

## General Guidance

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- A) Do not consider funding availability when gathering your inventory. Do not use this inventory when considering possible reprogramming of funds within a Bureau of Land Management (BLM) state office jurisdiction.
- B) The Office of Inspector General (OIG) recommends that the BLM identify lands with high risk resource boundaries. Consequently, identify each project with high risk boundaries per the guidance in attachments 2 and 3.
- C) The inventory to be produced under this Instruction Memorandum (IM) should be requested by parties external to the BLM State Office Cadastral Survey and Geographic Coordinate Data Base (GCDB) programs.
- D) This needs inventory will include all projects both internal and external to the BLM. External customers include Interior bureaus, 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 re-monumentation, and 4) administrative survey.
- F) The BLM collected inventory data for cadastral services in Indian country with the assistance of the Oregon State Office using the Cadastral Automated Request System (CARS). Because CARS has been discontinued, this inventory should include cadastral services needed in Indian Country.
- G) *Project* is the unit of measure. You may combine funded projects, 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; the BLM does not require an official survey request from the stakeholder 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 the State Office Chief Cadastral Surveyor approves the assignment instructions for the project. The results in part K below describe the percent of *projects* that were funded in previous fiscal years (FY).
- K) Performance results for the performance measure described in part I above for FYs 2006-2012: 2006, 11 percent; 2007, 14 percent; 2008, 25 percent; 2009, 23 percent; 2010, 31 percent; 2011, 22 percent; 2012, 20 percent; and 2013, 14 percent. The national goal for FY 2014 is 13 percent.
- L) The Chief Cadastral Surveyor will establish the FY 2015 national goal for the abovementioned performance measure 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 by the Washington Office and analyzed, and 3) negotiations with the BLM state offices occur. The Washington Office will establish this goal by the beginning of FY 2015.

### Guidance Attachments and Excel Attachments

- A) For gathering the inventory of BLM cadastral service 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 FY.
- B) Meet OMB's requirement for this inventory in conjunction with Cadastral Survey's OMB-mandated performance measure (see General Guidance above).

Attachment 1

**You must submit your completed inventory to Mark Wahlfield (MWAHLFIE@BLM.GOV) by  
03/05/2014.**