unacceptable. Enter effective date followed by a semicolon in action remarks. EX: EFF MM/DD/YY; Enter reason in general remarks.</p>	<p>Enter effective date followed by semicolon. EX: EFF MM/DD/YY;</p>	<p>Populate the document number field with the alpha code that corresponds with the initiating AC 376 (document). AC 376 and 410 are paired if applicable.</p>
<p>909 – Bond Accepted (R) Enter date bond is accepted. Enter effective date, semicolon, and BLM bond number in action remarks. EX: EFF MM/DD/YY;MT0033. In general remarks enter type of bond, e.g., Surety, Personal, Statewide, Nationwide, etc. Optional to include bond amount in general remarks.</p>	<p>Enter effective date, semicolon, and BLM bond number. EX: EFF MM/DD/YY;MT0033</p> <p>BLM bond number formats are MT#### (pre-@November 2002) or MTB##### (post-@November 2002)</p> <p>If characters exceed 21 spaces, complete entry in general remarks using an alpha tie in action remarks. EX.: /A/</p>	<p>Recommend enter bond amount in General Remarks. Populate the document number field with the alpha code that corresponds with the initiating AC 376 (document). AC 376 and 909 are paired if applicable.</p>
<p>915 – Operations Authorized (M) Enter date BLM notifies operator bond is accepted and operations may commence. Use with 380913, 380910, 380210 and 381402 case types. Sets case disposition to authorized. Enter only after action code 909.</p>		<p>AC 915 can only be used if AC 909 has been entered. Sets case disposition to AUTHORIZED.</p>

APPEALS

Action Code Date	Action Remarks	Remarks
<p>120 – Appeal Filed (R) Enter date notice of appeal is filed. Pending entity required for minerals, optional for lands.</p>	<p>Enter who will review the appeal, e.g., SD; or IBLA;</p>	<p>Populate the document number field with the first available number, for AC120. When additional AC 120's are entered; you must populate the document number field with the next number. Paired w/AC 119, AC 361, & AC 365.</p>
<p>119 – Appeal Dismissed (R) Enter date appeal is dismissed by appropriate authority. Enter decision citation in action remarks. If in part, note in action remarks.</p>	<p>Enter decision citation. If in part, note in action remarks.</p>	<p>Populate the document number field with the number that corresponds with the initiating AC 120 (document).</p>
<p>361 – Decision Affirmed (R) Enter date decision is affirmed, affirmed in part or affirmed as modified. If applicable, enter decision citation and/or “IN PART” in action remarks. Optional to tie to original decision with alpha tie in action remarks. EX: /A/. Enter “970” Case Closed if applicable.</p>	<p>If applicable, enter decision citation and/or “IN PART” in action remarks. Optional to tie to original decision in action remarks. EX: /A/</p>	<p>Populate the document number field with the number that corresponds with the initiating AC 120 (document).</p>
<p>365 – Decision Remanded (R) Enter date of decision remanding the case for further action. Enter decision citation in action remarks. Optional to tie to original decision with alpha tie in action remarks. EX: /A/. Pending entity required for minerals, optional for lands.</p>	<p>If applicable, enter decision citation in action remarks. Tie to original decision with alpha tie in action remarks. EX: /A/</p>	<p>Populate the document number field with the number that corresponds with the initiating AC 120 (document).</p>