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This publication implements Air Force Policy Directive (AFPD) 32-70, *Environmental Considerations in Air Force Programs and Activities*, and supports Air Force Instruction (AFI) 32-7001, *Environmental Management*. It provides guidance and procedures for cultural resource and natural resource programs at Air Force installations. This publication applies in its entirety to all civilian employees and uniformed members of the Regular Air Force, Air Force Reserve, Air National Guard, and individuals with contractual obligations to comply with Air Force publications located at installations in the U.S. and its territories. For personnel located at installations outside of the U.S. and its territories, this AFMAN is applicable if it directs action that is not specified by applicable host nation Final Governing Standards, AFI 32-7001, *Environmental Management*, or AFI 32-7091, *Environmental Management Outside the United States*, and that action does not conflict with any of these publications. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, or T-3”) number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers. Submit waiver requests through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the requester’s commander for non-tiered compliance items. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule located in the Air Force Records Information Management System. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility (OPR) of this publication for coordination prior to certification

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Chapter 1

ROLES AND RESPONSIBILITIES

1.1. Secretary of the Air Force (SecAF).

1.1.1. Establishes a historic preservation program for the identification, evaluation, and nomination to the National Register of Historic Places (National Register), and protection, of historic properties in accordance with the National Historic Preservation Act (NHPA), at 54 USC § 306102(a).

1.1.2. In accordance with 36 CFR § 800.7(c)(4), documents decisions to proceed with undertakings that adversely affect historic properties when the Air Force has been unable to reach agreement with the Advisory Council on Historic Preservation, the State Historic Preservation Officer (SHPO), or an affiliated federally-recognized tribal government.

1.1.3. Has the authority, under Section 110 of the NHPA (54 USC § 306112), to waive all or part of the Air Force's NHPA Section 110 preservation responsibilities (54 USC §§ 306101-306107 and 306109-306114) in the event of a major natural disaster or an imminent threat to national security. **Note:** Section 110 of the NHPA (54 USC § 306112) does not allow the SecAF to waive Section 106 (54 USC § 306108) and 36 CFR Part 800 consultation responsibilities. 36 CFR § 800.12 provides guidance for emergency situations.

1.2. Assistant Secretary of the Air Force for Installations, Environment and Energy (SAF/IE).

1.2.1. Serves as the principal advisor to the SecAF and Chief of Staff of the Air Force on all matters related to conservation management. SAF/IE delegates responsibilities for the management of Air Force cultural and natural resources to the Deputy Assistant Secretary of the Air Force for Installations, Environment, and Energy (SAF/IEE).

1.2.2. Designates a senior policy official from the Headquarters-level, as the single point of contact, responsible for policy in accordance with Headquarters Air Force Mission Directive (HAF MD) 1-18, *Assistant Secretary of the Air Force (Installations, Environment and Energy)*, paragraph A1.32.3.2.

1.2.3. Designates the Air Force Federal Preservation Officer in accordance with HAF MD 1-18, paragraph A1.32.3.2.

1.3. Deputy Assistant Secretary of the Air Force for Installations, Environment, and Energy (SAF/IEE).

1.3.1. Interacts with the Office of the Secretary of Defense (OSD), major commands, other Federal agencies, Congress, and external non-governmental environmental organizations as the Air Force's principal representative and advocate for conservation compliance and policy.

1.3.2. Establishes and maintains cooperative working relationships with Air Force and federal-level environmental regulators, OSD, the Air Force Civil Engineer Center (AFCEC), and other stakeholders.

1.3.3. Promulgates and oversees policy for integrated cultural resources management as part of the Air Force Environmental Management System in accordance with AFI 32-7001, *Environmental Management*.

1.3.4. Approves and provides guidance, direction, and oversight for all matters pertaining to the formulation, review, and execution of plans, policies, and programs.

1.3.5. Coordinates Air Force conservation compliance and policy with the other Department of Defense (DoD) services to explore common areas of interest and prevent duplication of effort.

1.3.6. Reviews and forwards coordinated installation packages to the Department of the Interior to nominate Air Force historic properties for listing on the National Register.

1.3.7. Collects and reports Air Force-wide conservation performance metrics for the OSD Environmental Management Review.

1.3.8. Approves cultural resources agreements with other land-managing federal agencies, branches of government, and other parties as appropriate.

1.3.9. Approves and signs NHPA Program Alternatives pursuant to Section 106 (54 USC § 306108) and 36 CFR § 800.14.

1.3.10. Oversees the Air Force natural resources program as the Air Force Natural Resources Trustee as per 42 USC § 9607(f)(2)(A) (known as the Comprehensive Environmental Response, Compensation, and Liability Act)).

1.3.11. Develops policy providing functional oversight for the Air Force wildland fire program. Appoints Air Force representatives to the Fire and Emergency Services Working Group per DoDI 6055.06, *Fire and Emergency Services Program*.

1.3.12. Designates one primary voting member and up to three alternates to the DoD Conservation Committee.

1.3.13. Approves establishment of conservation banks, wetland banks, or other property easements in support of military readiness requirements, and as mitigation for military activities that may affect natural resources.

1.4. The General Counsel of the Air Force (SAF/GC) through the Deputy General Counsel, Installations, Energy and Environment (SAF/GCN).

1.4.1. Provides legal support to the SecAF and Headquarters, and Air Force organizations on policy development and legislation related to environmental conservation.

1.4.2. Consults with Air Force Legal Operations Agency, Civil Law and Litigation Directorate, Environmental Law and Litigation Division (AFLOA/JACE) on significant or non-routine matters related to environmental conservation.

1.4.3. Nothing in paragraph 1.4 or its subparagraphs is inconsistent with Headquarters Air Force Mission Directive (HAFMD) 1-14, *General Counsel and The Judge Advocate General*.

1.5. Headquarters, United States Air Force, The Judge Advocate General (AF/JA) through the Air Force Legal Operations Agency, Civil Law and Litigation Directorate, Environmental Law and Litigation Division (AFLOA/JACE). AFLOA/JACE shall:

1.5.1. Provides legal expertise to the SecAF and Headquarters, Air Force organizations, installations and the Air Force Civil Engineer Center on all applicable laws, regulations, and Executive Order (EO) requirements concerning the implementation of the Air Force conservation programs.

1.5.2. Consult with SAF/GCN on significant or non-routine matters related to environmental conservation.

1.5.3. Review Integrated Cultural Resources Management Plans (ICRMPs) where complex tribal, stakeholder, or controversial issues are present, or where the ICRMP addresses resources shared with another federal agency.

1.5.4. Coordinate on drafts of 36 CFR § 800.6(c) Memoranda of Agreement (MOA), 36 CFR § 800.14(a) alternate procedures, and 36 CFR § 800.14(b) Programmatic Agreements (PAs) involving multiple installations or controversial undertakings.

1.5.5. Depending on the complexity, scope, precedent, or other factors, send select drafts to SAF/GCN for review and comment.

1.5.6. Nothing in paragraph 1.5. or its subparagraphs is inconsistent with HAFMD 1-14.

1.6. Director, Air Force History and Museums Policies and Programs (AF/HO).

1.6.1. Establishes policy concerning historical data and documentation; historical reporting; historical publications; and organizational lineage, honors, and emblems. Reviews the history and management of field history and field museum programs of major commands, direct reporting units, and field operating agencies.

1.6.2. Provides management oversight to its subordinate division, the Air Force Historical Support Division, and its field operating agency, the Air Force Historical Research Agency.

1.6.3. Provides strategic vision, policy, and overall guidance for the Air Force Heritage Program.

1.6.4. Maintains operational records and other data that might be useful to cultural resources personnel during NHPA consultations and Section 110 (54 USC § 306102) data collection and evaluation.

1.7. Deputy Chief of Staff for Logistics, Installations, & Force Protection, Directorate of Civil Engineers (AF/A4C). AF/A4C shall:

1.7.1. Prepare draft conservation policy for SecAF review and approval.

1.7.2. Identify applicable legal and other requirements.

1.7.3. Establish, track, and report Air Force-wide conservation performance metrics.

1.7.4. Respond to congressional inquiries in coordination with SAF Legislative Liaison (SAF/LL).

1.7.5. Review proposed legislation in coordination with SAF/IEE, SAF/LL, SAF/GCN, and AFLOA/JACE.

1.7.6. Serve as process-owner for overall Environmental Quality and media-specific requirements development for Air Force-owned Information Technology systems.

1.7.7. Coordinate and analyze environmental performance reporting, compliance tracking, and resource needs.

1.7.8. Execute policy, advocate for resources, and oversee execution of Air Force conservation programs.

1.7.9. Determine the need for an installation Integrated Natural Resources Management Plan (INRMP) (see [paragraph 3.4](#)). (T-0).

1.8. Air Force Installation and Mission Support Center. Air Force Installation and Mission Support Center shall: (T-1).

1.8.1. Provide resource advocacy, and plan, program, and budget for AF environmental Operations and Maintenance programs.

1.8.2. Assist Air Force installations in delivering the capabilities to implement facility environmental strategic policy, guidance, and environmental reporting.

1.9. Air Force Civil Engineer Center Environmental Directorate (AFCEC/CZ). AFCEC/CZ shall serve as OPR and implement this AFMAN, allocate resources, and oversee execution of conservation programs throughout the Regular Air Force. (T-1). **This will include the following:**

1.9.1. Plan, organize, direct, and control installation conservation programs on behalf of AF/A4C. (T-1). Provide technical expertise at national, regional, and local echelons to develop and execute cultural and natural resources programs in coordination with installations. (T-1).

1.9.2. Staffs the following subject matter experts: (T-2).

1.9.2.1. Cultural Resources Expert. Serves as program manager and provides technical assistance and guidance to the Air Force on issues related to cultural resource programs. (T-2).

1.9.2.2. Natural Resources Expert. Serves as Serves as program manager and provides technical assistance and guidance to the Air Force on issues related to natural resource programs. (T-2).

1.9.3. Develop guidelines and other documents to assist execution of the conservation programs. (T-2).

1.9.4. Represent the Air Force on DoD-sponsored teams and conservation working groups. (T-2).

1.9.5. Collect, analyze, and report Air Force-wide performance information to AF/A4C and SAF/IE in support of the Air Force Environmental Management System and Environmental Management Review by the OSD. (T-2).

1.9.6. Reconcile heritage asset and historic property reported data and advise AF/A4C of any discrepancies to maintain Real Property Inventory accuracy, in accordance with AFI 32-9005, *Real Property Accountability*, paragraph 3.2.3.1. (T-2).

- 1.9.7. Review and coordinate with SAF/IEE on any undertakings which require NHPA Section 106 (54 USC § 306108) consultation and could have Air Force-wide policy implications. **(T-2)**.
- 1.9.8. Manage Air Force conservation information clearinghouses available to Air Force personnel and others through the internet. **(T-2)**.
- 1.9.9. Oversee the maintenance and release of cultural resources information beyond the custody of AFCEC and installation cultural resources personnel. **(T-2)**.
- 1.9.10. Monitor and coordinate with SAF/IEE NHPA activities pursuant to Section 106 (54 USC § 306108) when NHPA activities involve multiple installations, other DoD components, or other federal agencies. **(T-1)**.
- 1.9.11. Author, staff, and maintain the Air Force conservation Playbooks and eDASH conservation webpages. **(T-2)**.
- 1.9.12. Validate program goals and objectives and provide Program Objective Memoranda (POM) and Integrated Priority List (IPL) guidance, approval, validation, advocacy, and oversight. **(T-1)**.
- 1.9.13. Ensure active duty installation funding requirements are correctly identified, programmed, supported, executed, and tracked. Identify, program, and validate conservation requirements to build the Air Force POM and IPL. **(T-1)**.
- 1.9.14. Provide and manage contracts, interagency agreements, and cooperative agreements on behalf of, and for use by, Air Force organizations for conservation management assistance and implementation of conservation projects. **(T-1)**.
- 1.9.15. Provide conservation training for base personnel, facility managers, residents, contractors, tenants, and others, as appropriate. **(T-2)**.
- 1.9.16. Provide technical support and advice to MAJCOMs and installations on conservation programs and compliance with these programs. **(T-2)**.
- 1.9.17. Review proposed actions for cultural resources impacts and engage in integrated planning with proponents. Develop and implement a process to fully integrate cultural resources planning with broader planning activities in accordance with DoDI 4715.16, *Cultural Resources Management*. Provide support and expert advice for Environmental Impact Analysis Process reviews. **(T-1)**. Integrate the ICRMP with the installation Activity Management Plan process and the Program Objective Memoranda. **(T-2)**.
- 1.9.18. Consult with the SHPO and affiliated tribal stakeholders to determine if a given installation requires the development and maintenance of an ICRMP. If negative, will advise the installation on procedures to waive the ICRMP requirement. **(T-2)**.
- 1.9.19. Provide DoD and Air Force required data in response to case-specific or recurring reporting requirements. **(T-2)**.
- 1.9.20. Respond to Freedom of Information Act requests, requests from media and public affairs, and higher echelon data calls and congressional inquiries. **(T-0)**.
- 1.9.21. Provide cultural resources expertise to support environmental baseline surveys (EBS) for real property, forward basing, and other Combatant Command decision-making. Follow

the EBS procedures and documentation per AFI 32-7066, *Environmental Baseline Surveys on Real Property Transactions*, and do not substitute for consultation and compliance with applicable cultural resources regulations (e.g., NHPA, Archaeological Resources Protection Act [ARPA], etc.). **(T-0)**.

1.9.22. Develop lessons learned and best practices; communicate and share with installations and AFCEC. **(T-2)**.

1.9.23. Develop, review, or comment on draft installation cultural resources MOA, PAs, comprehensive agreements, curation agreements, and ARPA permits. **(T-2)**. Initiate such documents only after coordination with legal counsel and the installation Cultural Resources Manager. **(T-2)**.

1.9.24. Develop, review, or comment on draft National Register nominations. **(T-2)**. Prepare nomination packages for coordination with the installation and through AF/A4C and SAF/IEE to the Keeper of the National Register. **(T-2)**.

1.9.25. Provide information on cultural resources training, and professional development for Cultural Resources Managers. **(T-2)**.

1.9.26. Monitor historic preservation outreach and awareness programs. **(T-2)**.

1.9.27. Notify Headquarters AF/A4C of unanticipated discoveries of archaeological resources or emergency situations affecting historic properties. **(T-0)**.

1.9.28. Advocate for resources required to implement approved installation INRMPs and ICRMPs through the PPBE process. **(T-2)**.

1.9.29. Provide and manage contracts, interagency agreements, and cooperative agreements on behalf of, and for use by, Air Force organizations for natural resources program management assistance and implementation of natural resources management projects, with the exception of the installation Bird/Wildlife Aircraft Strike Hazard (BASH) program, which is managed by the Wing Flight Safety Office. AFCEC/CZ Director is delegated authority to sign cooperative agreements and interagency agreements entered into pursuant to Section 103a of the Sikes Act, 16 USC § 670c-1. **(T-1)**.

1.9.30. Administer the Air Force reimbursable forestry, agricultural and grazing, fish and wildlife, dispersed outdoor recreation, and Forest Reserve Account programs, to include the distribution of funds for approved projects. **(T-2)**.

1.9.31. Provide oversight, technical direction, and guidance for wildland fire management planning and implementation for the Air Force. Advocate for resources required to implement the Air Force wildland fire program. **(T-1)**.

1.9.32. Administer training and certification records for Air Force conservation law enforcement officers. **(T-2)**.

1.9.33. Annually review the Development Plan, INRMP, ICRMP, and Range Comprehensive Plan of each Installation. **(T-0)**. Identifies and reports problems in these plans to the respective Installation. Shall update, analyze trends, and recommend corrective actions for these plans. **(T-2)**.

1.10. Air Force Civil Engineer Center Fire Emergency Services Division (AFCEC/CXF). Manages Air Force Fire and Emergency Services (FES) program in accordance with AFI 32-2001, *Fire and Emergency Services (FES) Program*.

1.11. Air Force Civil Engineer Center Environmental Directorate, Wildland Fire Branch (AFCEC/CZOF). AFCEC/CZOF shall:

1.11.1. Provide oversight, technical direction, and guidance for wildland fire management planning and implementation for the Air Force. Advocate for resources required to implement the Air Force wildland fire program. **(T-1)**.

1.11.2. Develop plans and programs to facilitate Air Force wildland fire policy execution. **(T-1)**.

1.11.3. Determine the need for an installation Wildland Fire Management Plan (WFMP) as a component plan of the INRMP, provide guidance for WFMP content, and develop WFMP in coordination with the installation. **(T-1)**.

1.11.4. Establish, with AFCEC/CXF inputs, Regional Fire Management Officer (RFMO) positions to implement installation WFMPs and support wildland fire operations in their respective regions. **(T-2)**.

1.11.5. Establish strategically located Wildland Support Modules (WSMs) at installations and ranges with the highest wildfire risk and most frequent wildfire activity. WSMs shall operate under the installation commander's control. The RFMO and WSM are to support wildland fire operations in their respective regions. **(T-3)**.

1.11.6. Manage a system for tracking and reporting of wildfires, prescribed fire, and mechanical/chemical fuel reduction activities that occur on lands under Air Force jurisdiction. **(T-1)**.

1.11.7. Administer wildland fire education and training by issuing, certifying, maintaining and tracking NWCG certification and qualifications for all Air Force personnel, including military, contractors, cooperators and volunteers. **(T-2)**.

1.11.8. Serve as the Air Force agency representative on the interagency Incident Qualification and Certification System (IQCS) Change Management Board. **(T-2)**.

1.11.9. Manage AFCEC/CZOF wildland fire vehicle and equipment assets. Review and advocate for installation-level requirements for wildland vehicles and equipment. **(T-3)**.

1.11.10. Provide and manage contracts, interagency agreements, and cooperative agreements with AFCEC/CXF for wildland fire program assistance on behalf of, and for use by, Air Force installations. **(T-2)**.

1.12. Air National Guard, Logistics and Installations Directorate (NGB/A4). NGB/A4 shall:

1.12.1. Develop additional guidance, as needed, to meet unique operational and mission needs, and ensure adequate oversight of cultural resources programs. **(T-0)**.

1.12.2. Plan, program, budget, allocate, and oversee the execution of the conservation programs throughout their organization. Identify, program, and validate conservation requirements to build the Air Force Program Objective Memoranda and Integrated Project List.

Develop additional guidance, as needed, to meet unique operational and mission needs, and ensure adequate oversight of conservation programs. **(T-0)**.

1.12.3. Coordinate cultural resource tasks with Wing commanders, base civil engineers, and environmental managers to ensure compliance with all historic preservation laws and regulations. **(T-0)**.

1.12.4. Advocate for resources required to implement approved installation ICRMPs and INRMPs. **(T-2)**.

1.12.5. Annually review the Development Plan, INRMP, ICRMP, and Range Comprehensive Plan of each AFRC Installation. **(T-0)**. Identifies and reports problems in these plans to the respective AFRC Installation. Shall update, analyzes trends, and recommend corrective actions for these plans. **(T-2)**.

1.13. Air Force Reserve Command Logistics, Engineering and Force Protection Directorate (AFRC/A4). AFRC/A4 shall:

1.13.1. Develop additional guidance, as needed, to meet unique operational and mission needs, and ensure adequate oversight of cultural resources programs. **(T-0)**.

1.13.2. Ensure AFRC installation funding requirements are correctly identified, programmed, supported, executed, and tracked. **(T-0)**. Identify, program, and validate cultural natural and resources requirements to build the Air Force Program Objective Memoranda and Integrated Project List. Plan, program, budget for and execute the resources required to implement the conservation requirements for AFRC installations. **(T-0)**.

1.13.3. Coordinate cultural resource tasks with wing commanders, base civil engineers, and environmental managers to ensure compliance with all historic preservation laws and regulations. **(T-0)**.

1.13.4. Advocate for resources required to implement approved installation ICRMPs and INRMPs. **(T-2)**.

1.14. Installation or Wing Commander. The Installation or Wing Commander shall:

1.14.1. Establish and maintain government-to-government relationships with Indian tribes. **(T-0)**.

1.14.2. Approve and sign, after coordinating with installation legal office and AFCEC, Memoranda of Understanding (MOU) or protocol agreements, with Tribal governments in regard to consultation procedures, or MOA and PAs with SHPOs and other stakeholders as appropriate. **(T-0)**

1.14.3. Provide written authorization for the Base Civil Engineer to issue ARPA permits to qualified applicants and provide a copy of the signed permit to AFCEC. **(T-3)**.

1.14.4. Designate, in writing, the Base Civil Engineer as the federal agency official with responsibility for installation compliance with 43 CFR Part 10, Native American Graves Protection and Repatriation Act. **(T-1)**.

1.14.5. Designate, in writing, the Base Civil Engineer as the federal agency official with management and curation agreement signature authority over archaeological artifact

collections and associated records, per 36 CFR Part 79, *Curation of Federally-Owned and Administered Archeological Collections*. (T-1).

1.14.6. Maximize reuse of historic buildings and structures, where justified by an objective economic analysis of life-cycle benefits and costs, before disposal, new construction, or leasing in accordance with NHPA Section 110 (54 USC § 306101(2)), EO 13693, *Planning for Federal Sustainability in the Next Decade*, DoD Directive 4165.06, DoDI 4165.70, *Real Property Management*, and DoDI 4715.16, *Cultural Resources Management*. (T-0).

1.14.7. Designate, in writing, an installation Cultural Resource Manager. (T-3).

1.14.8. Approve the INRMP prepared pursuant to the Sikes Act, Section 101(a)(2). The installation commander may re-delegate signature authority to a lower level provided that the signatory has control over all aspects and management objectives addressed within the subject INRMP, but no lower than the Support Group commander. (T-1).

1.14.9. Provide for appropriate staffing of professionally trained natural resources management personnel to ensure implementation of the INRMP, pursuant to 16 USC § 670e-2. (T-0).

1.14.10. Sign cooperative agreements and interagency agreements entered into, pursuant to 16 USC § 670c-1. (T-1).

1.14.11. Approve and sign the installation Wildland Fire Management Plan. (T-2). May re-delegate signature authority to a lower level, but no lower than the Civil Engineer Squadron commander.

1.14.12. Designate the Installation Wildland Fire Program Coordinator (WFPC) in coordination with the installation Fire Chief. (T-2).

1.15. Installation Cultural Resources Manager. The Installation Cultural Resources Manager shall:

1.15.1. Ensure compliance with all historic preservation laws and regulations. Coordinate with AFCEC, the SHPO, affiliated tribal stakeholders, the Advisory Council on Historic Preservation, and others as appropriate to identify significant cultural resources; assess potential impacts; and reduce, avoid, or mitigate adverse effects. (T-0). Prepare, coordinate, and implement MOU, MOA, and PAs, as appropriate, with the technical assistance of AFCEC. (T-0).

1.15.2. Participate in civil engineer planning meetings and identify actions that have the potential to affect historic properties and determine when NHPA Section 106 (54 USC § 306108) consultation is needed for those undertakings. (T-0).

1.15.3. In coordination with AFCEC, assist the Installations Tribal Liaison Officer (ITLO) with the identification of affiliated tribes, tribal consultation, and other interactions. Maintain records of tribal contacts showing compliance with EO 13175; Section 106 (54 USC § 306108); 42 USC § 4321 (referred to as the National Environmental Policy Act (NEPA)); and the 25 USC § 3001-3013, *Native American Graves Protection and Repatriation Act (NAGPRA)*. (T-0).

1.15.4. Develop NAGPRA Comprehensive Agreements to define and facilitate pre-arranged methods for dealing with future inadvertent discoveries of NAGPRA remains and cultural items, in accordance with NAGPRA Section 3(c), and 43 CFR § 10.4. **(T-0)**.

1.15.5. Monitor activities of tenant organizations and contractors, which could adversely affect cultural resources on the installation, on lands controlled by the installation, or on non-Air Force lands impacted by installation-facilitated activities. **(T-1)**.

1.15.6. In coordination with AFCEC, AFRC, or ANG, implement and sustain an installation ICRMP following the AFCEC or ANG ICRMP template. No less than annually, review the Installation Development, INRMP, ICRMP, and Range Comprehensive Plan. **(T-0)**. Identify problems and program alternatives to correct problems. Shall adjust actions to reach ICRMP goals. **(T-0)**.

1.15.7. In coordination with AFCEC, develop and maintain installation cultural resources data tables. **(T-1)**. Ensure real property, geospatial, and business data (supporting, descriptive, reference, interpretive, and other related information) for installation cultural resources are properly entered, shared, protected, and maintained. **(T-2)**.

1.15.8. Maintain accuracy of the Real Property Asset (RPA) Historic Status Codes used in the installation Accountable Property System of Record (e.g., NexGen IT), and ensure the System includes the installation's updated historic property data. **(T-1)**.

1.15.9. Assist the Real Property Officer with physical inventories of installation historic property and heritage assets at least every 3 years. **(T-2)**. Monitor and assess condition of historic properties annually, or as required by circumstances. **(T-2)**.

1.15.10. Provide DoD and Air Force-required data via AFCEC in response to case-specific or recurring reporting requirements. **(T-2)**.

1.15.11. Identify items of potential significance to Air Force history to the National Museum of the U.S. Air Force (NMUSAF) per AFI 84-103, *United States Air Force Heritage Program*. **(T-2)**.

1.15.12. Properly curate recovered archaeological collections and associated records. Periodically assess curation repositories per 36 CFR Part 79 and curation agreement schedules. **(T-0)**. Verify curation facilities meet requirements and standards of 36 CFR Part 79. **(T-0)**.

1.15.13. Conduct public awareness and education programs, and incorporate basic cultural resources information into installation newcomer orientation briefings. Periodically brief ICRMP highlights at commanders' calls and other installation forums. **(T-3)**. Inform personnel occupying historic buildings about the significance of these buildings and explain any special management considerations. **(T-3)**.

1.15.14. Assist proponents of actions undergoing an environmental impact analysis to:

1.15.14.1. Fully consider the effects of any proposed action on cultural resources and document all considerations during the planning process. **(T-0)**.

1.15.14.2. Fund mitigation measures for adverse effects to historic properties, including, but not limited to, data recovery and building documentation. **(T-1)**.

1.15.14.3. Avoid, minimize, or mitigate adverse effects to historic properties. **(T-0)**.

1.15.14.4. Follow stipulations outlined in executed MOA, PAs, NAGPRA Comprehensive Agreements, Plans of Action, and other agreement documents. **(T-0)**.

1.15.14.5. Recognize that failure to adhere to these responsibilities could result in costly project delays, fines, adverse publicity, personnel actions, and lawsuits. **(T-0)**.

1.15.15. ANG Only: Environmental managers serve as Cultural Resource Managers. Environmental Managers shall consult with the ANG Headquarters prior to accomplishing duties outlined in **paragraph 1.13 (T-0)**.

1.16. Installation Natural Resources Manager. The Installation Natural Resources Manager shall:

1.16.1. Ensure compliance with all natural resources laws and regulations. Coordinate with installation components to assess the potential impacts of proposed activities on sensitive natural resources, and make recommendations to reduce, avoid, or mitigate adverse effects to comply with applicable laws and regulations. **(T-0)**.

1.16.2. Prepare, sustain, and implement an installation INRMP pursuant to the Sikes Act, Section 101(a)(2). **(T-0)**.

1.17. Installation Fire Emergency Services, Fire Chief. The Installation Fire Emergency Services Fire Chief shall: 1.17.1. Serve as the incident commander during wildfire incidents, and may delegate incident commander authority to others based on the complexity of the incident. **(T-2)**.

1.17.2. Prepare for both initial and extended wildfire suppression operations per National Fire Protection Association (NFPA) Standard 1710, and in accordance with DoDI 6055.6, Enclosure 3, paragraph 8.1.2. **(T-0)**.

1.17.3. Responsible for fire prevention and minimizing adverse consequences within the Wildland Urban Interface as per AFI 32-2001. **(T-1)**.

1.17.4. Initiate requests for AFCEC/CZOF assistance during a wildfire. **(T-2)**.

1.17.5. Develop Mutual Assistance Agreements with regional and local fire departments and land management agencies for wildfire suppression assistance, and initiate mutual aid requests. **(T-3)**.

1.17.6. Submit requests to the AFCEC/CZOF training manager for NWCG Incident Qualification Cards for qualified Fire Emergency Services personnel. **(T-3)**.

1.18. Installation Wildland Fire Program Coordinator (WFPC). The WFPC shall:

1.18.1. Serve as the primary point of contact between the installation and AFCEC/CZOF for all matters concerning wildland fire. **(T-2)**.

1.18.2. Initiate and ensure appropriate installation coordination and timely completion of the WFMP annual review. **(T-2)**.

1.18.3. Coordinate with the AFCEC/CZOF WSM lead to identify NWCG training requirements needed to implement the installation WFMP. **(T-3)**.

1.18.4. Submit requests for Incident Qualification Cards to AFCEC/CZOF for installations personnel not employed by Fire Emergency Services as specified in the installation WFMP. **(T-3)**.

1.18.5. Coordinate with the installation natural resources manager to assess the need for an Emergency Stabilization Plan and/or a Burned Area Emergency Response Plan after a wildfire incident. **(T-3)**.

1.18.6. Responsible for acquiring required approvals of Agency Administrator Ignition Authorization and Prescribed Burn Go/No Go Checklist prior to initiation of a prescribed burn. **(T-1)**.

1.18.7. Report significant wildfire incidents on the installation as soon as practicable to the RFMO. (See [paragraph 3.82.1](#)). **(T-1)**.

1.19. Installation Legal Office. The Installation Legal Office shall:

1.19.1. Serve as the primary point of contact between the installation and AFLOA/JACE for all legal matters concerning environmental conservation as it pertains to this instruction. **(T-2)**.

1.19.2. Provide primary legal guidance to installation commanders and installation personnel for all matters concerning environmental conservation as it pertains to this instruction. **(T-2)**.

1.19.3. Nothing in paragraph 1.17 or its subparagraphs is inconsistent with HAFMD 1-14.

Chapter 2

CULTURAL RESOURCES MANAGEMENT

Section 2A—INTRODUCTION

2.1. Program Overview. This chapter addresses the management of cultural resources on Air Force properties to meet Air Force mission requirements and comply with federal law and applicable state standards. This manual provides Air Force installations a framework for planning, implementing, and documenting cultural resources management programs. The primary objective of the Air Force Cultural Resources Program is to balance managing and preserving our nation's heritage, pursuant to applicable statutes and regulations, in concert with timely and efficient support of the Air Force military mission.

2.2. Purpose and Definitions. The Air Force's mission includes protecting our nation's heritage, as well its people and borders. Therefore, the Air Force places a high priority on integrating cultural resources management with other mission priorities. The Air Force Cultural Resources Program is designed to comply with applicable statutes and regulations, and to meet those requirements in concert with the military mission. The Air Force defines cultural resources to include historic properties (defined in the National Historic Preservation Act, 54 USC § 300101 et seq. and 36 CFR Part 800, *Protection of Historic Properties*); cultural items (defined in the Native American Graves Protection and Repatriation Act (NAGPRA), 25 USC §§ 3001-3013 and 43 CFR Part 10); archaeological resources (defined in the Archaeological Resources Protection Act (ARPA), 16 CFR §§ 470aa – 470mm and 32 CFR Part 229, *Protection of Archaeological Resources*); sacred sites (defined in EO13007, *Indian Sacred Sites*, to which access is provided under the American Indian Religious Freedom Act, 42 USC § 1996); and collections (defined in 36 CFR Part 79, *Curation of Federally Owned and Administered Archaeological Collections*).

2.3. Environmental Management System. Consistent with EO 13834, *Efficient Federal Operations*, and AFI 32-7001, that provides direction for implementing and maintaining the Air Force Environmental Management System framework, cultural resources activities are an Environmental Aspect within the Air Force EMS.

Section 2B—IMPLEMENTATION OF THE NATIONAL HISTORIC PRESERVATION ACT

2.4. Air Force Responsibilities under the National Historic Preservation Act.

2.4.1. NHPA of 1966 as amended is codified at 54 USC § 300101 et seq. Nevertheless, the Advisory Council on Historic Preservation (Advisory Council) continues to reference original sections of the law, most often "Section 106" (54 USC § 306108) regarding consultation requirements and "Section 110" (54 USC §§ 306101-306107, 306109-306115) preservation responsibilities. Regulations at 36 CFR Parts 60, 61, 63, 65, 68, 78, 79, and 800 have been promulgated to implement the Act. Congress, through the NHPA, declared historic preservation as a national policy. The Act established the national historic preservation program to implement that policy. NHPA created a federal system for identifying and registering "historic properties," established a federal-state partnership to promote preservation of such properties, and required federal agencies consider historic properties when planning their activities.

2.4.2. NHPA, at 54 USC § 300308, defines historic property as any prehistoric or historic district, site, building, structure, or object included in, or eligible for, inclusion on the National Register of Historic Places (National Register). This includes artifacts, records, and material related to the historic properties. Congress established the National Register in 54 USC Chapter 3021. The National Register is a list of properties important to the Nation, to the States, or to local communities, that meet the eligibility criteria described in 36 CFR § 60.4. The Keeper of the National Register is an office within the National Park Service (NPS) that manages the National Register.

2.4.3. NHPA, at 54 USC Chapter 3041, created the Advisory Council to advise the President and Congress on historic preservation matters and to review federal and federally assisted actions that affect historic properties. The Act, at 54 USC Chapter 3023, also authorizes each governor to designate a State Historic Preservation Officer (SHPO) to participate in the national program.

2.4.4. Federal agency responsibilities are outlined in the following sections of the NHPA:

2.4.4.1. Per NHPA Section 106 (54 USC § 306108) and 36 CFR Part 800, installations will consider the effects their undertakings will have on historic properties, and allow the Advisory Council to comment on those undertakings. The installations will follow the four-step Section 106 process (see [paragraph 2.9.3](#)) to identify possible conflicts between historic preservation objectives and a proposed activity, and to resolve conflicts in the public interest through consultation. (T-0).

2.4.4.2. Per NHPA Section 101(d)(6)(A) (54 USC § 302706), installation commanders will consult with federally-recognized Indian tribe, on a government-to-government basis, that attaches religious and cultural significance to a property being evaluated during the Section 106 consultation process. (T-0). Installation commanders will review the list of federally recognized Indian tribes and historic ethnographic research (refer to [paragraph 2.15.1.3](#)) (T-0).

2.4.4.3. Installations will consult with federally recognized Indian tribes' Tribal Historic Preservation Officers, per Section 106 (54 USC § 302702), on undertakings near the boundaries of tribal lands or involving overflights of tribal lands (T-0).

2.4.5. The Air Force will ensure that historic preservation is integrated in their programs by implementation of this manual, policy letters, memorandums, and installation-specific plans for NHPA Section 110 (54 USC §§ 306101-306107 and 306109-306114) compliance and historic property management. Under NHPA, the Air Force shall:

2.4.5.1. Assume responsibility for preserving Air Force-owned or controlled historic properties in a manner consistent with the Air Force mission. This includes identification and evaluation of historic properties for inclusion on the National Register. (T-0).

2.4.5.2. Use and reuse historic properties to the maximum extent feasible. (T-0).

2.4.5.3. Document historic properties prior to alteration or damage. Documentation is accomplished through the NHPA Section 106 review process. (T-0).

2.4.5.4. Plan and take actions to minimize harm to a historic property designated as a National Historic Landmark. Consider all prudent and feasible alternatives to avoid an adverse effect to a National Historic Landmark. (T-0).

2.4.5.5. Use and follow guidelines issued by the Secretary of the Interior and the Advisory Council to comply with the NHPA and its implementing regulations. (T-0).

2.4.6. Per NHPA Section 111 (54 USC §§ 306121-306122), the Air Force will establish and implement alternative uses of historic properties. (T-0). Such uses may include leasing, exchanging, and adaptive reuse of historic property not needed for current or projected Air Force purposes.

2.4.7. Per NHPA Section 304 (54 USC § 307103), the Air Force and installations will withhold from public disclosure information on the location, character, or ownership of a historic resource where such disclosure might cause invasion of property, risk harm to the resource or property, or impede the use of a traditional religious site by practitioners affiliated with that site. (T-0).

2.4.8. Overseas historic and heritage properties. Per NHPA Section 402 (54 USC § 307101(e)), installation commanders will take into account the effects of Air Force undertakings on World Heritage List properties or properties on host country's equivalent of the National Register, and to avoid, minimize, or mitigate any adverse effects. (T-0). Installations located in host nations shall:

2.4.8.1. Obtain the current World Heritage List and host nation register to determine if such properties are under their immediate control. (T-3).

2.4.8.2. Develop internal review procedures to determine if proposed undertakings will cause any adverse effect to historic properties. (T-3).

2.4.8.3. Develop and implement measures to avoid, minimize, or mitigate adverse effects caused by Department of Defense (DoD) undertakings. (T-3).

2.4.8.4. Notify the appropriate host nation agency when a potential historic property is discovered during the course of DoD actions. (T-3).

2.5. Special Topics Pertaining to National Historic Preservation Act Compliance.

2.5.1. Temporary World War II (WWII) Era Buildings, 1939-1946. The 1986 Programmatic Memorandum of Agreement, executed by Department of Defense, the Advisory Council, and the National Conference of State Historic Preservation Officers, required the development of a WWII historic context and the documentation of representative types of WWII temporary buildings and structures according to the Historic American Buildings Survey/Historic American Engineering Record standards. Because of this agreement and resultant documentation, Section 106 consultation is no longer required for the demolition of WWII temporary buildings on Air Force-controlled lands. Exceptions: WWII semi-permanent, permanent properties, and undertakings other than demolition are not covered under the agreement. These undertakings require Section 106 consultation. (T-0).

2.5.2. World War II and Cold War Era (1939-1974) Ammunition Storage Facilities. The 2006 Advisory Council Program Comment covered all Air Force and Navy structures built as ammunition storage facilities during 1939-1974, regardless of their current use. In accordance with the Program Comment, the Air Force mitigated all undertakings that had the potential to affect WWII and Cold War Era ammunition storage facilities, and therefore Section 106 consultation is no longer required prior to undertakings affecting these resources. Exception:

where the facility is a contributing element of a historic district listed on or eligible for the National Register that is not entirely made up of ammunition storage facilities.

