

Case Type 380913 Notices

RECORD NUMBER: Serial Number

PROPRIETOR: Mining Claimant and Operator

CASE TYPE: 380913

COMMODITY CODES: Enter specific codes if known. For example, if the mining claimant or operator is mining for gold (lode), enter 261; for molybdenum, enter 400; and for silver, enter 540. If the commodity is unknown enter 999. A complete set of commodity codes can be found in Data Element Dictionary 2303.

TOTAL ACRES: Enter the acreage of the proposed surface disturbance. If the Notice is incomplete and the acreage cannot be calculated, enter 5.0 in the acreage filed. When the acreage information is determined, enter the correct acreage.

INTEREST RELATIONSHIP: 58 (claimant), 44 (operator), 64 (suboperator), 45 (lessee), or 38 (sublessee).

LEGAL DESCRIPTION: The legal description entered in this case should be of the disturbance, not a description of the project area or mining claims. The description should be to the nearest quarter-quarter.

CASE CODES

Mandatory = Action code must always be entered.

Required = Action code must be entered if the situation exists.

Optional = Action code may be used if appropriate.

*** Action Codes entered only by State Office Adjudication**

Action Code	Date	Action Remarks	Mandatory, Required or Optional	Remarks
387 – Case Established			Mandatory	
		Enter date case is established. Sets case disposition to pending.		
405 - Notice of Intent/Disturb			Mandatory	
		Enter date Notice is filed.		
		Enter total, cumulative, proposed acres disturbed (5 acres or less) followed by a semicolon, EX: 3.5;AC PROP DISTURB For actual acres disturbed, use “528” Acres Disturbed.		
669 – Land Status Checked			Mandatory	
		Enter date status of land is checked to verify mineral or surface ownership.		
500 – Geographic Name			Required	
		Enter date Notice was filed or case was established. Identify the project or mine name associated with the case.		
		Enter name (up to twenty characters) beginning in 1 st position of action remarks and end with semicolon. EX: ZORTMAN #1;		
501 – Reference Number			Required	
		Enter date Notice was filed or case was established. Use as a cross reference to a previously assigned number, i.e., DOSN or other agency number, etc.		
		Enter type of number (DE 2537) and reference number; beginning in 1 st position the entry format is: 1 to 4 positions for type (DE 2537) hyphen 1 to 14 positions for number, end with semicolon. EX: DOSN N16-81-043N;		

874 – Resource Clearances Enter date cultural and T&E plant and animal clearances are completed.	Note type of review completed e.g. cultural, and T&E clearances. EX: T&E, CULT; If clearances are completed separately note which one was completed. EX: T&E PLANT;	Mandatory	
476 – Notice Plan Activity Enter date case established.	Enter type of activity (drilling, trenching, mining, etc.)	Required	
896 – Conflict Identified Enter date conflict identified on same lands. Use “127” Action Suspended for junior applications.	Cross-reference serial numbers of cases involved. Pending entity required.	Required	
897 – Conflict Resolved Enter date conflict on same lands resolved. Use in conjunction with “896” Conflict Identified or “127” Action Suspended .		Required	
429 – Application Acknowledged Enter date Notice is acknowledged.	We have a 15 day window to respond if info complete.	Optional	
333 – Amend/Corr NTC/Plan Rqstd Enter date amended or corrected Notice is requested by BLM.	Optional to enter what is to be amended followed by semicolon, i.e., LAND DESCRIPTION;	Required	
114 – Amended/Corrected Application Received Enter date amended or corrected Notice is received. Change land description and case acres as appropriate.	Enter amendments number followed by a semicolon. EX: 83-1A;	Required	
125 – Apln Rej Den Enter date of decision rejecting the Notice. Use AC 247 Future Action Suspense to note when the appeal period has ended and the case file can be closed with 970 action code. Alters case disposition to Rejected.	Enter reason Notice was rejected followed by a semicolon.	Required	
915 – Operations Authorized Enter date BLM notifies operator bond is accepted and operations may commence. Use after action codes 909 and 460 have been entered. Only one entry per case. Alters case disposition to Authorized.			
875 – Oper Utilizing Leachate Enter date completed notice/plan is filed or date operation began utilizing leachate.	Note type of leachate followed by a semicolon, EX: SODIUM BROMIDE, CYANIDE HEAP, CYANIDE VAT, etc.	Required	
891 - Beginning Date Enter date of actual onset of activities in association with Notice. For proposed beginning date use code “247” Future Action Suspense & enter “PROPOSED BEGIN DATE” in action remarks. Use in conjunction with code “893” Completion Date .		Required	
104 – Additional Information Requested. Enter date additional information is requested.	Enter type of information requested and from whom. Use alpha tie, EX: /A/, to Remarks if necessary.	Optional	

