Welcome to Lesson 3 which provides a summary of the other record system components including the Use Plat and Supplemental Plat purposes. You'll learn how to read Historical and Control Document Indexes as well as the Serial Register Page and notations.
At the end of this lesson, you will be able to:

- Summarize the specific purposes for a Use Plat and Supplemental Plat
- Describe the Historical Index, Control Document Index, and Serial Register Page

At the end of this lesson, you will be able to: summarize the specific purposes for a Use Plat and Supplemental Plat, and describe the Historical Index, Control Document Index, and Serial Register Page.
In addition to containing the same information that is on the MTP, the Use Plat is used for specific uses that affect the status of land and resources. Some specific lease uses for which a separate Use Plat would be generated are: R&PP with a Use Plat, Coal with a Coal Plat, Sodium with a Sod Plat, Geothermal with a Geo Plat, and Oil and Gas with a OG Plat.

Two types of leases that are drafted onto both the MTP and the Use Plat are leases for recreation and public purpose (R&PP) and airport leases.
The supplemental plat is a plat drawn to a larger scale than the MTP. It is usually drawn at a scale of 10 chains to 1 inch. These plats are made when the information or action to be platted is in a congested area or is too complicated to show at the normal 30 chain scale. When a plat is generated for this reason, all title and survey information will be removed from the section being supplemented. The words "See Supplemental Plat" are drafted below the section number on the MTP.

Correct Answer: True
The Historical Index (HI) is a chronological listing of all actions that affect the use or title to public land and resources for each township. Applications are noted to the HI only when they segregate the land. It is a ledger-type document that consists of notations that elaborate on the information shown on the MTP. Originally, HIs were typed onto vellum forms utilizing large carriage typewriters. Today, HIs are created using a variety of office automation software, which varies from state to state. However, the result is an image file which is available via the Internet with the MTPs. There is an HI for each MTP. The heading of the Index is identical to the heading of the MTP. The HI consists of a series of columns for entering land status information for the township. We will explain the columns starting with the left-hand column.
The first column lists the section(s) or tract number(s) involved in a case. When a case involves multiple sections, each section number is listed on a separate line in a numerical sequence.

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**Aliquot Parts**
- Shown with an X and indicates a quarter-quarter (40 acres) of a section and its location

**LOTS**
- Denotes, by number, lots within section

**OTHER DESCRIPTION**
- a) “See Remarks”
- b) Land descriptions which do not fit into aliquot parts or lots column
- c) A key township or other township citation
- d) “All” referring to section notation

The next column is titled Subdivision. It is broken into three sub-parts: aliquot parts, lots, and other descriptions. Aliquot parts are shown with an X in the column. Each X indicates a quarter-quarter, or 40 acres of a section, and its location in the section. The column titled LOTS is for denoting, by number, the lots within the section in the case. The column titled OTHER DESCRIPTION may contain the following information: a) “See Remarks”, b) land descriptions which do not fit into aliquot parts or the lots column, c) a key township or other township citation, and d) the word “All” referring to the section notation.
The acres column is a column for acreage of the case for the township.

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### Kind of Entry or Purpose of Order
- Explains action taken
- Uses abbreviations without periods whenever possible
- Contains information about type of document filed

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Document</th>
</tr>
</thead>
<tbody>
<tr>
<td>ST Pat</td>
<td>Small Tract Patent</td>
</tr>
<tr>
<td>HE Pat</td>
<td>Homestead Entry Patent</td>
</tr>
<tr>
<td>CE Pat</td>
<td>Cash Entry Patent</td>
</tr>
<tr>
<td>OG Lse</td>
<td>Oil and Gas Lease</td>
</tr>
<tr>
<td>PX Apln</td>
<td>Private Exchange Application</td>
</tr>
</tbody>
</table>

The column for Kind of Entry or Purpose of Order explains the action that was taken. Abbreviations without periods are used whenever possible in the column. The column contains information about the type of document filed. For example, such abbreviations in the column may include: ST Pat – Small Tract Patent, HE Pat – Homestead Entry Patent, CE Pat – Cash Entry Patent, OG Lse – Oil and Gas Lease, and PX Apln – Private Exchange Application.
The next column is titled Serial File or Order Number. This column contains the patent number on title transfers from the U.S., warranty deed identifications, and reconveyed lands. It also shows the order numbering when they are numbered.