2.5.3. Cold War Era Historic Properties, 1946-1991.

2.5.3.1. Facilities associated with nuclear weapons, research and development laboratories, testing and proving grounds, manufacturing, storage and maintenance, strategic or tactical air groups and operations, missile launches, and space exploration are examples of properties that should be evaluated for National Register eligibility under the military Cold War theme. Pursuant to 36 CFR § 60.4(g), facilities associated with the cold war that are less than 50 years old are not eligible to be listed on the National Register unless they are of exceptional importance. As Cold War facilities reach 50 years of age, they must be evaluated under 36 CFR § 60.4(a-d). (T-0). 2.5.3.2. Other kinds of facilities, such as motor pools, administration buildings, housing, and base operations and utilities structures generally are not types of facilities considered exceptionally important under the Cold War theme because they were built during the Cold War era as part of everyday operations and were not directly associated with Cold War strategic or tactical events, plans, or operations.

2.5.4. Cold War Era (1946-1974) Unaccompanied Personnel Housing Program Comment.

2.5.4.1. The August 2006 Unaccompanied Personnel Housing Program Comment addresses the early Cold War build-up of Air Force personnel. These personnel moved often, and “barracks” were built to house them at bases around the U.S. They were fairly uniform in design, and had few, if any, historic characteristics, nor were they associated specifically with significant Cold War events.

2.5.4.2. The Program Comment is still in effect and therefore no further Section 106 consultations is required for the demolition or altering of any remaining unaccompanied personnel housing and associated structures built between 1946 and 1974.

2.5.5. Wherry and Capehart Era (1949-1962) Family Housing and Associated Structures and Landscape Features Program Comment.

2.5.5.1. From 1949-1962, thousands of Capehart and Wherry family housing units were built to accommodate the build-up in personnel required in the early Cold War.

2.5.5.2. The November 2004 Program Comment focused on mitigating several key houses as mitigation for the rest of the thousands built in the 1950s. The Program Comment is still in effect and means that the remaining Capehart-Wherry Era houses and associated structures may be demolished or altered with no further Section 106 consultations.

2.5.6. Museum Objects. NMUSAF is responsible for objects identified, evaluated, and accessioned as museum objects. Such items may be considered as eligible for listing on the National Register only with written approval of the Director, NMUSAF, and/or the Director, Air Force History and Museums Program. Determinations of National Register eligibility for museum objects facilitates Section 106 consultations when the objects are considered contributing elements to an historic district. Movement of the objects from, to, or within an historic district may be subject to Section 106 consultations, and in such cases the Director, NMUSAF, and/or the Director, Air Force History and Museums Program must be consulting parties. (T-0). Standard operating procedures regarding movement or removal of these objects

may be considered adverse effect mitigation measures for development of a MOA or a PA. (see AFI 84-103).

2.5.7. Base Realignment and Closure Program (BRAC). Installation closure, realignment, or transfer are undertakings that may affect historic properties. The installation in coordination with AFCEC, must complete all NHPA Section 106 (54 USC § 306108) consultations, or the terms and conditions of NHPA PAs or Memoranda of Agreements (MOA) must be fulfilled, prior to completion of the BRAC action. **(T-0)**. The installation must complete a thorough inventory of cultural resources on the installation. **(T-0)**. Transfer out of federal ownership is considered an adverse effect; therefore mitigation will be required for the transfer of all National Register eligible historic properties proposed to be transferred out of federal ownership as part of BRAC. **(T-0)**. Mitigation measures may include, but are not limited to, Historic American Buildings Survey/Historic American Engineering Records documentation, marketing plans, easements, and covenants.

2.6. Historic Property Inventory.

2.6.1. Installations must inventory archaeological resources and historic properties under their control through methods commensurate with V48 Federal Register (F.R.) 44716-44742, *Archeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines*. **(T-0)**. Installations must conduct inventories through:

2.6.1.1. Background research and literature review to understand what has already been documented about cultural resources in an area and if historic context exist for the resource type. **(T-0)**.

2.6.1.2. Consultation with other parties, including Indian tribes, who might be aware of cultural resources in an area. **(T-0)**. Such consultation may be supported by ethnographic, ethnohistoric, or oral history research by qualified anthropologists.

2.6.1.3. Field survey utilizing an appropriate research design and methods suited to the region. **(T-0)**. Installations must consult with the SHPO, AFCEC, Air National Guard or Air Force Reserve when applicable, for assistance identifying methodologies appropriate to the specific installation. **(T-0)**. Installations should coordinate with the SHPO or review the SHPO website for applicable state guidelines for use during work plan design. The Air Force is not legally obligated to follow state guidelines, but doing so facilitates consultation.

2.6.1.4. Evaluation to determine if any encountered cultural resources are historic properties eligible for listing in the National Register. **(T-0)**. See [paragraph 2.8](#) for discussions of evaluation and National Register eligibility.

2.6.2. Inventory of historic properties by 36 CFR § 800.4(b)(1) requires a “reasonable and good faith effort” which entails using basic but thorough archaeological survey methods to comply with the intent of the NHPA. Air Force policy regarding Section 110 focuses on a program of ongoing or periodic surveys, where long-range planning is considered so that high priority development areas are surveyed before other areas. Sampling is satisfactory methodology for identification of archaeological sites, especially on large installations and ranges. Installation Cultural Resources Manager must use sampling methods that meet professional standards and accurately predict the kinds and numbers of cultural resources and historic properties that exist on lands not surveyed as part of the sample. **(T-3)**.

2.6.3. Although expensive and highly intensive survey techniques are not necessary to comply with Section 110 inventory requirements, they are usually required for identification and evaluation during Section 106 review. Sites encountered during construction will likely cause delays and result in increased expense. Therefore, using more expensive and intensive methods upfront to identify archaeological sites will result in cost savings later. Appropriate intensive methods to identify sites before construction could be cost-effective and efficient.

2.6.4. Environmental managers at ANG installations must always consult with National Guard Bureau subject matter experts to complete inventories of historic properties. **(T-1)**.

2.7. Evaluation and National Register Eligibility.

2.7.1. Section 110(a)(2) (54 USC § 306102) requires the Air Force to nominate historic properties for listing on the National Register of Historic Places (National Register), but establishes no compliance deadline. Historic properties are cultural resources that are listed on or eligible for listing on the National Register. NHPA Section 106 and 36 CFR Part 800 do not require formal nomination and listing of historic properties to the National Register. Nomination and listing do not change the management requirements for historic properties, so the Air Force rarely prioritizes the funds and time necessary to nominate properties. **Exception:** Nominations included as a mitigating measure in a signed PA or MOA.

2.7.1.1. Nomination and listing of an historic property has no effect on the way an historic property is managed by the Air Force. All historic properties controlled by the federal government are afforded the same legal protections and treatments whether listed or eligible for listing. Once an installation determines a property is eligible for the National Register and the SHPO or Keeper of the National Register of Historic Places concurs with the determination, the installation must manage the property as if it were listed. **(T-0)**.

2.7.1.2. Formal nomination of historic properties for listing to the National Register is not a high priority for the Air Force. It is Air Force policy to give priority to nominating only those historic properties the installation will interpret, commemorate, or actively manage as sites of historic significance and which are open to the base community and/or the general public. Nominating a historic property for listing can also be mitigation for an adverse effect of an undertaking.

2.7.2. Evaluation is the process of determining whether a cultural resource is eligible for listing in the National Register. Evaluation is accomplished by study, documentation, and a subjective decision based on application of the criteria for eligibility outlined in 36 CFR § 60.4 and an assessment of the integrity of the resources. The evaluation effort should be based on the type of site and the complexity and urgency of the undertaking.

2.7.2.1. A historic property is a resource that meets one or more of the following criteria found in 36 CFR § 60.4: Criterion A, the resource is associated with important historical events; Criterion B, the resource is associated with people who were important in history; Criterion C, the resource has a distinctive design or construction, is the work of a master architect or designer, has significant artistic value, or is significant and distinguishable entity in its setting; and/or Criterion D, the resource contains, once contained, or is likely to contain important data for interpreting archaeology or history.

2.7.2.2. In addition to meeting one or more eligibility criteria, the resource must retain physical integrity related to the criterion or criteria that make it significant. In other words,

the resource should still communicate what makes it significant. It should have most of the following standards of integrity: location, design, setting, material, workmanship, feeling, or association.

2.7.2.3. Testing of archaeological sites should be limited to the extent necessary to determine National Register eligibility and approximate boundaries. Disturbance of archaeological sites should be kept to a minimum, especially during a Section 110 survey. In order to gain more detailed knowledge of a site, more disturbance than needed to determine eligibility might be required. This can be the case during the Section 106 review process if an archaeological site will be adversely affected by an undertaking. In these cases, evaluation might involve extensive testing to more precisely understand sites to prepare for mitigation by data recovery.

2.7.2.4. Historic buildings and structures are evaluated based on varying combinations of historic research and an assessment of the physical features and integrity of the structure, utilizing qualified architectural historians, historical architects, engineers, historians, and/or anthropologists. Qualified Air Force cultural resource specialists must review reports produced by these experts before final acceptance by the installation. **(T-1)**.

2.7.2.5. Installations and project proponents must utilize contractors or cooperators whose personnel meet the Secretary of Interior Standards to survey, evaluate, and recommend either National Register eligibility or non-eligibility of Air Force cultural resources. **(T-0)**.

2.7.3. Installation Cultural Resources Managers are responsible for determining a property's eligibility for listing on the National Register. After making that determination, the installation seeks concurrence from either the SHPO or, in rare circumstances of disagreement with the SHPO staff, the Keeper of the National Register. The determination of eligibility is essentially an agreement between the installation, SHPO, and others.

2.7.3.1. Installation Cultural Resources Managers must thoroughly review contractor or cooperator eligibility recommendations in reports before submitting them to the SHPO and other consulting parties. **(T-3)**. Air Force Reserve environmental managers must consult with Headquarters prior to submitting reports to SHPO or other parties. **(T-1)**.

2.7.3.2. Contractor recommendations on eligibility become official determinations when the Air Force approves and submits them to SHPOs or other parties for review and concurrence.

2.8. Reducing the Number of Unevaluated Resources. Until a cultural resource is formally determined as eligible or not eligible for listing in the National Register by the Air Force and concurred on by the SHPO or Keeper of the National Register, the resource must be managed as if it is eligible for listing in the National Register by the Air Force. **(T-0)**. Strategies for reducing the number of unevaluated resources on installations are:

2.8.1. Installation Cultural Resources Managers, with AFCEC/CZ, ANG, or AFRC, must program funds to formally evaluate a portion of these archaeology sites or facilities each year. The priority for evaluating resources should be based on the likelihood of development, renovation, soil stability, and the degree of exposure and use.

2.8.2. Installation Cultural Resources Managers, with AFCEC/CZ, ANG, or AFRC, must write statements of work or performance work statements for cultural resource identifications

to require the contractors to evaluate resources for National Register eligibility and provide eligibility recommendations. Installation Cultural Resources Managers should avoid determinations of “potentially eligible,” except in rare instances where the resource cannot be appropriately evaluated without additional efforts outside of the limits of the contracted survey. **(T-3)**.

2.8.3. The installation Cultural Resource Manager will use the “Not Assessed Routinely” (NAR) RPA Historic Status Code for those real property assets with a facility code (FACCODE) on the NAR-approved FACCODE list unless a National Register eligibility has been determined. **(T-2)**. This list can be found in the OSD Real Property Information Model. While not routinely assessed, these individual assets could be evaluated pursuant to NHPA Section 106 (54 USC § 306108) and 36 CFR Part 800 if they are within the Area of Potential Effects of an undertaking. For purposes of physical inventory, assets assigned the RPA Historic Status Code value NAR are not considered historic.

2.9. National Historic Preservation Act Section 106 Review Process. All proposed Air Force undertakings that have the potential to affect on-shore or off-shore historic properties are subject to review under NHPA Section 106 (36 CFR Part 800), and, as appropriate, the Abandoned Shipwreck Act of 1988 (43 USC §§ 2101-2106), and the Sunken Military Craft Act (10 USC 113). **(T-0)**.

2.9.1. Air Force personnel must comply with Section 106 consultation requirements described in 36 CFR Part 800, prior to beginning an undertaking that has the potential to affect historic properties. **(T-0)**. The Advisory Council has issued guidance documents to assist in meeting those requirements.

2.9.2. Compliance with Section 106 is a procedural process that helps protect the Air Force mission. The Agency official must complete the NHPA Section 106 review prior to awarding a contract for an undertaking, and before any permits are issued (e.g., wetlands permit). **(T-0)**. The time needed to complete Section 106 consultation depends on the complexity of the undertaking and the severity of the effect on historic properties. Therefore, it is essential that planners consider the Air Force’s obligations under the NHPA and initiate Section 106 consultation early in the planning process as required by 36 CFR § 800.1(c). Early consultation ensures mission priorities are not impacted by cultural resources concerns and alternatives are developed that can support the mission. The installation Cultural Resources Manager must document the Section 106 review process at each step. **(T-0)**.

2.9.3. The four steps of the NHPA Section 106 review process are:

2.9.3.1. Step One: Initiate the process (36 CFR § 800.3):

2.9.3.1.1. Determine whether a proposed federal action is an undertaking that requires Section 106 consultation. An undertaking, as defined by 36 CFR § 800.16(y), includes all projects, activities, and programs wholly or partially funded or carried out by the Air Force, or requiring Air Force approval.

2.9.3.1.2. Determine if the undertaking has the potential to affect historic properties. Generally projects that disturb the ground, alter the landscape, change patterns of land use, alter flight patterns over land or water, or alter the exterior or interior of buildings or structures have the potential to affect historic properties. Typical examples of

undertakings that have no potential to affect historic properties include buying office supplies, teaching a course in an administrative facility, and repairing an airplane.

2.9.3.1.3. Undertakings that have no potential to affect historic properties do not require Section 106 consultation. For all other undertakings, identify who should be consulted, including the SHPO, federally-recognized tribes and their Tribal Historic Preservation Officers, representatives of local governments, applicants for Air Force permits, community groups (i.e., non-profits, historical society, veterans groups), members of the public (i.e., former installation personnel, retired military, local historians, or others who might have strong interests in buildings, structures, or sites). If the undertaking affects a National Historic Landmark, the program manager must include the National Park Service as a consulting party and must ask the Advisory Council if they want to be involved in the consultation process. **(T-0)**.

2.9.3.2. Step Two: Identify historic properties (36 CFR § 800.4):

2.9.3.2.1. Determine the Area of Potential Effect. The agency official must define the area of potential effect in a broad context, so that both direct and indirect effects are considered. **(T-0)**. Direct effects to a historic resources include, but are not limited to, ground disturbance, demolition, and renovation. Indirect effects to historic resources include, but are not limited to, those that are visual, atmospheric or audible.

2.9.3.2.2. Consult with the SHPO to establish the appropriate level of effort needed to identify historic properties. Gather information on potential historic properties from the SHPO, tribes, informed individuals, interested parties, and from historic and legal sources as a first step in identifying historic properties. **(T-0)**.

2.9.3.2.3. If necessary, contract a professional archaeologist, architect, architectural historic, or historian to inventory and evaluate historic properties within the Area of Potential Effect, and to determine if the undertaking will affect them. Evaluate any properties recorded during the inventory to determine which, if any, are eligible for listing to the National Register. **(T-0)**. Installation Cultural Resources Managers must consult with the SHPO on the determination of eligibility and request their review and concurrence. **(T-0)**.

2.9.3.2.4. If no historic properties are identified within the Area of Potential Effect, or if there are historic properties present but they will not be affected by the undertaking, that agency official shall make a “No historic properties affected” finding and provide it (along with supporting documentation described in 36 CFR § 800.11(d)) to the SHPO and other consulting parties for review. **(T-0)**. If the SHPO does not object to the finding within 30 days, then the Air Force has met its Section 106 consultation responsibilities.

2.9.3.3. If the installation finds that there are historic properties which may be affected by the undertaking, they shall notify all consulting parties, including Indian tribes or Native Hawaiian organizations, invite their views on the effects and assess adverse effects, if any, in accordance with § 800.5.

2.9.3.4. Step Three: Assess adverse effects on historic properties within the Area of Potential Effect (36 CFR § 800.5):

2.9.3.4.1. Installation Cultural Resources Managers must apply the Criteria of Adverse Effect, found at 36 CFR § 800.5(a), while consulting with the SHPO and other appropriate consulting parties. **(T-0)**.

2.9.3.4.2. Examples of adverse effects can include: demolition or damage to any part of the historic property in the Area of Potential Effect; alteration, restoration, rehabilitation, repair, maintenance, stabilization, hazardous material remediation, construction of handicap access, or other action not consistent with 36 CFR Part 68, *The Secretary of the Interior's Standards for the Treatment of Historic Properties*, current edition; moving the property from its historic location; changing the landscape including visual or audible disturbances; and transfer, lease, or sale of property out of Air Force ownership or control.

2.9.3.4.3. If one or more of the Criteria of Adverse Effects are met, the agency official must make an "Adverse effect" finding and notify the SHPO and other concurring parties. The agency official will notify the Advisory Council of the determination and invite the Advisory Council to consult, pursuant to CFR § 800.6(a)(1)(i)(C). **(T-0)**. The Advisory Council may, but is not required to, participate in the consultation.

2.9.3.4.4. If the Criteria of Adverse Effect are not met, the agency official will propose a finding of "No adverse effect" and provide it to the SHPO for review. If the SHPO concurs with the finding, or does not object to it within 30 days, the Section 106 review for the undertaking is complete. The installation must maintain a record of the finding and provide information to the public when requested, unless the information is confidential per 36 CFR § 800.11(c). **(T-0)**.

2.9.3.5. Step Four: Resolve adverse effects (36 CFR § 800.6):

2.9.3.5.1. Installation Cultural Resources Managers must consult with SHPO and other involved parties to develop and evaluate alternatives or modifications to the undertaking that avoid, minimize, or mitigate damage to historic properties. If there is no way to avoid affecting the property, the installation Cultural Resources Manager must consult with the parties to develop strategies to minimize adverse effects to the historic property. **(T-0)**.

2.9.3.5.2. Many approaches to mitigation are available, including data recovery (excavation, analysis, and reporting) on archaeological sites, Historic American Building Survey/Historic American Engineering Record recordation or other forms of documentation such as brochures, videos and websites, and rehabilitation of historic buildings and structures. In some cases, moving the structure might be the only possible alternative to demolition.

2.9.3.5.3. The agency official must specify mitigation measures in a MOA or a PA. **(T-0)**. A PA is commonly used for large and complex undertakings where the adverse effect on historic properties cannot be fully determined prior to approval of the undertaking. PAs set stipulations the installation agrees to meet during execution of the undertaking and, occasionally, focus on stipulations for routine activities that span two or more undertakings on a specific set of facilities.

2.9.3.5.4. A MOA or PA documents the Air Force's compliance with Section 106 and 36 CFR § 800.6 for a specific undertaking. The base or wing commander on, behalf of

the Air Force; the SHPO; and the Advisory Council (if they are participating in the consultation) must sign the MOA or the PA. Other consulting parties who have a role in meeting any of the stipulations of the agreement document must be invited to sign as “Invited Signatories.” **(T-0)**. These may include the project proponent, such as a privatized housing partner. Consulting parties who do not have a specific role or responsibility, (e.g., historical societies) can sign the Agreement as “Concurring parties.” An invited signatory or concurring party’s refusal to sign the Agreement does not make the Agreement invalid.

2.9.3.5.5. The agency official must send a copy of the signed MOA or PA to all signatories to the agreement. **(T-0)**. Whether the Advisory Council participated in the consultation or not, the agency official must send the signed agreement to the Advisory Council pursuant to 36 CFR § 800.11(f). **(T-0)**.

2.9.3.5.6. Once the MOA or PA is signed, the Air Force or project proponent must carry out the stipulations of the pursuant to the Agreement in the time period set forth in the Agreement. **(T-0)**. NEPA compliance can be finalized once the Agreement is signed and the undertaking can occur.

2.9.4. Failure to resolve an adverse effect (36 CFR § 800.7). The 36 CFR Part 800 regulations anticipate that adverse effects will be resolved through an MOA or PA. Nevertheless, in the unusual situation where the Air Force, SHPO, and Advisory Council are unable to agree, the regulation allows any of these three parties to terminate consultation. Within the Air Force, the decision to terminate is made by the SAF/IEE or the Federal Preservation Officer designated by SAF/IEE. The Advisory Council has 45 days to seek the views of all consulting parties (including the public) and submits its recommendations (“Comments”) to the Air Force. SAF must consider these comments in reaching a final decision on the undertaking, prepare a summary of the decision including the rationale behind it, provide copies to all consulting parties, notify the public, and make the record available for public inspection. **(T-0)**.

2.9.5. Routine PA (36 CFR § 800.14(b)(i)). A PA can be used to address undertakings where effects on historic properties are similar or repetitive (for example, recurring maintenance in a historic district). Because these PAs include measures that the SHPO has agreed will avoid adverse or resolve effects, consultation requirements are minimized or not required, as described in the PA, before taking an action that is within the scope of a PA. Installations will enter into PAs for routine undertakings when the SHPO agrees, and it benefits the installations. **(T-3)**.

2.9.6. Emergency Situations (36 CFR § 800.12)

2.9.6.1. Emergency situations are those involving a disaster or emergency declared by the President or the governor of a state, or an imminent threat to life or property. Emergency responses must take place within 30 days of the declaration of emergency. **(T-0)**. A failure to consult early in the planning process which delays project execution is not an emergency.

2.9.6.2. While the Air Force has not developed special consultation procedures for use in emergency situations, installations will, in consultation with their SHPO, develop a PA to address emergencies and include the PA in the installation ICRMP standard operating procedures as consulting procedures for emergency situations. **(T-3)**. When there is an emergency response at an installation that has no emergency procedures PA, the

installation should notify the Advisory Council, SHPO, and Indian tribes that attach religious and cultural significance to properties that could be affected by the undertaking. The installation shall allow 7 days for comments if possible; otherwise, invite comments during the time available. **(T-0)**.

Section 2C—IMPLEMENTATION OF THE NATIONAL ENVIRONMENTAL POLICY ACT

2.10. Overview of the National Environment Policy Act.

2.10.1. NEPA as implemented by the Council on Environmental Quality at 40 CFR Parts 1500-1508, *CEQ Regulations for Implementing the Procedural Provisions of NEPA*, and by the Air Force at 32 CFR Part 989, *Environmental Impact Analysis Process*, defines NEPA compliance specifically for the Air Force. NEPA states that it is federal government policy to preserve important historic, cultural, and natural aspects of our national heritage. It requires the Air Force to consider environmental concerns during project planning and execution. The Act ensures that the Air Force makes fully informed decisions by considering all relevant environmental consequences and public comments and concerns prior to committing resources to carry out a proposed action or undertaking.

2.10.2. Cooperate with the AFCEC National Environmental Policy Act Division (AFCEC/CZN) when conducting Section 106 consultations for Environmental Impact Analysis Processes. Usually all Environmental Impact Analysis Processes are run through the AFCEC/CZN.

2.10.3. Level of Analysis.

2.10.3.1. 40 CFR Parts 1500-1508 and 32 CFR Part 989 require the Air Force to analyze the effects of major federal actions that have the potential to significantly affect the quality of the human environment, including cultural and natural resources. The Air Force must inform the public of the proposed action and provide for the public's participation in the decision-making process. **(T-0)** Both NEPA and the National Historic Preservation Act (NHPA) encourage initiation of consultation early in the planning process. The Air Force must use the following framework when considering what level of analysis -- Categorical Exclusion (CATEX), Environmental Assessment (EA), or an Environmental Impact Statement (EIS) -- is required. **(T-1)**.

2.10.3.2. Categorical Exclusion.

2.10.3.2.1. CATEXs define categories of actions that do not individually or cumulatively have the potential for a significant effect on the environment, and therefore do not require further environmental analysis (32 CFR § 989.13). The Air Force's CATEX list is found at 32 CFR Part 989, Appendix B. Many, but not all CATEXs, require that the rationale for applying the CATEX be documented on an Air Force Form 813, *Request for Environmental Impact Analysis*.

2.10.3.2.2. Proposed actions that are similar to prior actions analyzed and found to have an insignificant impact may qualify for CATEX (32 CFR § 989, Appendix B, A2.3.11). An installation legal advisor should help determine whether the NEPA documentation for the prior action applies to the proposed action. The installation must document application of this CATEX on an Air Force Form 813. **(T-3)**.

- 2.10.3.2.3. Most proposed actions potentially affecting cultural resources cannot be categorically excluded from NHPA Section 106 review. This is because even if the action itself is on the CATEX list, it still might be an undertaking with the potential to affect historic properties. The ability to categorically exclude a proposed action from NEPA analysis does not exempt the proponent from complying with other applicable federal laws, including NHPA. If the proposed action is a type of activity that has the potential to cause effects to a historic property (in particular, construction, renovation, demolition, or excavation), the installation Cultural Resources Managers must proceed with Section 106 consultation (see 36 CFR §§ 800.3(a) and 800.8(a)(3)). **(T-0)**.
- 2.10.3.2.4. Activities potentially affecting cultural or natural resources may be categorically excluded only if impacts on these resources are analyzed and fully resolved before the Air Force Form 813 is signed. This is done by completing Section 106 consultation with the SHPO, or Endangered Species Act (ESA) Section 7 consultation with the Fish and Wildlife Service and/or National Marine Fisheries Service, as applicable. Completion of consultation should be documented on the Air Force Form 813.
- 2.10.3.3. Environmental Assessment (EA).
- 2.10.3.3.1. An EA is used to analyze impacts of a proposed action when the action does not qualify for a CATEX, but impacts are either expected to be insignificant or are unknown (32 CFR § 989.14). The installation must circulate a draft EA for public comment, but public hearings are not required. **(T-0)**. All EAs must conclude either with a Finding of No Significant Impact (FONSI) or a recommendation to prepare an EIS. If the decision-maker determines that impacts will not be significant, or that significant impacts can be mitigated to insignificance, the proponent documents and publishes the conclusion in a FONSI.
- 2.10.3.3.2. Types of actions affecting cultural resources that could require an EA include, but are not limited to, renovation, rehabilitation, or demolition of buildings or structures listed on, or eligible for listing on the National Register of Historic Places; or ground disturbing activities where National Register eligible or listed archaeological sites are known or suspected to exist, or where archaeological surveys have not been completed.
- 2.10.3.4. Environmental Impact Statement (EIS).
- 2.10.3.4.1. When a proposed action is controversial or is expected to have significant impacts, an installation may choose to prepare an EIS (32 CFR § 989.16). An EIS provides the maximum opportunity for public participation through public hearings, and concludes in a Record of Decision (ROD).
- 2.10.3.4.2. Types of activities affecting cultural resources that typically require an EIS include (but are not limited to):
- 2.10.3.4.2.1. Demolishing any part of a National Historic Landmark.
 - 2.10.3.4.2.2. Large-scale, ground-disturbing activities where relatively large numbers of historic buildings or structures, or eligible or listed archaeological sites, sacred sites or traditional cultural properties are known or likely to be present.

2.10.3.4.2.3. Demolishing any part of a built historic district that will likely engender opposition by local and regional, or national historic preservation or historical advocacy groups, significantly alter the associated historic landscape, or be associated with hazardous material abatement, removal, or remediation.

2.10.4. Coordinating the NEPA and NHPA processes.

2.10.4.1. NEPA and laws protecting cultural resources (e.g., NHPA, Native American Graves Protection and Repatriation Act, Archaeological Resources Protection Act, American Indian Religious Freedom Act) are separate statutes, each with their own set of requirements. Since the NEPA environmental impact analysis process provides a means of complying with these other requirements but compliance with NEPA does not necessarily satisfy these other requirements, the installation must meet the individual requirement of all applicable environmental laws and document that compliance. **(T-0)**.

2.10.4.2. Installation Cultural Resources Managers must initiate NHPA Section 106 consultation early in the planning process, when the purpose of, and need for, the proposed action are being defined, and a wide range of alternatives are being considered. **(T-1)**.

2.10.4.3. Installations typically conduct consultation concurrently with, but independently of, the larger NEPA analysis. Alternatively, 36 CFR § 800.8(c) allows proponents to substitute NEPA analysis for a separate NHPA Section 106 review (54 USC § 306108), but requires the installation to notify the State or Tribal Historic Preservation Officer and Advisory Council in writing before consultation is initiated on the proposed action. The NEPA analysis must identify the consulting parties and historic properties, and assess effects of the undertaking on those properties in a manner consistent with 36 CFR §§ 800.4 and 800.5.

2.10.4.4. EAs and EISs for actions producing adverse effects to historic properties require that a MOA (36 CFR § 800.6(c)) or PA (36 CFR § 800.14(b)) with the SHPO be signed into effect before a FONSI or ROD may be signed. The Air Force Federal Preservation Officer or Deputy Federal Preservation Officer may waive this policy in extraordinary circumstances. However, except in emergency circumstances (see [paragraph 2.10.6](#)), the installation shall not start an undertaking until a MOA or PA has been signed. **(T-0)**.

2.10.5. Using the NEPA review process to identify Section 106 consulting parties.

2.10.5.1. Consult with individuals and organizations likely to have knowledge of, or concerns with, historic properties in the area, or who can identify issues needing to be addressed in the NEPA analysis per 36 CFR §§ 800.3(f) and 800.4(a). The NEPA scoping process will aid in identifying interested parties, and might include local governments; local history, archaeology, or preservation groups and associations; retired military members who worked or lived on the installation; garden or botanical clubs (historic landscapes); and other members of the public who have identified themselves as interested in the installation's cultural resources.

2.10.5.2. Invite affiliated federally recognized Indian tribes to be consulting parties. Include Indian tribes with aboriginal, past, or current religious or cultural affiliations to the installation whose interests might be affected by the proposed action. Exercise care and reasonableness in identifying culturally affiliated Indian tribes. Those Indian tribes who accept the installation's invitation in writing are considered consulting parties.

2.10.5.3. Consult with federally recognized Indian Tribes and Native Hawaiian organizations to identify properties of religious and cultural significance. Only these entities have the ability to identify such properties, which may include archaeological sites, geologic formations, and sacred locations. Communications with tribes should reflect their status as domestic dependent nations and comply with DoDI 4710.02, Section 3.

Section 2D—IMPLEMENTATION OF THE ARCHAEOLOGICAL RESOURCES PROTECTION ACT (ARPA)

2.11. Archaeological Resources Protection Act of 1979 (ARPA), as amended (16 USC § 470aa-470mm); as implemented by 32 CFR Part 229; 43 CFR Parts 3 and 7. ARPA authorizes federal land managers to issue permits for the excavation or removal of artifacts from lands under their jurisdiction. The Act requires that relevant American Indian tribes be notified prior to permit issuance to determine if significant religious or cultural sites will be affected. It prohibits the sale or trafficking of artifacts removed from federal lands across interstate or international boundaries; and levies both civil and criminal penalties for illegal excavations, damages, or the defacement of archaeological sites, and for the sale or trafficking of cultural materials illegally removed from federal lands.

2.11.1. ARPA overlaps and partly supersedes the Antiquities Act. It provides legal penalties for actual or attempted unauthorized excavation, removal, damage, alteration, or defacement of archaeological resources that are 100 years or older on federal land. The threshold of concern is age of the site, not National Register eligibility. Both National Register eligible and non-eligible archaeological sites are covered by ARPA.

2.11.2. ARPA defines an archaeological resource as any material remains of past human life or activities that are of archaeological interest. Such remains include whole or fragments of pottery, basketry, bottles, weapons, projectiles, tools, structures or portions of structures, pit houses, rock paintings or carvings, intaglios, graves, human skeletal remains, fire features such as charcoal lenses, roasting pits, and burned rock, and animal or plant remains associated with evidence of past human life.

2.11.3. Paleontological specimens, deposits, and remains are not considered archaeological resources under ARPA, unless found in an archaeological context. However, important paleontological specimens and deposits are considered significant scientific data under the Archaeological and Historic Preservation Act of 1974 (AHPA Section 3) and the National Environmental Policy Act (NEPA). Significant paleontological resources are generally vertebrate fossils of any age, or especially rich, diverse, detailed, or otherwise important deposits of invertebrate or plant fossils. Identify significant paleontological deposits and localities in installation Integrated Cultural Resources Management Plans (ICRMPs) to ensure their protection and consideration during planning.

2.11.4. ARPA establishes a permitting system to authorize excavation or removal of archaeological resources by qualified applicants. Any archaeological resources excavated remain property of the U.S.

2.11.4.1. Installations issue ARPA permits after the installation commander notifies and seeks comments on the proposed archaeological project from affiliated Indian tribes, per 43 CFR § 10.5 and 32 CFR §§ 229.5-229.11. Base Civil Engineers [or Environmental

Directors in Air Force Materiel Command (AFMC)], or the Headquarters Air National Guard or AFRC Cultural Resources Managers, shall sign and issue ARPA permits to qualified applicants and provide a copy of the signed permit to AFCEC. **(T-0)**.

2.11.4.2. Air Force staff and contractors carrying out official duties, who meet professional qualifications and whose investigations meet the requirements of 32 CFR § 229.8, are not required to obtain ARPA permits to conduct archaeological work on Air Force installations.

2.11.5. To implement ARPA objectives, the installation Cultural Resources Manager shall:

2.11.5.1. Monitor permitted activities to ensure that the terms and conditions of issued permits are being met. If not, the installation must revoke the permit. **(T-0)**.

2.11.5.2. Ensure that Security Forces, installation legal staff, the installation Public Affairs Office, and fish, game, and recreation staff are all familiar with the requirements and the civil and criminal penalties under ARPA. **(T-3)**.

2.11.5.3. Establish a program to increase public awareness of installation archaeological resources and ARPA. **(T-3)**. Examples of such programs include posters, brochures, presentations at schools, and participation in annual Archaeology Week or Earth Day activities. Funding and Air Force mission priorities require installation public awareness programs to be relatively inexpensive and non-burdensome to Cultural Resources Managers and other installation staff.

2.11.6. Discourage Arrowhead Collecting. Air Force personnel shall not move or collect arrowheads or other surface artifacts. **(T-3)**. Collecting of stone arrowheads from the ground surface is not prohibited by ARPA or 32 CFR Part 229, nor can penalties under ARPA be assessed for this activity. However, surface collection of artifacts disturbs archaeological sites, and Congress encouraged agencies to use land access permits and governing procedures to control such activities. Collecting arrowheads or other surface artifacts is unethical behavior for Air Force personnel, employees, and contractors.

2.11.7. Areas of concern under ARPA include:

2.11.7.1. ARPA permit applicants must provide at minimum, sufficient detail in their permit applications to ascertain the applicant's qualifications, proposed scope, timetables, and other requirements outlined in 43 CFR § 7.8. **(T-0)**.

2.11.7.2. Issuing an ARPA permit may trigger separate compliance responsibilities for the installation under NHPA, NEPA, and the Native American Graves Protection and Repatriation Act.

2.11.7.3. Installation personnel with law enforcement authority and cultural resource management responsibilities should receive ARPA training so they are aware of the specialized requirements of ARPA investigations and are alert to suspicious activity on Air Force-controlled land.

2.12. Archaeological Resources Protection Act (ARPA) Permits.

2.12.1. AFCEC/CZ, AFRC, or the Headquarters ANG Cultural Resources Manager must perform a technical review prior to the Base Civil Engineer or ANG Cultural Resource Manager (ANG CRM) issuing an ARPA permit for a qualified individual to perform an

archaeological investigation. **(T-3)**. An individual qualified to receive an Air Force ARPA permit meets or exceeds standards defined in 48 Federal Register 44716-44742, *Professional Qualifications Standards, Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines*, or in 36 CFR Part 61, *Secretary of the Interior Standards and Guidelines*.

2.12.2. The ARPA permit process is as follows:

2.12.2.1. The installation CRM will forward the permit application, consisting of the following: completed application form, responses from notified Indian tribes, and a letter identifying the installation or ANG OPR who will oversee, manage, and ensure review of the products of the permitted activity. The package must be sent to AFCEC/CZ, AFRC, or the ANG CRM for proposed projects on ANG installations. **(T-1)**. The package must contain an agreement for curation of archaeological collections with a 36 CFR Part 79 compliant curation facility. **(T-0)**.

2.12.2.2. The AFCEC/CZ archaeologist, AFRC, or ANG CRM must review the application, make a recommendation, and return the completed permit form to the installation. **(T-1)**.

2.12.2.3. The CRM must send the permit application to the Base Civil Engineer (or environmental manager) for signature. The Headquarters ANG CRM must sign ARPA permits for projects on ANG installations. **(T-0)**.

2.12.2.4. The CRM or ANG CRM, must send one copy of the signed permit to the proponent and another to the AFCEC archaeologist. **(T-0)**. The CRM or ANG CRM office must maintain a copy of the signed permit. **(T-0)**.

2.12.2.5. The CRM or ANG CRM must monitor the permitted project to ensure compliance with terms of the permit, and that the project is completed within the allotted time. **(T-0)**.

2.12.2.6. The CRM or ANG CRM must ensure that artifact collections and project records are processed and curated according to the terms of the permit. **(T-0)**.

Section 2E—IMPLEMENTATION OF THE NATIVE AMERICAN GRAVES PROTECTION AND REPATRIATION ACT

2.13. 25 USC §§ 3001-3013, the National American Graves Protection and Repatriation Act of 1990, as implemented by 43 CFR Part 10, and Department of Defense Instruction (DoDI) 4710.02. In accordance with NAGPRA, the Air Force was required to inventory collections to identify American Indian, Native Alaskan or Native Hawaiian human remains and associated funerary objects, collected prior to 1995. The intent of NAGPRA is to ensure the protection and rightful disposition of American Indian cultural items located on federal or Indian lands, and in the federal government's possession or control. NAGPRA required information about the provenience and origin of funerary objects not associated with burials (called unassociated funerary objects), sacred objects and objects of cultural patrimony within these same collections to be summarized. NAGPRA, Section 2 and 43 CFR Part 10, provide detailed definitions of cultural items regulated under NAGPRA. The Air Force completed inventories for NAGPRA remains and objects and summarized existing collections by 1990. If requested, installations must return NAGPRA items to the affiliated groups. **(T-0)**.