103 – Additional Information Received Enter date additional information is received.	Enter type of information received and from whom. Use alpha tie, EX: /A/, to Remarks if necessary.	Optional	
247 – Future Action Suspense Enter date on which the file needs to be reviewed for further action.	Enter reason for review.	Optional	
295 – Extension Filed Enter date request for Notice extension is received.	Pending entity is required.	Required	
235 – Extended Enter date extension of a Notice is effective. Use in conjunction with “763” Expires .	Enter date the Notice has been extended to. EX: MM/DD/YY;	Required	
763 – Expires Enter future expiration date. Does not alter case disposition. Delete this code if case is closed before expiration date.		Required	
893 – Completion Date Enter actual completion date in association with Notice.	For proposed completion date use code “247” Future Action Suspense & enter “PROP COMPLETION DATE” in action remarks. Use in conjunction with code “891” Beginning Date	Required	
672 – Successor Operator Enter date the successor operator is approved or accepted. Enter new operator in proprietor field and delete old one from proprietor field.	Enter previous operator, EX: PLACER DOME;	Required	
940 – Name Change Recognized Enter date of decision recognizing name change. Usually refers to a corporate name change; includes dissolution of corporation or partnership, marriage or divorce.	Enter old name followed by a semicolon EX: NEWMONT; and new name in proprietor field.	Required	
817 – Merger Recognized Enter date of decision recognizing the merger of two or more corporations/partnerships.	Enter old name followed by a semicolon EX: GOLDSTRIKE; and new name in the proprietor field.	Required	
130 – Application Withdrawn Enter date Notice is withdrawn. Alters case disposition to Withdrawn. Enter “970” Case Closed .		Required	
234 – Expired Enter date Notice ceased by its own terms. Alters case disposition to Expired. Enter “970” Case Closed , except for Notices if reclamation is still required.		Required	
970 – Case Closed Enter date all case processing is finished and case is closed. Alters case disposition to Closed.		Mandatory	
967 – Closed Without Action Enter date case is closed. Use in instances where no Bureau action or decision was required. **Note** do not use this code in place of “970” when decision has been issued and the case authorized, etc. Alters case disposition to Closed.	Enter particulars of closure.	Required	

388 – Case Reopened Enter date closed case reopened. Returns case disposition to Pending.		Required	
475 – Operations Abandoned Enter date it is determined that operator/claimant for a Notice cannot be found. Does not alter case disposition		Required	
974 – Automated Record Verify Enter date automated case record is verified.	Enter initials of verifier followed by a semicolon.	Mandatory	

COMPLIANCE/NONCOMPLIANCE/ENFORCEMENT

Action Code Date	Action Remarks	Mandatory or Required*	Remarks
040 – Compliance Exam/Report Requested/Initiated Enter date compliance exam/report is requested/initiated.	Optional to enter initials of inspector.	Required	
041 – Compliance Exam/Report Completed Enter date that compliance report completed. If applicable, use in conjunction with “474” Notice of Noncompliance.		Required	
853 – Compliance/Review Due Date Enter date compliance is due. Pending entity required.		Optional	
247 – Future Action Suspend Enter date on which the file needs to be reviewed for further action		Optional	
122 – Extension of Time Requested Enter date extension of time requested.	Enter reason followed by a semicolon and duration for the extension; EX: WEATHER;MM/DD/YY	Required	
127 – Action Suspended Enter date action is suspended by decision, notice or other action, e.g., processing an appeal.	If suspended in part, enter “IN PART” and identify suspended land in land description. Enter reason for suspension.	Required	
043 – Suspension Order Enter date the suspension order was issued..	Enter type of order followed by semicolon; i.e., “SO;” for suspension order and “ITSO;” for immediate temporary suspension order. Pending entity required.	Required	
678 – Suspension Lifted Enter effective date suspension is terminated. May be used in conjunction with “127” Action Suspended.		Required	
474 – Notice of Noncompliance Enter date notice of noncompliance was issued.	Enter citation. EX 43 CFR 3809.116(b); Pending entity required.	Required	

