

Table A: Fair Market Value Records Security Chain of Custody

The FMV security chain of custody documentation will include the type of application being processed; serial number; application date; dates when geology, engineering, economic, and appraisal reports were transferred and to whom; date when the records were returned to the originating office; contractor completion or OVS concurrence date; sales date; overall application status; and a general description of the type of FMV records security steps being taken and secure storage controls or measures being provided. A copy of each FMV chain of custody report per office will be provided to the AD, Energy, Minerals and Realty Management, and must be available to the AD’s designated representative upon request.

Application Type (LBA or LMA)	Application Serial No.	Application Date	State: _____ Fiscal Year 20XX Status of Reports, Sales, and Application Status (Completion Date or Pending (P))										
			Geology	Engineering	Economic	Appraisal	Transferred Reports (BLM Office, Contractor or OVS)	Transfer End Date	BLM Office, Contractor Completion or OVS Concurrence Date	Sale Date	Status Pending (P) or Completion Date	Security Controls	
Examples:													
LBA	XXXX-12345	4-1-14	10-1-14	12-1-14	2-1-15	4-1-15	OVS	6-1-15	6-1-15	8-1-15	P	FMV paper and electronic records are stored in a fire proof vault with limited access. Working files are removed from the vault and returned. Transferred files are accompanied by a modified BLM form 1273-2a signed by both parties. All transferred files and data is returned to BLM	
LBA	XXXX-12345	4-1-14	10-1-14	12-1-14	2-1-15	4-1-15	OVS	9-1-15	9-1-15	10-1-15	2-15-16	See note above	

Note: FMV security chain of custody documentation should include all pending and processed LBA and LMAs as of the beginning of fiscal year 2015.