2.13.1. Future discovery of American Indian, Native Alaskan or Native Hawaiian human remains during an Air Force undertaking must trigger an immediate cessation of activity near the find for up to 30 days from the date the affiliated tribes or Native Hawaiian organizations are notified. **(T-0)** Air Force representatives must consult with these groups and produce a plan of action for treatment and disposition of the remains. **(T-0)**. Excavations into sites that might contain, or are likely to contain, American Indian human remains, funerary or sacred objects, or objects of cultural patrimony require notification and consultation with appropriate American Indian groups. To the maximum extent possible, the Air Force shall enter into Comprehensive Agreements with Indian Tribes or Native Hawaiian organizations to address all activities on Air Force-controlled land that could result in intentional or unintentional excavation of human remains or other NAGPRA-related objects. **(T-1)**.

2.13.2. Installations shall provide documentation of completed NAGPRA Summary and Inventory requirements to the Air Force Federal Preservation Officer and Tribal Liaison Officer through AFCEC and AF/A4C, if requested. **(T-1)**.

2.13.3. Installations shall not accept NAGPRA Cultural Items or Remains from non-Air Force lands for reburial on installation lands or storage in installation facilities. **(T-0)**.

2.13.4. NAGPRA requires Air Force commands, installations, and activities in North American and Hawaii to:

2.13.4.1. Determine if an installation has possession or control of archaeological or ethnographic collections made prior to passage of NAGPRA on 16 November 1990. The Air Force may not possess or permanently control NAGPRA remains or objects collected after 16 November 1990. Pre-November 1990 collections might reside in installation displays, exhibits, museums, historical holding facilities, facilities at satellite installations, off-installation museums and curation facilities, contractor offices, or in universities. NAGPRA specifies the disposition of cultural items that are property (i.e. made prior to November 1990) of the U.S. (hence the Air Force), regardless of where such cultural items are currently stored. NAGPRA remains or objects with unknown collection dates from Air Force lands must be treated as pre-November 1990 collections.

2.13.4.2. Sections 5 and 6 of NAGPRA require the Air Force to identify what Native American remains and/or cultural items are within its possession or located at its facilities. Although the November 1995 deadline for completing inventories has passed, installations should inventory and produce written summaries as soon as the installation becomes aware that NAGPRA cultural items have been identified in Air Force collections made prior to 16 November 1990. "Inadvertent discovery" and "Intentional Excavation" of Native American human remains and cultural items discovered on Air Force controlled lands after 16 November 1990 are covered under NAGPRA Section 3(d) and 43 CFR §§ 10.3 and 10.5.

2.13.4.3. NAGPRA Section 3(c) and 43 CFR § 10.3 describe procedures for the intentional archaeological excavation of NAGPRA cultural items and human remains. In such instances, the installation commander must first determine if a planned activity might result in the excavation of cultural items. Prior to issuing approval or permits for such activities, the installation commander must give written notification to the Indian tribes that are likely culturally affiliated with the cultural items that might be excavated. The installation

commander must also provide written notice to any present-day Indian tribes that are likely to have a cultural relationship to the items. **(T-0)**.

2.13.4.3.1. The written notice must describe the planned activity, its location, the rationale behind the determination that cultural items might be excavated, and the basis for determining custody per 43 CFR § 10.6. **(T-0)**.

2.13.4.3.2. The written notice must also propose a time and place for meetings or consultations to further consider the activity, the installation's proposed treatment of the cultural items, and the proposed disposition of the excavated items. Written notice should be followed by telephone contact if the tribal representative does not respond within 15 days. Must consult in accordance with 43 CFR § 10.5. **(T-0)**.

2.13.4.4. Section 3(d) of NAGPRA and 43 CFR § 10.4 describe requirements and procedures for the inadvertent discovery of NAGPRA cultural items. These regulatory procedures are complex, and the installation commander should consider developing a Comprehensive Agreement, or a Contingency Plan of Action, with affected tribes to streamline the process.

2.13.4.4.1. Inadvertent discovery of buried human remains does not in itself trigger NAGPRA. Ensure that the items are truly NAGPRA cultural items or remains before invoking NAGPRA notification and consultation procedures. This might entail notifying the local police authorities, hiring an archaeologist to determine the nature, stratigraphic and contextual relations, and surface of origin of the objects, conducting radiocarbon or biometric analyses of the remains or associated materials, and researching local histories, titles, or other records to determine whether the remains or objects are covered by NAGPRA.

2.13.4.4.2. Inadvertent discovery of verified NAGPRA items on Air Force lands triggers a number of actions, which should already be explicitly defined in standard operating procedures in each installation's Integrated Cultural Resources Management Plan (ICRMP). In general, these actions include notifying the installation CRM and commander, certifying that the commander was notified, notifying affiliated Indian tribes, consulting with appropriate Indian tribes on a Plan of Action, executing the Plan of Action, and dealing with the objects according to 43 CFR § 10.6.

2.13.4.5. Areas of concern in complying with NAGPRA:

2.13.4.5.1. Installations should not assume that because their inventories and/or summaries are complete that their NAGPRA responsibilities have been met. The installation commander and/or the Installation Tribal Liaison Officer, must be involved in consultations required for inadvertent discoveries, intentional excavations, transfers of custody, and other mandates of NAGPRA. **(T-1)**.

2.13.4.5.2. NAGPRA responsibilities apply to all lands under the "control" of Air Force installations, including fee-title lands, and lands that are withdrawn, leased, used under permit or agreement, or otherwise under the control of the installation.

2.13.4.5.3. Planned activities that have a high probability for uncovering NAGPRA cultural items are likely to be controversial. On-going consultation programs between installations and affiliated tribes will minimize potentially contentious reactions and

facilitate positive negotiations. Comprehensive Agreements, which act as contingency Plans of Action, should be developed to facilitate NAGPRA compliance and ease of operations.

2.13.4.5.4. Comprehensive Agreements between installations and affiliated federally recognized tribes are recommended to allow early resumption of activities after inadvertent discovery of NAGPRA cultural items. Comprehensive Agreements outline plans for dealing with NAGPRA items that might be discovered during future construction activities.

2.13.4.6. Per 43 CFR Part 10, the National Park Service is designated to provide oversight and support of NAGPRA compliance. Three National Park Service sources accomplish this oversight and support: the National Park Service Consulting Archaeologist, the NAGPRA Review Committee, and the National NAGPRA Office.

2.13.4.6.1. The installation Cultural Resources Manager shall submit NAGPRA summary reports, notifications, identification processes, and proposed repatriation activities to the appropriate National Park Service office to comply with NAGPRA (T-0).

2.13.4.6.2. The NAGPRA Review Committee advises Congress on matters related to NAGPRA, including monitoring agency compliance, providing recommendations to facilitate dispute resolutions, and compiling records of culturally unidentifiable remains in the possession or control of Federal agencies. When asked, the Committee also recommends specific disposition of culturally unidentified Native American remains. Review Committee recommendations or comments on Air Force actions are advisory only.

2.13.4.6.3. The National NAGPRA Office assists agencies in all aspects of NAGPRA compliance and is charged with developing and revising promulgating regulations under 43 CFR Part 10.

2.13.4.7. Federally recognized Indian tribes and official representatives of tribal governments receive federal funds to conduct tribal business. They should not be provided additional "consulting" fees by installations for NAGPRA consultations. Nevertheless, qualified tribal archaeologists, traditional religious practitioners and other traditional cultural authorities can be paid for services they provide in support of Air Force activities. The installation Commander may also use appropriate local funds to pay travel expenses of tribal representatives to NAGPRA consultation meetings, when doing so is advantageous to the government (also for consultations under NHPA, ARPA, National Environmental Policy Act, and EO 13007).

Section 2F—MISCELLANEOUS REQUIREMENTS

2.14. Other Applicable Cultural Resources Management Federal Statutes, Regulations, Executive Orders, and Memoranda.

2.14.1. 18 USC § 1866(b) provides for the protection of historic and prehistoric ruins and objects of antiquity and authorizes scientific investigation of antiquities on federal lands, subject to permits and other regulatory requirements.

2.14.2. 54 USC §§ 320101-320 states that it is federal policy to preserve historic and prehistoric properties of national significance.

2.14.3. 44 USC §§ 2101-2118, 2301-2308, 2501-2506, 2901-2909, 3101-3106, and 3301-3324 (known as the Federal Records Act of 1950); as implemented by 36 CFR Parts 1222-1238. Directs federal agencies to properly manage and appropriately preserve books, papers, maps, photographs, documents, and machine-readable materials and other documents that provide evidence of the government's organization, functions, policies, decisions, operations, and activities, as well as, basic historical information. This Act is overseen and implemented by the National Archives and Records Administration.

2.14.4. 42 USC § 1996 and 1996a (known as the American Indian Religious Freedom Act (AIRFA) of 1978) and EO 13007. AIRFA establishes U.S. policy to protect and preserve the inherent rights of freedom to believe, express, and exercise traditional religions for American Indians, Eskimos, Aleuts, and Native Hawaiians. These rights include, but are not limited to, access to sites, use and possession of sacred objects, and freedom to worship through ceremony and traditional rites. Installation commanders will consider American Indian tribal requests for access to religious sites on Air Force controlled property; and are encouraged (but not required) to grant access if mission objectives and schedules permit. **(T-3)**.

2.14.4.1. AIRFA applies First Amendment guarantees of religious freedom to American Indians. The Act has no implementing regulations.

2.14.4.2. The Air Force will comply with the spirit, meaning, and intent of AIRFA by consulting with appropriate Indian tribes on locations, preservation and management of, and possible access to, sacred sites on Air Force-controlled lands. **(T-0)**.

2.14.4.3. Consultation should seek to identify sites necessary for traditional religious practices and the time or season when Indian tribes desire access to these sites. Installation commanders should maintain open dialogue with tribal representatives regarding the terms and restrictions on access, keeping in mind the need to ensure safety and national security, and to avoid impacting the Air Force mission. The installation commander will assist in providing privacy for religious rites and ceremonies. **(T-0)**.

2.14.4.4. Consultation with traditional religious leaders is important to comply with the intent and meaning of AIRFA. However, some traditional religious leaders might not wish to be identified. In such cases, installations will request that tribal governmental leaders speak for or communicate the wishes of traditional religious leaders during consultation. **(T-3)**.

2.14.4.5. Installations should develop procedures to meet the sacred sites access and protection requirements of EO 13007 and AIRFA. Such procedures should dovetail with NHPA consultation requirements where Air Force undertakings might adversely affect the integrity of identified sacred sites.

2.14.4.6. Compliance with EO 13007 is tied to consultation. A relationship of trust and respect established through open communication will contribute significantly to meeting the goals of EO 13007, as well as those of other consultative authorities.

2.14.4.7. The installation Commander will appoint an Installation Tribal Liaison Officer to maintain consistency in communicating with tribal representatives regarding AIRFA,

Native American Graves Protection and Repatriation Act (NAGPRA), NHPA, ARPA, and other authorities involved with consultation or notification. **(T-0)**.

2.14.5. Refer to DoDI 4710.02 for information on DoD tribal relations:

2.14.5.1. Trust Responsibilities: Installation commanders will review their relations with federally recognized Indian tribes annually. **(T-0)** This review ensures:

2.14.5.1.1. Federal responsibilities to tribes are met.

2.14.5.1.2. Tribal concerns are addressed regarding those cultural and natural resources associated with tribal traditions, tribal rights, and activities on Air Force lands.

2.14.5.2. Government-to-Government Relations: The policy outlines several methods to ensure Department of Defense (DoD) agencies build stable and enduring relations with tribes and installation leaders that promote effective government-to-government relations based upon recognized tribal sovereignty.

2.14.5.3. Consultation: After establishing government-to-government communications, Air Force installations should fully integrate the principle and practice of meaningful consultation and communication with tribes in all future interactions. This means that staff officers at the installation level continue open, meaningful, and good faith relations with tribal staff officials to ensure coordination on installation decisions that affect affiliated tribes.

2.14.5.4. Cultural and Natural Resource Protection: Most tribal members make no distinction between cultural and natural resources. Important natural resources are cultural resources, essential for tribal welfare and well-being. The DoD policy recognizes and respects the significance tribes ascribe to certain natural resources and properties of traditional or customary religious or cultural importance. The policy outlines several ways DoD agencies will protect these resources, including:

2.14.5.4.1. Conserve tribal resources protected by treaties through attentive management.

2.14.5.4.2. Protect and manage tribal trust resources whenever DoD carries out programs that might affect those resources.

2.14.5.4.3. Allow access to sacred and resource gathering sites on Air Force lands consistent with military training, security, safety, and readiness requirements.

2.14.5.4.4. Develop specific protocols with each appropriate tribe to protect information on tribal resources located on Air Force lands.

2.14.6. Installation commanders should:

2.14.6.1. Afford tribal leaders the same respect as shown to a head of state.

2.14.6.2. Coordinate compliance activities through the head of a tribal government.

2.14.6.3. Consult with the appropriate head of a federally recognized tribal government before taking actions that could impact culturally significant resources of the tribe.

2.14.6.4. Represent the U.S. in the government-to-government relationship between the installation and the head of a federally recognized tribal government.

2.14.7. Curation of Federally-Owned and Administered Archaeological Collections (36 CFR Part 79). Installation Cultural Resources Managers shall follow 36 CFR Part 79 guidelines to properly curate and store artifacts and samples collected during archaeological studies and associated records undertaken on federal lands or sponsored by federal agencies. **(T-0)**. Associated records include letters, permits, contracts, documentation, field notes, photographs, maps, laboratory notes, artifact catalogs, inventories, and accession records, and reports associated with archaeological investigations.

2.14.7.1. Following 36 CFR Part 79 guidance, installations shall properly maintain collections to ensure long-term preservation. **(T-0)**. Archaeological collections always remain Air Force property and must be maintained in perpetuity. Installations must acquire curatorial and storage services from federal, state, or private curation facilities that meet the requirements of 36 CFR Part 79. **(T-0)**. For lists and descriptions of suggested curation facilities in each state, consult *Department of Defense and U.S. Army Corps of Engineers Curation Options Project, Western and Mid-Atlantic States (1999)*, and *Department of Defense and U.S. Army Corps of Engineers Curation Options Project, Eastern States, 2000*. A sample memorandum of understanding (MOU) for curatorial services is contained in 36 CFR Part 79.

2.14.7.2. Installations must stipulate archaeological curation requirements, and consider associated costs in scopes of work for archaeological projects or in ARPA permits.

2.14.7.3. Installations shall regularly inspect collections in repositories, and regularly inspect curation facilities for compliance with 36 CFR Part 79. **(T-0)**. Inspections shall be conducted at least once every 5 years. **(T-0)**. Inspection intervals shall be specified in curation agreement documents between the Air Force and agencies providing curation facilities. **(T-1)**.

2.14.8. EO 13006, *Locating Federal Facilities on Historic Properties in our Nation's Central Cities*, directs the Air Force to give preferential consideration to utilizing historic buildings in historic districts. If such buildings are not suitable, compatible new construction within historic districts is the next choice, followed by use of historic buildings not in historic districts.

2.14.9. EO 13175, *Consultation and Coordination with Indian Tribal Governments*, directs agencies to establish meaningful and regular consultations and collaborations with Indian tribes in the development of environmental policies that might have substantial direct effects on tribes.

2.14.10. EO 13287, *Preserve America*, directs agencies to take a leadership role in the protection and preservation of historic properties through partnerships and heritage tourism.

2.14.10.1. The Air Force shall seek partnerships with state and local governments, American Indian tribes, and others to promote local economic development and public benefit through the use, reuse, and rehabilitation of historic properties. **(T-0)**. Such partnerships will contribute to the long-term preservation and productive use of those historic properties.

2.14.10.2. Air Force personnel shall support heritage tourism that promotes the use and preservation of its historic properties. **(T-0)**.

2.15. Consulting with Native Americans. Consultation with federally recognized American Indian Tribes must be ongoing and integrated fully into the installation's base planning processes. Consult government-to-government, which is, installation or wing commanders meeting with tribal governmental leaders (not traditional leaders unless they are invited by tribal governmental leaders). Goals of initial and regularly scheduled government-to-government consultations include identifying Air Force and tribal staff members and establishing protocols for conducting and monitoring the progress of staff-level consultations.

2.15.1. Sections 106 and 110 of the NHPA, and 36 CFR Part 800 require consultation with federally recognized American Indian tribes and Alaska Natives. NAGPRA requires consultations with these groups plus Native Hawaiian organizations. **(T-0)**

2.15.1.1. The extent of consultation is project-specific; there is no formal step-by-step process other than the procedures outlined in the Section 106 regulations and NAGPRA. Staff-level consultations allow installation CRMs to share and obtain information regarding identification, care and treatment of affected sites with culturally affiliated tribes.

2.15.1.2. Tribes are diverse political and geographic entities with their own protocols. After government-to-government consultations have established acceptable protocols, identified the staff personnel to be involved, and other important consulting issues; planning, projects, and other relevant topics may be discussed at one or several levels (e.g., between Air Force environmental or operational staff and tribal staff, tribal government and religious leaders, lineal descendants, or other tribal members).

2.15.1.3. To determine whether a proposed tribe is federally recognized and which tribes to consult, refer to the most current list published by the Bureau of Indian Affairs in the Federal Register, which is updated at least annually.

2.15.1.3.1. There is no requirement to consult with non-federally recognized tribes (unless an individual from a non-federally recognized tribe requests recognition as a member of the public and seeks consulting party status). In some instances, a federally recognized tribe may represent the interests of the non-federal tribe in addition to their own.

2.15.1.3.2. Contact local federally recognized tribes in the area to begin consultation. However, do not assume that tribes in physical proximity to the installation are the only tribes that may have an interest in the Air Force's undertaking. Many tribes have moved from their ancestral tribal lands, often to other regions of the country. They may retain cultural affiliation with their previous tribal lands (for example, the Five Civilized Tribes of Oklahoma [Chickasaw, Cherokee, Seminole, Choctaw, and Creek] were relocated to Oklahoma between 1831 and 1838 from states in the southeastern U.S.).

2.15.1.4. Make a good faith effort to identify affected federally recognized tribes by conducting background research. Obtain professional assistance from contractors, universities or other service centers to have qualified anthropologists prepare ethnographic, ethnohistoric, or oral history research on which tribes should be consulted. Writing a letter to the tribe informing them of the installation's proposed undertaking and requesting their comment does not by itself constitute meaningful and good faith effort. It is highly likely

that a tribe will not respond in writing. Use other means to contact the tribe, including traveling to the tribe. At a minimum, follow up all letters with phone calls to the tribal offices. Successful consultation means clearly communicating the installation's proposed undertaking and timeline, and listening to and considering alternative viewpoints.

2.15.1.5. Do not make commitments that cannot be met. Be candid with the tribe about the limited protection for release of sensitive information, and about project planning and timelines.

2.15.1.6. Recognize that while the goal is to reach mutually acceptable agreements, it may not be possible to resolve all outstanding issues. The point of consultation is to conduct an open and honest dialogue, listen and consider the tribe's viewpoint in making decisions about Air Force undertakings that may affect them.

2.15.2. Ensure that government-to-government consultation is maintained year-to-year. Installation Commanders must meet periodically with tribal leadership, ideally once a year and/or whenever there is a change of command at the installation or a change of tribal government. **(T-0)**.

2.15.3. Remember the government-to-government relationship and act accordingly. Tribal contact should be conducted at the appropriate level (installation commander to tribal chairman/president and tribal staff person to installation staff person).

2.15.3.1. ITLOs, with their installation Cultural Resources Managers, must establish appropriate protocol procedures and document them for ease of reference. Remember that these protocols might change from time to time or with changes in tribal government. **(T-3)**. Be flexible and proactive. Contact a tribal representative for advice and information before planning or attending a meeting. A personal friendly relationship with one or more tribal members can be invaluable in ensuring contact with tribal members is conducted in a respectful and proper manner.

2.15.3.2. Installation leadership must request permission to meet with tribal representatives. Do not show up unannounced or declare an intended visit with the tribe without having received an invitation or been given their approval to visit. Give the tribal point of contact time to discuss the request within his or her tribal hierarchy since a visit to discuss a project could require input and discussion from other tribal government representatives. **(T-0)**.

2.15.3.3. Many tribes consider it appropriate for visiting governmental representatives to bring gifts for tribal council members, the tribal president, or elders who will attend the meeting. Well before attending a meeting, contact the tribal point-of-contact (POC), a tribal liaison officer, public relations officer, or other knowledgeable tribal member to discuss matters of appropriate gifts and attire, and specific behavior expected on tribal lands and during meetings with tribal leaders and elders. Be especially careful to stay out of tribal politics. Avoid dealing with tribal groups outside the elected tribal government.

2.15.3.4. Tribal representatives do not offer comment or make decisions unilaterally or quickly. Typically they seek guidance from tribal elders, officials and religious leaders. This can take time, and usually means that decisions on important issues are not made for days, weeks, or months after meetings with government representatives.

2.15.4. The ITLO, with the installation Cultural Resources Manager, must document the installation's consultation efforts for each undertaking. **(T-0)**. Notes, meeting minutes, written correspondence, telephone logs, and summaries of telephone conversations should be retained as part of the project record. **(T-0)**.

Section 2G—GENERAL MANAGMENT

2.16. Curation of Archaeological Collections and Records. This section provides basic guidelines to assist installations in properly collecting, conserving, curating, and storing archaeological collections, including records, from lands under their control. Long-term curation and storage of significant prehistoric and historic artifacts, and their associated records, collected from Air Force-controlled lands is required by NHPA Section 101 (54 USC § 302107) and 36 CFR Part 79. Consult DoD Legacy Management Program Office Project No. 98-1714, *Guidelines for the Field Collection of Archaeological Materials and Standard Operating Procedures for Curating Department of Defense Archaeological Collections* (hereafter referred to as *DoD Guidelines*), for detailed information on complying with 36 CFR Part 79 (See [paragraph 2.15.7](#) of this Manual for more information).

2.16.1. There are four guiding principles for curating and storing Air Force archaeological collections:

2.16.1.1. Curation begins before archaeological materials are collected from the field, or before a document is created. This means, think ahead. Archaeological materials often deteriorate after they are removed from their environment, especially if they are not properly handled. Carefully evaluate the environment from which the artifacts or records will be removed, and ensure that their handling after removal will not contribute to deterioration before they can be properly stored in an appropriate curation facility. Consult professional conservators, if necessary, to establish procedures to preserve waterlogged, fragile, burned, or otherwise sensitive artifacts before they are disturbed or collected.

2.16.1.2. Consider that all actions could have permanent, rather than temporary, effects. A general rule in archaeology is that every treatment associated with archaeological materials and records should be reversible if possible. For example, labels should be permanent, but removable in the future if preservation or a specific kind of analysis requires they be removed. Use only archival quality materials at all stages of archaeological investigation, even if the present action is intended to be temporary (such as using inexpensive acidic paper bags to transfer artifacts from the field to the laboratory, where they are to be cleaned and stored in archival-quality packages). Many collections have been stored for extended periods in their original "temporary" packages or with "temporary" labels. These collections usually have suffered significant deterioration, have lost their location (provenience) data, or both. In other words, these collections have become nearly useless for preserving and interpreting data about the past. Refer to Chapter 6 of the *DoD Guidelines* for information on proper archival-quality labeling, packaging, and practices.

2.16.1.3. Document each action. This requirement cannot be overemphasized. In addition to the field notes, artifact catalog, photographic record, report, and administrative files required for each archaeological project, create a Curation History for each collection. The Curation History details how the materials were excavated, processed, created, labeled, conserved (if that was required), and packaged. It also details what kinds of products were

used in each of these steps. Air Force statements of work for archaeological projects should require creation of Curation Histories for all artifacts and records associated with the projects. Curation Histories should be kept on file at the installation, and must be included with the collection when it is curated at an appropriate facility.

2.16.1.4. Curate collections in a repository that meets the basic requirements of 36 CFR Part 79. To comply, a repository must be able to provide long-term professional curation services, including professional curation staff, atmospheric stability, appropriate fire suppression, intruder detection, and appropriate storage spaces and shelving. Temporary storage by archaeological contractors, or at an installation, are not suitable unless these criteria are met. See *DoD Guidelines*, Table 7, for recommendations on implementing the requirements of 36 CFR Part 79.

2.16.2. Maintain administrative control of Air Force collections. Each installation is responsible for maintaining control over archaeological materials and records collected from its property, collected using funds provided by the installation, or collected under permits issued by the installation. The installation Cultural Resource Manager, or other designated POC, is responsible for:

2.16.2.1. Knowing the location and condition of all collections (archaeological materials and associated documentation) and maintaining up-to-date lists and records about the location, size, and condition of all installation collections.

2.16.2.2. Routinely inspecting the storage locations and taking immediate action to rectify any problems noted during the inspection or reported by the curating facility.

2.16.2.3. Making the collections available for appropriate uses. This might entail writing a letter approving display of certain artifacts, or allowing the curation facility to use parts of the collection in traveling displays, supporting graduate student access to a collection for research, or giving permission for limited destructive analysis for dating or other purposes that will further scientific knowledge about the past.

2.16.2.4. Budgeting for long-term curation, conservation, and storage costs. These costs should be described in the Curation Agreement or MOU that establishes roles and responsibilities and defines the curation relationship between the installation and the facility.

2.16.3. Proper curation and administrative control will ensure that Air Force archaeological collections are preserved and accessible for study long into the future. Collections that have been properly collected, prepared, curated, stored, and administered can be used over and over again to interpret the past, to provide research data, or to assist Native Americans in conducting traditional religious ceremonies.

2.17. Integrated Cultural Resources Management Plans (ICRMPs).

2.17.1. All Air Force installations must prepare ICRMPs, unless they receive a waiver from AFCEC/CZ or NGB/A4. ICRMP must meet the requirements outlined in DoDI 4715.16. (T-1).

2.17.2. The ICRMP is a 5-year planning document that describes the extent of an installation's cultural resources and identifies proposed activities and actions to meet requirements for cultural resources management and legal compliance. All installation actions that might affect

cultural resources should be identified, along with recommendations on specific compliance actions to deal with those effects.

2.17.3. The ICRMP should be comprehensive and integrate cultural resources compliance requirements with other installation planning activities, including 5-year projections for:

2.17.3.1. Installation development and land use planning.

2.17.3.2. Natural resources management (the Integrated Natural Resources Management Plan (INRMP)).

2.17.3.3. Planning for real property, facilities, and housing.

2.17.3.4. Installation operations and maintenance activities.

2.17.4. The ICRMP may contain varying levels of detail depending on the installation's needs and resource types. Highly industrialized installations might have ICRMPs devoted almost exclusively to historic real property assets, while most installations with ranges will have archaeological, traditional cultural property, as well as, historic real property components in their ICRMPs.

2.17.5. The ICRMP should be flexible enough to accommodate changing mission requirements. **(T-3)**. Installation CRM staff must annually, at minimum, review and update the installation ICRMP, while overall 5-year updates may be done in-house or under contract by qualified individuals. **(T-0)**.

2.17.6. ICRMP standard operating procedures must clearly identify how the installation will address cultural resources issues related to proposed or planned installation activities. Standard operating procedures are written for installation staff and must be easy to understand. They must identify recurring activities, identify each point of contact's responsibilities for required actions and decisions, and list specific procedures based on those established in the ICRMP. Standard operating procedures also must address inadvertent discoveries of cultural resources, specific emergency actions that could affect cultural resources, Bird Aircraft Strike Hazard (BASH) issues relevant to historic and unevaluated structures as outlined in the BASH Plan, and standard treatment measures for maintaining historic buildings and structures. Installation Cultural Resources Managers must include NHPA and NAGPRA compliance in the standard operating procedures. **(T-2)**.

2.18. Guidelines for Cultural Resources Components of Integrated Natural Resources Management Plans (INRMPs). Natural resources management may involve ground-disturbing activities that could adversely affect historic properties and other cultural resources. The INRMP should include these issues to ensure mutual cultural and natural resources management objectives are addressed. These guidelines focus on three areas of overlap: compliance requirements; contributions that cultural resources studies can make to ecosystem management; and human activities that should be supported and sustained in developing and implementing an INRMP.

2.18.1. Compliance requirements might arise under NEPA, NHPA, ARPA, NAGPRA, AIRFA, or one of the executive orders relating to sacred sites and government-to-government relations between Indian tribes and the Air Force.

2.18.1.1. Requirements related to these statutes, their associated regulations, and Executive Orders should be considered throughout an INRMP, rather than included in a single section on cultural resources.

2.18.1.2. The INRMP must specify those natural resources management activities that could trigger the NHPA Section 106 (54 USC § 306108) consultation process. These can include all ground-disturbing activities associated with forest management (e.g., harvesting and planting), habitat management (e.g., soil preparation for food plots, cover plantings, and pond and wetland restoration), cantonment area landscaping (historically appropriate landscaping might be an issue if the cantonment is a historic district), soil surveys, land rehabilitation and maintenance (e.g., erosion control and contour restoration), and agricultural out-leasing (plowing, seeding, grazing) are undertakings that should be reviewed for Section 106 compliance. Similar guidance must be provided in the INRMP for NAGPRA, ARPA, and AIRFA. (T-2).

2.18.2. Archaeological data from the installation and nearby locations can help interpret how current environments and natural resources evolved through the analysis of recovered animal bone, pollen, plant remains, insects, ancient soils, tree-ring data, or radiocarbon dating. These data provide further knowledge about how humans have changed the local and regional environment, sometimes through thousands of years. Such data can be used for modern biodiversity studies, and for determining which installation species are "native" and "natural" and should be sustained or restored. Historical photographs and records also can provide information about past environmental conditions to assist in ecosystem management decisions.

2.18.3. Under AIRFA and EO 13007, the Air Force is required to allow Indian tribes reasonable access to sacred and ceremonial sites on installation land. Sacred sites are sometimes locations where Indian people traditionally collected certain animal or plant species. The EO 13007 adds that the Air Force is to avoid adverse effects to the physical integrity of sacred sites and to ensure reasonable notice to Indian tribes when land management policies might restrict future access or impact sacred sites. These requirements should be significant elements in INRMPs on installations where natural resources-related sacred sites or Traditional Cultural Properties have been identified.

2.19. Confidentiality Requirements.

2.19.1. Installation staff, including by not limited to public affairs and the installation Cultural Resources Manager, must restrict public knowledge regarding the specific location of archeological resources, traditional cultural resources, and other important historic properties to protect them from unauthorized trespass, vandalism, or other harm. (T-0).

2.19.2. ARPA Section 9 (16 USC § 470hh) allows the installation to withhold information concerning the nature and location of archaeological resources from the public. NHPA Section 304 (54 USC § 307103) also requires withholding information about the location, character, or ownership of a historic property when disclosure might cause a significant invasion of privacy, risk harm to the historic property, or impede the use of a traditional religious site by practitioners.

2.20. Recognition of Outstanding Cultural Resources Management. The Air Force General Thomas D. White Award and the Secretary of Defense environmental awards program recognizes outstanding individual and installation contributions to cultural resources management. Contact AFCEC/CZ, see AFI 36-2817, Civil Engineer Awards Program, for standards and submittal procedures.

2.21. Fossils. The Antiquities Act (54 USC §§ 320301-320303), establishes policies governing the management, collection, and removal of paleontological resources on lands controlled by the installation. These policies are included in the ICRMP and INRMP. Installations must address known and probable paleontological resources in environmental impact analysis process documentation prepared for actions that might impact or cause irreparable loss or destruction of such resources. **(T-0)**.

Chapter 3

NATURAL RESOURCES MANAGEMENT

Section 3A—INTRODUCTION

3.1. Program Overview. This Chapter addresses the management and enforcement of natural resources on Air Force properties to meet Air Force mission requirements and comply with federal law and applicable state laws. This AFMAN provides Air Force installations a framework for planning, implementing, enforcing, and documenting natural resources management programs. The primary objective of Air Force natural resources programs is to sustain, restore, and modernize natural infrastructure to ensure operational capability and no net loss in the capability of Air Force lands to support the military mission of the installation.

3.2. Environmental Management System (EMS). AFI 32-7001 provides directions for implementing and maintaining the Air Force Environmental Management System framework. Natural Resources activities are an Environmental Aspect within the Air Force EMS.

Section 3B—IMPLEMENTING INTEGRATED NATURAL RESOURCES MANAGEMENT

3.3. Integrated Natural Resources Management Plan (INRMP). In accordance with the Sikes Act, 16 USC § 670 *et seq.*, the Integrated Natural Resources Management Plan (INRMP) is the principal tool for managing natural resources on a military installation. Each military installation in the U.S. under the jurisdiction of the Secretary of Defense must prepare and implement an INRMP unless a determination is made that the absence of significant natural resources makes preparation of such a plan inappropriate. **(T-0)**. (see [paragraph 3.4](#)). Prepare INRMPs to provide guidance to installation personnel for the conservation and rehabilitation of natural resources consistent with the use of the installation to ensure the readiness of the Armed Forces. The INRMP defines natural resources management goals and objectives that are consistent with the military mission, and ensures no net loss in the capability of installation lands to support the military mission. All installation organizations, to include tenant units, must support the implementation of INRMP goals and objectives, as applicable. **(T-0)**.

3.4. Determining the Need for an Integrated Natural Resources Management Plan. AF/A4C or his delegate shall determine the requirement for an installation INRMP based on Category I and II criteria defined below. The U.S. Fish and Wildlife Service and the state fish and wildlife agency must be consulted when determining if significant natural resources exist to warrant an INRMP. Installations including or bordering marine environments must also consult with the National Oceanic and Atmospheric Administration, National Marine Fisheries Service (NOAA Fisheries). **(T-0)**.

3.4.1. Category I Criteria. Installations will develop and implement an INRMP if they have significant natural resources **(T-0)**. An installation has natural resources if any of the following criteria apply:

3.4.1.1. The installation conducts on-the-ground military missions on unimproved lands that necessitates conservation measures to maintain the natural resources and minimize impacts of military testing and training activities (e.g., soil erosion control).

3.4.1.2. Species listed as threatened or endangered in accordance with 16 USC §§ 1531-1544 (referred to as the Endangered Species Act throughout this manual) are present on the installation, or critical habitat has been designated or is currently proposed on the installation, and active installation conservation measures are necessary to conserve the species.

3.4.1.3. Hunting, fishing or other natural resources-based outdoor recreation activities (e.g. off-road vehicles) are allowed on the installation when consistent with the military mission.

3.4.1.4. The installation operates outgrants (leases, licenses, permits) for livestock grazing, crop production, or stable operations that allow horseback riding on unimproved lands.

3.4.1.5. The installation operates a commercial forestry program or implements forest management practices in support of readiness and training activities, maintaining forest health, or in support of other ecosystem management goals and objectives.

3.4.1.6. The installation has significant Bird/Wildlife Aircraft Strike Hazard issues that require habitat manipulation on or near the managed airfield; or require wildlife hazing or depredation activities that are beyond the scope of standard bird/wildlife prevention, control, and dispersal operations conducted under the auspices of a Bird/Wildlife Aircraft Strike Hazard (BASH) Plan administered by the Wing Flight Safety office.

3.4.1.7. Important or unique biological resources are present, such as wetlands, species listed for state protection, candidate species for federal protection, or unique habitats that provide essential loafing, nesting, or foraging areas for migratory birds, bats, or other wildlife protected by state or federal law. The unique character of a biological resource is determined through consultation with the USFWS and applicable state fish and wildlife agency, whereby it is established that ecological issues related to the resource require a level of planning and management that can only be addressed by an INRMP.

3.4.2. Category II Criteria. Category II installations do not require an INRMP. Category II installations are deemed exempt from the INRMP requirement because of the absence of significant natural resources as defined by the Category I criteria. Submit requests to AFCEC/CZ to confirm Category II status with documentation of collaborating agency concurrences. (T-1).

3.5. Cooperative Integrated Natural Resources Management Plan (INRMP) Preparation. Installations will prepare INRMPs in cooperation with appropriate stakeholders. Notify stakeholders when a new or revised INRMP is prepared, and solicit participation and input to the INRMP development and review process. (T-0).

3.5.1. Internal Stakeholder Participation. The entire installation, including tenant organizations, shall collaborate on the implementation of an INRMP to ensure mission readiness. (T-0). Solicit participation from known installation stakeholders early in the INRMP preparation process, to include the Flight Safety office.

3.5.2. Interagency Stakeholder Participation. The Sikes Act Section 101(a)(2) (16 USC § 670a(a)(2)), requires that an INRMP be prepared in cooperation with the USFWS, the appropriate fish and wildlife agency for the state in which the military installation is located, and NOAA Fisheries for installations that include or border marine environments. Installations

shall invite the USFWS, NOAA Fisheries (if applicable), and the state fish and wildlife agency to participate in the scoping, design, and preparation of an INRMP. (T-0). For installations occupying lands withdrawn from the public domain, invite the Bureau of Land Management to participate in the scoping and design of an INRMP. On withdrawn lands where the Bureau of Land Management is a stakeholder, a MOU between the installation and the Bureau of Land Management may be used to establish agreement on the roles and responsibilities of each party for the management of installation natural resources. (T-1).

3.5.3. Internal Review. New and revised draft INRMP documents must be reviewed internally prior to release for review and comment by external agencies and the general public. (T-3).

3.5.3.1. The installation natural resources manager shall submit the draft INRMP for formal review and comment within the installation chain of command. Incorporate comments into the INRMP as appropriate. (T-3).

3.5.3.2. Installations shall submit the draft INRMP for appropriate security review before making it available to the public. Restricted information, such as classified imagery, budgetary details and sensitive locations must be excised before submitting for external review. (T-1).

3.5.3.3. Installations will provide the AFCEC, Installation Support Section and, for ANG or Reserve installations, the Headquarters, ANG or AFRC, the opportunity to review and comment on draft INRMP documents. (T-3).