<p>876 – Establish Record of Noncompliance¹ Enter date Notice is inspected and found required action/activity not satisfactorily completed. The duration of the record of noncompliance cannot be entered until the item(s) in noncompliance are corrected and a bond has been posted. If there is no date entered the operator is in noncompliance but the duration of the record of noncompliance has not begun. EX: MM/DD/YY; remove AC 247 – Future Action Suspense once record of noncompliance is established.</p>	Enter date noncompliance ends.	Required	
<p>303 – Notice to Proceed Issued Enter date notice to proceed is signed. Also may be used when notice of noncompliance situation is resolved.</p>		Required	

¹ Use of this code must be restricted to the 43 CFR 3809 regulations that predate the current regulations; the current regulations were revised and became effective on December 31, 2001.

RECLAMATION

Action Code Date	Action Remarks	Mandatory or Required	Remarks
<p>528 – Acres Disturbed Enter date of inspection. Use in conjunction with code “529” Acres Reclaimed.</p>	<p>Enter number of acres disturbed followed by a semicolon. EX: 4.5;</p> <p>The number of acres disturbed in action remarks should be based on the total amount of surface disturbed as it existed at the time of the inspection, not counting areas that have been reclaimed to the satisfaction of the BLM.</p>	Mandatory	
<p>541 – Reclamation Notice Enter date notice of completion of reclamation is received from operator. Includes on-going reclamation, site stabilization and final reclamation efforts. Requires compliance inspection</p>	<p>Enter INTERIM or FINAL followed by semicolon. Pending entity required.</p>	Required	
<p>529 – Acres Reclaimed Enter date notification of reclamation completed. Use in conjunction with code “528” Acres Disturbed</p>	<p>Enter the total number of acres that have been reclaimed to the satisfaction of the BLM EX: 5.0;</p>	Mandatory	
<p>022 – Recl Cost Det Enter the date BLM issues the decision informing the operator of the amount of the cost for reclamation for which a financial guarantee will be required</p>	<p>Enter total reclamation costs determined followed by a semicolon. Enter year review after the semi colon. EX: \$5000;2YRR. Do not enter YRR after semicolon if review does not cover total reclamation costs.</p>		

BONDS

Action Code Date	Action Remarks	Mandatory or Required	Remarks
300 – Bond Required Enter date operator/claimant is formally requested to furnish a bond.	Enter bond amount followed by a semicolon. EX: \$100000; Pending entity required.	Required	
*376 – Bond Filed Enter date bond is filed.	Enter bond amount, semicolon, BLM bond number EX: \$10000;NV0043.	Required	
*909 – Bond Accepted Enter date bond is accepted	Enter effective date, semicolon, and BLM bond number. EX: EFF MM/DD/YY;NV0033	Required	
*410 – Bond Unacceptable Enter date of decision declaring bond unacceptable.	Enter effective date followed by semicolon. EX: EFF MM/DD/YY;	Required	Enter reason in remarks.
*460 – Bond Amount Obligated Enter date BLM Office issued decision obligating funds under accepted bond(s) as needed to satisfy the estimated reclamation costs of a Notice as determined by BLM (AC022).	Enter bond amount obligated in whole dollars followed by a semicolon. EX: \$170000;	Mandatory	
477 – Bond Adjustment Required Enter date BLM notifies operator/claimant that bond needs to be increased/decreased, or operator/claimant requests BLM to decrease bond.	Enter BLM bond number, semicolon and “increased to” or “decreased to” total bond amount. EX: NV0009; INCREASED TO \$20000. For amount of entry format, Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, end with semicolon, EX \$10000;	Required	
399 – Bond No Longer Required Enter date bond is no longer required on case.		Required	
377 – Bond Termination Requested. Enter date document requesting partial or total bond termination is received.	Enter BLM bond number, semicolon and “partial” or “total.” EX: NV0055;PARTIAL. For amount entry format: Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, end with semicolon, EX \$10000; Pending entity required.	Required	Optional to add “BY PRINCIPAL” or “BY SURETY” in Remarks.
378 – Bond Period Terminated Enter date period of liability on bond is terminated.	Enter BLM bond number and semicolon. EX NV0087;	Required	
463 – Bond Termination Denied Enter date of decision denying request for partial or total bond termination. Bond termination can be denied for various reasons, e.g., drill hole not properly plugged, reclamation not completed, etc.	Enter effective date, semicolon and BLM bond number. EX: EFF MM/DD/YY;NV0029	Required	Enter reason in remarks.

