

## Program Element EL

### Program Element Process Coal Leases and Exploration Licenses

**Example Notes:** EL includes School & Institutional Trust Lands Administration (SITLA) coal lease applications in Utah.

**PE Description:** This program element is used with all work, including NEPA, GIS support, Section 7 clearances and Section 106 compliance, associated with processing coal leases, with the exceptions listed below.

The case-by-case cost recovery competitive coal leases processed in response to applications submitted on or after November 7, 2005 (the effective date of the cost recovery regulations) have a new program element, **GA**.

Competitive coal leases processed in response to applications submitted prior to November 7, 2005 will continue to use program element EL.

Program element EL also includes all cost associated with processing and issuing exploration licenses, including those subject to cost recovery fixed fees.

Program element EL is **not** used with lease modifications, assignments, or segregations of existing leases, which are considered post lease actions.

Authorizations should be processed in conformance with existing manuals and handbooks for coal leasing. This includes a review of lessee qualifications and appropriate review of adequate bonding. The workload shall be documented in LR2000 and appropriate action codes shall be consistently entered at time of lease issuance or lease application denial.

**Unit Of Measure:** Actions Processed -

Number of actions completed and recorded.

NEPA Records of Decision or Decision Record Signed, Lease sales completed, Leases Issued, & Exploration Licenses Processed.

Completion of the Record of Decision (ROD) or Decision Record (DR) for the NEPA analysis for a coal lease application. State Offices will record information in accordance with LR2000 data standards as the NEPA-ROD or DR for each coal lease application is completed. State Offices will report the number of coal lease NEPA-ROD's or DRs issued during the fiscal year by category (i.e., competitive, non-competitive, etc.)

State Offices will enter lease information in accordance with data standards as coal lease sales are completed. State Offices will report on number of coal lease sales completed during the fiscal year. If there are no bids received that meet or exceed the appraised fair market value, then there is still a unit of accomplishment under this program element. If the applicant for rejected coal lease requests that the prospective coal lease be offered in another competitive coal lease sale, then the new coal lease sale is a new (additional) unit of accomplishment under this program element.

State Offices will enter lease information in accordance with data standards as coal leases are issued. State Offices will report on number of leases issued during the fiscal year by category (i.e., competitive, non-competitive, etc.).

State Offices will enter lease information in accordance with data standards as coal exploration licenses are issued. State Offices will report the number of coal exploration license issued during the fiscal year.

On-site inspection and enforcement for a coal exploration license are measured as part of program element NG, Solid Mineral Inspections and Production Verifications.

**System Interface/ Data Elements:** Data will be retrieved by the State Offices and, nationally, by the program office using casetypes, action codes & standard LR2000 reporting.

Case Types: 34XXXX

Action Codes: 005; 191; 237; 276; 130; 125.

EL Count of Action code entries for selected time period.

**National Program Element Contact:** John Lewis/Ted Murphy, WO 320, (202) 452-3567

**Project Code:** TRST does not apply to this program element.

Section 7 costs, covering both formal and informal consultation, associated with this program element should be tracked using the project code SECS. The project code SECS shall be used as a priority if there is not otherwise a mandatory project code (such as reimbursable work, construction, deferred maintenance, RIPS, etc.).

**Strategic Plan Mission Goal**

UIO.1.1 - Effectively manage and provide for efficient access and development

**BLM Work Process**

4a - Authorize and manage commercial activities and permitted uses

## Program Element EM

### Program Element Process Coal Post Lease Actions

**Example Notes:** EM includes School & Institutional Trust Lands Administration (SITLA) coal leases in Utah.

**PE Description:** This program element is used with all coal post-lease actions, with the exceptions listed below. Coal post-lease actions include all actions associated with lease operations after a coal lease has been issued. These actions may include, but are not limited to, review and approval of mining or exploration plans, lease assignments/transfers, royalty rate reductions, logical mining unit approvals/disapprovals, lease renewals, lease modifications, bonding modifications, and lease terminations and relinquishments. Work also includes all associated NEPA work where not previously addressed (e.g. NEPA required to process lease modifications).