3.5.4. Interagency Review. Installations shall provide the USFWS, state fish and wildlife agency, and NOAA Fisheries (when applicable), the opportunity to review a new or revised draft INRMP before submitting the document for public review. For installations occupying lands withdrawn from the public domain, ensure the Bureau of Land Management is also given the opportunity to review a draft INRMP before submitting for public review. (T-1).

3.5.5. Public Review. In accordance with Section 2905(d) of Public Law 105-85, provide an opportunity for the public to review any initial draft INRMP document, or significant INRMP revision, and provide comments. Notify the public when a draft INRMP is available for comment, and ensure the period allowed for the submittal of comments is no less than 30 days. Ensure the USFWS, state fish and wildlife agency, and NOAA Fisheries (if applicable), are also given the opportunity to review all public comments received on an INRMP. Will make final INRMPs available electronically to the general public through an installation website or other appropriate means approved by Public Affairs. (T-0).

3.6. Integrated Natural Resources Management Plan (INRMP) Approval. An INRMP is considered compliant with the Sikes Act if it has been approved by signature, or in writing in a signed letter, by the appropriate representative from each cooperating agency. Consistent with the Sikes Act, (16 USC § 670a(a)(2)), approval of a new or revised INRMP as current, as to operation and effect, shall be documented by signature from the installation commander (or designee), the authorized signatory representative of the USFWS, and the authorized signatory representative of the state fish and wildlife agency within the past 5 years. A letter of coordination and approval signed by the authorized representative of a cooperating agency suffices in lieu of a signature on the INRMP signature page. Although approval by NOAA Fisheries or the Bureau of Land Management is not mandated by the Sikes Act, ensure that these agencies are given the opportunity to review and comment on draft INRMP documents when the agencies are identified as

stakeholders. The INRMP is considered current until an annual review coordination process results in a determination by the cooperating agencies that a revision is necessary; or if concurrence is rescinded by notice from a cooperating agency. **(T-0)**.

3.6.1. Establishment of Mutual Agreement. Each signature on an INRMP signature page or approval letter reflects the mutual agreement of the parties on those portions of the INRMP within the scope of each agency's authority. By signature of the authorized representative from a cooperating agency, the agency asserts agreement that the INRMP is sufficient and compliant in accordance with the Sikes Act. Mutual agreement is the goal with respect to the entire INRMP. However, mutual agreement is necessary only with respect to those elements of the INRMP that are subject to the jurisdictional authority of the USFWS or NOAA Fisheries as specified by law, or the inherent rights of the state to conserve, protect, and manage fish and wildlife resources.

3.6.2. Failure to Reach Mutual Agreement. In cases where the USFWS or state withholds its agreement to an INRMP based on objections to elements of the INRMP that are clearly not within the scope of the particular agency's authority, an installation may, notwithstanding the objections, finalize the INRMP and proceed to manage the installation natural resources in accordance with the terms of the plan. The installation shall seek a written explanation from a cooperating agency to document why a signature is withheld. **(T-1)**.

3.7. Integrated Natural Resources Management Plan (INRMP) Update and Revision .

Installations shall conduct INRMP updates and revisions in cooperation with the USFWS, state fish and wildlife agency; and the Bureau of Land Management and NOAA Fisheries, where applicable. Include all appropriate internal and external stakeholders in the update and revision process. In accordance with the Sikes Act (16 USC § 670a(b)(2)), ensure the cooperating agencies review an INRMP on a regular basis, but not less often than every 5 years. **(T-0)**. Cooperating agencies should mutually agree that the INRMP presents a natural resources management program that is current as to operation and effect for those elements of the INRMP under the jurisdictional authority of each agency.

3.7.1. INRMP Update. An INRMP update consists of minor edits within the existing INRMP that provide current information, or adjusts implementation timelines that would not result in changes to management goals and objectives that are substantively different than those previously agreed to by the cooperating agencies, and would not result in environmental consequences different from those in the existing INRMP. Minor update requirements are identified during the INRMP annual review and coordination (see [paragraph 3.8](#)). An INRMP update documents minor changes agreed to by the cooperating agencies on how the INRMP is implemented, and does not represent a change in the scope of the INRMP that would require renewed signatures by the authorized representative from each agency. An INRMP update does not require public review and comment on the decision to continue implementing the INRMP as updated.

3.7.2. INRMP Revision. Revise an INRMP if changes in the installation mission or land use would alter the biogeophysical environment such that significant edits need to be made to ensure that the INRMP reflects the current natural resources management requirements. Changes to the INRMP goals and objectives constitute an INRMP revision. Revise an INRMP if a change in land use or condition would result in environmental impacts not anticipated by the parties to the INRMP when the INRMP was last reviewed as to operation and effect. The

need for an INRMP revision is determined during the INRMP annual review (see [paragraph 3.8](#)). Provide an opportunity for the public to review and comment on a draft INRMP revision (see [paragraph 3.5.5](#)). For new and revised INRMPs, mutual agreement by a cooperating agency is documented by the signature of an authorized representative from each agency on the signature page for the INRMP, or by written correspondence (see [paragraph 3.6](#)).

3.8. Integrated Natural Resources Management Plan (INRMP) Annual Review and Coordination. In accordance with the guidance in DoDI 4715.03, *Natural Resources Conservation Program*, installations must review the INRMP annually in coordination with internal and external stakeholders. **(T-0)**. Invite representatives of the USFWS, state fish and wildlife agency, and NOAA Fisheries or the Bureau of Land Management where applicable, to participate in the INRMP Annual Review. Installations will document the findings of the annual review in an INRMP Annual Review Summary. If any agency declines to participate in an on-site annual review or annual review teleconference, the installation shall submit an INRMP Annual Review Summary document to the agency via official correspondence and request return correspondence with concurrence. **(T-1)**. For overseas installations, the INRMP Annual Review shall be coordinated internally with the appropriate installation offices and documented in an INRMP Annual Review Summary. **(T-3)**.

3.8.1. INRMP Annual Review Summary. Installations with INRMPs must ensure the following is included in the INRMP Annual Review Summary:

3.8.1.1. The INRMP Annual Review Summary shall include a summary of specific INRMP accomplishments since the last INRMP annual review. **(T-1)**.

3.8.1.2. The INRMP Annual Review Summary shall include an update of the Annual Work Plan for implementing the INRMP that includes the current year and at least four future fiscal years. The Annual Work Plan must include all projects and activities identified as essential for the successful implementation of INRMP goals and objectives, and an implementation schedule that is realistic and practicable. **(T-1)**. The Annual Work Plan may include a consensus by the collaborating agencies on relative project priority for projects in the Annual Work Plan (e.g. High, Medium, or Low) based upon the significance of the project for attaining the INRMP goals and objectives.

3.8.1.2.1. Projects rated as High in the Annual Work Plan are essential for achieving INRMP goals and objectives in the year they are programmed. Sikes Act cooperating agencies would consider the INRMP to not be implemented if the project is not accomplished in the year programmed.

3.8.1.2.2. Projects rated as Medium in the Annual Work Plan constitute actions that cooperating agencies agree to be important to achieve INRMP goals and objectives; but the projects may be deferred if not completed in programmed year.

3.8.1.2.3. Projects rated as Low in the Annual Work Plan support INRMP goals and objectives and enhance the natural resources program, but cooperating agency partners would agree that the activity is not deemed essential to implement INRMP goals and objectives.

3.8.1.3. The INRMP Annual Review Summary must include a statement indicating the projects in the Annual Work Plan for which the collaborating agencies have expressed an interest in participating in project execution. As indicated in the Sikes Act (16 USC §

670a(d)(2)), priority shall be given to Federal and state agencies having responsibility for conservation and management of fish and wildlife for execution of implementation and enforcement of INRMPs. If the collaborating agencies do not express an interest in executing projects in the Annual Work Plan, then shall include the following statement in the Annual INRMP Review Summary: “The execution strategy for the Annual Work Plan has been discussed with the participating agencies, and the agency representatives have not expressed an interest in participating in project execution, and agree that implementation will be performed through other authorized acquisition methods.” (T-1).

3.8.1.4. The INRMP Annual Review Summary shall include a statement asserting whether or not sufficient numbers of qualified natural resources management and enforcement personnel and resources are available to oversee implementation of projects and activities identified in the INRMP Work Plan. (T-1).

3.8.1.5. The INRMP Annual Review Summary shall include a summary of any required updates to the INRMP determined necessary to keep the INRMP current in operation and effect for the management of installation natural resources; or alternatively, a statement that significant changes to the installation mission or natural resources goals require an INRMP revision (see [paragraph 3.7](#)). (T-1).

3.8.1.6. An INRMP Annual Review Summary may substitute for the more formal 5-year review for Sikes Act compliance, provided that the INRMP Annual Review Summary lists all updates made to the INRMP since the last review and the installation documents signatures by the installation commander (or designee) and the authorized signatory representatives of the USFWS and the state fish and wildlife agency (see [paragraph 3.6](#)).

3.9. Environmental Impact Analysis Process and INRMP Implementation. Installations may, but are not required to, complete an environmental impact analysis of an INRMP before it is signed. However, actions proposed in development of an INRMP are subject to 40 CFR Parts 1500-1508, *CEQ Regulations for Implementing the Procedural Provisions of NEPA*, and 32 CFR Part 989, *Environmental Impact Analysis Process*. An appropriate level of analysis must be completed before such actions are implemented. Where an installation has previously completed an environmental impact analysis of an INRMP, it may (consistent with 40 CFR § 1500.4, 40 CFR § 1502.4(b), and 40 CFR § 1502.20) tier from that analysis when performing subsequent analyses on specific actions proposed in the INRMP.

3.10. Ecosystem Management. The INRMP implements ecosystem management on Air Force installations by setting goals for attaining the desired land condition. When preparing or revising an INRMP, shall follow the ecosystem management principles and guidelines in DoDI 4715.03 and the guidance provided herein. (T-0).

3.10.1. Air Force Principles for Ecosystem Management.

3.10.1.1. Maintain or restore native ecosystem types across their natural range where practical and consistent with the military mission.

3.10.1.2. Maintain or restore natural ecological processes such as fire and other disturbance regimes where practical and consistent with the military mission.

3.10.1.3. Maintain or restore the hydrological processes in streams, floodplains, and wetlands when feasible and practical and consistent with military mission.

3.10.1.4. Use regional approaches to implement ecosystem management on an installation by collaboration with other DoD components, as well as, other Federal, state and local agencies, and adjoining property owners.

3.10.1.5. Provide for outdoor recreation, agricultural production, harvesting of forest products, and other practical utilization of the land and its resources, provided that such use does not inflict long-term ecosystem damage or negatively impact the Air Force mission.

3.10.2. Biodiversity Conservation. Biodiversity conservation is an integral part of ecosystem management. Maintain or reestablish viable populations of all native species on Air Force-controlled lands when practical and consistent with the military mission and not in conflict with airfield operations and flight safety. Consider the effects of climate variability in plans to restore native ecosystems.

3.10.3. Climate Considerations for INRMPs. Climate variability and extreme climate events may significantly affect native ecosystems and require the Air Force to adjust natural resources management strategies to support military mission requirements and address the needs of sensitive species. The installation INRMP must consider historical regional trends in climate, and projections of future climate change vulnerabilities and risk to natural infrastructure and sensitive species using authoritative region-specific climate science. **(T-2)** The INRMP should list, or include by reference, installation-specific historical climate data and region-specific climate projections. INRMP goals and objectives for ecosystem management and biodiversity conservation must employ an adaptive ecosystem-based management approach that will enhance the resiliency of the ecosystem to adapt to changes in climate.

3.10.4. Exotic and Invasive Species Control. The INRMP must identify any exotic and invasive species or feral animals present on an installation, and identify any impacts of exotic or invasive species on military activities and flight safety. The INRMP must identify any existing programs and strategies to control and/or eradicate those species when practical and consistent with the military mission. **(T-3)**.

3.11. INRMP Implementation. In accordance with DoDI 4715.03, installations will use professionally trained natural resources management personnel with a degree in the natural sciences to develop and implement the installation INRMP. **(T-0)**.

3.11.1. Outsourcing Natural Resources Management. As stipulated in the Sikes Act, 16 USC § 670 *et seq.*, the Office of Management and Budget Circular No. A-76, *Performance of Commercial Activities*, does not apply to the development, implementation and enforcement of INRMPs. Activities that require the exercise of discretion in making decisions regarding the management and disposition of government-owned natural resources are inherently governmental. When it is not practicable to utilize DoD personnel to perform inherently governmental natural resources management duties, they may, in accordance with the Sikes Act (16 USC § 670a(d)(2)), obtain inherently governmental services from federal agencies having responsibilities for the conservation and management of natural resources. **(T-0)**.

3.11.2. Implementation of INRMPs through Sikes Act Agreements. In accordance with the Sikes Act, 16 USC § 670c-1, interagency agreements with other federal agencies, and cooperative agreements with states, local governments, Indian Tribes, and nongovernmental entities may be used to implement actions in support of an INRMP. Agreements for the

maintenance and improvement of natural resources outside installation boundaries are appropriate if the purpose of the cooperative agreement or interagency agreement is to eliminate current or anticipated challenges that could restrict or interfere with current or anticipated military activities. Funds committed to a cooperative agreement or interagency agreement under 16 USC § 670c-1 may be obligated to cover the cost of goods and services provided under the cooperative agreement or interagency agreement during any 18-month period beginning in that fiscal year, without regard to whether the agreement crosses fiscal years. Obligations made by a receiving Federal agency under an interagency agreement for the maintenance and improvement of natural resources on behalf of the Air Force shall be subject to a performance period consistent with the policy of the supporting agency. **(T-2)**.

3.11.3. Use of Non-Appropriated Fund Personnel. Non-Appropriated Fund personnel and resources may be utilized to assist in the implementation of natural resources management programs. In such cases, supervision and control of natural resources management programs remain under the designated installation natural resources program manager.

3.11.4. Wildland Fire Management and Conservation Law Enforcement. An interagency agreement or cooperative agreement in accordance with 16 USC § 670c-1 may be used to reimburse federal agencies and states for the cost of using their personnel to provide wildland fire and conservation law enforcement services. However, 10 USC § 2465 prohibits contracts for performance of firefighting or security guard functions unless an exception described in the statute applies. Since controlled burns are a natural resources management activity rather than a firefighting function, assistance for controlled burns may be acquired by interagency agreement, cooperative agreement, or contract.

3.12. Integration of Natural Resources Management with Other Air Force Programs.

3.12.1. Integration with the Installation Planning Process. The INRMP is a key component plan of the Installation Development Plan developed in accordance with AFI 32-1015, *Integrated Installation Planning*. The INRMP identifies natural resource features that need to be considered and incorporated into the Installation Development Plan and other component plans in support of future installation development decisions.

3.12.2. Integration with the Air Force Environmental Impact Analysis Process. The installation or AFCEC/CZ natural resources manager will collaborate with the action proponent and the installation Environmental Impact Analysis Process manager to ensure that activities that may affect natural resources are fully considered in compliance with the NEPA. **(T-0)**.

3.12.3. Integration with Other Installation Programs. Coordinate draft INRMP revisions through the installation chain of command and other identified stakeholders involved in INRMP implementation, to include the Bird Hazard Working Group. Ensure that the INRMP, Integrated Cultural Resources Management Plan (ICRMP), Bird/Wildlife Aircraft Strike Hazard (BASH) Plan (see [Section 3M](#)), Integrated Pest Management Plan, and Air Installation Compatible Use Zone studies are mutually supportive and not in conflict.

3.13. Preventing Natural Resources Damage from Air Force Activities.

3.13.1. Prior to initiation of any new construction activity, the installation natural resources manager will coordinate on all Certificates of Compliance for Critical Planning Actions

prepared in accordance with AFI 32-1021, *Planning and Programming Military Construction (MILCON) Projects*. (T-2).

3.13.2. Installations must ensure Environmental Restoration Program operations conducted in accordance with AFI 32-7020, *The Environmental Restoration Program*, include plans to mitigate potential damage to natural resources from restoration activities. (T-2)

3.13.3. Real property outleases, Enhanced Use Leases, easements, licenses, or privatization initiatives on Air Force property shall not negatively impact the ability of an installation to meet statutory requirements for compliance with federal and applicable state laws related to natural resources conservation. (T-0).

3.14. Assessing Natural Resource Damage by Other Parties. In the event that natural resources under Air Force control are damaged by another party, such as an accidental spill of a hazardous substance, the installation incurring the damage assesses and claims damages. Refer to Title 43, CFR Part 11, *Natural Resource Damage Assessments* for guidance on claiming damages. Recovered funds are used to restore, replace, or acquire equivalent natural resources on the installation where the damage occurred. Installations must coordinate with AFCEC/CZ, SAF/IEE and AFLOA/JACE during the claims process. (T-1).

3.15. Natural Resources Program Metrics. DoDI 4715.03 identifies the natural resources conservation metrics that must be tracked and reported to DoD as part of the annual OSD Environmental Management Review, and included in the Defense Environmental Programs Annual Report to Congress. AF/A4C may develop and track other measures of merit to monitor natural resources program performance and ensure compliance with law. Installations will report required metrics data to AFCEC/CZ for integration and upward reporting to AF/A4C and SAF/IE. (T-0).

3.16. Recognition of Outstanding Natural Resources Management. The Air Force General Thomas D. White Award and the Secretary of Defense environmental awards program recognizes outstanding individual and installation contributions to natural resources management. Contact AFCEC/CZ for standards and submittal procedures.

Section 3C—WETLANDS AND WATERS OF THE UNITED STATES

3.17. Protection of Wetlands. In compliance with EO 11990, *Protection of Wetlands*, the Air Force will seek to preserve the natural values of wetlands while carrying out its mission on both Air Force lands and non-Air Force lands. To the maximum extent practicable, the Air Force will avoid actions which would either destroy or adversely modify wetlands. The Air Force will fully disclose the location of known wetlands, and any land-use restrictions imposed by regulatory authority, on lands that are leased, transferred or sold to non-federal entities. Installations must develop a baseline inventory and map using the best available data to indicate the location of known wetlands, water bodies, and waterways on lands controlled by the Air Force. (T-0) The baseline wetlands inventory would include all wetland areas, regardless of regulatory status. Installations are not required to update existing wetland inventory maps unless there exists a change in hydrology or in the wetland delineation methodology.

3.18. Clean Water Act (33 U.S. Code § 1251 et seq.) Compliance. Activities that may impact waters and wetlands of the United States as defined in 40 CFR § 110.1, require evaluation for compliance with Clean Water Act regulations. (T-0).

3.18.1. Waters of the U.S. (WOTUS). WOTUS, also referred to as jurisdictional wetlands, are those wetlands, water bodies and waterways that fulfill the criteria as jurisdictional WOTUS subject to the regulatory requirements of the Clean Water Act. Site level jurisdictional delineations of WOTUS are mandatory for proposed development activities that may affect wetlands, streams, and water bodies, and are the responsibility of the proponent as part of project costs. (T-0) The proponent of any activity that may affect known or suspected WOTUS should conduct a jurisdictional delineation utilizing the criteria approved by the Environmental Protection Agency and affirmed by the U.S. Army Corps of Engineers (USACE). The Air Force will refer to and accept as determinative the current USACE definitions for WOTUS under USACE jurisdiction. Jurisdictional delineations are valid for a limited period of time, as established by the USACE district regulatory office. Installations are not required to update an expired jurisdictional delineation unless there exists a proposed mission activity that necessitates an updated demarcation of jurisdictional WOTUS boundaries by the proponent activity.

3.18.2. Clean Water Act Section 404 Compliance. Section 404 of the Clean Water Act establishes a program to regulate the discharge of dredged or fill material into jurisdictional waters and wetlands of the U.S. Actions that may impact wetlands, to include dredging, filling, and activities that may displace soil or other materials into a wetland, may require a Section 404 permit from the USACE and/or delegated state authority. Submit USACE Engineer Form 4345, Application for Department of the Army Permit to the appropriate USACE District Engineer prior to any land disturbance activity located in or near a regulated wetland area or regulated WOTUS. Along with the permit application, submit a vicinity map and site development plan that includes a cross-sectional view of the affected area showing limits of jurisdictional waters, the normal water level, volume of fill material to be discharged below ordinary high water. In some states, the authority to issue Clean Water Act Section 404 permits has been delegated to the state, and additional procedures may apply. (T-0).

3.18.3. Clean Water Act Section 401 Compliance. Clean Water Act Section 401 directs that any proponent of an action that requires a federal license or permit, such as a Section 404 or National Pollution Discharge Elimination System permit, must obtain a water quality certificate from the state water pollution control agency. The water quality certificate certifies that the action complies with state water quality criteria. State permits to undertake projects within a specified buffer zone surrounding wetlands may also be required. When applying for a permit under state wetland protection laws, certain information not required for an USACE permit, such as a delineation of a regulated buffer area, may also be required. In some cases, permit applications may be submitted concurrently for review by both the state and the USACE. (T-0).

3.18.4. Finding of No Practicable Alternative (FONPA). DoDI 4715.03, Clean Water Act Sections 401, 404 and 404(b)(1) guidelines, and provisions of EO 11990, prohibit agencies from undertaking or supporting any new construction or related activities located in wetlands unless the SecAF, or the Chief of the National Guard Bureau, or an official duly delegated authority to act on his/her behalf for Air National Guard, finds that (1) there is no practicable alternative to such new construction or related activities, and (2) that the proposed action includes all practicable measures to minimize harm to the wetlands from such use. When there is no practicable alternative to taking an action in a wetland, makes a Finding of No Practicable

Alternative determination via signature on the Finding of No Significant Impact or Record. (T-0).

3.18.4.1. The FONPA is included within a NEPA FONSI or ROD. It explains why there are no practicable alternatives to an action affecting a wetland, as established in an appropriate level NEPA analysis. When there is no practicable alternative to taking an action in a wetland, a FONPA determination is made by the SecAF, (or an official who has been duly delegated the authority to act on the Secretary's behalf,) or the Chief of the National Guard Bureau (or an official duly delegated authority to act on his/her behalf), via signature on the FONSI or ROD (see paragraph 3.20).

3.18.4.2. To support the required FONPA, prior to any new construction or related activities located in wetlands, proponents first prepare an analysis and documentation, in accordance with Clean Water Act Sections 401, 404 and 404(b)(1) guidelines, DoDI 4715.03, and provisions of EO 11990, Protection of Wetlands that demonstrates no practicable alternatives to such construction or activities exist, and that the proposed action includes all practicable measures to minimize harm to wetlands. Proponents will follow the process outlined in paragraph 3.20 for the required assessments of proposed actions potentially affecting wetlands. (T-0).

3.19. Rivers and Harbors Act of 1899 Compliance. The Rivers and Harbors Act of 1899, 33 USC § 401, establishes a program to regulate activities affecting navigable WOTUS. Section 10 of the Act (33 USC § 403) directs that proponents must obtain a Section 10 permit administered by the USACE for construction, excavation, or deposition of materials in, over, or under navigable waters, or for any work which would affect the course, location, condition, or capacity of those waters. Activities requiring Section 10 permits include structures (e.g., piers, wharves, breakwaters, bulkheads, jetties, weirs, transmission lines) and work such as dredging or disposal of dredged material, or excavation, filling, or other modifications to the navigable WOTUS. Installations must contact the USACE prior to construction or other activities that may affect open water habitats to determine if a Section 10 permit is necessary. (T-0).

3.20. The Environmental Impact Analysis Process (EIAP) for Actions that May Affect Waters of the United States . Proposed actions (i.e. new construction) that may affect wetlands and WOTUS shall require full compliance with the EIAP, 32 CFR §§ 989 et seq; Clean Water Act Sections 401, 404 and 404(b)(1); and EO 11990 prior to implementation. (T-0).

3.20.1. Proponents shall take action to minimize the destruction, loss, or degradation of wetlands and to preserve and enhance the natural and beneficial values of wetlands in carrying out their responsibilities. (T-0).

3.20.2. Installations must ensure supporting NEPA documentation includes consideration of alternatives to actions that could potentially affect wetlands (T-0).

3.20.3. In the Environmental Impact Analysis Process, installations must ensure early and meaningful public involvement in accordance with Section 2(b) of EO 11990 and 32 CFR § 989.14(l). Early public notice will be prepared and made available to the public in accordance with 32 CFR § 989.24(c). Prepare a Notice of Intent per 32 CFR § 989.17. Initiate a public scoping process to solicit written comments from the public. Ensure the public notice includes a description of the action, its purpose and expressly states the proposed action is subject to the requirements and objectives of EO 11990. Additionally, ensure that the public notice

identifies state and federal regulatory agencies with special expertise that have been contacted. Whenever practicable, the notice should provide 30 days for public comment. **(T-0)**.

3.20.4. The environmental planning function shall make a determination whether to conduct a scoping meeting in accordance with 32 CFR § 989.18, or to hold a public meeting or public hearing on the required assessments based upon public comments received during the scoping process, the magnitude of the proposed action, and the potential for controversy. **(T-1)**.

3.20.5. The Notice of Intent will include a description of the action and its purpose, and will expressly state the proposed action is subject to the Clean Water Act Sections 401, 404 and 404(b)(1) guidelines, and the requirements and objectives of EO 11990, Protection of Wetlands. The Notice of Intent shall identify state and federal regulatory agencies with jurisdiction and/or special expertise that have been contacted, and request public comment on the proposed action and any practicable alternatives. **(T-0)**.

3.20.6. Pursuant to 32 CFR § 989.14, and based upon the magnitude and complexity of the proposed action and the public comments, the installation environmental planning function shall determine whether an Environmental Assessment (EA) or Environmental Impact Statement (EIS) is required. **(T-0)**.

3.20.7. If the analysis determines an EA is to be accomplished, the environmental planning function shall make the EA and unsigned FONSI available for public review for at least 30 days before FONSI approval and implementing the action. **(T-0)**.

3.20.8. When the analysis reveals a significant impact that cannot be mitigated to insignificance, the installation environmental planning function must follow the procedures of 32 CFR §§ 989.17-989.21. **(T-0)**. In cases where there is no practicable alternative to the proposed new construction in wetlands and WOTUS, SecAF, or an approved alternative, or the Chief of the National Guard Bureau, or an approved alternative, shall make a FONPA determination within the supporting FONSI or ROD. **(T-0)**.

3.20.9. Application of a categorical exclusion (CATEX) to new construction located in a wetland is not appropriate. **(T-1)**.

3.21. Wetland Mitigation Banks. A wetland mitigation bank is a wetland area that is currently being created, restored, or enhanced, and set aside to compensate for future actions that may negatively impact other wetlands within the same watershed and provide like (in-kind) wetland functions. A wetland bank is established by means of a formal agreement with the USACE or other appropriate regulatory agency(ies). A wetland mitigation bank must be established and certified before credits can be utilized. **(T-0)**. The value of a bank is determined through cooperation with the regulating agency to quantify the wetland values restored, enhanced, or created in terms of compensatory mitigation credits. Purchase of credits from certified third-party mitigation banks is encouraged when practicable as a cost-effective method to reduce the uncertainty and delays that may be associated with mitigation requirements for future installation development. Development of new wetland mitigation banks by Air Force must occur off-installation, and must be coordinated in advance with Flight Safety to ensure compliance with Bird/Wildlife Aircraft Strike Hazard avoidance objectives. **(T-1)**. Costs associated with wetland mitigation banking may be treated as eligible project costs for military construction.

Section 3D—Floodplains

3.22. Floodplain Boundary Determination. Use the National Flood Insurance Program (NFIP) maps distributed by the Federal Emergency Management Agency to determine whether a proposed action occurs in a floodplain. If NFIP maps are not available for the affected area, installations will develop a floodplain map that is certified by a professional engineer, and provide the map data to the NFIP. **(T-1)**.

3.23. Assessment of Proposed Actions within Floodplains. Air Force installations must ensure that proposed actions within a floodplain, or actions that could affect floodplains, are properly assessed to identify the effects of the proposed action on flood risk. **(T-0)**. EO 13807, *Establishing Discipline and Accountability in the Environmental Review and Permitting Process for Infrastructure Projects*, directs federal agencies to make informed decisions concerning the environmental impacts of infrastructure projects, and ensure that infrastructure development occurs in an environmentally sensitive manner. EO 11988, *Floodplain Management*, requires that infrastructure development projects reduce the risk of flood loss, minimize flood impacts on human safety, health, and welfare, and preserve or restore the natural and beneficial values served by floodplains.

3.23.1. The Environmental Impact Analysis Process (EIAP) for Actions that May Affect Floodplains. The installation environmental planning function must adhere to the AF EIAP for proposed actions that will occur in, or could adversely affect floodplains. **(T-0)**.

3.23.1.1. Ensure National Environmental Policy Act (NEPA) documentation reflects consideration of alternatives to actions proposed in floodplains, or actions which potentially adversely affect floodplains that would increase the risk of flood loss. Include measures necessary to minimize potential harm to the floodplain or reduce the risk of loss in accordance with 40 CFR § 1508.20 and 32 CFR § 989.22(a). For such actions initially considered within an EIAP, prepare early public notice to encourage early and meaningful public involvement. In accordance with EO 11988, Section 2(a)(4), and 32 CFR § 989.14(l), the public notice shall include a description of the proposed action, purpose of the action, practicable alternatives to the action, and identify the state and federal regulatory agencies that may have responsibility to review the action. The public notices should expressly state that the proposed action is subject to the requirements and objectives of EO 11988 because the proposed action is within a floodplain. Whenever practicable, the notice should provide 30 days for public comment.

3.23.1.2. Pursuant to 32 CFR § 989.14(l), and based upon the magnitude and complexity of the proposed action and the public comments, the installation environmental planning function shall determine whether an Environmental Assessment (EA) or Environmental Impact Statement (EIS) is required. **(T-0)**.

3.23.1.2.1. If an analysis determines that an EA is to be accomplished, the environmental planning function shall make the EA and unsigned FONSI available for public review for at least 30 days before FONSI approval and implementing the action. **(T-0)**.

3.23.1.2.2. If the analysis reveals a significant adverse impact, and an EIS is undertaken, follow the procedures for EISs in 32 CFR §§ 989.17-989.21. When there is no practicable alternative to taking an action within a floodplain, SecAF, or an

approved alternative, or the Chief of the National Guard Bureau, or an approved alternative, shall make a FONPA determination within the supporting FONSI or ROD. **(T-0)**.

3.23.1.2.3. Application of Categorical Exclusions to actions located in, or adversely affecting floodplains is normally not appropriate, given the additional analysis requirements required by Section A2.2.7 of Appendix B to 32 CFR Part 989, and the level of public involvement required.

3.24. Actions Altering Floodplain Hydrology. If an action is taken within a floodplain that permanently alters the flood hazard delineations on a NFIP map, installations must prepare and submit recommended map modification to the Federal Emergency Management Agency in accordance with current agency guidance. **(T-1)**.

Section 3E—Coastal and Marine Resources

3.25. Protection of Coastal and Marine Resources. The Air Force will conserve and protect all coastal and marine resources whenever feasible as part of the overall natural resources management program.

3.26. Coastal Zone Management Act Compliance. Title 16 USC §§ 1451-1462 (known as Coastal Zone Management Act) authorizes coastal states to establish a Coastal Zone Management Plan to coordinate state, local, and federal programs for the management of coastal areas. The National Oceanic and Atmospheric Administration, Office of Ocean and Coastal Resource Management, administers the program at the federal level. Once a state's program is federally approved, the Coastal Zone Management Act allows participating states to set goals and procedures that control the use and development of designated Coastal Zones.

3.26.1. Coastal Zone Management Act Applicability. A Coastal Zone is the area specified or delineated by a state within its federally approved Coastal Zone Management Program. All Air Force activities, operations, projects, and programs that affect any lands, water use or natural resources of a state's Coastal Zone must be consistent to the maximum extent practicable with the state Coastal Zone Management Plan. For Air Force installations within a Coastal Zone management area, the Integrated Natural Resources Management Plan (INRMP) must specifically address how activities and operations are consistent with the state Coastal Zone Management Plan. **(T-0)**.

3.26.2. Federal Consistency Determination. Installations must prepare a Federal Consistency Determination to assess consistency with the State Coastal Zone Management Program for any activity, regardless of location, that is likely to affect any land, water, or natural resource of a Coastal Zone in the reasonably foreseeable future. An installation must submit a Federal Consistency Determination to the appropriate state agency (e.g. Coastal Zone Coordination Council) at least 90 days before final approval of the proposed action, unless otherwise agreed upon. **(T-0)** The state produces a federal consistency review response indicating whether or not the state concurs with the determination. Ensure actions requiring consistency determinations are fully considered and addressed in applicable National Environmental Policy Act (NEPA) documentation. Analysis of the proposed action, and the purpose for the proposed action, are addressed no later than the draft version of the NEPA documentation, and provided

to the applicable state office for review and comment. The state response becomes part of the Air Force Environmental Impact Analysis Process documentation for the proposed project.

3.27. Coastal Barrier Resources Act of 1982 Compliance. The *Coastal Barrier Resources Act* (16 USC §§ 3501-3510) regulates the expenditure of federal funds to discourage development within boundaries of undeveloped, unprotected coastal barriers (such as a bay barrier, barrier spit, or barrier island) on the Atlantic and Gulf Coasts, as identified in the Coastal Barriers Resources System maps established by the Act. Federal funds may be used for permissible activities listed in 16 USC § 3505, which include national security-related military actions and the management, protection and enhancement of natural resources, and maintenance of existing structures for navigation and shoreline stabilization. Proponents must consult with the USFWS when planning activities and operations that may impact lands identified in the Coastal Barriers Resources System. **(T-0)**.

3.28. Marine Mammal Protection Act of 1972 Compliance. 16 USC §§ 1361 - 1421(h) (referred to as the Marine Mammal Protection Act in this document) protects marine mammals, their critical habitat, and migratory routes. Installations with marine resources must address the protection of marine mammals in the Integrated Natural Resources Management Plan (INRMP) and submit a draft INRMP update or revision to the National Oceanic and Atmospheric Administration, National Marine Fisheries Service (NOAA Fisheries) for review and comment. **(T-0)**. Any action undertaken by the Air Force in a marine or coastal environment, to include activities that generate noise, requires an assessment of the potential impact on marine mammals before they begin. Proponents whose activities may impact marine mammals must coordinate the proposed actions with NOAA Fisheries. **(T-0)**.

3.29. Coral Reef Protection. EO 13089, *Coral Reef Protection*, directs the protection of all coral reef ecosystems, to include those species, habitats, and other natural resources associated with coral reefs within all maritime areas and zones subject to the jurisdiction or control of the U.S. (e.g., federal, state, territorial, or commonwealth waters). Installations shall identify all coral reefs and related endemic mangrove and sea grass ecosystems within their jurisdiction in the INRMP. Installations with these protected ecosystems must address the conservation and management of these habitats in the INRMP. **(T-0)**.

3.30. Coastal America Partnership. The Department of Defense, Air Force, and other federal agencies with statutory responsibilities for coastal resources formed the Coastal America Partnership by Memoranda of Understanding. The purpose of the Coastal America Partnership is to (1) protect, preserve, and restore the Nation's coastal ecosystems through existing federal capabilities and authorities; (2) collaborate and cooperate in the stewardship of coastal living marine resources; and (3) provide a framework for action that effectively focuses expertise and resources on jointly identified problems to produce demonstrable environmental and programmatic results that may serve as models for effective management of coastal resources. In support of the Coastal America Partnership, Air Force installations are encouraged to coordinate and cooperate with partners in support of regional programs for the protection and restoration of coastal ecosystems, and to incorporate Coastal America goals within the installation INRMP when compatible with statutory authorities and military mission activities. Collaborative projects that protect or restore coastal resources on Air Force installations may be submitted for consideration to the Coastal America Awards Program.

Section 3F—FISH AND WILDLIFE MANAGEMENT

3.31. Wildlife Management Programs on Air Force Lands. The Integrated Natural Resources Management Plan (INRMP) should address the management of game and non-game fish and wildlife on Air Force installations, to include any requirement to inventory and monitor fish and wildlife resources. Prepare the INRMP in cooperation with the USFWS, state fish and wildlife agency, and National Oceanic and Atmospheric Administration, National Marine Fisheries Service (NOAA Fisheries) for installations that include or are adjacent to marine environments. Installations will ensure the resulting plan reflects the mutual agreement of the installation and the cooperating agencies for the conservation, protection, and management of wildlife resources (see [paragraph 3.6](#)). (T-0).

3.32. Hunting, Fishing, Trapping and Outdoor Recreation Programs.

3.32.1. Program Management. The Sikes Act, 16 USC § 670a(a)(3)(A), requires that, consistent with the use of military installations to ensure the preparedness of the Armed Forces, military installations provide for the sustainable multipurpose use of the resources, to include hunting, fishing, trapping, and non-consumptive recreational access. Hunting, fishing, trapping, and dispersed outdoor recreation programs are appropriate on Air Force installations when they are consistent with INRMP goals for natural resources management, and are in accordance with installation security and safety requirements. As per 10 USC § 2671, ensure that hunting, fishing and trapping activities on Air Force installations comply with all state fish and game laws. Installation hunting, fishing, and trapping must also comply with federal laws and regulations, and be consistent with Department of Defense (DoD) principles for ecosystem management and biodiversity conservation. (T-0). The designated installation natural resources manager is responsible for the oversight of hunting and fishing programs, and for inclusion of program goals and objectives in the installation INRMP. Installations may utilize the voluntary assistance of others to help manage hunting and fishing programs, to include the state fish and wildlife agency, units of the Air Force Personnel Center Directorate of Services, Force Support Squadrons, and non-Air Force affiliated clubs (e.g. Rod and Gun Club); but these organizations may not direct activities related to hunting, fishing, trapping and outdoor recreation that are outside the scope and direction of the installation INRMP. (T-1). Program support provided by a Force Support Squadron may be reimbursed from user fees.

3.32.2. Fee Collection. Hunting, fishing, trapping and outdoor recreation access fees are collected by the installation and deposited into the Air Force account for fish and wildlife management (Account 57 5095). Fees shall be utilized for the conservation and management of fish and wildlife, habitat improvements, and investments in assets that directly benefit hunting, fishing, or trapping opportunities for permit holders. (T-0). The INRMP should address the installation procedures for the collection of fees for hunting, fishing, trapping and access to outdoor recreation areas. Upon termination of a fee collection program for hunting, fishing, trapping, or outdoor recreation, installations must notify AFCEC/CZ and close the collection account. Refer to [paragraph 3.66.4](#) for additional guidance on the collection and management of user fees. (T-2).

