

Procedures to Increase (or Decrease) Bond Amount

1. The Bureau of Land Management (BLM) authorized officer (AO) will perform the bond adequacy review and determine the appropriate bond amount.
2. The AO will notify their state office (SO) personnel, in writing, of proposed bond increase or decrease.
3. The SO will review the proposed bond amount increase or decrease to ensure it complies with BLM policy.
4. The SO must take the necessary steps to increase or decrease the bond amount if the request complies with BLM policy. If the bond involved is a nationwide bond held by a different SO, the SO will forward the requested to the SO holding the bond.
5. The SO will timely notify the AO of the bond increase or decrease once it is in effect. The field office (FO) will timely update each lease file and the Automated Fluid Minerals Support System (AFMSS).
6. For statewide or nationwide bonds, the SO will require the bond increase as a rider to the original bond so that the increase or decrease is tied to the specific property. The SO will send a copy of the rider to the FO.
7. Each SO with an oil and gas program will submit a semiannual bond adequacy review report to the Washington Office, Division of Fluid Minerals (WO-310). A report covering the first and second quarters (October – March) of each fiscal year is due by April 30 of each year. A report covering the third and fourth quarters (April – September) is due by October 31 of each year. The report will list the bonds that were reviewed during the period (bond number), indicate the bond was raised/decreased, and the amount each bond was raised/decreased (if any).