451 – Default Determined Enter date default in performance is determined.	Enter nature of default, i.e., SURFACE DAMAGE, or PERFORMANCE, etc. Pending entity required.	Required	
452 – Default Correction Required Enter date surety/principal notified to correct default	Pending entity required.	Required	
453 – Default Corrected Enter date default in performance is corrected. Use when operator/claimant or surety/principal corrects default. If payment made under bond to resolve default, also enter “486” Pmt by Surety/Principal.		Required	
106 – Monies Requested Enter date monies requested for administrative or filing fees, cost reimbursables, trespass settlements, advertising fees, publication costs, etc.	Enter amount requested. Enter purpose for which money requested. For amount entry format: Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, end with semicolon, EX \$10000; Pending entity required	Required	
392 – Monies Received Enter date monies received. Use for monies received which are not elsewhere identified. Do not use with filing fees, cost recovery, etc.	Enter amount and type of monies received. For amount entry format: Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, end with semicolon, EX \$10000;	Required	
*486 - Pmt by Surety/Principal Enter date default payment made by surety/principal.	Enter amount. For amount entry format Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, end with semicolon, EX \$10000;	Required	
066 – Bankruptcy Filed Enter date of petition or MMS advisory memo.	Enter entity name.	Required	

APPEALS AND LITIGATION

Action Code Date	Action Remarks	Mandatory or Required	Remarks
120 – Appeal Filed Enter date notice of appeal is filed.	Pending entity required.	Required	
042 – Case Sent To Enter date case is sent to another office.	Enter where or to who sent. If duplicate file is sent, enter “DUP”.	Required	
149 – Case Received From Enter date case is received.	Enter who sent the case e.g., NSO, IBLA, etc., followed by a semicolon.	Required	
389 – Hearing Requested Enter date hearing is requested pursuant to Title 43 CFR 4, Subpart E	Enter reason for hearing, if applicable.	Required	
223 – Hearing Ordered Enter date hearing is ordered before Hearings Officer or Administrative Law Judge.	If BLM, note. Optional to enter date and location of scheduled hearing in Remarks. Pending entity required	Required	