Each of the case-by-case cost recovery document types (coal lease modification, coal logical mining unit formation or modification and coal royalty rate reduction) processed in response to applications submitted on or after November 7, 2005 (the effective date of the cost recovery regulations) has a new program element as specified below.

Document Type	Program Element
Coal lease modification	<b>GB</b>
Coal logical mining unit formation or modification	<b>GC</b>
Coal royalty rate reduction	<b>GD</b>

Coal lease modifications, coal logical mining unit formations or modifications and coal royalty rate reductions processed in response to applications submitted prior to November 7, 2005 will continue to use program element EM.

This program element applies to all post lease actions covered by cost recovery fixed fees.

Inspections or production verification should be charged to program element NG.

**Unit Of Measure:** Coal post lease actions processed - Number of actions completed and recorded

**System Interface/  
Data Elements:** Number of post lease actions processed

State/Field Offices will enter lease information in accordance with LR2000 data standards as actions are processed. State Offices will report on number of post-leases actions during the fiscal year by category (i.e., approval of mining plans, lease assignments, lease renewals, lease modifications, bonding modifications), (refer to LR2000 data standards for reportable action codes).

Data will be retrieved by the State Offices and, nationally, by the program office using casetypes, action codes & standard LR2000 reporting. SITLA and Indian trust actions are not recorded in LR2000 and will need to be reported separately. All completed units will be entered into MIS.

Case Types: 34XXXX

Action Codes: 016; 037; 039; 125; 126; 139; 199; 238; 244; 269; 278; 279; 310; 313; 315; 321; 330; 337; 339; 341; 343; 352; 354; 355; 358; 360; 371; 408; 409; 410; 417; 424; 431; 478; 625; 626; 630; 632; 656; 661; 663; 674; 676; 677; 678; 679; 700; 784; 791; 792; 890; 909; 933; 994.

EM Count of Action code entries for selected time period.

**National Program  
Element Contact:** John Lewis/Ted Murphy, WO 320, (202) 452-3567

**Project Code:** TRST for all work, including consultation, associated with Indian trust, including trust

programs on Indian lands (cadastral survey and minerals on trust lands), assessing the impacts of public land activities on trust assets on Indian lands, and the analysis of the impact of public land activities on off-reservation treaty rights.

**Strategic Plan Mission Goal**

UIO.1.1 - Effectively manage and provide for efficient access and development

**BLM Work Process**

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## Program Element EN

### Program Element Process Non-Energy Mineral licenses, permits or Leases

**Example Notes:** None

**PE Description:** This program element is used with the processing of non-energy mineral licenses, permits or leases, with the exceptions listed below. It includes all actions necessary for issuance of an exploration license or permit, whether it is issued or not. It includes review of lessee qualifications and review of bonding for both new authorizations and fringe acreage leases.

Each of the non-energy minerals case-by-case cost recovery document types (non-energy minerals prospecting permits, preference right leases, successful competitive leases, or fractional or future interest leases) processed in response to applications submitted on or after November 7, 2005 (the effective date of the cost recovery regulations) has a new program element as specified below.

Document type	Program Element
Prospecting permit	GE
Preference right lease	GF
Competitive lease (successful applicant or not)	GH
Fractional or future interest lease	GI

Non-energy minerals prospecting permit applications, preference right lease applications, successful competitive lease applications, or fractional or future interest lease applications processed in response to applications submitted prior to November 7, 2005 will continue to use program element EN.

The principal subactivity for this program element is 1330.

Any pre-lease work for Indian non-energy mineral leasing, including sand and gravel, should be charged to program element FS.

**Unit Of Measure:** Licenses, permits, leases processed -

Number processed is defined as license, permit or lease issuance or as license, permit or lease denial.

License, permit or leases issued are tracked in LR2000 by date of issuance. Offices will enter license, permit or lease information in accordance with data standards at the time of lease issuance. State Offices will report on number of leases processed during the fiscal year by category (i.e., competitive, non-competitive, etc.).

**System Interface/  
Data Elements:** LR2000

The action codes for the casetypes listed below will be counted as units for this program element.

