

## BLM Field Office Review of APD Processing

# AFMSS Improvements to Track and Monitor the APD Approval Process

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# **Background**

## **AFMSS Element Expansion**

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**In December 2003, the Office of Inspector General completed its review on BLM's method for processing APDs.**

**In response to their findings, BLM will provide more detailed monitoring and tracking of the APD approval process and be able to provide detailed performance reports.**

**Updates to AFMSS are being initiated to meet the requirements of the OIG and to better monitor the BLM APD approval process and performance.**

# Existing AFMSS APD Monitoring Capabilities

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- **Existing Data Elements**
  - **Monitor Task Completion/Clearance Dates**
    - **Adjudication**
    - **Surface**
    - **Engineering**
    - **Geology**
  - **Identify Task Clearance Personnel – on a limited basis**

# AFMSS APD Improvements

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- **Short Term Improvements and Upgrades**
  - Track All Internal Review and Clearance Times
  - Track new OO#1 Administrative Complete Date and Technical Complete Date separately
  - Identify Critical Paths in APD Process
  - Generate Required APD Activity Status Reports
- **Long Term Improvements and Upgrades**
  - Operator Electronic Tracking of Own APDs

# AFMSS APD Improvements

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## Track All Review and Clearance Times

- **BLM Internal Review and Clearance Times**
  - Administrative APD Copy Distribution
  - Engineering Review
  - Geological Review
  - Cultural Review
  - T & E Review
  - NEPA Review
  - ROW Review
- **External Review and Consultation Times**
  - SHPO Consultation and Review
  - USFWS Consultation and Review
  - Split Estate Surface Owner Review
  - FS NEPA Review

# AFMSS APD Improvements

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## NEW Information Posted to AFMSS:

- **Administrative Deficiencies – Same sent to Operator in 7-day notification (letter)**
- **Additional Requirements – Same sent to Operator following Onsite Inspection**
- **Statement of Delays and Estimated APD Approval Date – Same sent to Operator in Notice 30-35 days following Technically Complete Date**

**This information to be available to Operator in the Electronic Tracking of his own APDs – Long Term Improvement using Forms Tracking**

# AFMSS APD Improvements

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## Generate Activity Status Reports

Detailed Reports on all internal and external review times impacting the APD approval process time frame.

Some of these Activity Status Reports could track and monitor some of the following:

- Approved APD times based on received date and administratively and technically complete dates.
- Compare process review times between FOs in same state or between states for Best Management Practices identification.
- Reasons for APD approval being delayed and identity of responsible agency/entity affecting delay.
- Statistical analysis of all review and clearance times.
- Cultural and T & E consultation times outside BLM control.
- BLM FO specialists engaged in processing APDs.

# THE END

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# AFMSS APD Improvements

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## APD Approval Tracking and Monitoring Costs

**AFMSS Upgrades:** \$ 100,000 est.

**FO Personnel Training:** \$ 60,000 est.

**TOTAL:** \$ 160,000 est.

- Installation of New Elements and Testing same given highest priority.
- New Short Term Improvements to be implemented and operational by 1<sup>st</sup> Qtr, FY 2005 or sooner.

# Forces Initiating AFMSS APD Element Expansion

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- **OIG APD Permitting Process Audit**
  - Found inadequate tracking and monitoring systems for the APD approval process
  - Require accountability of APD approval performance at all levels of responsibility with centralized oversight
- **Regular APD Status Reports For WO**
  - Increased management questions on APD approval process performance
  - Congressional interest in APD approval process performance and improvements

# **AFMSS APD Monitoring Deficiencies**

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- **Data Elements/Fields**
  - Incomplete data provided in current required fields for tracking and monitoring APD process
  - Lack sufficient fields to monitor process times
- **Internal Review of APD Process Performance**
  - Need complete data field input and validation
  - Individual Field Offices depend on and use internal monitoring instruments
  - AFMSS and Field Office APD databases require frequent synchronization