222 – Hearing Held Enter date hearing is held.	Enter place of hearing, if applicable.	Required	
119 – Appeal Dismissed Enter date appeal is dismissed by appropriate authority.	Enter decision citation. If in part, note in action remarks.	Required	
441 – Reconsideration Requested Enter date reconsideration requested. Use for reconsideration of IBLA decision, etc.	Pending entity required.	Required	
930 – Appeal Withdrawn Enter date appeal is withdrawn.		Required	
365 – Decision Remanded Enter date of decision remanding the case for further action.	Enter decision citation. Optional to tie to original decision with an alpha tie in action remarks. EX: /B/. Pending entity required.	Required	
487 – Remand Requested Enter date of memorandum requesting remand of case from IBLA.	Pending entity required.	Required	
148 – Litigation Filed Enter date litigation action is filed.	Enter civil action number. Pending entity required.	Required	
491 – Litigation Completed Enter date judicial action on the case is completed. Includes civil actions in regard to adverse claims.		Required	
188 – Decision Vacated/Rescinded Enter date decision vacated or rescinded a prior decision in whole or in part.	If applicable, enter decision citation and/or “IN PART”.	Required	
361 – Decision Affirmed Enter date decision is affirmed, affirmed in part or affirmed as modified. Enter “970” Case Closed if applicable.	If applicable, enter decision citation and/or “IN PART”. Optional to tie to original decision in Remarks. EX: /A/.	Required	
366 – Decision Reversed and Remanded Enter date a decision is reversed or reversed in part and remanded for further action.	If applicable, enter decision citation and/or “IN PART”. Tie to original decision with alpha tie in Remarks. EX: /A/. Pending entity required.	Required	
136 – Stay Requested Enter date request for a stay is filed in conjunction with an appeal to the Interior Board of Land Appeals.		Required	
137 – Stay Granted Enter date of order issued by Interior Board of Land Appeals granting the request for a stay, i.e., the effect of the decision appealed from is suspended pending the outcome of the appeal in IBLA.		Required	
138 – Stay Denied Enter date of order issued by Interior Board of Land Appeals (IBLA) denying a stay, i.e., the decision on appeal is in effect during the pendency of the appeal in IBLA.		Required	

Case Types 380210 and 380910 Plans

RECORD NUMBER: Serial Number

PROPRIETOR: Mining Claimant and Operator

CASE TYPE: 380210 and 380910 Surface Management Plans

COMMODITY CODES: Enter specific codes if known. For example, if the mining claimant or operator is mining for gold (lode), enter 261; for molybdenum, enter 400; and for silver, enter 540. If the commodity is unknown enter 999. A complete set of commodity codes can be found in Data Element Dictionary 2303.

CASE ACRES: Enter the acreage of the total, proposed surface disturbance. Total acreage should be based on the original plan of operations, plus, any amendments or modifications to the plan, and calculated from the footprints of disturbance. Don't count acreage of disturbance if the proposal is for areas previously disturbed, e.g., a proposal to make a heap leach higher should not be counted as new disturbance unless the footprint is made larger, and then only for that portion of the footprint that would be in areas not previously disturbed. The exception to this is where disturbed areas are not covered by a NEPA document, and then you would count these acres if proposed to be disturbed. If areas are reclaimed and closed to the satisfaction of the BLM, reflect that amount by action code "529" (Acres Reclaimed), don't deduct it from the acreage field. In this way we will be able to keep a running count of the total acreage disturbed relative to what's been reclaimed by comparing the acreage field to action code "529."

INTEREST RELATIONSHIP: 58 (claimant), 44 (operator), 64 (suboperator), 45 (lessee), or 38 (sublessee).

LEGAL DESCRIPTION: The legal description entered in this case should be of the disturbance, not a description of the project area or mining claims.

CASE ESTABLISHMENT

Mandatory = Action code must always be entered.

Required = Action code must be entered if the situation exists.

Optional = Action code may be used if appropriate.

* Action Codes entered only by State Office Adjudication

Action Code	Date	Action Remarks	Mandatory or Required	Remarks
387		Case Established Enter date case is established. Sets case disposition to pending.	Mandatory	
421		Plan Operation/Exploration/Development Filed Enter date plan of operations filed.	Mandatory	Enter total, cumulative, proposed acres disturbed followed by semicolon. EX: 17; AC PROP DISTURBED. Use "528" Acres Disturbed for actual acres disturbed and "527" Acres Reclaimed for actual acres reclaimed. Enter 1 in DocId field. Pending entity required.
669		Land Status Checked Enter date status of land is checked to verify mineral or surface ownership.	Mandatory	