CASE TYPES: 350702, 351201, 351301, 351401, 351501, 351601, 352201, 352301, 352401, 352501, 352601, 353201, 353301, 353401, 353501, 353601, 354201, 354301, 354401, 354501, 354601, 355201, 355301, 355401, 355501, 355601, 356001, 356002, 356003, 356201, 356301, 356401, 356501, 357401, 357601, 358101, 358201, 358301, 358301, 358401, 358501

ACTION CODES: 125; 130; 276; 237; 944

**National Program  
Element Contact:** Ron Teseneer/Ted Murphy, WO 320, (202) 452-5094

**Project Code:** TRST does not apply to this program element. Section 7 costs, covering both formal and

informal consultation, associated with this program element should be tracked using the project code SECS. The project code SECS shall be used as a priority if there is not otherwise a mandatory project code (such as reimbursable work, construction, deferred maintenance, etc.).

**Strategic Plan Mission Goal**

UIO.2.1 - Effectively manage and provide for efficient access and production

**BLM Work Process**

4a - Authorize and manage commercial activities and permitted uses

## Program Element EO

### Program Element Process Non-Energy Mineral Post Lease Actions

**Example Notes:** None

**PE Description:** This program element is used with post-lease actions, which includes all actions associated with lease operations after a non-energy lease, exploration license or permit has been issued. These actions may include but are not limited to review and approval of mining or exploration plans, lease assignments, royalty rate reductions, lease renewals, lease modifications, lease readjustments, permit extensions, bonding modifications, lease terminations and relinquishments, all associated NEPA work where not previously addressed and review and approval of mining reclamation plans, with the following exceptions.

The non-energy mineral case-by-case cost recovery document types (suspension, waving or reduction of rental, minimum royalty, production royalty or royalty rate) processed in response to applications submitted on or after November 7, 2005 (the effective date of the cost recovery regulations) have a new program element, **GI**.

Suspension, waving or reduction of rental, minimum royalty, production royalty or royalty rate applications processed in response to applications submitted prior to November 7, 2005 continue to use program element EO.

The principal subactivity for this program element is 1330. This program element EO includes post-lease actions for all Indian non-energy minerals.

Inspection and enforcement/production verification use program element OB.

**Unit Of Measure:** Post lease actions processed - State/Field Offices will enter lease information to LR 2000 in accordance with data standards as actions are processed. State Offices will report on number of post-leases actions during the fiscal year by category e.g., approval of mining plans, lease assignments, lease renewals, lease modifications, bonding modifications, (see data standards as outlined in IM 95-129 or reportable action codes).

**System Interface/  
Data Elements:** LR2000

The action codes for the casetypes listed below will be counted as units for this program element.

CASE TYPES: 35XXXX

ACTION CODES: 016; 039; 139; 224; 235; 238; 242; 243; 269; 310; 313; 321; 341; 343; 354; 358; 410; 419; 478; 553; 625; 626; 909

**National Program  
Element Contact:** Ron Teseneer/Ted Murphy, WO 320, (202) 452-5094

**Project Code:** TRST for all work, including consultation, associated with Indian trust including: trust programs on Indian lands (cadastral survey and minerals on trust lands), assessing the impacts of public land activities on trust assets on Indian lands, and the analysis of the impact of public land activities on off-reservation treaty rights.

Section 7 costs, covering both formal and informal consultation, associated with this program element should be tracked using the project code SECS. The project code SECS shall be used as a priority if there is not otherwise a mandatory project code (such as reimbursable work, construction, deferred maintenance, etc.). The project code TRST has priority over SECS if both are indicated.

#### Strategic Plan Mission Goal

UIO.2.3 - Ensure effective lease and permit management

#### BLM Work Process

4a - Authorize and manage commercial activities and permitted uses

## Program Element EP

### Program Element Process Mineral Material Disposals

**Example Notes:** None

**PE Description:** This program element includes all work associated with mineral materials disposed through sales and free use permits. Includes all costs of processing the applications for contracts and permits, including NEPA, appraisal, Section 7 consultation, Section 106 compliance, and other clearances for processing use authorizations as appropriate, and all associated case recordation and data entry, with the following exceptions.