3.32.3. Access and Participation. As per the Sikes Act, 16 USC § 670a(b), the INRMP must address the specific rules and procedures for authorized participation and access to Air Force installations for hunting, fishing, trapping and dispersed outdoor recreation. The INRMP should identify access areas by category, and the authorized participants for each access area

category, using the criteria established below. A commander may restrict or exclude hunting, fishing and trapping if such activity is not compatible with the military mission. When access is denied to the general public, the installation environmental planning function must include the rationale for that determination in the INRMP. **(T-1)**.

3.32.3.1. Access Categories. Installations with unimproved lands must identify within the INRMP the availability of lands, by access category, for hunting, fishing, trapping and other dispersed outdoor recreation activities. **(T-1)**. The INRMP establishes the criteria used to designate lands into each access category, and identifies how access category designations may change with each Force Protection Condition (Normal, Alpha, Bravo, Charlie, Delta) imposed on the installation. There are three basic access area categories: Open Areas, Restricted Areas, and Off Limits Areas.

3.32.3.1.1. Open Areas. Unrestricted areas on the installation where hunting, fishing, trapping and outdoor recreation are permitted to all participants, to include the general public.

3.32.3.1.2. Restricted Areas. Areas designated by the commander where hunting, fishing, trapping and outdoor recreation are permitted to certain categories of participants, or under special conditions as defined by the commander. The INRMP should state the rationale by which access to an area is limited to certain categories of participants.

3.32.3.1.3. Off Limits Areas. Areas designated by the commander as being off limits to recreational hunting, fishing, trapping and dispersed outdoor recreation by any person at any time. These are areas where mission security and safety concerns do not allow such use. The INRMP should state the rationale by which access to an area is designated to be off limits due to security and safety considerations.

3.32.3.2. Participant Categories. The INRMP should establish criteria and protocols addressing user access and conduct for Open and Restricted areas by Participant Category. Do not confuse these Participant Categories with the Eligibility Categories described in AFI 34-101 *Air Force Morale, Welfare, and Recreation (MWR) Programs and Use Eligibility*. Installation policy for hunting, fishing, trapping, and dispersed recreational access to unimproved lands shall be based upon consideration of safety, mission requirements, and the ability of the natural ecosystem to sustain these activities. For Open and Restricted areas, ensure the INRMP identifies appropriate access privileges for the following categories of participants:

3.32.3.2.1. Active Duty Military (includes Reserve on full-time orders and National Guard on active duty (Title 10 status).

3.32.3.2.2. Department of Defense Civilians

3.32.3.2.3. Active Duty Military Dependents and Family Members

3.32.3.2.4. Disabled Veterans

3.32.3.2.5. Military Retirees

3.32.3.2.6. Department of Defense Civilian Retirees

3.32.3.2.7. Employees of Installation Prime Contractors (defined as a contractor under a 5-year or more term contract).

3.32.3.2.8. Civilians enlisted in the National Guard and Reserve that are not on active duty (Title 10 status).

3.32.3.2.9. General Public.

3.33. Conservation Law Enforcement. Commanders are responsible for the enforcement of state and federal laws for the protection and management of natural resources on Air Force installations. In accordance with the Sikes Act (16 USC § 670a(b)(1)(H)), installations must address how natural resource laws will be enforced in the INRMP. **(T-0)**. DoDI 5525.17, *Conservation Law Enforcement Programs (CLEP)* provides guidance for implementing conservation law enforcement requirements on DoD installations.

3.33.1. Cooperative Law Enforcement. Pursuant to the Sikes Act (16 USC § 670a(d)) and DoDI 4715.03, Air Force installations shall coordinate with appropriate agencies to support conservation law enforcement to enforce federal and applicable state laws and regulations pertaining to the management and use of natural resources. **(T-0)**. Pursuant to the Sikes Act (16 USC § 670a(d)(2)), reimbursable agreements for conservation law enforcement services are authorized with federal and state agencies having responsibility and jurisdiction over fish and wildlife resources. **(T-0)**. The installation commander shall give access to federal or state conservation law enforcement officers for the purpose of fish and wildlife law enforcement. **(T-1)**.

3.33.2. Conservation Law Enforcement by Air Force Personnel. The Sikes Act (16 USC § 670e-1) authorizes the DoD to enforce all federal natural resources laws on military installations. In accordance with DoDI 5525.17, *Conservation Law Enforcement Program (CLEP)*, all federal CLEOs, regardless of previous law enforcement training, must successfully complete the Land Management Training Program curriculum at the Federal Law Enforcement Training Center within 1 year of being hired. **(T-0)**. Individuals that have successfully completed the Land Management Training Program, but have not trained or worked as a CLEO within 1 year of completion, must re-take the training prior to receiving enforcement authority. **(T-1)**.

3.33.2.1. The installation commander shall assign CLEO duties to Air Force personnel who meet the training and certification requirements. **(T-1)**. AFCEC/CZ is responsible for tracking CLEO training and certification records, and for the management of badges and credentials to an authorized CLEO in accordance with established policy.

3.33.2.2. Air Force CLEOs must complete a minimum of 40 hours of annual refresher training specific to conservation law enforcement **(T-1)**. When feasible, they should receive training from the state fish and wildlife agency to attain knowledge of state laws and local natural resources enforcement strategies.

3.33.2.3. CLEO Position Descriptions. CLEO Position Descriptions shall include the specialized duties required of a CLEO as specified in DoDI 5525.17, Enclosure 3. CLEO Position Descriptions shall be developed to attain employees with a level of expertise and professionalism commensurate with other federal land management agency standards. Recommended Job Series is 1801, General Inspection, Investigation, Compliance. CLEO

job duties specified in a position shall coordinate with the Office of Special Investigations in accordance with AFI 71-101V1, *Criminal Investigations Program*. (T-1).

3.33.3. Conservation Law Enforcement Actions.

3.33.3.1. Violation Notices. For minor offenses of installation regulations not covered by criminal law statutes, CLEOs may use their discretion when determining whether to issue a warning or a Violation Notice. If a CLEO decides to issue a warning, verbal or written, the incident shall be noted on a Field Information Report with the individual's information, and entered into Law Enforcement Management Information System. (T-0). The individual shall receive a copy of the warning. If a Violation Notice is issued, a U.S. District Court Violation Notice is used as the charging document to notify the magistrate court of misdemeanor offenses and 10 USC 2671 violations that occur within the Court's jurisdiction.

3.33.3.2. Violation Notices to Active Duty Military Personnel. Active duty personnel are subject to the Uniform Code of Military Justice and the penalties issued by military commanders. Active Duty personnel, to include Air National Guard personnel on Title 10 orders, may be issued a Violation Notice for natural resource violations that do not require a court appearance. When a CLEO issues a Violation Notice to an active duty person, the CLEO will provide the installation legal office with a Report of Investigation within three days of issuance. The installation legal office will determine appropriate jurisdiction over the case in accordance with the Uniform Code of Military Justice. (T-1).

3.33.3.3. Felony Violations. Felonies committed on military land are referred to the local U.S. Attorney's Office. CLEOs must coordinate with the Air Force Office of Special Investigations and other federal agencies with jurisdictional authority on Felony violations to ensure notification to the assigned Assistant U.S. Attorney. (T-0).

3.34. Protection of Migratory Birds. In accordance with 16 USC §§ 703-712 (referred to as the Migratory Bird Treaty Act throughout this manual) and EO 13186, *Responsibilities of Federal Agencies to Protect Migratory Birds*, installations must conserve migratory birds and their habitats. (T-0). This includes preventing or abating pollution or detrimental alteration of the environment, and incorporating migratory bird conservation into the installation INRMP when consistent with the Bird/Wildlife Aircraft Strike Hazard Plan.

3.34.1. Intentional Takes of Migratory Birds. Any proposal to intentionally kill, wound, capture, or collect a migratory bird requires a migratory bird depredation permit issued by the USFWS in accordance with 50 CFR § 21.41. (T-0). Installations must submit an application to renew a migratory bird depredation permit at least 30 days prior to the expiration of a current permit. Depredation of migratory birds is also subject to National Environmental Policy Act (NEPA) analysis and the Air Force Environmental Impact Analysis Process. (T-0). Once a depredation permit is issued, installations will maintain records and submit reports as mandated under the terms of the permit. (T-0). As per 50 CFR § 21.43, a permit is not required to control blackbirds, cowbirds, grackles, magpies, and crow species listed in the regulation. 50 CFR § 21.50 authorizes the USFWS to issue permits to remove the nests and eggs of resident Canada geese when necessary to resolve a safety issue.

3.34.2. Incidental Takes of Migratory Birds During Military Readiness Activities. In accordance with Section 315 of the Bob Stump National Defense Authorization Act of 2003

(P.L. 107-314), the Migratory Bird Treaty Act general prohibition against killing migratory birds codified at 16 USC § 703 do not apply to the incidental taking of a migratory bird by a member of the Armed Forces during a military readiness activity. A military readiness activity, as defined at 50 CFR § 21.3, includes all training and operations that relate to combat. It does not include routine operation of support functions, operation of industrial activities, or construction or demolition of support or industrial facilities. Ensure incidental takes during military readiness activities conform to the regulations in 50 CFR § 21.15. An incidental take of migratory birds for military readiness activities are allowed provided that a determination is made by the NEPA process (32 CFR Part 989) that the proposed readiness action does not have significant negative effects on a population of migratory birds. If it is determined that the readiness action has significant negative effects on a population of migratory birds, the installation must confer with the USFWS to develop and implement appropriate conservation measures to minimize and mitigate, to the extent practicable, adverse impacts of military readiness activities on migratory birds; and to monitor the impacts of such activities on affected migratory bird species. **(T-0)**. Not all operations and maintenance activities on an installation qualify as a military readiness activity. Seek legal advice if uncertain whether an activity qualifies as a military readiness activity consistent with 50 CFR § 21.15. Vegetation management within the airfield Clear Zones and Primary Surface, as defined in UFC 3-260-01, *Airfield and Heliport Planning and Design*, is a military readiness activity covered under 50 CFR § 21.15.

3.35. Bald and Golden Eagle Protection Act. The Bald and Golden Eagle Protection Act (16 USC § 668-668c) prohibits harm or harassment to bald and golden eagles. This includes removal of inactive nests as well as active nests. In accordance with 50 CFR Part 22, installations must obtain a permit from the USFWS to remove bald or golden eagle nests. **(T-0)**. Conditions of the permit may include mitigation actions to minimize impacts. Eagle permits authorize take only in circumstances where the take cannot be practicably avoided in the course of an otherwise lawful activity. Conditions of the permit may include mitigation actions to minimize impacts.

3.36. Wildlife Damage Control.

3.36.1. Nuisance Wildlife Control. Installation pest management personnel shall have primary responsibility for the control of nuisance wildlife species, although the program can receive assistance from natural resources management personnel for control of wildlife that requires specialized training and permits. **(T-3)**.

3.36.1.1. Installations must contact the state fish and wildlife agency prior to killing or trapping nuisance wildlife. Activities that affect migratory birds may require a federal permit (see [paragraph 3.34.1](#)). Any action that may affect a species listed for protection under the auspices of the Endangered Species Act requires consultation with the USFWS (see [Section 3G](#)). **(T-0)**.

3.36.1.2. The INRMP should address nuisance wildlife control objectives, appropriate control techniques, and the installation organizations responsible for each aspect of nuisance wildlife control. The installation INRMP, Integrated Pest Management Plan, Solid Waste Management Plan, and Bird/Wildlife Aircraft Strike Hazard (BASH) Plan should be mutually supportive, and adequately differentiate the responsibilities for natural resources, pest management, flight safety, public health, and veterinary services personnel for the control of nuisance wildlife. Include procedures for animal carcass disposal.

3.36.2. Wildlife Control in Support of Bird/Wildlife Aircraft Strike Hazard Reduction. The INRMP and BASH Plan must incorporate the guidance within AFI 91-202, *USAF Mishap Prevention Program* and AFI 91-212, *Bird/Wildlife Aircraft Strike Hazard (BASH) Management Program*. Coordinate draft INRMP updates with airfield operations and Flight Safety personnel to ensure conformance with airfield safety criteria. Installations may request assistance for BASH-related wildlife control issues from personnel from the Air Force Safety Center BASH office (AFSEC/SEFW). See **Section 3M** for additional BASH program requirements.

3.36.3. Emergency Wildlife Control. Emergency wildlife control measures may be warranted if unanticipated wildlife problems endanger installation operations or threaten public health. Ensure the installation INRMP, consistent with the Integrated Pest Management Plan and BASH Plan, identifies the protocols and notification requirements for emergency wildlife control consistent with the terms of federal and state depredation permits.

3.37. Participation in Conservation Banking Programs . An installation may enter into agreements for, and make payments to, an off-installation conservation banking program or other “in-lieu-fee” mitigation sponsor, to satisfy a mitigation responsibility necessary for new construction or other military activity that has the potential to adversely impact species protected under the Endangered Species Act or Migratory Bird Treaty Act. Payments made to a conservation banking program or “in-lieu-fee” mitigation sponsor for the purpose of facilitating military construction may be treated as eligible costs of the military construction project.

Section 3G—THREATENED AND ENDANGERED SPECIES MANAGEMENT

3.38. Endangered Species Act (ESA) Compliance. 16 USC §§ 1531-1544 requires protection and conservation of federally listed threatened and endangered (T&E) plants and animals and their habitats. **(T-0)** Section 7(a)(1) of the ESA states that all federal departments and agencies shall utilize their respective authorities to conserve T&E species. **(T-0)**.

3.38.1. Federally Listed Species. Installations that sustain federally listed T&E species or designated critical habitat must address T&E species conservation in the Integrated Natural Resources Management Plan (INRMP). **(T-1)**. Ensure the INRMP goals and objectives provide an overall ecosystem management strategy for the protection and recovery of T&E species. When practical and consistent with military mission requirements, provide similar protection to plants and animals that are candidate species for protection by federal listing. Ensure the INRMP includes provisions addressing the requisite "benefit to the species" criteria to support a critical habitat exemption (see **paragraph 3.41**).

3.38.2. State Listed Species. INRMPs should provide for the protection and conservation of state-listed protected species when practicable and consistent with the military mission. Although not required by the ESA or federal law, provide similar conservation measures for species protected by state law when such protection is not in direct conflict with the military mission. When conflicts occur, consult with the appropriate state authority to determine if any conservation measures can be feasibly implemented to mitigate impacts.

3.38.3. Host Nation Protected Species. For installations and Air Force operations outside the U.S. and its territories, responsibility for protection of host nation-protected species is as specified in the Final Governing Standards for the host country (refer to AFI 32-7091).

3.39. Inventory and Monitoring. All installations must conduct a basic reconnaissance survey to determine the presence of any suspected federally listed Threatened, Endangered or Candidate species on an installation. **(T-1)**. Determine the survey methodology, scope, and species considered in the inventory after consultation with the USFWS or National Oceanic and Atmospheric Administration, National Marine Fisheries Service (NOAA Fisheries), depending upon jurisdiction. Follow-up reconnaissance surveys are necessary if the USFWS or NOAA Fisheries determines that a new federally listed species may occur on the installation. Periodic resurveys and monitoring of known listed species are necessary if they are stipulated in: (1) the ‘Terms and Conditions’ that implement the ‘Reasonable and Prudent’ conservation measures rendered in a Biological Opinion from the USFWS or NOAA Fisheries, (2) a USFWS or NOAA Fisheries Species Recovery Plan, or (3) an INRMP, coordinated and approved in accordance with the Sikes Act (16 USC §§ 670a-f). Share all information collected on military lands and waters that pertains to a federally listed Threatened, Endangered, or Candidate species with the USFWS and/or NOAA Fisheries. If practical, installations shall share known information on state-listed species with the relevant state fish and wildlife agency. **(T-3)**.

3.40. Endangered Species Act (ESA) Consultation.

3.40.1. Endangered Species Act (ESA) Section 7 Consultation. Section 7(a)(2) of the ESA requires agencies to consult with the USFWS or NOAA Fisheries when proposed or ongoing actions, including the implementation of an INRMP, may affect a listed species or designated critical habitat. Installations must consult with the USFWS for terrestrial species, freshwater aquatic species, and for polar bear, Pacific walrus, manatee, and sea otters, and with NOAA Fisheries for protected saltwater fish and other marine mammals. **(T-0)**. The *Endangered Species Consultation Handbook: Procedures for Conducting Consultation and Conference Activities Under Section 7 of the Endangered Species Act*, published by the USFWS and National Marine Fisheries Service, provides detailed guidance on how Section 7 consultations are done. Installations must notify the Air Force Civil Engineer Center Environmental Directorate (AFCEC/CZ) when entering into formal consultations under 50 CFR § 402.14. **(T-1)**.

3.40.2. Integrated Natural Resources Management Plan (INRMP) coordination for Endangered Species Act compliance. Installations where federally listed species occur on or near the installation should address ESA Section 7 consultation early in the preparation and review process for INRMP updates and revisions. When submitting an INRMP for interagency review, identify if the plan submitted for review covers the protection and conservation of a federally listed species. The INRMP should include an evaluation of the potential effects of INRMP implementation on listed species and their habitats, and indicate the conservation measures that are employed to manage those effects. Installations shall not include objectives for the conservation of a federally listed species in the INRMP if that species does not occur on or near the installation. **(T-1)**. If an ESA Biological Opinion has been issued as a result of an ESA Section 7 consultation, the INRMP becomes the document the Air Force uses to describe the specific programs and activities that are implemented to satisfy the required terms and conditions of the Biological Opinion.

3.40.3. Endangered Species Act (ESA) and the Environmental Impact Analysis Process (EIAP). The NEPA (Public Law 91–190, NEPA, § 102(H)), 40 CFR Parts 1500-1508, *CEQ Regulations for Implementing the Procedural Provisions of NEPA*, and 32 CFR Part 989, Air Force Environmental Impact Analysis Process implementing regulations, require proponents

to fully consider the possible impacts of proposed actions on federally listed T&E species early in the EIAP planning and scoping process. **(T-0)**.

3.40.3.1. The ESA Section 7 requires proponents of actions that may affect a federally listed T&E species or designated critical habitat to consult with USFWS and/or NOAA Fisheries, as applicable. Submit draft EIAP documents to the USFWS and/or NOAA Fisheries for review and comment. As per Appendix B to 32 CFR Part 989, do not apply an Air Force categorical exclusion (CATEX) to a proposed action unless ESA required consultation is complete and the USFWS and/or NOAA Fisheries has concurred in writing that the action is not likely to adversely affect a federally listed threatened and endangered species. **(T-0)**. Before applying a CATEX, coordinate with the AFCEC National Environmental Policy Act Division (AFCEC/CZN) and Air Force Legal Operations Agency, Civil Law and Litigation Directorate, Environmental Law and Litigation Division (AFLOA/JACE-FSC) to ensure the use of a CATEX is appropriate and legally supportable.

3.40.3.2. Include in a Final Environmental Assessment or Environmental Impact Statement, all written correspondence with the USFWS or NOAA Fisheries documenting the completion of consultation (NEPA, § 102(C)). Must forward copies of the final decision documents (e.g. FONSI or ROD to the USFWS and / or NOAA Fisheries when federally listed species are involved. **(T-0)**.

3.41. The Integrated Natural Resources Management Plan (INRMP) as a Substitute for Critical Habitat Designation. Pursuant to Section 4(a)(3)(B)(i) of the ESA, the Secretary of Interior “shall not designate as critical habitat any lands or other geographical areas owned or controlled by the DoD, or designated for its use, that are subject to an INRMP prepared under Section 101 of the Sikes Act (16 USC § 670a), if the Secretary determines in writing that such plan provides a benefit to the species for which critical habitat is proposed for designation.” In accordance with 50 CFR § 424.12(h), an INRMP is considered sufficient for critical habitat exemption if it meets the following criteria:

3.41.1. The INRMP provides a conservation benefit to the species. The cumulative benefits of the management activities identified in the INRMP, for the period covered by the INRMP, should maintain or provide for an increase in a species’ population, or the protection, maintenance, enhancement or restoration of its habitat within the area covered by the INRMP (i.e., those areas deemed essential to the conservation of the species). A conservation benefit may result from reducing fragmentation of habitat, maintaining or increasing populations, insuring against catastrophic events, enhancing and restoring habitats, buffering protected areas, or testing and implementing new conservation strategies. Wildlife habitat management practices must be consistent with AFI 91-212 and the installation BASH Plan (See Section 3M for additional BASH program requirements). Assistant Secretary of the Air Force for Installations, Environment, and Energy (SAF/IE) shall approve any such restrictions on land use before the INRMP or agreement is signed.

3.41.2. The INRMP provides assurance that the management activities necessary to implement the goals and objectives of the plan are implemented. Persons charged with INRMP implementation should be capable of accomplishing the objectives of the INRMP, have adequate funding to implement the INRMP, have the authority to implement the INRMP, and have obtained all the necessary authorizations or approvals. Installations must ensure the

INRMP provides an implementation schedule (including projected completion dates) to achieve the goals and objectives identified in the plan. **(T-2)**.

3.41.3. The INRMP provides assurance that the conservation effort is effective. Use the following criteria to determine if an INRMP provides an effective conservation effort:

3.41.3.1. The INRMP includes biological goals (broad guiding principles for the program) and objectives (measurable targets for achieving the goals);

3.41.3.2. The INRMP provides quantifiable, scientifically valid parameters that demonstrate achievement of objectives, and standards for these parameters by which progress is measured;

3.41.3.3. The INRMP includes provisions for monitoring and, where appropriate, adaptive management;

3.41.3.4. The INRMP includes provisions for reporting progress on implementation (based on compliance with the implementation schedule) and effectiveness (based on evaluation of quantifiable parameters) of the conservation effort.

3.42. Exclusion of Military Lands from Critical Habitat Designation Due to Economic Impacts or National Security Issues. In accordance with ESA Section 4(b)(2) (16 USC § 1533(b)(2)), the Secretary of Interior may exclude areas owned or controlled by the DoD from critical habitat designation if the USFWS or NOAA Fisheries determines that the benefits of such exclusion outweigh the benefits of specifying the area as critical habitat; and that the exclusion of such area from critical habitat will not result in the extinction of the species concerned. When requesting the USFWS or NOAA Fisheries exclude military lands from a critical habitat designation proposal, the installation must provide evidence of how a critical habitat designation would impact national security. **(T-0)**.

3.43. Marine Mammal Protection Act Compliance. Installations must consult with NOAA Fisheries or the USFWS when an ongoing or proposed activity, including the preparation and implementation of an INRMP, has the potential to impact marine mammals protected under the authority of Title 16, USC §§ 1361-1421h. This requirement may be in addition to ESA consultation requirements if the species is also listed as threatened or endangered under that law. **(T-0)**.

Section 3H—FOREST MANAGMENT

3.44. Forest Management Practices on Air Force Lands. The principal objective of forest management on Air Force installations is to maintain and enhance the ecological integrity of forested landscapes while supporting the military mission. Under the principles of ecosystem management (see [paragraph 3.10](#)), forest treatments, to include the harvesting of forest products, may be used to achieve installation goals for forest enhancement and restoration, wildlife habitat improvement, wildfire protection, recreational development, military training requirements, airfield safety compliance, and wood production.

3.44.1. Commercial Forestry Activities. Commercial harvesting of forest products on Air Force lands is authorized, provided that such use is compatible with the military mission and consistent with the goals stated in the Integrated Natural Resources Management Plan (INRMP). Never harvest forest products for short-term profit at the expense of long-term

sustainability of other ecosystem functions. The Range Operating Agency will determine the availability of lands for commercial forestry activities on military training and testing ranges in accordance with AFMAN 13-212V1.

3.44.2. Timber Harvesting Methods. Use appropriate silvicultural practices to maintain the forest ecosystem in a healthy condition and to achieve the goals stated in the installation INRMP. Ensure the INRMP outlines the acceptable timber harvesting practices for the installation and explains, in terms of current and desired future condition, how the chosen management practices achieve the INRMP goals.

3.44.3. Best Management Practices. Implement Best Management Practices (BMPs) in forest management operations to minimize environmental impacts. Utilize applicable state BMPs for forest management operations.

3.44.4. Reforestation. Conduct reforestation activities as detailed in the INRMP. The INRMP should state the acceptable reforestation practices to meet the stated goals and objectives and minimize soil disturbance and ecological impacts.

3.44.5. Forest Road Construction and Maintenance. Installations with a commercial forest resource must evaluate the existing network of forest access roads and trails in the INRMP. **(T-3)**. Forest road construction and management should be consistent with the ecosystem management objectives stated in the INRMP. Design and maintain forest access roads in accordance with applicable state BMPs. Construct new single-purpose forest access roads only when absolutely necessary. Close temporary roads and trails constructed solely for timber harvesting operations to vehicular traffic after the timber removal is completed.

3.44.6. Forest Inventory. Installations with commercial forest land capable of producing more than 20 cubic feet/acre/year in wood biomass must maintain a forest inventory. Update forest inventories at least once every 10 years. Installations must utilize a geographic information system to record and access forest inventory data. **(T-3)**.

3.44.7. Airfield Safety. Installations with active airfields must manage forest areas so that trees do not pose a hazard to air operations. Refer to Unified Facilities Criteria (UFC) 3-260-01 for specifications on airfield flight surfaces and safety zones, and to AFI 91-212 for additional guidance on airfield safety. **(T-1)**.

3.45. Forest Product Sale Procedures. In accordance with Department of Defense Financial Management Regulation DoD 7000.14-R, Volume 11A, Chapter 16, *Accounting for Production and Sale of Forest Products*, collect payment for all forest products with economic value that are removed from Air Force lands. As per DoDI 4715.03, an installation shall not give away, abandon, carelessly destroy, and use to offset contract costs, or trade for services or supplies any forest products with marketable value. Forest products may not be used to offset contract costs associated with construction, land clearing, or other contracted activity. **(T-0)** Marketable forest products requiring removal, including those on lands under lease or designated for privatization, must be disposed of by the Air Force, or the value of the forest products deposited into the Air Force forestry account. Installations shall make an attempt to offer for sale any forest products that require removal prior to initiation of construction or other land clearing operation. These restrictions do not apply to materials determined to have no commercial value, as determined by the AFCEC/CZ Natural Resources Subject Matter Expert or a Forester employed by the federal government. Refer to [paragraph 3.66.1.1](#) for guidance on forest product sale revenue collection.

3.45.1. Small-Lot Sales. Forest products with an appraised value at \$25,000 or less may be sold by means of an installation small-lot sales permit. Installations shall not split larger timber disposal sales into small lots to avoid formal bids. Installations may use a small-lot sales permit to remove timber appraised at greater than \$25,000 when immediate tree removals are necessary to clear timber downfall resulting from a natural disaster, or to meet airfield safety requirements as defined by an impending downgrade of airfield operability status. Installations must solicit informal bids from at least three potential buyers. Document all contacts made and bids received, including contacts that respond with no bid. Upon official request from the installation, the AFCEC/CZ Natural Resources Subject Matter Expert may conduct appraisals and small-lot sales on behalf of the installation.

3.45.2. Large Sales. Installations must dispose of forest products with an appraised value at greater than \$25,000 by contract sale. **(T-2)**. Utilize competitive bidding procedures and the following guidelines:

3.45.2.1. Sale Preparation. For all large forest product sales, installations must prepare contract specifications that describe in detail the forest products offered, sale areas, allowable harvest methods and restricted activities. Include maps or drawings of the gross sale area and net removal area. Installations must ensure a professional Forester or trained Forest Technician supervises the marking and harvest of forest products within the sale area. Prior to removal of forest products, installations must evaluate and document the effects of the proposed action in accordance with the Environmental Impact Analysis Process defined in 32 CFR Part 989.

3.45.2.2. Sale Appraisal. Installations must obtain an appraisal of the fair market value of forest products offered for sale. **(T-2)**. Installations must not sell forest products for less than their appraised value without first preparing a written justification approved by the installation commander or civil engineer squadron commander. **(T-2)**. Utilize regionally accepted standards for scaling, measuring, or weighing forest products. **(T-2)**. Mark forest product sale appraisal documents with "FOR OFFICIAL USE ONLY," and release appraisal documents only on a need-to-know basis. **(T-2)**.

3.45.2.3. Sale Marketing. For each forest product sale contract, prepare a solicitation for bid describing the forest products offered for sale and required harvesting specifications. Solicit bids either by means of lump-sum value or by scaled value per unit volume for each product class. Advertise forest products for sale to as many potential buyers as possible within the region specified by the servicing contracting office.

3.45.2.4. Sale Contract Term. Require removal of forest products within 1 year or less from the date of contract award unless a longer term is deemed to be in the best interest of the government. For sales extending longer than 3 years, include a rate predetermination clause to reflect changes in market value. Collect security deposits when appropriate to encourage buyers to honor payment and harvesting terms identified in the contract.

3.45.2.5. Sale Inspection. Regularly inspect ongoing forest harvesting activities. The forest products buyer is responsible for executing all the terms and conditions of the contract. The contracting office makes a determination on contract completion based upon a final inspection report indicating that all contractual obligations have been met. Document discrepancies and report them to the contracting office. Make a final inspection

at the conclusion of the contract. Allow buyers of forest products the opportunity to repair any site damage in violation of contract terms prior to withholding security deposits.

3.45.3. Protection of Sensitive Cultural and Natural Resources. In contracts for commercial harvesting of forest products, installations shall specify safeguards for protection of sensitive cultural and natural resources. To protect sensitive cultural and natural resources, include clauses that identify penalties for damages incurred, and penalties for removal of forest products not designated for disposal. (T-2).

3.46. Procuring Forest Management Services.

3.46.1. Federal Assistance. Under the authority of the Sikes Act, Air Force installations may enter into interagency agreements that provide for the transfer of funds to other federal land management agencies for assistance in the form of personnel, agency services, or assistance with contracting actions that implement forest management practices, including forest product sales. The U.S. Army Corps of Engineers (USACE), under authority of 31 USC § 1535, (known as the Economy Act), may also be used as a contracting agent for the disposal of forest products or for other forest management assistance on Air Force lands. For installations on lands withdrawn from the public domain, the installation must confer with the Bureau of Land Management to determine the appropriate management and disposition of forest resources. (T-0).

3.46.2. State Assistance. Under the authority of the Sikes Act (16 USC § 670c-1), installations may enter into cooperative agreements with states, local governments, Indian Tribes, and non-governmental organizations for the maintenance and improvement of natural resources, to execute forest management activities that implement the goals and objectives of an INRMP. If an agreement is executed with a state agency, the agreement should provide a means by which the state is reimbursed for obligations incurred in support of the forest management practices authorized by that agreement.

3.46.3. Service Contracts. Use service contracts for forest management support when federal, state, or in-house assistance is not available. Ensure a professional Forester, employed by the government, reviews all service contracts that implement forest management practices.

3.47. Financial Management. 10 USC § 2665 authorizes refunding forest management obligations with proceeds derived from the sale of forest products. Department of Defense Financial Management Regulation DoD 7000.14-R, Volume 11A, Chapter 16, lists the appropriate expenditures that can be reimbursed from forestry program funds. Refer to [paragraph 3.66](#) for additional guidance on financial management procedures for Reimbursable Conservation Programs.

3.48. Forest Protection.

3.48.1. Protection from Insects and Disease. To the extent practicable, and within budget limits, support federal, state, and local programs for the detection, control and eradication of epidemic forest insects and diseases. Refer to AFI 32-1053, *Integrated Pest Management* for guidance on the use of pesticides for forest health protection. Public Law 95-313, *Cooperative Forestry Assistance Act of 1978* and Title 16 USC § 2104 provide for U.S. Department of Agriculture (USDA), Forest Service assistance for forest health problems on all federal lands. To obtain USDA Forest Health Protection funds, contact the appropriate U.S. Forest Service state and private forestry office to obtain the required biological evaluation and endorsements.

If a USDA Forest Service biological evaluation indicates the need for insect or disease control, complete the Forest Service funding request form, and submit a copy of the funding request application along with a copy of the biological evaluation to the AFCEC/CZ Natural Resources Subject Matter Expert. AFCEC/CZ will review and consolidate Air Force funding requests and submit them to the Forest Service for consideration; with copy to the Armed Forces Pest Management Board. **(T-0)**

3.48.2. Forest Fire Protection. Refer to [Section 3Q](#) for guidance on wildland fire protection.

Section 3I—AGRICULTURAL OUTGRANS

3.49. Agriculture Outgrant Programs on Air Force Lands. Air Force lands may be outgranted in the form of lease, license, or permit for agricultural purposes in accordance with AFI 32-9003, *Granting Temporary Use of Air Force Real Property*, and the additional guidelines contained herein.

3.49.1. Compatibility with the Military Mission. All agricultural outgrants shall be compatible with the military mission of the installation, as determined by the installation commander. The Range Operating Agency will determine the availability of outgrant lands on military training and testing ranges in accordance with guidelines in AFMAN 13-212 and AFI 91-212. **(T-3)**.

3.49.2. Compatibility with the Integrated Natural Resources Management Plan (INRMP). Agricultural outgrants must be consistent with the goals and objectives of the installation INRMP. Agricultural outgrants for crop production, livestock grazing, equestrian operations, commercial seed harvesting, apiary placement, maple sugar collection and any other agricultural product may be conducted where feasible and compatible with the INRMP. The overriding principles of ecosystem management (see [paragraph 3.10](#)) also apply to any outgrant of Air Force lands for agricultural uses.

3.50. Agricultural Outgrant Program Management.

3.50.1. Administration. The USACE is the primary supporting agency for administering agricultural outgrants on Air Force lands. The Air Force Civil Engineer Center Installations Directorate (AFCEC/CI) provides assistance for identifying the appropriate USACE District contacts when preparing or updating an agricultural lease. The installation natural resources manager collaborates with the local USACE District representative for developing agricultural outgrant documents. The supporting USACE real property office will bill outgrantees in accordance with the terms of the outgrant. **(T-2)**.

3.50.2. Outgrant Instruments. Agricultural use of Air Force property requires a lease, license, or permit prepared, awarded, and executed in accordance with AFI 32-9003. Ensure all agricultural leases require the outgrantee to pay cash, provide services, and/or make improvements to the extent that the government is receiving a fair market value for use of the land. Government-owned livestock are exempt from the fee collection requirement. Licenses and permits for agricultural uses at less than fair market value are not allowed unless the licensee or permittee is eligible for an exception from the consideration requirements under AFI 32-9003.

3.50.3. Outgrant Revenue Collection. Record revenues collected from agricultural outgrants on a DoD Form 1131, *Cash Collection Voucher*. Deposit proceeds from agricultural outgrants to Deposit Fund Account 57 F 3875.00AG (see [paragraph 3.66.3](#)).

3.50.4. Land Use Rules. All agriculture outgrants, to include grazing/cropland leases, licenses, and permits, require written land use rules as requirements in the outgrant to ensure the compatibility of outgrant activities with the military mission, as well as to conserve the soil, water, and other sensitive natural resources within the areas included in the outgrant. Installations will draft land use rules that implement the appropriate Best Management Practices for erosion and sedimentation control as established by the U.S. Department of Agriculture (USDA) Natural Resources Conservation Service and state guidelines. Land use rules should also be written to support the natural resources management goals and objectives in the INRMP. Installations will develop a compliance checklist from the land use rules that can be used to perform objective inspections of outgrant operations to monitor compliance. (T-2).

3.50.5. Technical Oversight. The installation natural resources manager, installation Flight Safety office, and Range Operating Agency, must review and approve the agricultural outgrant documents and their associated land use rules. (T-3). When practicable, seek technical assistance from an agricultural specialist from the Natural Resources Conservation Service or state cooperative extension service, local soil and water conservation district, or other agency experienced in the management of agricultural and grazing lands.

3.50.6. Compliance Inspection. Schedule inspections of agricultural outgrant operations in accordance with guidelines stated in AFI 32-9003. A qualified agronomist, livestock grazing specialist, or natural resources management specialist inspects outgrant sites to ensure that the outgrantee complies with the technical terms of the outgrant and associated land use rules. Cooperating agency personnel can assist with on-site reviews of the outgrant program to assess crop and grazing land conditions and outgrant compliance on behalf of the Air Force. The inspector completes the land use rules compliance checklist at each review. The installation natural resource manager will ensure all inspection reports are delivered to the administering real property office for further action. (T-2).

3.50.7. Improvements and Services. Agricultural outgrants may require or permit the outgrantee to provide agricultural land improvements, services, or other in-kind consideration in lieu of a portion or all of the cash payment due the U.S. government for the value of an agricultural lease. The administering real property office calculates the fair market value of any such improvements and services, and deducts the amount calculated from the cash rent or payment due the U.S. government. Ensure outgrant instruments provide that all such improvements become the property of the U.S. government. Installations with outgrants that allow improvements, services and other in-kind consideration in lieu of a portion or all of the cash payment must provide a justification for the substitution of in-kind consideration for the cash payment in the INRMP. (T-2). The INRMP justification should evaluate the impact of improvements, services, and other in-kind consideration to the economic sustainability of the program, to the military mission, and to the achievement of INRMP goals and objectives. (T-2).

3.51. Guidelines for Livestock Grazing. Installations will ensure livestock grazing programs adhere to the following guidelines:

3.51.1. Livestock grazing must be consistent with the use of the installation to support military readiness. (T-2).

3.51.2. Livestock grazing programs must support the goals and objectives of the installation INRMP. (T-2). Grazing may not be authorized unless such use is documented in the INRMP as appropriate to achieve land management goals. (T-2).

3.51.3. Livestock grazing programs must not degrade the natural ecological integrity of the landscape. (T-2). Installations must not allow grazing within native plant communities where it has been determined that such use is inappropriate for the plant community type. (T-2). Must suspend grazing on lands where historic overgrazing and other abusive grazing practices have limited the ability of the plant community to recover. (T-2).