500 – Geographic Name Enter date plan of operations was filed or case established. Identify the project or mine name associated with the case.	Enter name (up to twenty characters) beginning in 1 st position and end with semicolon. EX: GOLDSTRIKE;	Required	
501 – Reference Number Enter date plan of operations was filed or case was established. Use as a cross reference to a previously assigned number, i.e., DOSN, or other agency number, etc.	Enter type of number (DE 2537) and reference number; beginning in 1 st position the entry format is: 1 to 4 positions for type (DE 2537) hyphen 1 to 14 positions for number, end with semicolon. EX: DOSN-N16-81-012P;	Required	
874 – Resource Clearances Enter date cultural and T&E plant and animal clearances are completed.	Note type of review completed (e.g.; T&E, CULT) followed by semicolon. If T&E plant and animal clearances are completed separately note which one was completed. EX: T&E PLANT;	Mandatory	
333 – Amend/Corr NTC/Plan Rqstd Enter date amended or corrected plan of operations is requested by BLM.	Optional to enter what is to be amended followed by a semicolon, i.e., LAND DESCRIPTION;	Required	
342 – Mine Plan Modification Received Enter date modification to mine plan is received	Enter Number of acres proposed disturbance, EX: 15; AC PROP DISTURB. Enter number 1 for first modification in DocID and 2 for the second one, etc. Pairs with AC 343 Mine Plan Modification Approved .	Required	
104 – Additional Information Requested. Enter date additional information is requested.	Enter type of information requested and from whom. Enter number 1 for first request in DocID and 2 for the second one, etc.	Required	
103 – Additional Information Received Enter date additional information is received.	Enter type of information received and from Enter number 1 for first request in DocID and 2 for the second one, etc.	Required	
260 - Lands Located in WSA Enter date acknowledgement or identification is made where case lands have been identified to be in whole or in part, in a BLM Wilderness Study Area.	Enter name of WSA followed by a semicolon. EX: OYWHEE CANYON; If in part, use alpha tie /A/ to remarks.	Required	Enter legal description of lands WSA in remarks.
261 – Lands Located in DWA Enter date acknowledgement or identification is made where case lands have been identified to be, in whole or in part, in a Designated Wilderness Area.	Enter name of DWA followed by a semicolon. EX: BIG ROCKS; If in part, use alpha tie /A/.	Required	Enter legal description of lands in DWA in remarks
263 – Lands Located in ACEC Enter date acknowledgement or identification is made where lands have been identified to be, in whole or in part, in a designated Area of Critical Environmental Concern (ACEC).	Enter name and/or number of “ACEC” followed by semicolon. If in part, use alpha tie /A/.	Required	Enter legal description of lands in ACEC in remarks
429 – Application Acknowledged Enter date plan of operations acknowledged.		Required	
476 – Notice Plan Activity Enter date case established.	Enter type of activity (drilling, trenching, mining, etc.)	Required	

896 – Conflict Identified Enter date conflict identified on same lands.	Cross-reference serial numbers of cases involved. Pending entity required..	Required	
897 – Conflict Resolved Enter date conflict on same lands resolved. Use in conjunction with “896” Conflict Identified or “127” Action Suspended .	Remove pending entity.	Required	
422 – Plan Oper/Expl/Dev Approved Enter date of decision approving plan of operations, exploration or development plan, or plan of utilization and plan of production. Approval may be conditional pending submission of an acceptable bond.	Enter 1 in DocId field. Pairs with AC 421.	Required	
915 – Operations Authorized Enter date BLM notifies operator bond is accepted and operations may commence. Use after action codes 909 and 460 have been entered. Only one entry per case. Alters case disposition to Authorized.			
891 - Beginning Date Enter date of actual onset of activities in association with plan of operations. For proposed beginning date use code “247” Future Action Suspense & enter “PROPOSED BEGIN DATE” in action remarks. Use in conjunction with code “893” Completion Date .		Required	
423 – Plan Operation/Exploration/Development Rejected Enter date a plan was rejected.	Enter reason plan was rejected.	Required	
424 – Plan Operation/Exploration/Development Withdrawn Enter date plan was withdrawn. Alters case disposition to Withdrawn.		Required	
343 – Mine Plan Modification Approved Enter date modification to mine plan is approved.	For plans with a number of plan modifications, number them consecutively. EX: PLAN MODIFICATION 1, 2, 3... Enter number 1 for first modification in DocID and 2 for the second one, etc. Pairs with Action Code “342” Mine Plan Modification Received .	Required	.
875 – Operation Utilizing Leachate Enter date completed notice/plan is filed or date operation began utilizing leachate.	Note type of leachate followed by a semicolon, EX: SODIUM BROMIDE, CYANIDE HEAP, CYANIDE VAT, etc.	Required	
672 – Successor Operator Enter date the successor operator is approved or accepted.	Enter previous operator followed by a semicolon, EX: ATLAS GOLD;	Required	