Each of the mineral materials case-by-case cost recovery document types (non-competitive sales, competitive sales, or contract renewals) processed in response to applications submitted on or after November 7, 2005 (the effective date of the cost recovery regulations) has a new program element as specified below.

Document Type	Program Element
Non-competitive sales	GK
Competitive sales	GL
Contract renewals	GM

Mineral materials non-competitive sales, competitive sales, or contract renewals processed in response to applications submitted prior to November 7, 2005 will continue to use program element EP.

Program element EP includes all free use permits, exploration permits, and non-competitive mineral material disposals from community pits or common use areas regardless of the date the application was submitted.

Program element EP includes all work related to the authorization of sampling and testing.

**Unit Of Measure:** Contracts and permits issued - Number of contracts/permits processed (issued, rejected or withdrawn), and number of community pits/common use areas designated. Contracts and permits and community pits/common use areas are tracked by date of processing in LR2000 and ALIS for Alaska. Offices will enter information in accordance with data standards; enter data at the time of contract or permit issuance. Offices will report on number of authorizations issued during the fiscal year by category (i.e., exclusive mineral materials sales, non-exclusive mineral materials sales, free use permits, exploration/sampling permits, and designation of community pits, common use areas).

**System Interface/  
Data Elements:** LR2000 and ALIS for Alaska data. Casetype/Action Code relationship that will be used for counting accomplishment are shown: Casetype/AC's to Count

3602xx/ only one unit for 276, 125, or 130  
3604xx/ only one unit for 276 for pit established, then one unit for each individual sale corresponding to an entry of either 507 or 508  
3605xx/ only one unit for 276 per case for area established, then one unit for each sale corresponding to each entry of either 507 or 508  
3611xx/ only one unit for either 276, 125, or 130  
36131x/ only one unit for either 276, 125, or 130  
36132x/ one unit for 276 for initial sale, plus one unit for each 279 entry for each renewal.  
362xxx/ only one unit for 276 for each case  
EP Accomplishment is the Sum Total of Counts for the Selected Time Period

**National Program  
Element Contact:** George Brown/Ted Murphy, WO 320, (202) 452-7765

**Project Code:** Section 7 costs, covering both formal and informal consultation, associated with this program element should be tracked using the project code SECS. The project code SECS shall be used as a priority if there is not otherwise a mandatory project code (such as reimbursable work, construction, deferred maintenance, etc.).

**Strategic Plan Mission Goal**

**BLM Work Process**



U10.2.3 - Ensure effective lease and permit management

4a - Authorize and manage commercial activities and permitted uses

# Program Element EX

## Program Element Process Mining Plans of Operation

**Example Notes:** None

**PE Description:** Program element EX includes all work needed to process/approve mining law administration plans of operations or plan modifications, with or without a proposed occupancy submitted under 43 CFR 3715 to the point of decision, including NEPA, Section 106, Section 7, even if withdrawn prior to approval, and financial guarantee adjudication, with the following exception.

Case-by-case cost recovery document type mining law administration "plan of operations with EIS" submitted on or after November 7, 2005 (the effective date of the cost recovery regulations) has a new program element, **GN**.

Plans of operation with an EIS submitted prior to November 7, 2005 will continue to use program element EX.

All plans of operation with an EA will use program element EX, regardless of the date of submission

Specialists should code their time to program element EX, subject to the exception, when reviewing, analyzing, approving, accepting, denying or discussing plans of operations/occupancy (3715, 3802, 3809 or 3814\*), with a claimant or operator.

Use program element EX for all reclamation activities such as wildlife or cultural work necessary for closing an authorized operation.

Use program element NI for all inspection efforts, even inspections performed to confirm the success of reclamation. Inspections and enforcement work should be charged to NI. Use Program Element NJ for unauthorized occupancies.

\* BLM does not have authority to process/approve occupancies on 3814 case types (SRHA).