3.52. Guidelines for Agricultural Crop Production. Crop production programs should support the goals and objectives of the installation INRMP and Bird/Wildlife Aircraft Strike Hazard Plan. Installations with active runways must coordinate any new cropland outgrant proposals with the installation Safety Office and Airfield Manager. (T-2).

3.53. Monitoring Outgrant Lands for Compliance with the INRMP. Installations must monitor outgranted lands to ensure that land use is in compliance with the applicable land use rules and the land stewardship goals, objectives, and implementing guidelines stated in the INRMP. (T-2). Installations with agricultural outgrants should include a description of the monitoring program in the INRMP. Installations will ensure monitoring programs adhere to the following guidelines:

3.53.1. Monitor cropland outgrants annually, or when environmental conditions warrant, to ensure that they do not create unacceptable soil losses from erosion or cause point-source or non-point pollution to any natural water body. (T-2). Also monitor other direct and indirect impacts of agriculture outgrant activities on surrounding land and water resources. (T-2).

3.53.2. Monitor water runoff from cropland outgrants as needed to detect levels of pesticides or fertilizer that exceed state regulatory requirements. (T-2). Determine the location, method and frequency of water samples through consultation with the appropriate state agency. (T-2).

3.53.3. Monitor livestock grazing outgrants using sample plots, photo points, permanent grazing enclosures, and other acceptable means to evaluate forage condition, trend, and utilization, and determine if the overall health of the rangeland resources are being sustained. (T-2). Also note the presence and extent of invasive plant species. (T-2).

3.53.4. Monitor all agricultural outgrants to ensure they do not attract wildlife that pose a risk to airfield operations. (T-2). Refer to AFI 91-212 for additional guidance on airfield safety requirements. (T-2). Consult with Air Force Safety Center (AFSEC/SEFW) wildlife control specialists if wildlife control measures are warranted. (T-2).

3.54. Pest Management on Outgranted Lands.

3.54.1. Use of Pesticides by Outgrantee. Ensure any application of pesticides on Air Force lands complies with AFI 32-1053. Ensure outgrantees performing pesticide application on Air Force lands maintain the certification requirements of the state, territory, or host nation in which the installation lies. Outgrant instruments require that the outgrantee obtain the approval of the installation pest management point of contact prior to any pesticide application, and report all actual pesticide usage (in pounds of active ingredient) to the pest management point of contact.

3.54.2. Control of Noxious, Exotic, and Invasive Species. Air Force agricultural outgrant programs must comply with the requirements of the Federal Noxious Weed Act 7 USC § 2801.

(T-0). Outgrant programs should, to the extent practicable and within the limits of available funds, support state and federal programs for the control of noxious, exotic, and invasive plant species (see [Section 3L](#)). Installations may enter into cooperative agreements with local area government entities that establish integrated pest management principles for the control of undesirable plant species. Expenditure of agricultural program funds to control noxious, exotic and invasive species should be consistent with the level of effort exhibited on similar federal, state or private agriculture and grazing lands in the vicinity of the installation.

3.55. Financial Management. 10 USC § 2667 authorizes the use of revenues from agricultural outgrants for agriculture program operating expenses as well as to support other Air Force natural resources program initiatives. Refer to [paragraph 3.66.3](#) for guidance on financial management procedures for Air Force agricultural outgrant programs.

Section 3J—OUTDOOR RECREATION

3.56. Outdoor Recreation Planning. The Sikes Act (16 USC § 670c) authorizes military installations to carry out a program for the development, enhancement, operation, and maintenance of public outdoor recreation resources in accordance with the installation Integrated Natural Resources Management Plan (INRMP). Ensure all developed and dispersed outdoor recreation activities are consistent with the INRMP. Allow use of outdoor recreation resources by the general public when such use is deemed by the commander to be compatible with the military mission and does not exceed the recreational carrying capacity of the land. Natural resources managers should collaborate with the installation Community Planner, Air Force Personnel Center Directorate of Services, Force Support Squadron, Flight Safety, and other stakeholders in the planning and development of outdoor recreation on an Air Force installation; and with the Range Operating Agency for Air Force ranges. The INRMP identifies the areas on the installation where outdoor recreation activities are appropriate, and discusses the compatibility of outdoor recreation programs with the military mission. Natural resource managers will ensure installation recreation areas are categorized in the INRMP in accordance with the access and participation guidelines in [paragraph 3.32.3](#). (T-1).

3.57. Recreational Off-Road Vehicle Use. Ensure the INRMP includes installation policy on the use of off-road vehicles, to include mountain bikes. Allow use of off-road vehicles only after thoroughly analyzing the impact of such use on soils, archeological sites, wildlife, water quality, and other ecosystem attributes. Periodically monitor and evaluate for damage any areas designated for off-road vehicle use. Refer to EO 11989, *Off-road Vehicles on Public Lands*, May 24, 1977, for federal policy on off-road vehicle use.

3.57.1. Restrict use of off-road vehicles, including mountain bikes and other all-terrain vehicles, to areas that can sustain their use without damage to natural or cultural resources.

3.57.2. Close areas that are damaged from off-road vehicle use to prevent further damage. Undertake rehabilitation projects to restore the damage.

Section 3K—LAND MANAGEMENT

3.58. Land Management Programs. Air Force land management activities are intended to protect and enhance desirable natural and man-made features on the installation. Air Force land management programs include landscape design, grounds maintenance, urban forest management,

golf course maintenance, Bird/Wildlife Aircraft Strike Hazard (BASH) reduction, irrigation and water management, pest management, invasive species management, erosion control and non-point source pollution prevention.

3.58.1. Landscape Design. Landscape design and maintenance activities should comply with the land management goals of the Integrated Natural Resources Management Plan (INRMP) and the BASH Plan. To the maximum extent possible, utilize regionally native plants in landscape designs for improved and semi-improved grounds. Do not utilize non-native species that tend to be invasive and reproduce outside the intended growing area. When feasible, convert landscapes dominated by non-native plants to native trees, shrubs, or grasses. Design landscapes that reduce maintenance inputs in terms of energy, water, manpower, and equipment. Choose plant materials adapted to local environmental conditions that have the potential to reduce the need for irrigation, fertilization or pesticides to maintain a healthy condition. Irrigate installation grounds only when necessary to fulfill a justified user requirement. Do not establish or maintain vegetative species on or adjacent to the airfield that provide food, cover, roosting or nesting habitat to wildlife. Refer to the installation BASH Plan for a list of recommended landscape plants that are least attractive to wildlife.

3.58.2. Grounds Maintenance Categories. Establish grounds maintenance practices according to grounds maintenance category delineations. For purposes of designating the intensity of grounds maintenance, ensure the INRMP identifies and maps installation grounds into categories of 'improved', 'semi-improved', and 'unimproved' as defined below. The INRMP should describe the scope of grounds maintenance activities that are planned to take place within each category. Where practicable, convert improved grounds to semi-improved or unimproved grounds, and convert semi-improved grounds to unimproved grounds.

3.58.2.1. Improved Grounds. Includes land occupied by buildings and other permanent structures as well as lawns and landscape plantings on which grounds maintenance personnel annually plan and perform intensive maintenance activities. Improved Grounds include the cantonment area, parade grounds, drill fields, athletic areas, golf courses (excluding roughs), cemeteries, and housing areas. Grass in these areas is normally maintained by regular mowing during the growing season.

3.58.2.2. Semi-Improved Grounds. Land where periodic maintenance is performed primarily for operational reasons (such as erosion and dust control, bird control, and visual clear zones). This land use classification includes areas adjacent to runways, taxiways, aprons, runway clear zones, lateral safety zones, rifle and pistol ranges, weapons firing and bombing ranges, picnic areas, ammunition storage areas, antenna facilities, and golf course roughs. Semi-improved grounds areas are mowed less often than the maintained turf grass on improved grounds.

3.58.2.3. Unimproved Grounds. Land that is not classified as 'improved' or 'semi-improved' grounds. Unimproved grounds include forest lands, croplands and grazing lands, lakes, ponds, and wetlands, and any areas where natural vegetation is allowed to grow unimpeded by maintenance activities.

3.58.3. Urban Forest Management. The INRMP should state long-term goals and objectives to achieve a desired future condition for installation landscape trees (i.e., the urban forest). The INRMP should include a list of recommended landscape trees and shrubs that is based upon site compatibility, life expectancy, maintenance requirements, and are not attractive to wildlife

as per BASH safety requirements. Replacement plantings should favor native trees and shrubs or other species that are able to survive with minimal maintenance requirements. Do not plant trees or shrubs that require irrigation for survival beyond an initial two-year establishment period. Ensure that tree plantings do not create a future hazard for aircraft and flight operations. An Urban Forest Management Plan may be developed as a component plan of the INRMP.

3.58.4. Pest Management. In accordance with AFI 32-1053, ensure the installation Integrated Pest Management Plan addresses all strategies for managing pests. Natural resources managers will coordinate with pest management personnel to ensure that the Integrated Pest Management Plan and INRMP are mutually supportive and not in conflict. **(T-1)**.

3.58.5. Erosion Control and Non-point Source Pollution Prevention. Use applicable Best Management Practices (BMPs) to minimize soil erosion and non-point sources of water pollution. To determine appropriate BMPs, consult the USDA Natural Resource Conservation Service, local soil and water conservation district, state agricultural extension office, or state water quality office.

3.59. Mineral Leasing. The Bureau of Land Management is responsible for mineral leasing on federal lands. The Air Force Civil Engineer Center, Installations Directorate is the point of contact for coordination on all proposed mineral exploration and mining on land controlled by the Air Force, and for negotiation of reclamation requirements. The Air Force will ensure mineral leases include provisions for Air Force to be reimbursed for any damage to natural resources or removal of commercial timber resulting from oil and gas leasing or mineral exploration and mining.

3.60. Clean Water Act (33 U.S. Code § 1251 et seq.) Compliance. Activities that may impact waters and wetlands of the United States as defined in 40 CFR § 110.1, require evaluation for compliance with Clean Water Act regulations. **(T-0)**.

3.60.1. Waters of the U.S. (WOTUS). WOTUS, also referred to as jurisdictional wetlands, are those wetlands, water bodies and waterways that fulfill the criteria as jurisdictional WOTUS subject to the regulatory requirements of the Clean Water Act. Site level jurisdictional delineations of WOTUS are mandatory for proposed development activities that may affect wetlands, streams, and water bodies, and are the responsibility of the proponent as part of project costs. **(T-0)** The proponent of any activity that may affect known or suspected WOTUS should conduct a jurisdictional delineation utilizing the criteria approved by the Environmental Protection Agency and affirmed by the U.S. Army Corps of Engineers (USACE). The Air Force will refer to and accept as determinative the current USACE definitions for WOTUS under USACE jurisdiction. Jurisdictional delineations are valid for a limited period of time, as established by the USACE district regulatory office. Installations are not required to update an expired jurisdictional delineation unless there exists a proposed mission activity that necessitates an updated demarcation of jurisdictional WOTUS boundaries by the proponent activity.

3.60.2. Clean Water Act Section 404 Compliance. Section 404 of the Clean Water Act establishes a program to regulate the discharge of dredged or fill material into jurisdictional waters and wetlands of the U.S. Actions that may impact wetlands, to include dredging, filling, and activities that may displace soil or other materials into a wetland, may require a Section 404 permit from the USACE and/or delegated state authority. Submit USACE Engineer Form 4345, Application for Department of the Army Permit to the appropriate USACE District Engineer prior to any land disturbance activity located in or near a regulated wetland area or

regulated WOTUS. Along with the permit application, submit a vicinity map and site development plan that includes a cross-sectional view of the affected area showing limits of jurisdictional waters, the normal water level, volume of fill material to be discharged below ordinary high water. In some states, the authority to issue Clean Water Act Section 404 permits has been delegated to the state, and additional procedures may apply. (T-0).

3.60.3. Clean Water Act Section 401 Compliance. Clean Water Act Section 401 directs that any proponent of an action that requires a federal license or permit, such as a Section 404 or National Pollution Discharge Elimination System permit, must obtain a water quality certificate from the state water pollution control agency. The water quality certificate certifies that the action complies with state water quality criteria. State permits to undertake projects within a specified buffer zone surrounding wetlands may also be required. When applying for a permit under state wetland protection laws, certain information not required for an USACE permit, such as a delineation of a regulated buffer area, may also be required. In some cases, permit applications may be submitted concurrently for review by both the state and the USACE. (T-0).

3.60.4. Finding of No Practicable Alternative (FONPA). DoDI 4715.03, Clean Water Act Sections 401, 404 and 404(b)(1) guidelines, and provisions of EO 11990, prohibit agencies from undertaking or supporting any new construction or related activities located in wetlands unless the SecAF, or the Chief of the National Guard Bureau, or an official duly delegated authority to act on his/her behalf for Air National Guard, finds that (1) there is no practicable alternative to such new construction or related activities, and (2) that the proposed action includes all practicable measures to minimize harm to the wetlands from such use. When there is no practicable alternative to taking an action in a wetland, makes a Finding of No Practicable Alternative determination via signature on the Finding of No Significant Impact or Record. (T-0).

3.60.4.1. The FONPA is included within a NEPA FONSI or ROD. It explains why there are no practicable alternatives to an action affecting a wetland, as established in an appropriate level NEPA analysis. When there is no practicable alternative to taking an action in a wetland, a FONPA determination is made by the SecAF, (or an official who has been duly delegated the authority to act on the Secretary's behalf,) or the Chief of the National Guard Bureau (or an official duly delegated authority to act on his/her behalf), via signature on the FONSI or ROD (see paragraph 3.20).

3.60.4.2. To support the required FONPA, prior to any new construction or related activities located in wetlands, proponents first prepare an analysis and documentation, in accordance with Clean Water Act Sections 401, 404 and 404(b)(1) guidelines, DoDI 4715.03, and provisions of EO 11990, Protection of Wetlands that demonstrates no practicable alternatives to such construction or activities exist, and that the proposed action includes all practicable measures to minimize harm to wetlands. Proponents will follow the process outlined in paragraph 3.20 for the required assessments of proposed actions potentially affecting wetlands. (T-0).

3.61. Rivers and Harbors Act of 1899 Compliance. The Rivers and Harbors Act of 1899, 33 USC § 401, establishes a program to regulate activities affecting navigable WOTUS. Section 10 of the Act (33 USC § 403) directs that proponents must obtain a Section 10 permit administered by the USACE for construction, excavation, or deposition of materials in, over, or under navigable

waters, or for any work which would affect the course, location, condition, or capacity of those waters. Activities requiring Section 10 permits include structures (e.g., piers, wharves, breakwaters, bulkheads, jetties, weirs, transmission lines) and work such as dredging or disposal of dredged material, or excavation, filling, or other modifications to the navigable WOTUS. Installations must contact the USACE prior to construction or other activities that may affect open water habitats to determine if a Section 10 permit is necessary. (T-0).

3.62. Invasive Species Management Policy. EO 13112, *Invasive Species*, requires all Federal agencies to prevent the introduction of invasive species, provide for their control, and minimize their economic, ecological, and human health impacts. Under EO 13112, installations will, to the extent practicable and permitted by law, not authorize, fund, or carry out management actions that are likely to cause the introduction or spread of invasive species. Furthermore, Title 7 USC § 2814 requires that each federal agency establish and adequately fund an undesirable plants management program through the agency's budgetary process. (T-0).

3.63. Air Force Invasive Species Management Program. Installations must address invasive species management in the installation Integrated Natural Resources Management Plan (INRMP). (T-0). Formulate and implement INRMP goals and objectives to detect, respond to, and control populations of invasive species in a cost-effective and environmentally sound manner whenever and wherever practical. The installation natural resources manager shall give priority consideration to control of invasive species that impact Air Force testing and training operations, and where control measures have the greatest opportunity to restore a self-sustaining native ecosystem. INRMP goals should be consistent with the Federal Invasive Species Management Plan and other guidelines promulgated by the National Invasive Species Council. The invasive species management element of the INRMP should provide specific information on species to be controlled, recommended control methods, and appropriate level of control effort in consideration of available resources.

3.63.1. Invasive Species Detection and Monitoring. The INRMP should include a current assessment of the presence and extent of exotic and invasive species on the installation. Conduct surveys to detect and map invasive species. Installations will monitor invasive species populations and update inventory information as new species are discovered and known populations are controlled or eliminated.

3.63.2. Invasive Species Control on Agricultural Outgrants. Cropland and grazing outgrants on Air Force properties should include requirements for the outgrantee to prevent the introduction and spread of invasive species. Agricultural outgrant agreements may include requirements to implement and report control measures for invasive species that are identified in the INRMP.

3.63.3. Control of Feral Animals. Installations will not, to the extent practicable and permitted by law, authorize, fund, or carry out activities that are likely to cause the introduction or spread of feral dogs, cats, horses, cattle, pigs, goats or other non-native domesticated animals on Air Force-controlled lands. The INRMP must address the specific policies, programs and methods used to control feral animals on Air Force installations. Feeding or harboring of feral domesticated species on Air Force installations is prohibited (T-2).

3.63.4. Interagency Cooperation. Title 7 USC § 2814 and the Sikes Act (16 USC § 670-c-1) authorize cooperative agreements with state agencies, Indian Tribes, local governments, and nongovernmental entities for the control of undesirable plant species on federal lands. Partner

with other federal, state, and local agencies and adjacent landowners in joint control strategies to collaborate efforts for the control of undesirable species and increase the effectiveness of control measures. Installations may participate in state or regional Exotic Pest Plant Councils and Cooperative Invasive Species Management Areas at a level of effort that is commensurate with efforts by the partners and within the legal authority of the Air Force.

3.63.5. Biosecurity. The movement of invasive and exotic species through the worldwide transportation network directly threatens military readiness and operations. The installation INRMP must support installation biosecurity protocols for the transport of materials. When necessary, the INRMP shall include goals and objectives to prevent the intrusion of invasive and exotic species at critical control points for inbound and outbound cargo.

Section 3L—Bird/Wildlife Aircraft Strike Hazard

3.64. Bird/Wildlife Aircraft Strike Hazard (BASH) Program. The mission of the Air Force BASH program is to prevent wildlife-related aircraft mishaps and reduce the potential for wildlife hazards to aircraft operations. Accomplishing this goal requires knowledgeable natural resources management on and adjacent to installation airfields by personnel with an understanding of wildlife hazards to flight safety. Military airfields are artificially designed environments, specifically intended for the launch and recovery of aircraft. Installation natural resources management activities must comply with the requirements of AFI 91-202, AFI 91-204, *Safety Investigations and Reports*, and AFI 91-212. Vegetation management practices within or beneath the airfield clear zones, primary surface, lateral clearance zone, accident potential zones, and approach-departure clearance surface, as defined in Unified Facilities Criteria (UFC) 3-260-01 *Airfield and Helicopter Planning and Design*, must be managed to prevent the development of habitat for wildlife that pose a threat to flight safety. The AFSEC/SEFW is the OPR to provide technical assistance to installations on BASH issues. The Air Force Civil Engineer Center, Operations Directorate (AFCEC/CO) and Environmental Directorate (AFCEC/CZ) also provide technical assistance and support to the Air Force BASH program.

3.64.1. The installation Integrated Natural Resources Management Plan (INRMP) and the BASH Plan must be mutually supportive and consistent. **(T-1)**. The INRMP should address habitat management techniques that can reduce the potential for wildlife hazards to aircraft operations. Reference the BASH Plan in the INRMP. A BASH Plan designated For Official Use Only is exempted from public review, but is available to the USFWS and state wildlife agency upon request.

3.64.2. Natural resources personnel will assist the installation Flight Safety office and others in the development and implementation of the BASH Plan. Natural resource personnel will assist the Flight Safety office in providing oversight to external agencies or contractors involved in the implementation of the BASH program on Air Force property. **(T-1)**.

3.64.3. The installation natural resources manager must be an active member of the installation Bird Hazard Working Group. **(T-1)**.

3.64.4. Installations will establish procedures for coordination and review of construction and infrastructure improvement projects (e.g. landscaping, waste water treatment, golf courses etc.) to ensure that any BASH-related impacts are considered. **(T-1)**.

3.65. Natural Resources Management in the Airfield Environment. Review all aspects of installation natural resources management for potential wildlife hazards to aircraft operations. Manage the land adjacent to aircraft operations areas to minimize attractions to wildlife. Refer to Federal Aviation Administration Advisory Circular 150/5200-33B, *Hazardous Wildlife Attractants on or Near Airports* for guidance on identifying land uses near airfields that have the potential to attract hazardous wildlife.

3.65.1. Airfield Vegetation Management. Manage vegetation within and around airfields to discourage wildlife. Vegetation management within the airfield environment must support BASH Plan objectives. Manage vegetation within all areas identified as a Wildlife Exclusion Zone in the BASH Plan to satisfy wildlife abatement objectives. Promote the establishment of a vegetative cover that reduces the attractiveness of the airfield to wildlife within a minimum distance of 500 feet from any aircraft movement area, and in accordance with grass height requirements specified in AFI 91-212 and AFI 91-202. Maintenance of vegetation also requires prevention of tree penetration into the airfield imaginary surfaces. Airfield Manager, Flight Safety, and the installation Community Planner must coordinate and approve airfield vegetation management objectives stated in an INRMP. **(T-1)**.

3.65.2. Management of Wildlife in Support of the Bird/Wildlife Aircraft Strike Hazard (BASH) Plan. In support of the BASH Plan, the INRMP should evaluate both existing and potential wildlife hazards to aircraft operations. The AFSEC/SEFW and installation Flight Safety office are responsible for the overall Air Force BASH program. Natural resources and pest management personnel are also an integral part of every installation BASH program.

3.65.2.1. The INRMP should identify wildlife species that may pose a hazard to aircraft operations, and prescribe habitat management techniques for areas outside the controlled airfield that can be used to mitigate the threat. Installations must confer with the Air Force Safety Center and Federal Aviation Administration data on wildlife-related aircraft mishaps to identify those species that are most often involved in aircraft mishap incidents. **(T-1)**.

3.65.2.2. Airfield Wildlife Damage Control. The installation BASH Plan shall identify roles and responsibilities for control of wildlife hazards on the airfield, and shall designate the office responsible for maintaining federal and state depredation permits acquired in support of the BASH program, to include federal migratory bird depredation permits and state wildlife depredation permits.

3.65.2.2.1. Installations must obtain depredation permits from the USFWS pursuant to the Migratory Bird Treaty Act for intentional takes of migratory birds in support of the BASH program. Refer to [paragraph 3.34](#) for guidance on activities that may affect migratory birds.

3.65.2.2.2. For game animals under state jurisdiction, installations must coordinate wildlife depredation activities with the state wildlife management agency. **(T-2)**.

3.65.2.2.3. The Installation Management Flight, Environmental Element, is responsible for maintaining records for all wildlife depredation permits on an installation. If the BASH Plan designates a different OPR for maintaining federal and state depredation permits, that office must submit copies of all records and reports required by a permit to the Environmental Element. **(T-2)**.

3.65.2.3. If a federally protected species is present or suspected to be present on an active airfield, notify AFSEC/SEFW to identify risks to determine flight safety and mission capability risks, and to determine acceptable mitigation actions.

3.65.2.4. Coordinate INRMP updates with the installation Flight Safety Office, and AFSEC/SEFW as needed, to ensure wildlife control methods specified in a BASH Plan and the permits required are referenced in the installation INRMP.

3.65.3. Management of Wetlands in the Airfield Environment. Wetland areas near an airfield may create potential hazards to aircraft operations. Innovative techniques to manage wildlife in wetlands should be explored and implemented. Explore and pursue legally defensible actions to reduce or eliminate wetlands on the airfield to the maximum extent possible when their presence attracts wildlife that threatens the flight mission. While “no net loss” of wetlands is an important aspect of EO 11990, *Protection of Wetlands*, flight safety is an Air Force imperative that may require removal or modification of wetlands in accordance with regulatory procedures (see [Section 3C](#)).

3.65.4. Airfield Drainage Ditches. **Installations must manage** drainage ditches to reduce their attractiveness to wildlife. Do not locate storm water runoff retention ponds beneath the airfield approach-departure clearance surfaces as defined in UFC 3-260-01. Coordinate with the appropriate regulatory authority to determine if maintenance of airfield drainage requires a permit in accordance with Section 404 of the Clean Water Act, or qualifies under a U.S. Army Corps of Engineers nationwide permit issued in accordance with 33 CFR Part 330, *Nationwide Permit Program*. (T-0).

3.65.5. Landscaping Around Airfields. Installations must not use landscape plant material that attracts birds or animals on and around the airfield. Remove any landscape plants in the vicinity of the airfield that are known to attract birds or wildlife.

3.65.6. Managing Agricultural Outgrants in the Airfield Environment. Agricultural and grazing outgrants (see [Section 3I](#)) must be compatible with the installation BASH Plan and INRMP. Installations must coordinate proposals for outgrants with the installation Bird Hazard Working Group to ensure that proposed livestock grazing, crops grown, and the agricultural methods used do not negatively impact flight safety. Agricultural activities are not permitted within 500 feet of an aircraft movement area. Grain crops should never be grown near an airfield. Must ensure strict livestock control and proper fencing to prevent livestock access to the airfield. (T-1).

Section 3M—NATURAL RESOURCES BUDGETING

3.66. Funding Sources. This chapter outlines the appropriate funding sources, funding priorities, and level of effort for Air Force conservation programs. Funding sources include the Operations and Maintenance (O&M) appropriation, Other Procurement appropriation, reimbursable conservation program accounts for forestry, agriculture, fish and wildlife and outdoor recreation management, the Department of Defense (DoD) Legacy Resource Management Program, and other sources such as those that may be obtained through grants or cooperative agreements executed under authority of the Sikes Act.

3.67. Air Force Natural Resources Program Funding. Conservation program requirements eligible for O&M funding are programmed as part of the Environmental Quality (EQ)

Programming and Budget process as described in AFI 32-7001. The Air Force Civil Engineer Center, Environmental Directorate (AFCEC/CZ) will provide additional information on programming and budgeting for EQ O&M requirements annually in the form of the EQ Programming Matrix and EQ Standard Titles Guidance. Program natural resources requirements for current year and outyears using the applicable AFCEC/CZ guidance. Use the EQ Programming Matrix provided by AFCEC/CZ to determine if the requirement is valid or not valid for EQ funding.

3.68. Reimbursable Conservation Program Funds. Funds generated from the sale of forest products, agricultural products, grazing and cropland outgrants, and the collection of fees for hunting, fishing, trapping and other outdoor recreation activities may be reimbursed to MAJCOMs, Field Operating Agencies and installations for support of natural resources programs under certain conditions set forth by law. AFCEC/CZ is responsible for the administration and management of Reimbursable Conservation Program funds.

3.68.1. Forest Management Program.

3.68.1.1. Forest Management Revenue Collection. Record revenues collected from forest product sales on a DoD Form 1131, *Cash Collection Voucher*. Deposit proceeds from forest product sales in accordance with Air Force Civil Engineer Center financial guidelines issued each fiscal year. Sale contracts may provide for scheduled payments by the buyer. If sales are made on a unit weight basis, use the weight tickets from certified government or commercial scales as a basis for collection. The Department of Treasury Pay.gov online collection system may be used to collect funds from the public for small-lot forest product sales within established Department of Treasury limits and policy. Do not deposit refundable security deposits received from a buyer with forest product sale collections. Instead, collect security deposit payments in a temporary suspense account 57X6501.SDEP until funds are either disbursed back to the buyer or converted to revenue collections.

3.68.1.2. Forest Management Reimbursements. 10 USC § 2665 authorizes reimbursement of costs directly related to the production of forest products with proceeds derived from the sale of the forest products. Eligible forestry program reimbursements include obligations funded by O&M (appropriation 3400) or Other Procurement (appropriation 3080) that are directly related to the economic production and sale of timber, logs, pulpwood, Christmas trees, posts and poles, pine straw, stump wood, bark and other mulch, cones, seeds, mistletoe, firewood, and wood chips. Reimbursement of forest management obligations may not exceed the limit set by funding authorization documents. AFCEC/CZ must monitor forestry proceeds and obligations within each fiscal year, and reduce the forestry program funding authorizations and reimbursements when necessary to avoid a program deficit. Additional budget guidance and procedures for the forest management program are located in AFMAN 65-605 V1, *Budget Guidance and Technical Procedures*. Forest management expenses authorized for reimbursement from forestry proceeds are:

3.68.1.2.1. Forest Improvement. Obligations incurred for the improvement of forest land, to include pre-commercial tree thinning, pruning, and the control of undesirable vegetation.

3.68.1.2.2. Reforestation. Obligations incurred for establishment and regeneration of forest stands, to include preparing sites, planting trees, and controlling insects, disease, and unwanted vegetation during the establishment period.

- 3.68.1.2.3. Forest Protection. Obligations incurred for the protection of forest land capable of the economic production of forest products, to include protection from fire, insects, diseases, animals, and erosion. Forest management program funds may only be used to reimburse costs of forest protection measures that are specifically conducted to protect and enhance a commercial forest resource. Obtain reimbursement from proponent activities for costs incurred in mission-related fire protection and suppression that supports military training, installation operations, range use, munitions testing and evaluation.
- 3.68.1.2.4. Forest Access Roads. Obligations incurred for construction, reconstruction, repair, and maintenance of forest access roads and trails used primarily for forest improvement operations and the harvest of forest products.
- 3.68.1.2.5. Sales of Forest Products. Obligations incurred in the preparation for sales of forest products, to include marking, surveying, mapping, appraisal, marketing, contract preparation, contract advertising, escorting prospective bidders, contract administration, and enforcing compliance of forest product sales contracts.
- 3.68.1.2.6. Administrative Expenses. Obligations incurred for administration of a commercial forest management program, to include supervising, planning, programming, conducting field surveys, inventories, training, and attending professional forestry meetings. Administrative expenses may include salary for Air Force civilian employees primarily engaged in commercial forestry operations.
- 3.68.1.2.7. Forest Management Vehicles and Equipment. Obligations incurred for the procurement of vehicles and equipment used exclusively in support of forest management on Air Force installations.
- 3.68.2. Department of Defense Forest Reserve Account. 10 USC § 2665 provides for the distribution of net proceeds (gross collections less the obligations incurred) from installation forest product sales between the state government and the DoD Forest Reserve Account. States in which the revenue was generated receive 40 percent of net proceeds for each installation that registers a net gain. The remaining net proceeds are deposited to the DoD Forest Reserve Account and managed by the Office of the Assistant Secretary of Defense (Sustainment) according to the guidelines in Department of Defense Financial Management Regulation DoD 7000.14-R, Volume 11A, Chapter 16. Forest Reserve Account funds can be used to fund forestry programs as well as other conservation programs and projects that implement the goals and objectives of an approved INRMP. AFCEC/CZ reviews proposals requesting Forest Reserve Account funding and recommends projects for approval to the Office of the Assistant Secretary of Defense (Sustainment). The AFCEC/CZ Natural Resources Subject Matter Expert serves as the Air Force representative on the Forestry Subcommittee of the DoD Conservation Committee as indicated in DoDI 4715.03. Forest Reserve account funds for approved Air Force projects are issued through AFCEC/CZ for further distribution and program oversight.
- 3.68.3. Agriculture Outgrant Program.
- 3.68.3.1. Agriculture Outgrant Program Revenue Collection. Record revenues collected from agricultural outgrants on a DD Form 1131, *Cash Collection Voucher*. Deposit proceeds from agricultural outgrants in accordance with AFCEC financial guidelines issued each fiscal year.

3.68.3.2. Agriculture Outgrant Program Reimbursements. 10 USC § 2667(e)(3) authorizes the use of proceeds from agricultural outgrants and sales of agricultural products to cover the administrative expenses of agricultural leasing, and to finance natural resources management activities that implement an approved INRMP. These obligations include costs of normal operations (appropriation 3400) or investment equipment (appropriation 3080). Authorized uses of cropland and grazing funds include:

3.68.3.2.1. Civilian Pay. Use of agricultural funds for civilian pay is limited to persons providing direct support of agriculture programs on Air Force installations.

3.68.3.2.2. Administrative Expenses. Agriculture program funds may be used for administrative oversight of agricultural outgrants, and for expenses related to travel, training, attendance at professional and scientific meetings, and supplies that are directly related to the management of natural resources on Air Force installations.

3.68.3.2.3. Land Improvements. Agriculture program funds may be used for land improvement expenses that increase the productivity and value of the land for outgrant purposes.

3.68.3.2.4. Agriculture Program Vehicles and Equipment. Vehicles and equipment purchased with agricultural funds may only be used in support of agriculture outgrant management, or in support of INRMP implementation.

3.68.4. Reimbursable Fish and Wildlife Management Program.

3.68.4.1. Fish and Wildlife Program Revenue Collection. Record revenues collected from hunting, fishing, trapping and other outdoor recreation on a DD Form 1131, *Cash Collection Voucher*. Alternatively, permit fees can be sold online over the internet if collected into the Air Force fish and wildlife account using the Department of Treasury Pay.gov application. Deposit Fish and Wildlife Program collections into the Air Force 57 5095 account in accordance with AFCEC financial guidelines issued each fiscal year. If the Air Force Personnel Center Directorate of Services, Force, or other organization assists the natural resources management program office with the collection of user fees, account for any administrative fees charged separately from fees collected into the 57 5095 account. In such case, the permit issued shall identify the portion of the fee payment that represents the seller's administrative charge. Administrative and management costs associated with hunting, fishing, trapping and the management of outdoor recreation access should be fully reimbursed by user fees.

3.68.4.2. Fish and Wildlife Management Reimbursements. The Sikes Act, 16 USC § 670a(b)(3)(B), allows hunting, fishing, trapping, and other outdoor recreation fees to be reimbursed back to the installation where they were generated. Fish and wildlife management fees are collected into the 57 5095 accounting classification citing the AFCEC Operating Agency Code 18, and the applicable assigned Operating Budget Account Number for the installation where the collection was made. AFCEC/CZ monitors collections and facilitates disbursement of collections back to the installation in the 57X5095 (Fund Code 74) appropriation. Only use these fees on the installation where they were collected, and use only for the protection, conservation, and management of fish and wildlife, to include habitat improvement and related activities. Authorized uses of 57X5095 funds include civilian pay, vehicle and equipment procurement, and other administrative

expense directly related to the management of the fish and wildlife program on the installation. Vehicles and equipment procured with 57X5095 funds may only be used to support fish and wildlife management activities that implement the INRMP. Installations must notify AFCEC/CZ if they terminate hunting, fishing, or trapping programs; so that the 57X5095 account can be closed. **(T-0)**.

3.68.5. Reimbursable Conservation Program Budget Process. AFCEC/CZ manages reimbursable conservation program budgets. The annual reimbursable conservation program budget process is as follows:

3.68.5.1. Installations prepare annual budget submissions for reimbursable conservation program funding by 31 July each year for the upcoming fiscal year. Ensure installation budgets identify projected revenue and requested reimbursements.

3.68.5.2. AFCEC/CZ reviews installation budgets, and approves the final budget by 1 October for the execution fiscal year.

3.68.5.3. AFCEC/CZ obtains program funds and issues an Operating Budget Authority Document to installations in accordance with the approved final budget, but limited by the availability of program collections. The Operating Budget Authority Document imposes ceiling limitations on the maximum amount of obligations that can be reimbursed from program proceeds.

3.68.5.4. AFCEC/CZ monitors expenditures during the execution fiscal year to ensure that total obligations for the fiscal year do not exceed program collections, and reduces operating budget authority as needed to prevent program deficits.

3.68.6. Procurement of Vehicles and Equipment with Reimbursable Conservation Program Funds. Other Procurement appropriation 3080 may be reimbursed with funds generated from the sale of forest products, agricultural products, and income from livestock grazing and cropland outgrants for the purpose of procuring vehicles and equipment. Additionally, fish and wildlife program vehicles are procured under appropriation 5095 with funds generated from the collection of hunting, fishing, trapping and other outdoor recreation fees. Vehicles and equipment purchased using the 5095 appropriation, and vehicles purchased with 3080 appropriation funds that were reimbursed from agricultural or forestry proceeds, are reimbursable program assets and may not be used for other purposes.

3.68.6.1. Installations shall identify reimbursable conservation program vehicle and equipment requirements, and submit requests to AFCEC/CZ for replacement or new procurement by 31 July each year for the upcoming fiscal year. **(T-2)**.

3.68.6.2. AFCEC/CZ reviews vehicle and equipment requests for technical sufficiency, determines whether excess equipment from another installation may be available to meet the need, and includes vehicle and equipment procurement requests in the consolidated program budget for the upcoming fiscal year.

3.68.6.3. AFCEC moves sufficient funds from the forestry and agriculture collection accounts into the 3080 Other Procurement appropriation as reimbursement for planned vehicle and equipment procurements.

3.68.6.4. Deputy Assistant Secretary for Budget Investment (SAF/FMBI) issues an Operating Budget Authority Document for reimbursable authority for the 3080 funds to

AFCEC equal to the amount transferred to 3080 from the forestry and agriculture collection accounts.

3.68.6.5. AFCEC/CZ oversees the procurement of reimbursable conservation program vehicles and equipment for delivery to the installations.

3.68.6.6. The installation squadron commander (or equivalent) shall appoint a Vehicle Control Officer and alternate for reimbursable conservation program vehicles and equipment. **(T-3)**.

3.68.6.7. When submitting a request for vehicle or equipment acquisition as approved on the installation annual budget request, the installation Vehicle Control Officer must include (1) a signed Non-Appropriated Fund (NAF) Vehicle Request Checklist, (2) vehicle or equipment specifications, and (3) vendor quotes (preferably three quotes). Additionally, the officer must ensure the installation Vehicle Control Officer appointment letter and inventory/maintenance records are up to date.

3.68.7. Reimbursable Conservation Program Vehicle and Equipment Management and Maintenance Procedures. The responsible installation natural resources program manager, in conjunction with the installation-appointed Vehicle Control Officer, accounts for, inventories, and documents all equipment maintenance costs for vehicles purchased with Reimbursable Conservation Program funds. Vehicles and equipment purchased with reimbursable conservation program funds are not accounted for on the Civil Engineer Vehicle Master Listing.

