

General Guidance for Completing the 2012-2014 BLM-Requested Cadastral Services Inventory

General Guidance

- A) No consideration should be given to funding availability when gathering your inventory. This inventory is not to be used in consideration for possible reprogramming of funds within a Bureau of Land Management (BLM) state office jurisdiction.
- B) As stated in the Instruction Memorandum (IM), the Office of Inspector General (OIG) recommends that the BLM identify lands with high risk resource boundaries. Consequently, a new field has been added which asks whether high risk resource boundaries are associated with the project.
- C) The inventory to be produced under this IM should be requested by parties external to the BLM State Office Cadastral Survey and Geographic Coordinate Data Base (GCDB) programs.
- D) This inventory of needs will include all projects both internal and external to the BLM. External customers include Interior agencies, other Federal Departments and agencies, and the private sector. Attachments 2 and 4 are for inventories related to BLM-managed lands, and Attachments 3 and 5 are for external customers.
- E) Cadastral survey projects included within this inventory fall within four categories: 1) cadastral brass cap surveys, 2) supplemental plats, 3) corner remonumentation, and 4) administrative survey.
- F) Inventory data for cadastral services in Indian country is completed through a separate Indian Trust lands cadastral survey needs inventory, the Cadastral Automated Request System (CARS). The CARS inventory is combined with the inventory produced under the guidance of this IM for reporting using the performance measure specified in part I below.
- G) *Project* is the unit of measure. Funded projects may be combined, as needed, into survey groups.
- H) A *project* is any unit of work identified by the customer as a need. The inventory produced under this guidance is only an identification of need; an official survey request does not need to be issued in order for a project to be included in this inventory.
- I) The performance measure used for reporting this inventory is entitled "Percent of survey projects of Federal and Indian Trust lands that are funded."
- J) A project is *funded* when assignment instructions for the project have been approved.
- K) Performance results for the above mentioned performance measure (percent funded) for Fiscal Years (FY) 2006-2010: 2006, 11 percent; 2007, 14 percent; 2008, 25 percent; 2009, 23 percent; and 2010, 31 percent. The national goal for FY 2011 is 16 percent.
- L) The FY 2012 national goal for the abovementioned performance measure will be established after the following steps are completed: 1) the data produced under this guidance is received from the BLM state offices, 2) the data is subsequently compiled and analyzed, and 3) negotiations with the BLM state offices occur. This goal will be established by the beginning of the FY 2012.

Guidance Attachments and Excel Attachments

- A) For gathering the inventory of BLM cadastral services needs, refer to Attachment 2 for instructions and use Attachment 4 for recording your inventory.
- B) For gathering the inventory for all customers external to the BLM, use Attachment 3 for instructions and use Attachment 5 for recording your inventory.

Purposes for Conducting this Inventory

- A) Demonstrate to the Office of Management and Budget (OMB) the need for cadastral services relative to the services that are funded each fiscal year.
- B) Meet OMB's requirement for this inventory in conjunction with Cadastral Survey's OMB-mandated performance measure (see part H above).

Your completed inventory must be submitted to Mark_Wahlfield@BLM.GOV by 08/16/11.