940 – Name Change Recognized Enter date of decision recognizing name change. Usually refers to a corporate name change; includes dissolution of corporation or partnership, marriage or divorce.	Enter old name followed by a semicolon (EX: GOLDSTRIKE;), and new name in proprietor field.	Required	
817 – Merger Recognized Enter date of decision recognizing the merger of two or more corporations/partnerships	Enter old name followed by a semicolon (EX: PLACER DOME;), and new name in the proprietor field.;	Required	
893 – Completion Date Enter actual completion date in association with plan of operations. For proposed completion date use code “247” Future Action Suspense & enter “PROP COMPLETION DATE” in action remarks. Use in conjunction with code “891” Beginning Date.		Required	
244 – Terminated Enter date reclamation is completed or decision is issued terminating the plan for noncompliance. Alters case disposition to Cancelled.		Required	
970 – Case Closed Enter date all case processing is finished and case is closed. Alters case disposition to Closed.		Mandatory	
967 – Closed Without Action Enter date case is closed. Use in instances where no Bureau action or decision was required. **Note** do not use this code in place of “970” when decision has been issued and the case authorized, etc. Alters case disposition to Closed.	Enter particulars of closure.	Required	
388 – Case Reopened Enter date closed case reopened. Returns case to pending disposition.		Required	
475 – Operations Abandoned Enter date it is determined that operator/claimant for a plan of operation cannot be found.		Required	
974 – Automated Record Verify Enter date automated case record is verified.	Enter initials of verifier followed by a semicolon.	Mandatory	

NEPA

Action Code Date	Action Remarks	Mandatory or Required	Remarks
002– EA Initiated Enter date environmental analysis is initiated.	Enter number 1 for first EA in DocID and 2 for the second one, etc. Pairs with AC 008 EA Approved . Pending entity required.	Required	

003– EIS Analysis Initiated Enter date Environmental Impact Statement (EIS) is requested from surface management agency, i.e., other BLM offices, FS, COE, BOR, etc., or date of scoping meeting. Also included are section 7 & 106 consultations.	Enter number 1 for first EIS in DocID and 2 for the second one, etc. Pairs with AC 009 EIS Approved . Pending entity required.	Required	
006– CX Initiated Enter date categorical exclusion (CX) Determination is made.	Enter number 1 for first CX in DocID and 2 for the second one, etc. Pairs with AC 007 CX Determined . Pending entity required.	Required	
008– EA Approved Enter date Environmental Analysis (EA)/FONSI decision record is signed.	Enter EA number. Enter number 1 for first EA in DocID and 2 for the second one, etc. Pairs with AC 002 EA Initiated . Remove pending entity from AC002.	Required	
009– EIS Approved Enter date Environmental Impact Statement (EIS) Decision Record is signed.	Enter EIS number. Enter number 1 for first EIS in DocID and 2 for the second one, etc. Pairs with AC 003 EIS Analysis Initiated . Remove pending entity from AC 003.	Required	
007– CX Determined Enter date Categorical Exclusion (CX) Determination is made.	Enter number 1 for first EIS in DocID and 2 for the second one, etc. Pairs with AC 006 CX Initiated . Remove pending entity from AC 006.	Required	