3.68.7.1. Account for Reimbursable Conservation Program vehicles using the Services Agency Information System Vehicle Management System application. Log vehicle maintenance operations and update vehicle mileage quarterly.

3.68.7.2. The installation natural resource manager will update inventory of vehicles and equipment during the first month of each fiscal year. **(T-2)**.

3.68.7.3. Notify AFCEC/CZ of any excess vehicles and equipment available for redistribution. Excess vehicles and equipment that were purchased with reimbursable conservation program funds are redistributed to other installations at the direction of AFCEC/CZ.

3.68.7.4. Turn in irreparable excess equipment to the nearest Defense Marketing and Reutilization Office. Use the Government Liquidators web site (Assetzone/NAFXcess) to sell usable reimbursable conservation program vehicles and equipment.

3.69. Department of Defense Legacy Resources Management Program. DoD Legacy Resources Management Program funds are managed by the Office of the Assistant Secretary of Defense (Sustainment). Submit pre-proposals and proposals for Legacy funds to the Office of the Assistant Secretary of Defense (Sustainment), which provides full instructions, schedules, criteria, and other guidance.

3.70. Strategic Environmental Research and Development Program (SERDP). SERDP is a joint program of the Departments of Defense and Energy, and the U.S. Environmental Protection Agency. The DoD SERDP program can be used to fund conservation research on DoD installations. SERDP can fund certain research and development projects that involve the development of new technologies for conservation management. Details for submitting

conservation proposals to the SERDP can be found at <http://www.serdp-estcp.org/Funding-Opportunities/SERDP-Solicitations>.

3.71. Environmental Security Technology Certification Program (ESTCP) . ESTCP is a counterpart to SERDP. The ESTCP program funds demonstrations and applied application of new technologies for conservation management. Details for submitting proposals to ESTCP can be found at <http://www.serdp-estcp.org/Funding-Opportunities/ESTCP-Solicitations>.

Section 3N—NATURAL RESOURCES PROGRAM PUBLIC OUTREACH

3.72. Natural Resources Program Public Outreach and Public Affairs. Air Force natural resources managers collaborate with their Public Affairs office representatives when conducting public outreach initiatives related to natural resources management on Air Force installations.

3.72.1. In collaboration with the installation Public Affairs office, establish the appropriate venues to satisfy public notice requirements for Integrated Natural Resources Management Plans (INRMPs) and other environmental documents made available for public review, and establish the appropriate timelines for receiving public comments.

3.72.2. Collaborate with the installation Public Affairs office to make final INRMPs available to the general public through an installation website or other appropriate outlets.

3.72.3. The INRMP should identify appropriate public awareness programs necessary to achieve INRMP goals and objectives, such as the need to protect sensitive species or avoid dangerous human-wildlife conflicts. Incorporate essential environmental and natural resources awareness into installation newcomer orientation briefings and other appropriate information forums. The INRMP may also identify the programs and events that would be used to heighten public awareness of natural resources conservation, such as National Hunting and Fishing Day, Earth Day, or National Arbor Day.

3.72.4. Submit news information for potential public distribution through the installation Public Affairs office using appropriate traditional and social media platforms to publicize installation natural resources management information and outdoor recreation opportunities.

3.72.5. Installations may develop environmental education and awareness programs in cooperation with the local educational institutions, conservation organizations, other public service agencies, or the installation Force Support Squadron Outdoor Recreation program.

3.73. Public Access to Air Force Land and Water Areas.

3.73.1. Public Access for Outdoor Recreation. The installation commander, in consultation with Security Forces, Safety Office, and Judge Advocate, determines the extent of access on all areas designated in the INRMP as suitable for outdoor recreation. Installations shall allow use of outdoor recreation resources by the general public when such use is deemed by the commander to be compatible with the military mission. Access determinations should address the permissible types of activities, season of access, mission sensitivities, and permissible category of user. Refer to [paragraph 3.32.3](#) for guidance on identifying access and participation categories used in INRMPs. (T-1).

3.73.2. Public Access for Research on Natural Resources. The installation commander, or designated representative, may grant access to federal and state officials and academic researchers to provide technical assistance to the Air Force, or to conduct academic research

on installation natural resources. Access related to partnering efforts with other Federal agencies, state agencies, conservation organizations, and individuals can be permitted under conditions where such activities adhere to pertinent mission, security, safety, and legal restrictions. Researchers may collect plants, animals, mineral, or fossils on installation lands for valid scientific purposes when compatible with the INRMP, military operations requirements, and with the required federal or state permits.

3.74. Special Natural Areas. Areas on Air Force installations that contain natural resources that warrant special protection efforts may, where consistent with the military mission, be designated in the INRMP as a Special Natural Area. Special Natural Areas may include botanical areas, ecological reserves, geological areas, riparian zones, scenic areas, and zoological reserves. The INRMP should identify applicable access and land-use restrictions for each designated area. A Special Natural area designation in an INRMP is a temporary status that is applicable for the period covered by an approved INRMP, and can be rescinded by order of the installation commander at any time. The installation shall reassess such areas if the military mission requirements of the installation change, during any installation realignment or closure action involving the property, or if the property becomes excess and requires disposal.

3.75. Special Restrictions for Disclosing Natural Resources Information. An installation may determine that the disclosure of information on the location or character of sensitive natural resources may create a substantial risk of harm, theft, or destruction of such resources, an invasion of privacy, trespass on government property, or interfere with the military mission. In such cases, the installation ensures that documents and other data voluntarily provided to the public do not disclose this information. Denial of requests for information under the Freedom of Information Act, 5 USC § 552, as amended by Public Law 104-231, should meet the criteria for appropriate exemptions stated in DoDM 5400.7_AFMAN33-302.

Section 30—NATURAL RESOURCES MANAGEMENT TRAINING

3.76. Natural Resources Training. The Integrated Natural Resources Management Plan (INRMP) identifies the appropriate natural resources training requirements for the installation conservation staff and other supporting staff. Natural resources program managers at installations that maintain an INRMP should take the *DoD Natural Resources Compliance* course endorsed by the Department of Defense (DoD) Interservice Environmental Education Review Board, and offered to all DoD components by the Navy Civil Engineer Corps Officers School. See <https://www.public.navy.mil/netc/centers/csfe/cecos/Default.aspx> for Navy Civil Engineer Corps Officers School course schedules and registration information. Other applicable environmental management courses are offered by the Air Force Institute of Technology (<http://www.afit.edu>) and the National Conservation Training Center, which is managed by the USFWS and the Bureau of Land Management Training Center.

3.76.1. Encourage natural resource management personnel to attain professional registration, certification, or licensing for their related fields, and allow them to attend appropriate national, regional, and state conferences and training courses, when feasible.

3.76.2. All individuals enforcing fish, wildlife and natural resources laws on Air Force lands require specialized, professional training on the enforcement of fish, wildlife and natural resources in compliance with the Sikes Act. This training may be obtained by successfully

completing the Land Management Police Training course at the Federal Law Enforcement Training Center (<http://www.fletc.gov/>).

3.76.3. Individuals participating in the capture and handling of sick, injured, or nuisance wildlife should receive appropriate training, to include training that is mandatory to attain any required permits.

3.76.4. Personnel supporting the Bird/Wildlife Aircraft Strike Hazard program should receive flight line drivers training, training in identification of bird species occurring on airfields, and specialized training in the use of firearms and pyrotechnics as appropriate for their expected level of involvement. The Federal Aviation Administration (FAA) certification as a Qualified Airport Wildlife Biologist, as specified in FAA Advisory Circular 150/5200-36A, can be attained through Embry-Riddle Aeronautical University; and required continuing education credits can be maintained by training offered by the U.S. Department of Agriculture, Wildlife Services, and by attending the annual Bird Strike Committee USA Meeting training events.

3.76.5. The DoD-supported publication *Conserving Biodiversity on Military Lands -- A Handbook for Natural Resources Managers* (<http://dodbiodiversity.org>) provides guidance, case studies and other information regarding the management of natural resources on DoD installations.

3.77. Natural Resources Management Guidance for Installation Commanders. The Executive Summary of the installation INRMP informs the installation commander, installation civil engineers, and other senior officers about how the natural resources management program supports mission objectives. The publication *Conserving Biodiversity on Military Lands: A Guide for Natural Resources Managers - The Commander's Guide* provides basic natural resources management guidance for installation commanders. ([http://www.dodnaturalresources.net/files/Conserving Biodiversity on Military Lands The Commanders Guide.pdf](http://www.dodnaturalresources.net/files/Conserving_Biodiversity_on_Military_Lands_The_Commanders_Guide.pdf))

Section 3P—WILDLAND FIRE MANAGMENT

3.78. Wildland Fire Management Policy. The *Review and Update of the 1995 Federal Wildland Fire Management Policy* is the primary wildland fire policy document for federal agencies, and establishes the guiding principles, policies and implementation actions for wildland fire management on Department of Defense (DoD) lands. The National Wildfire Coordinating Group (NWCG); *Wildland Fire Qualification Subsystem Guide* (Publication Management System (PMS) 310-1/ National Fire Equipment System (NFES) 1414); Federal Wildland Fire Qualification Supplement, National Fire Protection Association (NFPA) Standard 295, *Standard for Wildfire Control*; NFPA Standard 1051, *Standard for Wildland Firefighter Professional Qualifications*; NFPA Standard 1143, *Standard for Wildland Fire Management*; NFPA Standard 1561, *Standard on Emergency Services Incident Management System and Command Safety*; NFPA Standard 1710, *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Career Fire Departments*; and NFPA Standard 1144, *Standard for Protection of Life and Property from Wildfire*, establish the accepted professional standards for the Air Force wildland fire program, and are the basis for training and certification by the Air Force Civil Engineer Center Environmental Management Directorate, Operations Division, Wildland Fire Branch

(AFCEC/CZOF) and Air Force Civil Engineer Center, Readiness Directorate, Fire Emergency Services (AFCEC/CXF). (T-0).

3.79. Wildland Fire Program Standards.

3.79.1. Overview. Air Force wildland fire policy and guidance applies to operations on undeveloped lands that do not involve facilities and infrastructure. A wildland fire is any non-structure fire that occurs in the wildland and includes both: (1) wildfires, to include unplanned natural fires (e.g., lightning caused wildfires), munitions-caused fires, unauthorized human-caused fires, and escaped prescribed fire projects, and all other unplanned wildfires, and (2) prescribed fires purposely ignited by natural resource managers to meet specific land management objectives.

3.79.2. Wildland Fire Program Mission. The mission of the Air Force Wildland Fire Program is to ensure military mission capability and readiness through a strategic, cost-effective, wildland fire organizational structure that provides ecosystem management, promotes long-term range sustainment, leverages partnerships, and provides key fire related information to decision makers.

3.79.3. Wildland Fire Program Goals. The goals of the Air Force wildland fire program are:

3.79.3.1. Reduce wildfire threats to Air Force mission assets and personnel through fuel reduction treatments.

3.79.3.2. Provide guidance for execution of wildfire suppression, mitigation, prescribed fire, and hazardous fuel reduction on Air Force installations.

3.79.3.3. Provide strategic, logistical, and “boots on the ground” wildland fire support to ensure military preparedness.

3.79.3.4. Leverage interagency partnerships and technical expertise for long-term cost savings to the Air Force.

3.79.3.5. Train Air Force personnel to nationally recognized NWCG standards to prevent injury and loss of life and build response capability.

3.79.3.6. Collect, analyze, and communicate key wildland fire data to demonstrate ecological benefits and risk to mission.

3.80. Wildland Fire Management Plans. All Air Force installations with burnable acreage are required to have a current WFMP. Installations with unimproved lands that utilize prescribed burns as a land management tool and have potential for wildfires will develop and implement a WFMP. (T-1). For the purposes of this manual, the term “wildland fire” refers to both wildfire and prescribed fire.

3.80.1. Purpose. The purpose of the installation WFMP is to reduce wildfire potential, protect and enhance valuable infrastructure and natural resources, and implement ecosystem resiliency goals and objectives on Air Force-managed properties. The WFMP will directly support the Air Force mission and be consistent with the installation INRMP.

3.80.2. Review and Coordination. The installation WFMP is developed in collaboration with installation Fire Emergency Services, AFCEC/CZOF, and the installation natural resources staff. The WFMP describes wildland fire management requirements, values at risk, policies, mutual assistance agreements, and protocols for prescribed fire implementation and for

wildfire suppression, to include initial attack, extended attack, and supplementation of local resources. A WFMP is required to be reviewed annually, and updated when necessary, as a response to changes in mission requirements, risk of wildfire or ecosystem conditions. A qualified wildland fire expert having at least NWCG Type 3 Incident Commander (ICT3) and Type 2 Burn Boss (RXB2) qualifications as defined in PMS 310-1/NFES 1414 must review the WFMP prior to approval by the installation commander or delegated authority. **(T-1)**. Installations may submit a draft WFMP for review and comment to AFCEC/CZOF by a qualified wildland fire expert.

3.80.3. Wildland Fire Management Plan (WFMP) Components. A WFMP shall include operational guidance specific to installation requirements. **(T-1)**. As a minimum, an installation WFMP will include the following components:

3.80.3.1. Purpose of the WFMP. State the reasons for developing the WFMP. Identify applicable laws, regulations and Air Force policy. Establish the relationship of the WFMP with the installation INRMP and higher-level Air Force planning documents.

3.80.3.2. Description of the Area Covered by the WFMP. Provide a general description of the location of the area covered by the WFMP with vicinity map.

3.80.3.3. Description of the Military Mission. Briefly describe the overall installation mission. Identify ecosystem and other landscape features deemed essential for mission operations.

3.80.3.4. WFMP Goals and Objectives. State the goals and objectives for the wildland fire management program on the installation.

3.80.3.5. Mission Impact Considerations. Identify the potential impacts to the installation mission that may occur as a result of implementation of the WFMP. Briefly describe the effects wildland fire activities would have to installation operations. Identify missions that could be affected, impaired, or cancelled due to wildfire activity. Describe how wildland fire management activities must be regulated to accommodate military testing and training activities. Consider limits on accessibility to controlled areas and required security clearance points for wildland fire personnel and equipment. Identify any unique, unusual, or special hazards to wildland fire staff, such as potential exposure to hazardous chemicals or unexploded ordnance.

3.80.3.6. Installation Wildland Fire Organizational Structure. Describe the installation wildland fire management organizational structure responsible for implementing the installation WFMP. Indicate positions within the installation command structure with authority and accountability for implementing the WFMP. Identify the role of Fire Emergency Services and AFCEC/CZOF assets as they pertain to wildland fire management activities on the installation. The Incident Command organizational structure for wildfire suppression response must be consistent with National Incident Management System standards.

3.80.3.7. Interagency Cooperation and Mutual Aid Agreements. Installations are encouraged to develop regional partnerships for wildland fire management support by means of reciprocal agreements with other federal, state, local and private entities to share human, logistical, and operational resources. Emergency assistance and mutual aid agreements should conform to the guidelines stated in DoDI 6055.06, *Fire and Emergency*

Services Program, and AFI 32-2001. Include interagency agreements and mutual assistance agreements in the WFMP as references or appendices.

3.80.3.8. Wildland Fire Management Partnerships. Identify any internal and external partnerships or planning teams involved in the development and implementation of the WFMP. Identify the level of wildland fire management cooperation and collaboration that occurs on and off the installation with other federal, state, local or non-governmental entities such as the USFWS, the U.S. Forest Service, the National Interagency Prescribed Fire Training Center, The Nature Conservancy, regional Prescribed Fire Councils, and other state and local partners.

3.80.3.9. Safety and Emergency Operations. The WFMP must emphasize that firefighter and public safety is the first priority in every wildland fire management activity. The WFMP shall identify installation-specific safety protocols and personal protective equipment required for wildland fire operations. The NFPA Standard 1977, *Standard on Protective Clothing and Equipment for Wildland Fire Fighting* establishes the requirements for personal protection clothing and equipment.

3.80.3.10. Risk Assessment/Decision Analysis Processes. Sound operational risk management is the foundation of a WFMP. Identify the indices and/or fire danger rating system used to assess wildfire risk and potential fire behavior. The indices and/or fire danger rating system should adequately describe fire hazard, severity, intensity, and other significant factors affecting the protection of life and property. Identify normal and unique weather patterns that affect fire behavior on the installation. Identify the environmental factors that are measured prior to igniting a prescribed fire.

3.80.3.11. Installation Wildland Fire History. Include in the WFMP an analysis of both recent and long-term wildland fire history on the installation and in the region.

3.80.3.12. Wildland Fuel Factors. Identify the effects of installation fuel types and fuel loads on fire behavior. Display data on fuel types and fuel loading by maps or other means. Conduct fuel surveys to collect wildland fire fuels data if necessary.

3.80.3.13. Smoke management and Air Quality. The WFMP should describe the mission, environmental, human health and safety factors specific to the installation and region that affect smoke management, and identify necessary mitigation practices for prescribed burns and wildfire response. Refer to NWCG publication PMS 420-2/NFES 1279, *Prescribed Fire Smoke Management Guide* for guidance on factors to consider.

3.80.3.14. Personnel Training and Certification Standards and Records. The installation WFMP shall identify the staffing requirements according to specific NWCG and/or NFPA standards. The WFMP will identify the appropriate amount, types and levels of trained and certified personnel required to specifically address installation wildland fire risks. To accommodate cooperation and integration with other federal and state wildland fire organizations across jurisdictional boundaries, personnel participating in wildland fire duties through mutual assistance agreements outside the installation boundaries must meet the standards of the NWCG *Wildland Fire Qualification Subsystem Guide* (PMS 310-1/NFES 1414).

3.80.3.15. Wildland Fire Management Unit Characteristics. Identify and map Wildland Fire Management Units within an installation when necessary based upon the unique

characteristics of a unit that would require distinct management prescriptions. Include information and management objectives unique to individual Fire Management Units.

3.80.3.16. Wildfire Response. Wildfires are defined as unplanned ignitions of flammable vegetation on an installation. The installation WFMP shall identify the installation organization responsible for initial response to a wildfire incident. Describe or reference installation procedures for dispatch or installation resources for initial attack to a wildfire, and how supplemental assets are dispatched to assist the first responders. Procedures to be included are dependent on installation-specific requirements.

3.80.3.17. Wildfire Prevention, Mitigation, and Education. The installation WFMP shall describe or reference wildfire prevention, education, and mitigation strategies applicable to the installation.

3.80.3.18. Management and Treatment of Flammable Fuels. The installation WFMP shall describe programs for hazardous fuels treatment by mechanical, chemical, biological, or prescribed fire methods. Procedures to be included are dependent on local needs.

3.80.3.19. Burned Area Rehabilitation. The installation WFMP shall include protocols to address revegetation and erosion control on burned areas when natural vegetation recovery is not likely to occur in a satisfactory manner.

3.80.3.20. Wildland Fire Monitoring Requirements. The installation WFMP shall identify the environmental factors that are monitored, and the frequency of monitoring required, for both a wildfire and prescribed fire. Identify post-fire assessment protocols for wildfires. For prescribed fires, describe programmatic long-term processes for data collection, storage, and analysis methodology to evaluate treatment effectiveness for meeting WFMP goals and objectives.

3.80.3.21. Cultural and Natural Resources Considerations. Provide a checklist in the WFMP that can be used to identify sensitive cultural and natural resources that should be given consideration before conducting any wildland fire management activity.

3.80.3.22. Public Notification. The WFMP must identify a protocol for notifying the media and affected persons for wildfire incidents and prescribed burning activities. This should include working with the state and/or local public health organization.

3.80.3.23. WFMP Funding Requirements. Identify the funding requirements to train and equip wildland fire management personnel to ensure safe, effective, and cost-efficient operations in support of the WFMP. Identify the appropriate sources of funding for wildland fire activities.

3.80.3.24. Environmental Impact Analysis Process for WFMP Implementation. Actions proposed in a WFMP may constitute a major federal action as defined in 40 CFR § 1508.18. Installations shall evaluate major federal actions for potential environmental effects in accordance with 32 CFR Part 989. **(T-0)**.

3.80.3.25. Effects of Climate Change on Wildland Fire Management. WFMPs and associated Environmental Impact Analysis Process documents should take into consideration agency policy and guidance concerning climatic effects on wildland fire risk, and how wildfire risk may be affected by changes in climate or extreme weather events.

3.80.3.26. Wildland Fire Management Plan Approval. Each WFMP shall include a Signature Page with the signature lines for the authorized officials that must approve the WFMP and subsequent revisions to the WFMP. The WFMP signature page may also include other designated signatories as requested by the installation commander.

3.80.3.27. WFMP Annual Review and Coordination. Following the Signature Page, a WFMP shall include documentation of annual review and coordination. A WFMP Annual Review Summary shall list the findings for each annual review conducted. The WFMP shall identify the appropriate persons to be involved in the development and coordination of the Annual Review Summary, and shall include signature blocks to document coordination signatures and dates by the designated installation and cooperating agency representatives. **(T-3)**. A cooperating agency representative may assert concurrence with the findings by signing the Annual WFMP Annual Review Summary.

3.81. Wildland Fire Operations.

3.81.1. Wildfire Incident Management. Wildfires occurring on Air Force-managed lands will have a response consistent with firefighter safety considerations, known and potential hazards, and resource values at risk. Acceptable response to a wildfire incident shall be consistent with the direction specified in the installation WFMP, and may incorporate the full range of suppression options, ranging from containment and monitoring to direct attack and full suppression.

3.81.1.1. Air Force Fire Emergency Services (FES) provides initial response to all fire emergencies including wildfires notified through the 911 dispatch system. Upon arrival, FES will assess the situation and attempt to extinguish the fire within the limits of their resources, training and capabilities. **(T-3)**. For situations beyond FES capability, FES will immediately contact mutual aid partners and/or AFCEC/CZOF for assistance as needed. **(T-3)**. When specialized wildland fire resources arrive, FES' role will then focus on providing incident support and infrastructure protection within the Wildland Urban Interface. **(T-3)**. The installation WFMP will provide additional clarification on wildfire response protocols and the roles and responsibilities of installation resources during a wildfire incident. **(T-3)**.

3.81.1.2. In accordance with Homeland Security Presidential Directive/HSPD-5, *Management of Domestic Incidents*, Air Force wildfire response will incorporate the National Incident Management System standards into the organizational structure to facilitate cooperation and integration with other federal and state wildland fire organizations across jurisdictional boundaries.

3.81.2. Prescribed Fire Operations. Prescribed fires may be used by Air Force installations to attain the goals and objectives of the INRMP; and shall be conducted in accordance with the specific operational protocols in the installation WFMP. Prescribed fire operations must adhere to the standards established in a pre-approved burn plan. The AFCEC/CZOF is the OPR for executing prescribed fires to achieve natural resources goals and objectives specified in installation INRMPs. Installation Chief of Fire Operations shall consult with AFCEC/CZOF and AFCEC/CXF on Air Force installation burn plans. **(T-3)**.

3.81.2.1. Prescribed Fire Burn Plans. Installations must develop a site-specific burn plan for each prescribed burn conducted on Air Force property. **(T-1)**. AFCEC/CZOF is

responsible for developing and maintaining recommended burn plan templates. At a minimum, burn plans will include the following components:

- 3.81.2.1.1. Prescription for acceptable weather and fuel moisture parameters. Weather parameters shall include the acceptable range of air temperature, humidity, wind speed, and wind direction.
 - 3.81.2.1.2. Required personnel and equipment resources, to include the minimum NWCG certifications required for personnel participating in the prescribed burn based upon their expected roles and responsibilities.
 - 3.81.2.1.3. Description of burn area including a map indicating burn area perimeter and a description of the topography and vegetation/fuels in the area to be burned.
 - 3.81.2.1.4. Smoke management plan, including air quality considerations.
 - 3.81.2.1.5. Safety considerations, including an evacuation plan for medical emergencies.
 - 3.81.2.1.6. Pre-burn authorization/notification checklist.
 - 3.81.2.1.7. Escape/Contingency plan.
 - 3.81.2.1.8. Communications plan.
 - 3.81.2.1.9. Description of cultural and natural resource features that require protection.
 - 3.81.2.1.10. Pre-ignition briefing checklist
 - 3.81.2.1.11. Ignition and holding plan
 - 3.81.2.1.12. Pre-ignition Go/No Go checklist
- 3.81.2.2. Prescribed Fire Burn Plan Approval. Each burn plan for a prescribed fire must be approved and signed by a designated authority prior to ignition. The installation WFMP will designate the appropriate authority for burn plan approval, and will identify the required coordination process for draft burn plans. Installations must utilize NWCG-qualified personnel (RXB2 – Prescribed Burn Boss) to review or approve burn plans to assure that adequate safeguards are in place prior to burning. **(T-1)**.
- 3.81.2.3. Use of Fire Breaks. When planning for prescribed fires, and when suppressing wildfire, must utilize natural and existing man-made features as fire breaks whenever possible. **(T-3)**.
- 3.81.3. External Agency Coordination. Interagency cooperation is an essential component of a wildland fire management program. The AFCEC/CZOF, in collaboration with FES, will coordinate with federal, state, tribal, county, and municipal government officials to promote consistent wildland fire policies, goals, and management activities to higher headquarters. **(T-3)**. Coordination with the public health department should be included. Interagency agreements shall be established through Memoranda of Understanding, Partnership Agreements, Cooperative Work plans and Mutual Aid Agreements. **(T-3)**.

3.82. Wildland Fire Resources. This section discusses guidelines on wildland fire manpower, vehicles, and equipment.

3.82.1. Wildland Fire Manpower and Staffing. AFCEC/CZOF is responsible for determining locations and staffing levels of Air Force WSMs. The installation WFMP will indicate required personnel staffing based upon installation wildland fire history, complexity, and interagency tools such as the Interagency Fire Program Management Qualifications Standards and Guide maintained by the National Interagency Fire Center, Fire Management Board, Interagency Fire Program Management Group. Installations seeking additional manpower authorizations within FES to support wildland fire operations will contact AFCEC/CXF for assistance. **(T-1)**.

3.82.2. Wildland Fire Vehicles and Motorized Equipment. Vehicles and motorized equipment needed to support wildland fire operations will be authorized based upon installation requirements, and will follow established guidelines in the National Interagency Fire Center publication NFES 2724, *Interagency Standards and Fire and Fire Aviation Operations*. The installation WFMP shall identify the appropriate vehicle and equipment requirements for each installation. Installations seeking vehicle and equipment authorizations to support wildland fire operations will work with the installation Vehicle Support Chain Operations Squadron to attain new authorizations. **(T-3)**.

3.82.3. Wildland Fire Personal Protective Equipment and Duty Uniforms. Wildland Fire personal protective equipment must be compliant with the standards set forth in the National Interagency Fire Center publication NFES 2724, *Interagency Standards and Fire and Fire Aviation Operations*. AFCEC/CZOF will disseminate appropriate wildland fire personal protective equipment and duty uniforms to AFCEC/CZOF personnel. **(T-1)**.

3.82.4. Wildland Fire Tools and Equipment. Light tools and equipment such as hand tools, chain saws, and portable radios must be inventoried every six months as a minimum requirement. Inspection, maintenance and testing records for powered tools will be documented on AF Form 1071, *Inspection/Maintenance Record*. Heavy equipment such as utility vehicles, skid loaders, masticators, and dozers must be inspected before use in wildland fire operations. For Air Force-owned equipment, must annotate inspection on AF Form 1800, *Operator's Inspection Guide and Trouble Report*. **(T-3)**.

3.83. Wildland Fire Personnel Training, Certification and Fitness. The installation WFMP will specify the numbers and types of qualified staff required for the installation wildland fire management program based upon an installation-specific risk assessment. All military, civilian, cooperator, contractor and FES personnel involved in wildland fire activities must meet or exceed the training, certification and fitness standards appropriate for their expected level of involvement in wildland fire operations. **(T-1)**.

3.83.1. Wildland Fire Training and Certification Standards. In accordance with DoDI 6055.06, Air Force personnel that participate in prescribed fires and wildfire suppression will comply with the certification standards indicated in the NWCG Publication Management System (PMS) 310-1, *National Incident Management System: Wildland Fire Qualification System Guide*. **(T-0)**. For other wildland fire technical specialist positions not covered in PMS 310-1, utilize the NWCG *Federal Wildland Fire Qualifications Supplement* as a reference for how the technical specialist position is reflected in the IQCS. The NFPA provides FES personnel with basic wildland fire training as part of structure protection groups within the wildland urban interface. FES personnel in the GS-0081 Job Series or 3E7X1 career paths are qualified

to respond to wildfires on military installations by meeting the certification standards specified in National Fire Protection Association (NFPA) 1051 and NFPA 1002, *Standard for Fire Apparatus Driver/Operator Professional Qualifications*. FES wildland fire training is supplemented by Air Force-specific online training.

3.83.1.1. AFCEC/CZOF is responsible for issuing, certifying, maintaining and tracking NWCG certifications and qualifications for all Air Force personnel, to include FES personnel, civilians, contractors, cooperating agency personnel embedded at Air Force installations, and volunteers when appropriate. The designated installation WFPC will, at a minimum, annually provide the AFCEC/CZOF with updates of NWCG certifications, training and experience for applicable personnel. AFCEC/CZOF will maintain a centrally managed IQCS database for tracking NWCG qualifications for all Air Force personnel, and for contractors, cooperating agency personnel embedded at Air Force installations, and volunteers. **(T-1)**.

3.83.1.2. AFCEC/CXF is responsible for tracking NFPA certifications in accordance with DoD Manual 6055.06-M, *DoD Fire and Emergency Services Certification Program*. Personnel in the GS-0081 Job Series, 3E7X1 career paths, and contractors working with FES on Air Force-managed lands must meet the certification standards specified in DoDI 6055.06-M. FES personnel may also attain NWCG qualifications as specified in the installation WFMP. **(T-1)**.

3.83.1.3. NWCG Position Task Book (PTB) Management. NWCG PTBs for FES personnel shall be initiated/issued by the Installation Fire Chief (IFC). **(T-3)**. NWCG PTBs for personnel not employed in FES shall be initiated/issued by the AFCEC/CZOF Regional Fire Management Officer (RFMO, or a designee that meets the appropriate prerequisites specified in PMS 310-1, *National Incident Management System: Wildland Fire Qualification System Guide*. Once the PTB has been initiated, the IFC, RFMO or their designees will provide the appropriate documentation to the AFCEC/CZOF training manager for entry into IQCS database. When the required PTB training tasks have been completed, and a recommendation for agency certification has been made in the PTB (first signature) by the final evaluator (top portion of page), two additional signatures will be required for agency certification. The PTB will be forwarded for review and verification of compliance to the IFC or RFMO for the second signature (middle portion of page). The PTB will then be forwarded to the AFCEC/CZOF training manager for final signature/agency certification and updated in the IQCS database.

3.83.2. Wildland Fire Personnel Physical Fitness Standards. The installation WFMP will establish the NWCG fitness qualifications required for personnel that participate in wildland fire management activities. The fitness level will be based upon their expected level of participation, and will be in accordance with the NWCG PMS 310-1, *National Incident Management System: Wildland Fire Qualification System Guide*, and the NWCG *Federal Wildland Fire Qualifications Supplement*. NWCG publications NFES 1596 – *Fitness and Work Capacity* and NFES 2071 – *Fit to Work, Fatigue and the Firefighter* provide guidance for establishing physical fitness standards for various wildland fire management activities.

3.83.2.1. NWCG PMS 307/NFES 1109 - *Work Capacity Test Administrator's Guide* shall be the Air Force standard for assessing fitness for personnel that participate in wildland fire activities. The Work Capacity Test will be utilized to assess three levels of fitness for

personnel involved in wildland fire activities: (1) Arduous, (2) Moderate, and (3) Light. Medical screening for the Work Capacity Test will be conducted as described in the Guide.

3.83.2.2. Personnel in the natural resources Job Series whose job descriptions state that they are Primary Wildland Firefighters are required to meet the arduous fitness criteria annually. Secondary Wildland Firefighters will meet the fitness criteria based upon their expected level of involvement. **(T-1)**.

3.83.2.3. Air Force civilian personnel, to include FES, military, cooperating agency personnel embedded at Air Force installations, contractors and volunteers that serve as collateral duty wildland fire personnel must meet the fitness level commensurate with their expected level of participation in accordance with PMS 310-1 and the *Federal Wildland Fire Qualifications Supplement* in order to perform wildland fire activities on AF managed lands. **(T-1)**.

3.83.2.4. Medical Screening for Wildland Fire Personnel. Air Force personnel whose job description requires participation in wildland fire management activities as a primary or secondary firefighter on an Air Force installation must meet the pre-employment medical and physical examination criteria contained in Technical Guide 1582-18 for NFPA 1582 – *Standard on Comprehensive Occupational Medical Program for Fire Departments*, 2018 Edition. **(T-1)**.

3.83.3. Cardio-Pulmonary Resuscitation and Standard First-Aid Training. Air Force affiliated personnel who participate in wildland fire activities will be certified and current, as a minimum requirement, in cardiopulmonary resuscitation and Standard First-Aid by the American Red Cross or comparable certification authority. **(T-1)**.

3.83.4. IQCS Red Card Issuance. Air Force personnel that meet NWCG standards as described in the appropriate qualification standards document (PMS 310-1/ *Federal Wildland Fire Qualifications Supplement*) will be issued an Incident Qualification Card (i.e., Red Card) as appropriate. The IFC will submit a request to the AFCEC/CZOF training manager for FES personnel requesting an Incident Qualification Card. For non-FES personnel, the request shall come from the AFCEC/CZOF RFMO for WSM personnel, and from the installation WFPC for installation personnel. All personnel must meet NWCG standards, including work capacity test requirements, as described in the appropriate qualification standards document. **(T-1)**.

3.83.5. Wildland Fire Certification Currency Requirements. For FES personnel requiring Incident Qualification Cards, the IFC or their designee will submit a completed IQCS Individual Responder Update Form to the AFCEC/CZOF training manager at a minimum annually to ensure currency requirements are met. For non-FES personnel, the AF IQCS Individual Responder Update Form will be submitted by the RFMO for WSM personnel, and from the installation WFPC for installation personnel. This responsibility may be delegated by the IFC, RFMO or WFPC. The AFCEC/CZOF training manager will then update the IQCS record to reflect currency requirements. **(T-1)**.

3.83.6. Position Descriptions for Wildland Fire Program Personnel. Air Force Standard Core Personnel Document position descriptions for Air Force employees that are expected to participate in wildland fire activities will reflect the expected level of involvement and required certifications. Position descriptions for civilian personnel with wildland fire management duties must state if the position qualifies the position holder as a primary or secondary wildland

firefighter, as described in Chapter 46 of the Office of Personnel Management *Civil Service Retirement System (CSRS) and Federal Employees Retirement System (FERS) Handbook for Personnel and Payroll Offices*. (T-0). Natural resources management personnel not classified as a primary or secondary wildland firefighter may perform collateral duty in wildland fire management activities as qualified.

3.84. Wildland Fire Program Reporting. The purpose of Air Force wildland fire program reporting is to report wildfires, prescribed fires, and mechanical or chemical fuels management activities that occur on lands under Air Force jurisdiction. AFCEC/CZOF will record all wildland fire activity data in the Air Force Fire Data Support System (FIREDDSS). FIREDDSS will provide a standardized, integrated system and database to track, summarize, manage, and report wildland fire activities to support installations wildland fire program management. (T-2).

3.84.1. Wildfire Reports. Initial response reporting for all wildfires that occur on lands under Air Force jurisdiction is accomplished by FES through the Automated Civil Engineering System – Fire Department. If an AFCEC/CZOF WSM is dispatched to a wildfire, the WSM lead will retrieve the automated system’s fire report and report the wildfire incident to AFCEC/CZOF through their RFMO along with additional required data for inclusion in the FIREDDSS. Utilize AFCEC/CZOF Form 201, *Incident Organizer (ICS 201)* to record wildfire incidents. (T-2). At a minimum, the post-fire report will include the incident date and time, fire name, fire location (latitude and longitude), fire size, fire injuries, number personnel and resources involved, and infrastructure damage. Report significant wildfire incidents on the installation as soon as practicable. A significant wildfire incident is any wildfire greater than 100 acres or that poses significant threat to installation infrastructure or resources, a major or extended impact upon Air Force mission(s), a loss of life, a negative impact to public health and safety, or a threat to threatened and endangered plant or animal species.

3.84.1.1. For uncontrolled wildfires lasting more than 24 hours, the WSM lead must provide AFCEC/CZOF a daily report on the potential for fire growth, current and expected weather, resource values at risk, multi-jurisdictional agency involvement, and information on additional resources needed. (T-1).

3.84.1.2. The WSM lead must report wildfires greater in size than 100 acres in timber fuel types, or 300 acres in grass fuel types, to the local/state Interagency Coordination Center. (T-1).

3.84.2. Prescribed Fire Reports. Installations will report prescribed fire activities to AFCEC/CZOF. WSMs must submit the prescribed fire reports to AFCEC/CZOF for inclusion in the FIREDDSS within 10 days of treatment completion. The prescribed fire report will include: installation/range name, burn objective, prescribed burn unit name, treatment date, acres treated, start time, control time, Anderson fuel model type, equipment used, names of all personnel involved and their assigned organization and NWCG certification level. Prescribed Fire Report submittals must also include geospatial data indicating the prescribed fire treatment area perimeter. (T-2).

3.84.3. Mechanical and Chemical Treatment Reporting. Mechanical and chemical treatments of flammable fuels will be reported to AFCEC/CZOF. The WSM for the installation shall submit a mechanical or chemical treatment report to AFCEC/CZOF within 10 days of treatment completion. The report will include: installation/range name, treatment objective,

treatment method, treatment date, acres treated, start time, end time, equipment used, names of all personnel involved and their assigned organization. (T-2).

3.84.4. Wildland Fire Data Management. AFCEC/CZOF will be the authoritative source and have primary responsibility for all wildland fire data, serving as steward for data across mission domains to assure quality and safeguarding of data. (T-1).

3.84.4.1. AFCEC/CZOF will develop and maintain geospatial data in accordance with DoD requirements developed and implemented by the Spatial Data Standards for Facilities, Infrastructure and the Environment, and in accordance with other Air Force information management policies. (T-1).