**Unit Of Measure:** Plans processed -

Plans Processed – include the total number of units for each action code by case type listed below in processing a plan of operations/occupancy during the fiscal year. Units of measure reported in LR2000/MIS include plan approved, plan rejected-denied, plan withdrawn, and plan modification approved. The unit of measure for a plan or modification may include occupancy concurrence or nonconcurrence under 43 CFR 3715.

All work shall be properly documented in the serialized case file(s) with appropriate data entered into the automated systems as required (LR2000 within 5 working days of the action).

**System Interface/  
Data Elements:** Case recordation, LR2000, MIS and ALIS (corresponding case types and action codes) for Alaska data. Casetypes by action code for LR2000 data entry by state for plans of operations.

CASE TYPES: 380210, 380910, 381402

ACTION CODES: 343, 423; 424; 422

EX COUNT (1990): COUNT OF ACTION CODE ENTRIES FOR SELECTED TIME PERIOD

**National Program  
Element Contact:** Scott Murrellwright/Ted Murphy, WO 320, (202) 785-6568

**Project Code:** Section 7 costs, covering both formal and informal consultation, associated with this program element should be tracked using the project code SECS. The project code SECS shall be used as a priority if there is not otherwise a mandatory project code (such

**Strategic Plan Mission Goal**

UIO.2.1 - Effectively manage and provide for efficient access and production

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## Program Element EY

### Program Element Determine Mining Claim Validity/Process Mineral Patents

**Example Notes:** None

**PE Description:** This program element applies to all work associated with mining claim validity determinations, mineral contests, and mineral patent applications, including, but not limited to, all adjudicative actions taken to process the mineral patent applications and mineral contests, all work to complete the mineral examination of a mining claim, determinations for uncommon/common variety determinations, including mining claims within Wilderness, WSAs and other Special Areas, with the following exceptions.

Case-by-case cost recovery document type "validity and mineral examinations and reports..." (mineral reports (including associated field work) prepared in response to mining claim patent applications, 3809 plans of operations submitted for operations within withdrawn/segregated lands, or 3809 plans of operations submitted for suspected common variety minerals) conducted in response to applications or plans of operation submitted on or after November 7, 2005 (the effective date of the cost recovery regulations) have a new program element, **GO**.

Mineral reports (including associated field work) prepared in response to mining claim patent applications, 3809 plans of operations submitted for operations within withdrawn/segregated lands, or 3809 plans of operations submitted for suspected common variety minerals submitted prior to November 7, 2005 continue to use program element EY.

Use program element EY for validity examinations, mineral examinations or mineral reports that are not triggered by a mineral patent application or the submittal of a plan of operations in a withdrawn or special use area or that involves a suspected common variety mineral, regardless of the date of the application or plan of operations is received.

All adjudicative actions taken to process the mineral patent applications and mineral contests should use program element EY, regardless of the date the application or plan of operations is received.

The costs of validity examinations to support 3802/3809 valid existing rights should be coded here. This also includes costs of common variety determinations required by 3809.

**Unit Of Measure:** Reports, patents, complaints processed - The number of mineral reports approved, the number of patents issued and the number of contest complaints issued.

**System Interface/  
Data Elements:** ALIS for Alaska data; LR 2000. Casetype/Action Code relationship that will be used for counting accomplishments are shown.

Casetype	AC's to Count
380210	013
380910	013
380913	013
392001	180
392002	180
392003	180
393001	180
386200	013; 130; 131; 271
386201	013; 130; 131; 271
386202	013; 130; 131; 271
386300	013; 130; 131; 271
386301	013; 130; 131; 271
386302	013; 130; 131; 271
386400	013; 130; 131; 271
386401	013; 130; 131; 271

386402 013; 130; 131; 271

EY Accomplishment is the Sum Total of Counts for the Selected Time Period.

**National Program Element Contact:** Barbara Gauthier-Warinner/Nick Reiger/Ted Murphy, WO 320, (202) 452-0398

**Project Code:** None

**Strategic Plan Mission Goal**

UIO.2.1 - Effectively manage and provide for efficient access and production

**BLM Work Process**

4a - Authorize and manage commercial activities and permitted uses