The next column shows the date of action in chronological order. This date is the date the document was signed. When the order or document is not numbered, then the date is used as the document identification. If two or more entries have the same date, they are entered in document number order. The Date Posted column is used only if the date is pertinent to the case action, such as termination actions. The Date Posted column was dropped from many of the newer automated HIs, but is present on the older scans of the old vellum HIs.
The last column titled Remarks contains miscellaneous information about the case. Notations of closings, terminations, and rejections of the case will be cited here. Also, information that was too extensive to be entered in other columns, such as metes-and-bounds descriptions, lengthy aliquot parts descriptions, segregations, and other land descriptions when the “other descriptions” column contains “See Remarks.” The serial number of the case may also appear in this column. For example, REMARKS E.G. DATE CLOSED, TERMINATED, REJECTED OR RESCINDED.

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The HI data is read from the back (latest) to the front (earliest) and from the bottom of the page (latest) to the top of the page (earliest). There is a separate HI for actions which affect the acquisition, uses, or disposition of acquired lands. The addition of the words “Acquired Lands” is added to the heading for this index. Mineral Location and Contest Index is an index sheet that uses the same format as the HI but is used to record mining claim litigation and contest actions.
SkillCheck

Which of the following are included in the column heading in the HI? (Select all that apply.)

- [x] A. Acres
- [ ] B. Date received
- [x] C. Kind of entry
- [x] D. Tract or Section

Correct Answers: A. Acres, C. Kind of entry, and D. Tract or Section.

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Topic 3: Other Indexes
The Control Document Index is a file of 35mm microfilm images mounted in aperture cards. Most states have scanned these aperture cards and the images are now available electronically. The images are copies of the original patents and other documents which conveyed title to interest in lands from or to the United States. The Control Document Index also contains copies of public laws, proclamations, and other orders which affect or have the right or title to use of public land.

The Index to Miscellaneous Documents contains a chronological listing of public laws, acts of Congress, and Presidential orders. The listed documents are those that apply to lands not specifically described on which conditions may exist that would restrict the disposal or use of lands.
Which of the following does the Control Document Index contain? (Select all that apply.)

- A. Right-of-way grant
- B. Copies of original patents
- C. Public laws affecting right or title to the land

Correct Answers: B. Copies of original patents and C. Public laws affecting right or title to the land

Topic 4: Serial Register Page
The Serial Register Page is an individual document that contains: customer name and address, type of case, legal descriptions, actions that have occurred relating to the case, and other information pertinent to the case. This chronological record of the case is kept whether or not the transaction resulted in the disposal or authorization to use the public lands involved.

Each transaction is identified by a serial number that has been assigned to it. Serial numbers are assigned by each BLM State Office in sequential order. These numbers are preceded by the BLM State Office that issued the serial number followed by the land office. For example, COC 12345 is a serial number for Colorado and CACA 12345 is a serial number for California. The serial number found in the register is also used to identify cases on both the Master Title Plats and the Historical Index.
On some of the older plats, the BLM administrative state is left off of the serial number notation so that only the land office precedes the serial number. For example, COC 12345 may appear as C 12345 on some MTPs or HIs, whereas CACA 12345 may appear as CA 12345.

When reading the plats and historical indexes you may find other serial prefixes that have been discontinued, but are still used to identify cases that show on the records. Some examples may include: CC – Central City or Carson City, GLO – General Land Office, H – Humboldt, and PHX – Phoenix. Historically, Serial Register Pages were handwritten or typed forms. Today, Serial Register Pages are generated from data entered into our automated land and mineral databases.
Correct Answers: B. Master Title Plat and C. Historical Index.

What you have learned here are just the basics of the BLM Land Status records system. There are many exceptions and varied practices from State Office to State Office. You should now be able to: summarize the specific purposes for a Use Plat and Supplemental Plat, and describe the Historical Index, Control, and Document Index, and Serial Register Page.
Quiz Answer Key

1. Which of the following scales are used for supplemental plats?
   A. 5 chains to 1 inch
   B. 10 chains to 1 inch
   C. 20 chains to 1 inch
   D. 30 chains to 1 inch

   Correct Answer: B. 10 chains to 1 inch.

2. On which of the following is a chronological listing of all actions that affect the use or title to public land and resources for each township?
   A. Control Document Index
   B. Historical Index
   C. Serial Register Page

   Correct Answer: B. Historical Index

3. True or False: Serial numbers are assigned by the Washington Office.
   A. True
   B. False

   Correct Answer: False

4. True or False: Aperture cards are filed by range and by township in chronological order by the action's occurrence within the township.
   A. True
   B. False

   Correct Answer: True

5. In which order are serial numbers issued?
   A. Chronological order
   B. Sequential order
   C. Random order

   Correct Answer: B. Sequential order