

Draft Prioritized Policy Gaps September 19, 2006

Reclamation Instructions or Other Reference	Subject	Priority			Comments
		High	Medium	Low	
RI 110 Part 111 Part 112 Part 113 Part 114 Part 115 Part 116 Part 117 Part 118 Part 119 Part 120	Project Planning Policy and Basic Requirements Plan Formulation Engineering Investigations Hydrologic Investigation Land Resources Investigations Economic Investigations Environmental Investigations Social Investigations Power Investigations Report Preparation, Coordination and Review	X X X X X X X X X X			Temporary Reclamation Manual Policy and Directives and Standards currently being drafted which partially cover these areas of project planning.
RI 150 Part 151 Part 152 Part 153 Part 154	Estimating Policy and Basic Requirements Construction Cost Estimates Irrigation Operation, Maintenance and Replacement Power OM&R Cost Estimates	X X X X			Parts 151 and 152 have been drafted for the Reclamation Manual. This is also related to Managing for Excellence Action Item 15.
RI 210 Part 211 Part 215	Land Policy and Basic Requirements Chapter 1 General Policy 211.1.1 General Land Policy Land Management Chapter 11 Disposal and Use of Timber, Sand, Gravel, and Other Minerals and Building Materials Chapter 12 Resolution of Unauthorized Use and Trespass Chapter 13: Use and Management of Floodplains		X X	X X X	General land management Policy needed. General land management Directive and Standard needed to address odds and ends that do not fit in existing lands Directives and Standards. Low priority because there are statutes that address this issue in general. Addressed in 43 CFR 423 and 429; however, more detailed information is probably needed that creates a gap. Medium priority because the revised 43 CFR 429 will not be in place until late 2007. This information partially covered in LND 06-01; however, there are some gaps that may be incorporated into existing or new Directives and Standards.

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RI 220 Part 224	Power Resource Development Electric Service Contracts for Project Use Power			X	Draft Directive and Standard addressing power contracting is in surnaming.
RI 230 Part 233 Part 235	Water O&M Irrigation Operation and Maintenance Chapter 1 Operations 233.3.4 Water Supply Report River Regulation			X X	Useful information for new projects; date reporting procedures already in place for established projects. Useful information for new projects; date reporting procedures already in place for established projects.
RI 250 Part 251 Part 254	Power Operation and Maintenance Policy and Basic Requirements Chapter 3: Communications- Water and Power Radio Communication- Rules and Regulations			X X	
RI 350 Part 351 Part 352 Part 353	General Instructions Public Involvement Chapter 2 Scope Chapter 4 Definitions 351.4.6 "Consultation" 351.4.7 "Significant" Chapter 11 Exclusion from Public Involvement Requirements Identification of Stations and Projects Chapter 3: Project Numbers Public Service Chapter 3 Tourist Facilities and Guided Tours		X	X X X X	This information missing from CMP 04-01, but should be summarized as it describes or identifies various Reclamation functions. Partially covered by CMP 04-01. Combine with definition for "consultation." Topic should be summarized to cover No Significant Interest, Emergency Conditions, Contractual Commitments, and Discretionary Exclusions. Need to address the assignment of project numbers for budget and financial purposes. Public Affairs is coordinating with Land Resources Office on filling this gap.

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Part 357	Space and Communication Chapter 2 Identification of Employees and Visitors	X			Consistent Policy is required for Reclamation's implementation and issuance of common identification standards for employees and contractors. Reclamation is currently fulfilling Department interim guidance, DIAPR 2006-3, on Personal Identity Verification "Smartcards" based on the implementation of Homeland Security Presidential Directive-12 (HSPD-12).
Part 360	Internal Control Systems Chapter 1 Internal Control Policy and Responsibilities	X			
Part 362	Acquisition Planning Chapter 2 Acquisition Initiation		X		Requests for Policy in this area have been expressed.
Part 365	Occupational Safety and Health Chapter 1 Authority, Policy and Responsibility		X		
	Chapter 2 Key Program Elements 365.2.4D Group Meeting		X		Existing Reclamation Manual documents in this area being revised/updated to address gaps (e.g., Fire Protection and Life Safety Code; and Health Hazards Assessment and Exposure Monitoring). Diving Directive and Standard and Diving Safe Practices Manual currently in process.
	365.2.16 Underwater Diving		X		
	Operations 365.2.16B Diving Advisory Committee (DAC)		X		
	365.3.8 Personnel Engaged in Construction Activities		X		
	365.3.10N Operation and Maintenance of Water Systems and Equipment		X		
	365.4.16 Job Corps		X		
	365.6.5 Acquisition of Watercraft		X		
	365.6.6 Modification of Existing Watercraft		X		