3.84.4.2. AFCEC/CZOF will follow the Air Force Fire Management Handbook for guidance in the capture, manipulation, storage and presentation of all geospatial data, and will ensure that wildland fire data is captured, maintained, stored and made accessible in accordance with DoDI 8320.02, *Sharing Data, Information, and Information Technology (IT) Services in the Department of Defense*. (T-1).

WARREN D. BERRY, Lieutenant General, USAF
DCS/Logistics, Engineering, and Force Protection

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

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Functions

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36 CFR Part 61, *Procedures for State, Tribal, and Local Government Historic Preservation Programs*

36 CFR Part 63, *Determinations of Eligibility for Inclusion in the National Register of Historic Places*

36 CFR Part 65, *National Historic Landmarks Program*

36 CFR Part 68, *Secretary of the Interior's Standards for Historic Preservation Projects*

36 CFR Part 78, *Waiver of Federal Agency Responsibilities under Section 110 of the National Historic Preservation Act*

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40 CFR Parts 104-108, 110-117, 122-140, 230-233, 401-471, 501-503, *Clean Water Act Regulations*

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43 CFR Part 11, *National Resource Damage Assessments*

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50 CFR Part 22, *Eagle Permits*

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NFPA 1002 – *Standard for Fire Apparatus Driver/Operator Professional Qualifications*
NFPA 1051 – *Standard for Wildland Fire Fighter Professional Qualifications*
NFPA 1143 - *Standard for Wildland Fire Management*
NFPA 1144 - *Standard for Protection of Life and Property from Wildfire*
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DoD Form 1131, *Cash Collection Voucher*
ICS Form 201, *Incident Organizer*

USACE Engineer Form 4345, *Application for Department of the Army Permit*

Abbreviations and Acronyms

AF—Headquarters United States Air Force

AFCEC—Air Force Civil Engineer Center

AFI—Air Force Instruction

AFIMSC—Air Force Installation and Mission Support Center

AFLOA—Air Force Legal Operations Agency

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AIRFA—American Indian Religious Freedom Act of 1978

ANG—Air National Guard

ANG CRM—Air National Guard Cultural Resources Manager

ARPA—Archaeological Resources Protection Act of 1979

BASH—Bird/wildlife Aircraft Strike Hazard

BMPs—Best Management Practices

BRAC—Base Realignment and Closure

CA—Comprehensive Agreement

CATEX—Categorical Exclusion

CFR—Code of Federal Regulations

CLEO—Conservation Law Enforcement Officer

CLEP—Conservation Law Enforcement Program

CRM—Cultural Resources Manager

DoD—Department of Defense

DoDI—Department of Defense Instruction

DoDM—Department of Defense Manual

EA—Environmental Assessment

EBS—Environmental Baseline Survey

EIAP—Environmental Impact Analysis Process

EIS—Environmental Impact Statement

EMS—Environmental Management System

EO—Executive Order

EQ—Environmental Quality

ESA—Endangered Species Act

ESTCP—Environmental Security Technology Certification Program

FACCODE—Facility Code

FES—Fire and Emergency Services

FIREDDS—Air Force Fire Data Support System

FOIA—Freedom of Information Act

FONPA—Finding of No Practicable Alternative

FONSI—Finding of No Significant Impact

FR—Federal Register

GIS—Geographic Information Systems

HAF—Headquarters U.S. Air Force

ICRMP—Integrated Cultural Resource Management Plan

IFC—Installation Fire Chief

INRMP—Integrated Natural Resources Management Plan

IPL—Integrated Priority List

IQCS—Incident Qualifications and Certification System

MOA—Memorandum of Agreement

MOU—Memorandum of Understanding

NAGPRA—Native American Graves Protection and Repatriation Act of 1990

NAR—Not Assessed Routinely

NEPA—National Environmental Policy Act

NFES—National Fire Equipment System

NFIP—National Flood Insurance Program

NFPA—National Fire Protection Association

NHO—Native Hawaiian Organization

NHPA—National Historic Preservation Act of 1966

NMUSAF—National Museum of the U.S. Air Force

NOAA Fisheries—National Oceanic and Atmospheric Administration, National Marine Fisheries Service

NWCG—National Wildfire Coordinating Group

O&M—Operations and Maintenance

OCR—Office of Coordinating Responsibility

OPR—Office of Primary Responsibility
OSD—Office of the Secretary of Defense
PA—Programmatic Agreement
PL—Public Law
PMS—Publication Management System
POM—Program Objective Memoranda
PPBE—Planning, Programming, Budgeting, and Execution
PTB—Position Task Book
RFMO—Regional Fire Management Officer
ROD—Record of Decision
RPA—Real Property Asset
SecAF—Secretary of the Air Force
SERDP—Strategic Environmental Research and Development Program
SHPO—State Historic Preservation Officer
T&E—Threatened and Endangered
THPO—Tribal Historic Preservation Officer
USACE—U.S. Army Corps of Engineers
USC—U.S. Code
USDA—U.S. Department of Agriculture
USFWS—U.S. Fish and Wildlife Service
WFMP—Wildland Fire Management Plan
WFPC—Wildland Fire Program Coordinator
WOTUS—Waters of the United States
WSM—Wildland Support Modules
WWII—World War II

Terms

Adaptive Ecosystem Management—A systematic process for continually improving natural resources management policy and practices by continually monitoring current operations and applying lessons learned to modify these programs as warranted

Adverse Effect—Reduction in the characteristics that make an historic property eligible for the National Register of Historic Places. The integrity of the location, design, setting, materials, workmanship, association, or other qualities that are important to defining the National Register eligibility of the historic property is diminished.

Advisory Council on Historic Preservation (Advisory Council)—The independent Federal agency created by the NHPA, as amended, to advise the President, Congress, and Federal agencies on all matters related to historic preservation. The Advisory Council also administers Section 106 of the NHPA through 36 CFR Part 800, *Protection of Historic Properties*.

Agricultural Outgrant—The use of DoD lands under a lease, license or permit to an agency, organization, or person for growing crops or grazing animals.

Agricultural Land Improvements—Improvements that add potential value to an agricultural outgrant such as irrigation features, fences, cattle guards, water developments, livestock enclosures and other structural improvements, as well as non-structural improvements such as seeding, fertilizing, and vegetation management.

Airfield—The area comprised of runways, taxiways, aprons and other adjacent land areas of an airport which are dedicated to aircraft operations

Alaska Native Entities—Alaska Native villages, tribes, communities, associations, and corporations are equivalent to federally recognized tribes for the purposes of consultations pursuant to NAGPRA and NHPA. Native Alaska villages and corporations include those groups or communities defined in, or established by, the Alaska Native Claims Settlement Act.

Alien Species—Any species, including its seeds, eggs, spores, or other biological material capable of propagating that species, that is not native to a respective ecosystem (definition from EO 13112, *Invasive Species*).

Alternative or Creative Mitigation—Alternatives to archaeological data recovery or historic building recordation as mitigation for an undertaking's adverse effects. These approaches can be implemented as the only treatment option, or may be part of a package where different historic properties are subject to different kinds and levels of mitigation.

Archaeological Resources—Any material remains of past human life or activities that are of capable of providing scientific or humanistic understandings of past human behavior and cultural adaptation through the application of scientific or scholarly techniques. (See ARPA and 32 CFR § 229.3).

Area of Potential Effect—The land area an undertaking has the potential to effect. The Area of Potential Effect includes the footprint of the proposed project, and areas around the footprint that might be affected by visual, auditory, erosional, and other direct and indirect results of the undertaking. Region of Influence (or Interest) for NEPA documents may or may not align with NHPA Section 106 Area of Potential Effect, which, in any case, always should be defined independently of Region of Influence in NEPA documents.

Biodiversity—Also stated as 'Biological Diversity'. The variety of life forms, the ecological roles they perform, the genetic variability among them, and their interactions in the communities and ecosystems in which they live. Biodiversity Conservation is a land management practice whereby maintaining and establishing viable populations of all native species is a primary goal.

Business Data—Geographic Information System (GIS) specialists think of Business Data as metadata, i.e., information associated with geographic spatial data. Business data often describes, evaluates, interprets, associates, references, or clarifies spatial data. Business data also includes site files, curation data, laboratory analyses, records, photographs, and file information crucial to day-to-day operations in cultural resources management.

Candidate Species—Any species where there is sufficient information on the biological status and threats to propose them as endangered or threatened under the ESA, but for which development of a proposed listing regulation is precluded by other higher priority listing activities.

Commercial Forest Land—Land under management capable of producing at least 20 cubic feet of merchantable timber per acre a year.

Compliant INRMP—An Integrated Natural Resources Management Plan that has been both reviewed and approved by signature or written correspondence within the past 5 years by authorized officials of the Department of Defense, Department of Interior, and appropriate state fish and wildlife agency.

Comprehensive Agreement—For Native American Graves Protection and Repatriation Act (NAGPRA), an agreement between a Federal agency and an Indian tribe concerning all agency land management activities that could result in the intentional excavation or inadvertent discovery of Native American human remains, funerary objects, sacred objects, or objects of cultural patrimony. The Comprehensive Agreement should establish procedures for consultation, treatment, and disposition of NAGPRA remains or cultural objects likely to be found during any undertaking or action on agency lands [per 43 CFR § 10.5(f)]. The signed agreement, or correspondence related to efforts to reach agreement, constitute proof of consultation. A Contingency Plan of Action (not used in NAGPRA or 43 CFR Part 10) is similar to a Comprehensive Agreement, but deals only with NAGPRA remains and objects likely to be discovered during a specific undertaking or action. Tribal officials AND the installation commander (or his/her delegated sub-commander) must sign Comprehensive Agreements, but only the installation commander or delegate signs Plans of Action [per 43 CFR § 10.5(e)].

Conservation Management—Consists of the planned management, use and protection of natural and cultural resources to provide sustainable use and continued benefit for present and future generations, and the prevention of exploitation, destruction, waste, and neglect.

Conservation Law Enforcement Program—Department of Defense program as described in DoDI 5525.17, *Conservation Law Enforcement Program (CLEP)*, which provides for the enforcement of laws for the protection of cultural and natural resources on military installations.

Cooperating Agency—In accordance with the Sikes Act, and for the purpose of Integrated Natural Resources Management Plan coordination, the cooperating agencies are the USFWS, state fish and wildlife agency, and the National Oceanic and Atmospheric Administration, National Marine Fisheries Service (NOAA Fisheries) for installations that include or border marine environments.

Cooperative Agreement—A written agreement between an Air Force organization and one or more outside agencies (federal, state, or local), conservation organizations, or individual for the planning and implementation of natural resources program requirements.

Consensus versus Formal Determination of Eligibility—A “Formal Determination of Eligibility for Listing on the National Register” is made by the Keeper. A “consensus determination” is a written agreement between an installation and SHPO that a property is eligible for listing. Nomination to the Register is not necessary with either determination. The consensus process is not a lower threshold for significance than a formal determination of eligibility by the Keeper, or the National Register listing procedures. A consensus determination is a legally recognized finding that a property meets the criteria for listing in the National Register. Under

Section 110, properties that are eligible are given the same legal status as properties formally listed in the National Register.

Consultation—A reasonable and good faith effort to involve affected and interested parties in the findings, determinations, and decisions made during the Section 106 Process, and other processes required under NAGPRA, AIRFA, NEPA, ARPA, and other statutes and regulations. Consultations with tribes must be on a government-to-government level to respect tribal sovereignty and to recognize the unique legal relationship between the federal government and tribes set forth in the Constitution, treaties, statutes, and court decisions (See also Notification).

Consulting Parties—in accordance with 36 CFR § 800.2(c), parties with consulting roles in the Section 106 Process include SHPO and/or tribal government. Consulting parties might also include Indian Tribal governments; representatives of local governments; applicants for federal assistance, permits, licenses, and other approvals; and members of the Public with interests in the undertaking.

Criteria of Adverse Effect—Standards/guidelines used to determine whether the effects caused by an activity, project or program (i.e., an undertaking that has the potential to affect cultural resources) will be detrimental to historic properties, in accordance with the Advisory Council's regulations (36 CFR § 800.5). An adverse effect occurs when a project or program alters or destroys the characteristics of a property that qualify it for listing in the National Register of Historic Places. This may include diminishing the integrity of the property's location, design, setting, materials, workmanship, internal composition or association with past events or people. An adverse effect may include but is not limited to: 1) destruction or alteration of all or part of a property; 2) isolation from or alteration of the surrounding environment of the property; 3) introduction of visual, audible, or atmospheric elements that are out of character with the property or alter its setting; 4) neglect of a property resulting in its deterioration or destruction; 5) transfer or sale of federally owned, leased or controlled property without adequate consultation on restrictions for the preservation and maintenance of the historic property.

Critical Habitat—Any air, land, or water area and constituents thereof that the USFWS or NOAA Fisheries has designated as critical habitat in accordance with the ESA. The ESA, Section 3, defines critical habitat as: (i) the specific area within the geographical area occupied by the species, at the time it is listed in accordance with the provisions of Section 4 of this Act, on which are found those physical or biological features (I) essential to the conservation of the species and (II) which may require special management considerations or protection; and (ii) specific areas outside the geographical area occupied by the species at the time it is listed in accordance with the provisions of Section 4 of this Act, upon a determination by the Secretary that such areas are essential for the conservation of the species.

Cropland—Land primarily suitable for producing farm crops, including grain, hay, and truck crops.

Cultural Resource—Any prehistoric or historic district, site, building, structure, or object as defined by 36 CFR Part 800 included in, or eligible for inclusion in, the National Register of Historic Places, whether or not such eligibility has been formally determined, including artifacts, records, and material remains related to such a property or resource; cultural items as defined in NAGPRA; American Indian, Eskimo, Aleut, or Native Hawaiian sacred sites as defined in EO 13007; archaeological resources as defined in NHPA; and, archaeological artifact collections and associated records as defined in 36 CFR Part 79.

Cultural Resources Manager—A qualified, trained cultural resources program manager who meets the Secretary of the Interior Standards and Guidelines for Federal Agency Historic Preservation Programs pursuant to NHPA Section 110, or who has sufficient historic preservation, archaeological, historical, or architectural training to successfully carry out the responsibilities of the Air Force Cultural Resources Program.

Curation—The process of managing and preserving an archaeological collection of artifacts and records according to professional museum and archival practices, as defined in 36 CFR Part 79. Refer to Legacy Resource Management Program Office, Legacy Project No. 98-1714, *Guidelines for the Field Collection of Archaeological Materials and Standard Operating Procedures for Curating Department of Defense Archaeological Collections*, available through the Department of Defense Energy, Environment, Safety & Occupational Health Network and Information Exchange and eDASH Cultural Resource Management websites.

Dispersed Outdoor Recreation—Outdoor recreation activities not related to a sports facility and conducted outside of a designated recreation area that provides built recreation facilities and services such as restrooms, potable water, camping pads, tables, fire pits, and garbage removal.

District—“A district is a geographically definable area, urban or rural, possessing a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united by past events or aesthetically by plan or physical development. A district may also comprise individual elements separated geographically but linked by association or history” (36 CFR § 60.3).

Economic Analysis—A comprehensive report that details the feasibility of preserving or rehabilitating a historic structure. The study must include the costs to prepare all necessary National Environmental Protection Act documentation, complete hazardous waste disposal, undertake any environmental remediation measures, complete a Historic American Building Survey Level I recordation of the property, prepare the site for new construction, and the cost to dispose of all demolition debris. The report must also detail the cost to undertake an in-kind replacement of the historic building. Economic Analyses also must cover all of the hidden costs of building demolition (hazardous waste disposal, recordation, recycling materials, etc.).

Ecosystem Management—An approach to natural resources management that focuses on the interrelationships of ecological processes linking soils, plants, animals, minerals, climate, water, and topography.

Effect—Any alteration to those characteristics of a historic or cultural property that qualify it for inclusion in the National Register of Historic Places (e.g. disturbing an archaeological site feature, such as a house ring or foundation). An effect, whether positive or negative, requires Section 106 review and consultation. See also Criteria of Adverse Effect.

Emergency or Disaster Situations—In effect when the President, a governor, or a tribal leader declares that an immediate threat to life or property exists.

Endangered Species—Any species which is in danger of extinction throughout all or a significant portion of its range other than a species of the Class Insecta determined by the Secretary to constitute a pest whose protection under the provisions of this Act would present an overwhelming and overriding risk to man [Endangered Species Act, Section 3]. For the purposes of this instruction, the term “endangered species” refers to a species that has been designated for special protection and management by the federal government pursuant to the ESA.

Evaluation—Application of the National Register eligibility criteria, 36 CFR § 60.4 and 36 CFR Part 63 to cultural resources. A professionally trained and qualified cultural resources specialist (e.g., historic architect; architectural historian; archaeologist) must complete this task for the installation following coordination with the applicable Air Force offices prior to initial consultation with the SHPO or the THPO.

Exotic Species—Any plant or animal not native or indigenous to a region, state, or country.

Floodplains—Lowland and relatively flat areas adjoining inland and coastal waters including flood prone areas of offshore islands, including at a minimum, that area subject to a one percent or greater chance of flooding in any given year [EO 11988].

Forest Land—Land on which forest trees of various sizes constitute at least 10 percent of the area. This category includes open land that is capable of supporting trees and is planned for forest regeneration and management.

Forest Products—Plant materials in wooded areas that have commercial value, such as saw logs, veneer (peeler) logs, poles, pilings, pine needles, cordwood (for pulp, paper, or firewood), fence posts, mine timber, Christmas trees (from unsheared trees cut during intermediate harvests), and similar wood or chemical products.

Game—Any species of fish or wildlife for which state or federal laws and regulations prescribe hunting seasons and bag or creel limits.

Geographically Separated Unit—Air Force real property under the command and control of a parent installation that is geographically separated and non-contiguous with the supporting installation.

Geospatial Data—The concept for collection, information extraction, storage, dissemination, and exploitation of geodetic, geomagnetic, imagery, gravimetric, aeronautical, topographic, hydrographic, littoral, and cultural, data accurately referenced to a precise location on the earth's surface. These data are used for military planning, training, and operations including navigation, mission planning, mission rehearsal, modeling, simulation and precise targeting. Geospatial information provides the basic framework for visualizing the Earth's surface. Geospatial data are information produced by multiple sources to common interoperable data standards, presented in the form of printed maps, charts, and publications; in digital simulation and modeling databases; in photographic form; or in the form of digitized maps and charts. Geospatial data are housed in GISs.

Government-to-Government—The relationship between federally-recognized tribes and the U.S. is one between sovereigns, i.e., between a government and a government.

Habitat—An area that provides the environmental elements of air, water, food, cover, and space necessary for a given species to survive and reproduce.

Heritage Asset—See Historic Property.

Historic Facilities—See Historic Property

Historic Property—“Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion on the National Register of Historic Places, including artifacts, records, and material remains related to such a property or resource.” (NHPA Section 301(5)).

Title 36 CFR § 60.4 explains criteria for determining eligibility for listing to the National Register. This definition of Historic Property is equivalent to “Heritage Asset.”

Historic Status Code—The official National Register of Historic Places status listed in the Real Property Inventory for each asset. The status codes are published and defined by DoD. The appropriate entries are determined by the installation or AFCEC CRM and reflect SHPO concurrence, or eligibility determinations by the Keeper. Each facility coded as an Historic Property (Heritage Asset) in the Inventory (e.g., ELPA; Contributing Element of a National Historic Landmark District; Individual National Historic Landmark; NREC; NREI; NRLC; NRLI) must be supported by appropriate documentation. Facilities coded as DNE must have documentation supporting the not-eligible determination

Identification of Historic Properties—A process using specific methods and techniques to locate and define the characteristics, nature, extent, and boundaries of cultural resources and historic properties. (See the Secretary of Interior’s Standards and Guidelines for Identification). Identification is one of the first steps in the NHPA Section 110 process, which includes preliminary work, actual efforts to identify properties, and the evaluation of identified properties to determine if they qualify as historic properties. The standard is a "reasonable and good faith effort" for identification and evaluation.

Imaginary Surfaces—The area surrounding a runway that must be kept clear of objects that might damage an aircraft is bounded by imaginary surfaces that are defined in the manual.

Improved Grounds—A grounds maintenance land use category used to indicate scope and intensity of land management. Includes land occupied by buildings and other permanent structures as well as lawns and landscape plantings on which personnel annually plan and perform intensive maintenance activities. Improved Grounds include the cantonment area, parade grounds, drill fields, athletic areas, golf courses (excluding roughs), cemeteries, and housing areas. Grass in these areas is normally maintained by regular mowing during the growing season.

Incidental Take—Engaging in a lawful activity that was not intended to cause, but nevertheless causes, a “take” of wildlife. Under the Endangered Species, “take” is the death, injury, harassment of a Federally-listed threatened or endangered species. Under the Migratory Bird Treaty Act, “take” is the death or injury of a migratory bird.

Indian Lands or Tribal Lands—Defined in ARPA as: “...lands of Indian tribes, or Indian individuals, which are either held in trust by the U.S. or subject to a restriction against alienation imposed by the U.S., except for subsurface interests not owned or controlled by an Indian tribe or Indian individual.” Indian Lands include tribal reservations, trust lands, and “Usual and Accustomed Places” for subsistence collecting, hunting, and fishing. The latter are often called “Treaty Lands.”

Integrated Natural Resources Management Plan (INRMP)—A plan based on ecosystem management that describes and delineates the interrelationships of the individual natural resources elements in concert with the mission and land use activities affecting the basic land management plans. Defines the natural resources elements and the activities required to implement stated goals and objectives for those resources.

Integrated Pest Management—A planned program incorporating continuous monitoring, education, record-keeping, and communication to prevent pests and disease vectors from causing unacceptable damage to operations, people, property, materiel, or the environment. Integrated Pest

Management includes methods such as habitat modification, biological control, genetic control, cultural methods, mechanical control, physical control, regulatory control, and the judicious use of least-hazardous pesticides.

Interested Person or Party—In the NHPA Section 106 process, an individual, group or organization concerned with the effects of an undertaking on historic properties. These may request an opportunity to participate as consulting parties.

Invasive Species—An alien animal or plant species whose introduction does, or is likely to cause, economic or environmental harm, or harm to human health [EO 13112].

Land Management Unit—The smallest land management division that natural resources managers use in developing specific strategies to accomplish natural resources management goals. Land management units may correspond to grazing units on agricultural outgranted lands, stands or compartments on commercial forest lands, various types of improved grounds (for example, athletic fields, parks, yards in family housing, or landscaped areas around administrative buildings), or identifiable semi-improved grounds (for example, airfield areas, utility rights-of-way, or roadside areas).

Livestock—Domestic animals kept or raised for food, by-products, work, transportation, or recreation.

Material Remains—Physical evidence of human occupation or use. These are artifacts, ecofacts, and features, from or at the location, or in the context, in which the events occurred.

Mitigation—Actions or treatments that lessen, eliminate, or compensate for the adverse effects of undertakings to historic properties. These actions may include, but are not limited to: 1) moving the undertaking to avoid effects; 2) reducing the extent of the effects by redesigning the undertaking; 3) compensating for the effects by repairing, rehabilitating, or restoring the affected historic properties; 4) preservation and protection actions during actual implementation of the undertaking; and/or 5) compensating for the effect by documenting the historic property, moving the historic property to a protected area, or conducting data recovery. This Instruction encourages “Creative” or “Alternative” mitigation, which can include preserving, protecting, studying, or restoring non-affected properties substituted for the affected property. Creative mitigation may involve publishing detailed research, or publically-oriented documents on the archaeology or history of a region or locale, or creating a scale model or other representation of the affected property for a park or museum.

Native American Graves Protection and Repatriation Act (NAGPRA)—A federal law passed in 1990. NAGPRA provides a process for museums and federal agencies to return certain Native American cultural items -- human remains, funerary objects, sacred objects, or objects of cultural patrimony -- to lineal descendants, and culturally affiliated Indian tribes and Native Hawaiian Organizations (NHOs). NAGPRA includes provisions for unclaimed and culturally unidentifiable Native American cultural items, intentional and inadvertent discovery of Native American cultural items on federal and tribal lands, and penalties for noncompliance and illegal trafficking. In addition, NAGPRA authorizes federal grants to Indian tribes, NHOs, and museums to assist with the documentation and repatriation of Native American cultural items, and establishes the Native American Graves Protection and Repatriation Review Committee to monitor the NAGPRA process and facilitate the resolution of disputes that may arise concerning repatriation under NAGPRA. Implementing regulations for NAGPRA are at 43 CFR Part 10.

Native American—A person with origins in any of the original peoples of North America and who maintains cultural identification through tribal affiliation or has community recognition as an American Indian or Alaskan Native.

Native Hawaiian Organization (NHO)—Defined in accordance with NAGPRA Section 2(10) “A Native Hawaiian organization includes any organization that: (a) serves and represents the interests of Native Hawaiians, (b) has as a primary and stated purpose the provision of services to Native Hawaiians, and (c) has expertise in Native Hawaiian Affairs, and includes the Office of Hawaiian Affairs and Hui Malama I Na Kupuna `O Hawai`i Nei.” The Department of the Interior has interpreted this definition to also include the Hawaiian island burial councils and various 'Ohanas (extended families). (See Consultation with Native Hawaiian Organizations in the Section 106 Process: A Handbook; and DoDI 4710.03, *Consultation with Native Hawaiian Organizations (NHOs)*).

National Historic Landmark—Historic property that meets the criteria of the National Register and has been designated by the Secretary of the Interior for its special national importance in the history of the U.S. Air Force examples include Randolph Field Historic District at Joint Base San Antonio-Randolph, Texas, and the Cadet Area of the U.S. Air Force Academy, Colorado. Historic Landmarks receive an elevated level of protection under 36 CFR § 800.10.

National Register of Historic Places (National Register)—The federal government's official list of buildings, structures, districts, sites, and objects that are significant in American history, architecture, archaeology, engineering, or culture, and are thereby considered for preservation. The National Register is administered by the Department of the Interior, National Park Service. Criteria for eligibility, and the procedures for nomination, making changes to listed properties, and for removing properties from the National Register are detailed in 36 CFR Part 60, "*National Register of Historic Places.*"

Natural Resources Management Professional—A person with a bachelor's, master's, or doctoral degree in the natural sciences from an accredited college or university who manages natural resources and receives periodic training to maintain proficiency in that job.

Natural Resources Manager—The natural resources management professional who is delegated responsibility for the management of the natural resources program on an installation.

Notification—Written notification (vs. Consultation) is specifically required in various statutes. For example, affiliated federally recognized tribes must be notified 30 days before a federal agency may issue an ARPA permit if the proposed research might disturb or harm any Indian tribal or religious site on agency land [32 CFR § 229.7(a)]. Written notification also is required by NAGPRA for planned intentional excavation or inadvertent discovery of Native American human remains, and funerary or sacred objects, or objects of cultural patrimony. See 43 CFR § 10.5(b) for the list of people who must be notified under NAGPRA. NHPA regulation 36 CFR § 800.6(a)(1) requires notification of the Advisory Council that an undertaking will adversely affect a historic property.

Noxious Weed—Any plant or plant product that can directly or indirectly injure or cause damage to crops (including nursery stock or plant products), livestock, poultry, or other interests of agriculture, irrigation, navigation, the natural resources of the U.S., the public health, or the environment.

Nuisance Wildlife—Wildlife that damages property, impedes installation operations, or endangers public health and safety to the point where control measures are necessary. This category excludes wildlife species protected under the auspice of the Endangered Species Act or Migratory Bird Treaty Act.

Outdoor Recreation—Recreation that relates directly to and occurs in natural, outdoor environments.

Outdoor Recreation Resources—Land and water areas and associated natural resources that provide, or have the potential to provide, opportunities for outdoor recreation for present and future generations.

Plan of Action—A written plan, prepared, approved, and signed by a federal agency official (e.g., the installation commander), in response to an inadvertent discovery or intentional excavation of Native American human remains, funerary objects, sacred objects, or objects of cultural patrimony on agency land. A Comprehensive Agreement (sometimes called a Contingency Plan of Action) is similar but is developed prior to a specific planned undertaking or set of actions likely to result in the discovery of NAGPRA remains or objects. Plans of Action are completed after consultation between the federal agency and a federally recognized tribe affiliated with the NAGPRA remains or cultural objects. The Plan of Action outlines consultation procedures, treatment, and disposition of the NAGPRA remains and objects. Signatures of Tribal officials are not required (43 CFR § 10.5(e)).

Program Comment and Nationwide PA—Programmatic alternatives to NHPA Section 106 review developed through negotiations between a federal agency and the Advisory Council to streamline Section 106 review for a category of possibly significant resources, in accordance with 36 CFR § 800.14(a)]. Currently in effect: 1. Advisory Council on Historic Preservation, PA with DoD, Demolition of World War II Temporary Buildings, 7 July 1986, amended 1 May 1991; 2. ACHP, Program Comment, Wherry and Capehart Era Family Housing at Air Force and Navy Bases, 18 November 2004; 3. Advisory Council on Historic Preservation, Program Comment, Ammunition and Explosives Storage for the Navy (1939-1989) and the Air Force (1946-1989), 18 August 2006; 4. Advisory Council on Historic Preservation, Program Comment, Air Force and Navy Unaccompanied Personnel Housing During the Cold War Era (1946-1989), 18 August 2006.

Proponent—The commander, commanding officer, or civilian director of a unit, activity, or organization, who initiates a proposal for an undertaking, who has command and control authority over the undertaking once it is authorized, or who has the legal and financial authority to commit the Air Force to agreements undertaken in compliance with cultural resource laws and regulations.

Reforestation—The renewal or regeneration of a forest by natural or artificial means.

Sacred site—Defined in EO 13007 as, “Any specific, discrete, narrowly delineated location on federal land that is identified by an Indian tribe, or Indian individual determined to be an appropriately authoritative representative of an Indian religion, as sacred by virtue of its established religious significance to, or ceremonial use by, an Indian religion; provided that the tribe or appropriately authoritative representative of an Indian religion has informed the agency of the existence of such a site” (see DoDI 4710.02 and DoDI 4710.03).

Secretary of the Interior's Standards and Guidelines for Federal Agency Historic Preservation Programs Pursuant to Section 110 of the NHPA—Published in Federal Register (24 April 1998) and in Archeology and Historic Preservation: Secretary of the Interior's Standards

and Guidelines (48 FR 44716). The Standards and Guidelines are a series of guidance documents created by the Secretary of the Interior under authority of the NHPA. The Standards and Guidelines do not set agency policy but assist in organizing information about historic preservation activities; in describing steps achieved by federal agencies, states, and others when planning for the identification, evaluation, registration, and treatment of historic properties, and in integrating the diverse efforts of the various entities to preserve the Nation's cultural heritage.

Section 106 Program Alternatives—36 CFR § 800.14 outlines a variety of methods available to federal agencies to meet their Section 106 obligations. Each of these alternatives allows federal agencies to tailor the Section 106 process to meet their needs. Alternate procedures include Alternate Procedures; PAs; Prototype PAs; Exempted Categories; Standard Treatments; and Program Comments.

Section 106, NHPA (54 USC § 306108—): “The head of any federal agency having direct or indirect jurisdiction over a proposed federal or federally assisted undertaking in any state and the head of any federal department or independent agency having authority to license any undertaking shall, prior to the approval of the expenditure of any federal funds on the undertaking or prior to the issuance of any license, as the case may be, take into account the effect of the undertaking on any district, site, building, structure, or object that is included in or eligible for inclusion in the National Register. The head of any such federal agency shall afford the Advisory Council on Historic Preservation established under Title II of this Act a reasonable opportunity to comment with regard to such undertaking.”

Section 106 Process—The series of actions (including consultation, background studies, surveys, resource identifications, assessments and treatments) that implement Section 106 of the National Historic Preservation Act (54 USC § 306108), which requires federal agencies to take into account the effects of their undertakings on any cultural resources or historic properties that meet the National Register criteria. Part of this process involves taking action to avoid or minimize harm to eligible resources (historic properties). The entire Section 106 process is outlined in 36 CFR Part 800). See **Consultation**.

Section 110 Inventories—Archaeological or historic building surveys and National Register evaluations completed in accordance with NHPA Section 110 (54 USC § 306102(a)(2)(A)) requirements to identify historic properties on agency land to facilitate good planning and streamline later Section 106 (54 USC § 306108) consultations. Surveys and eligibility determinations for Section 110 (54 USC §§ 306101-306107) must be coordinated with SHPO/THPO and other appropriate parties for concurrence to ensure future applicability to Section 106 undertakings that occur in surveyed areas. Recordkeeping is a key component to successful Section 110 inventories.

Semi-Improved Grounds—A grounds maintenance category used to indicate scope and intensity of land management. Grounds where periodic maintenance is performed primarily for operational reasons (such as erosion and dust control, bird control, and visual clear zones). This land use classification includes areas adjacent to runways, taxiways, aprons, runway clear zones, lateral safety zones, rifle and pistol ranges, weapons firing and bombing ranges, picnic areas, ammunition storage areas, antenna facilities, and golf course roughs. Semi-improved grounds areas are mowed less often than the maintained turf grass on improved grounds.

Site—Location of an event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or removed, where the location itself maintains historical,

cultural, or archeological value and integrity. Examples are battlefields, historic campgrounds, ancient trails or gathering places, deposits of cultural debris (i.e. middens or trash dumps), and historic homesteads and farms.

State Historic Preservation Officer (SHPO)—The official appointed by the governor of each state and territory to carry out the functions defined in the NHPA, and to administer the State Historic Preservation Program. SHPOs provide advice and assistance to Federal agencies regarding their cultural resources management programs and historic preservation responsibilities. The NHPA has been amended over the years, with attendant changes to 36 CFR Part 800, resulting, for example, in Tribal Historic Preservation Officers (THPO) most often being consulted concurrently with SHPOs.

Stewardship—The management of a resources base with the goal of maintaining or increasing the resources' value indefinitely into the future.

Threatened Species—Any species which is likely to become an endangered species within the foreseeable future throughout all or a significant portion of its range [ESA, Section 3]. For the purposes of this instruction, the term threatened species refers to a species that has been designated for special protection and management by the federal government pursuant to the ESA.

Traditional Cultural Property—Sites, districts, buildings, structures, or objects associated with cultural practices or beliefs of a living community that are rooted in the history of the community, and are important in maintaining the continuing cultural identity of the community. Section 106 consultation with tribes is required to identify traditional cultural properties and to determine if any meet National Register eligibility criteria of 36 CFR § 60.4. may be determined eligible for the National Register of Historic Places, and as such, are considered under the Section 110 process as traditional cultural properties. Examples of traditional cultural properties include: 1) locations where Native American or other groups traditionally gather wild foods or medicines; 2) ethnic neighborhoods whose cultural character is important to those who live in them; 3) rural landscapes reflecting traditional patterns of agriculture or social interaction; and 4) landforms associated with Native American traditions and religious practices.

Tribal Historic Preservation Officer (THPO)—The official appointed by an Indian tribe in accordance with the NHPA to administer the Tribal Historic Preservation Program and assume duties and functions for tribal lands similar to those that the SHPO has for other lands. The Secretary of Interior designates tribes with THPO responsibilities. Air Force installations must consult with the THPO, instead of the SHPO, on undertakings on or over Indian tribal lands where a tribe has been granted THPO responsibilities by the Secretary of the Interior. A tribe also may designate its THPO to represent the tribe in consultations with the Air Force where an installation's historic properties are of traditional religious and cultural importance to a tribe, or otherwise potentially affected by Air Force.

Unanticipated Discovery—Identification of a historic property/cultural resource or of an unanticipated adverse effect to a cultural resource during implementation of an undertaking. These may occur with or without prior planning for such discoveries and after completion of comprehensive NHPA Section 106 (54 USC § 306108) consultation (including consultation with all appropriate parties). When this occurs, the finder will cease operations and notify the installation commander and the CRM who will follow the procedures defined in the ICRMP and in 36 CFR § 800.13 and 43 CFR § 10.4 for NAGPRA remains or cultural objects found as Inadvertent Discoveries.

Undertaking—36 CFR § 800.16(y) defines an undertaking as “a project, activity, or program in whole or in part funded under the direct or indirect jurisdiction of a federal agency.” Includes projects and activities that are: (a) carried out by or on behalf of a federal agency; (b) federally funded; (c) require a federal permit, license or approval; or (d) are subject to state or local regulation administered through delegation or approval authority by a federal agency.

Unimproved Grounds—A grounds maintenance land use category used to indicate scope and intensity of land management. Unimproved grounds are areas not classified as ‘improved’ or ‘semi-improved’. Unimproved grounds include forest lands, croplands and grazing lands, lakes, ponds, and wetlands, and any areas where natural vegetation is allowed to grow unimpeded by maintenance activities.

Urban Forests—Planted or remnant native tree species existing within urbanized areas such as parks, tree-lined residential streets, scattered tracts of undisturbed woodlands, and cantonment areas.

Watchable Wildlife Areas—Areas identified under the Watchable Wildlife Program as suitable for passive recreational uses such as bird watching, nature study, and other nonconsumptive uses of wildlife resources.

Waters of the U.S.—Waters subject to the regulatory jurisdiction of the U.S. under the Clean Water Act, and defined as traditional navigable waters, impoundments of traditional navigable waters, interstate waters, territorial seas, and adjacent waters; including adjacent wetlands.

Wetlands—Areas that are inundated by surface or ground water with a frequency sufficient to support and under normal circumstances does or would support a prevalence of vegetative or aquatic life that requires saturated or seasonally saturated soil conditions for growth and reproduction. Wetlands generally include swamps, marshes, bogs, and similar areas such as sloughs, potholes, wet meadows, river overflows, mud flats, and natural ponds [EO 11990].

Wildland Fire—Any non-structure fire that occurs in the wildland. Three distinct types of wildland fire have been defined and include wildfire, wildland fire use, and prescribed fire.

Wildlife Exclusion Zone—A locally defined, airfield specific area where a zero tolerance goal for hazardous wildlife is maintained. This area may encompass the Aircraft Movement Area and any additional habitat attractants (such as water treatment facilities, golf courses, and athletic fields) in proximity to the airfield and low-level flight corridors (such as final approach/departure).