



United States Department of the Interior

OFFICE OF THE ASSISTANT SECRETARY
POLICY, MANAGEMENT AND BUDGET
Washington, DC 20240



MAY 17 2005

Memorandum

To: Solicitor
Assistant Secretaries
Heads of Bureaus and Offices

From: P. Lynn Scarlett *Daniel J. Figneri*
Acting Assistant Secretary – Policy, Management and Budget

Subject: Department of the Interior Base Realignment and Closure (BRAC)
Policy Guidance

The attached Department-wide policy guidance relating to the Department of Defense 2005 BRAC was approved by the Department Land Transaction Working Group. This policy guidance specifies procedures to ensure that senior management (Assistant Secretary/Bureau Director level) reviews and approves any proposed Department BRAC transfer requests, prior to a request being made to the DoD.

Heads of Bureaus and Offices with land managing functions are to ensure that this policy guidance is incorporated into their Director's Orders and/or instructional memoranda to field level personnel.

If you have any questions, please contact Willie R. Taylor, Director, Office of Environmental Policy and Compliance, at (202) 208-3891.

Attachment

cc: Department Land Transaction Working Group
Department BRAC Working Group
Regional Environmental Officers