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Part 366	Research, Scientific, and Technical Coordination Chapter 1 Coordination of Research and Development Activities		X		Policy needed on how research work is coordinated through Denver or Regional client liaisons; limitations and authorities for providing and soliciting research work from others; preparation and signing of service agreements when performing work for others; and more effective coordination between the Denver Research and Development Office with other research organizations within the TSC. RI required previous Reclamation approval by the Chief, Research and Laboratory Services Division (not a current position).
	Chapter 3 Research Facilities			X	
Part 367	Security, Civil Defense, and Disaster Assistance Chapter 1 Policy and Basic Requirements			X	Partially covered; however, an overarching Reclamation Security Program Policy is under development which will cover some of the subjects in this chapter.
	Chapter 2 Security of Reclamation Facilities			X	Partially covered; however, an overarching Reclamation Security Program Policy is under development which will cover some of the subjects in this chapter.
Part 368	Surveying, Mapping, and Aerial Photography			X	No Policy exists on surveying, mapping, and aerial photography related to planning investigations.
Part 371	Water Rights		X		CMP 05-04 <i>Technical Assistance to States</i> appears limited to only certain Reclamation activities. Coverage on contracting with Tribes under PL 93-638 is misleading. CMP 05-05 <i>Environmental and Interagency Coordination Activities</i> limited to only certain Reclamation activities. Acquisition and Assistance Management Division developed handbook addressing acquisitions with other Federal agencies under FAR Part 17.
Part 374	Intergovernmental Cooperation Chapter 2 Services to State and Local Governments		X		
	Chapter 3 Coordination With Other Federal Entities		X		
Part 376	Environmental Quality-Preservation and Enhancement Chapter 1 Basic Policy 376.1.4A Office of the Commissioner 376.1.4B Regional Director 376.1.5A Design and Engineering Practices			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
				X	
				X	

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	376.1.5C Unanticipated Costs Incurred			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	376.1.5D Costs Incurred for Improvement of Environmental Values			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	376.1.5E Changes to Operating Projects			X	
	Chapter 4 Improved Appearance Criteria			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	Chapter 5 Floodplain Management and Protection of Wetlands				
	376.5.3 Responsibility of Reclamation Officials			X	
	376.5.6B Procedural Steps for Integration Into Planning Process			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	376.5.7 Applications to Program			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	376.5.7A Planning Studies			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	376.5.7B Design and Construction			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	Chapter 6 Endangered Species Act			X	Policy exists for NEPA and ESA, and guidance in the form of ESA and NEPA handbooks has been drafted.
	Chapter 7 Clean Water Act			X	
	Chapter 8 Air Pollution Abatement			X	
	Chapter 9 Noise Control			X	
	Chapter 10 Environmental Education			X	
	Chapter 12 Hazardous Waste and Materials Management				
	376.12.3F Oil			X	
	Chapter 13 Fish and Wildlife Coordination Act			X	Since Reclamation is planning new construction activities, Policy needed to close this gap.
	Chapter 14 Integrated Pest Management Program			X	Two gaps: (1) application of pesticides to aquatic systems re: 9th Circuit Court decision on Talent and (2) implementing requirements of EO 13112 and the Plant Protection Act for equipment inspection and cleaning.
	376.14.7D Other Agency Involvement			X	

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	376.14.8 Program Requirements 376.14.8A Compliance Requirements 376.14.8B Compliance Criteria			X X X	
RI 380 Part 385 Part 387	Records and Information Management Forms and Reports Library Management and Operation			X X	Operate under Departmental Manual policy for forms, but Reclamation needs a general Policy on forms. Operate under outdated Departmental Manual policy for the library. Will issue Reclamation Manual Policy when Departmental policy updated.
RI 410	Program Coordination and Budget			X	Policy needed to fully integrate budget, performance, and business planning so Reclamation can address its management information needs for Reclamation, customers, stakeholders, the Office of Management, and the Congress.
RI 460 Part 464	Uniform Classification of Accounts Plant Accounting			X	Partial gap as FIN 07-20-10(B)(6) <i>Plant Accounting - Construction in Progress (CIP)</i> and FIN 07-20-10(B)(8) <i>Plant Accounting -Construction in Abeyance</i> being updated to reflect new Departmental reporting requirements and scheduled for completion in FY 2007. Regions are aware and in compliance with new requirements.
RI 480 Part 489 Part 492 Part 496 Part 499	Accounting Policy Depreciation and Replacement Financial Statements Statement of Project Construction Cost and Repayments Other Procedures Chapter 1 Interest		X	X X X	Began development in June 2006 and scheduled for completion in FY 2007. Need for Reclamation-specific direction has been identified for preparation of Project Financial Statements, but a completion date has not been assigned. Reclamation plans to replace this old RI and research and data gathering is beginning, but a due date has not been assigned. FIN 06-30C <i>Interest on Investment</i> and FIN 07-20-10 <i>Interest During Construction</i> are being revised to address changes to reporting frequency requirements. Regions are aware and in compliance with new requirements.
RI 550	Surveying and Mapping Techniques and Standards			X	No coverage of this subject in the Reclamation Manual, and the Reclamation Engineering Geology Field Manual should be incorporated.

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New needs not previously addressed in RI	Contracts and Agreements		X		Reclamation needs Policy to define the various types of contracts Reclamation has (water, land acquisition, procurement, etc.).
	Peer Review for Consistency in Design and Costs Assumptions for Feasibility	X			Policy to require peer review during the design, estimating and construction process. This gap is related to the gaps in RI 150 and Managing for Excellence Action Item 15 which are also high priority.
	Water Conservation Field Services Program		X		Partially covered; revision of WTR 01-02 is in progress to reflect the changing priorities of the program.
	Title XVI Feasibility Criteria	X			
	Fish and Wildlife Coordination Act		X		Need to develop Policy on what activities Reclamation engages in that require Reclamation to seek recommendations from Fish and Wildlife Service. For all new construction of water resources projects Reclamation seeks recommendations; for other areas, e.g., major repairs, operation and maintenance changes, it is not clear. Policy will address when seeking Fish and Wildlife Service recommendations is required.