COMPLIANCE/NONCOMPLIANCE/ENFORCEMENT

Action Code Date	Action Remarks	Mandatory or Required	Remarks
040 – Compliance Exam/Report Requested/Initiated Enter date compliance exam/report is requested/initiated.	Optional to enter inspectors initials.	Required	
041 – Compliance Exam/Report Completed Enter date that compliance report completed. If applicable, use in conjunction with “474” Notice of Noncompliance .		Required	
853 – Compliance/Review Due Date Enter date compliance exam is due.	Pending entity required.	Required	
247 – Future Action Suspense Enter date on which the file needs to be reviewed for further action.	Enter reason for review.	Optional	
122 – Extension of Time Requested Enter date extension of time requested.	Enter reason followed by a semicolon and duration for the extension; EX: WEATHER;MM/DD/YY. Pending entity required.	Required	
127 – Action Suspended Enter date action is suspended by decision, notice or other action, e.g., processing an application. If suspended in part, enter “IN PART” in action remarks, and identify suspended land in land description.	If suspended in part, enter “IN PART” and identify suspended land in land description. Enter reason for suspension.	Required	

043 – Suspension Order Enter date the suspension order was issued.	Enter type of order followed by semicolon; i.e., SO for suspension order and ITSO for immediate temporary suspension order. Pending entity required.	Required	
678 – Suspension Lifted Enter effective date suspension is terminated.. May be used in conjunction with “127” Action Suspended .		Required	
434 – Plan of Operation Revoked Enter date of Authorized Officer’s decision revoking a plan of operations.		Required	
474 – Notice of Noncompliance Enter date notice of noncompliance or noncompliance order was issued	Pending entity required.	Required	
876 – Establish Record of Noncompliance ¹ Enter date plan is inspected and found required action/activity not satisfactorily completed. The duration of the record of noncompliance cannot be entered until the item(s) in noncompliance are corrected and a bond has been posted. If there is no date entered the operator is in noncompliance but the duration of the record of noncompliance has not begun. EX: MM/DD/YY; remove AC 247 – Future Action Suspense once record of noncompliance is established.	Enter date noncompliance ends.	Required	
303 – Notice to Proceed Issued Enter date notice to proceed is signed. Also may be used when notice of noncompliance situation is resolved.		Required	

¹ Use of this code must be restricted to the 43 CFR 3809 regulations that predate the current regulations; the current regulations were revised and became effective on December 31, 2001.

RECLAMATION

Action Code Date	Action Remarks	Mandatory or Required*	Remarks
528 – Acres Disturbed Enter date of inspection. Use in conjunction with code “529” Acres Reclaimed .	Enter number of acres disturbed followed by a semicolon. Example: 7.5; The number of acres disturbed should be based on the total amount of surface disturbed as it existed at the time of the field visit, not counting areas that have been reclaimed to the satisfaction of the BLM.	Required	
541 – Reclamation Notice Enter date notice of completion of reclamation is received from operator. Includes on-going reclamation, site stabilization and final reclamation efforts. Requires compliance inspection	Enter INTERIM or FINAL followed by semicolon. Pending entity required.	Required	

529 – Acres Reclaimed Enter date notification of reclamation completed. Use in conjunction with code “528” Acres Disturbed	Enter the total number of acres within the project area that have been reclaimed to the satisfaction of the BLM followed by a semicolon. EX: 150;	Required	
022 – Recl Cost Det Enter the date BLM issues the decision informing the operator of the amount of the cost for reclamation for which a financial guarantee will be required.	Enter total reclamation costs determined followed by a semicolon. Enter year review after the semi colon. EX: \$5000;3YRR. Do not enter YRR after semicolon if review does not cover total reclamation costs.		

BONDS

Action Code Date	Action Remarks	Mandatory or Required*	Remarks
300 – Bond Required Enter date operator/claimant is formally requested to furnish a bond. Pending entity required.	Enter bond amount followed by a semicolon. EX: \$100000; Pending entity required.	Required	
*376 – Bond Filed Enter date bond is filed.	Enter bond amount, semicolon, BLM bond number. EX: \$10000;NV0043. Pending entity required. Enter operator, suboperator, or claimant using an alpha tie in action remarks. Enter A in DocId for first bond filed, B for second, etc. Pairs with AC 909 Bond Accepted .	Mandatory	
*909 – Bond Accepted Enter date bond is accepted.	Enter effective date, semicolon, and BLM bond number. EX: EFF MM/DD/YY;NV0033 Enter A in DocId for first bond accepted, B for second, etc. Pairs with AC 376 Bond Filed .	Required	
*410 – Bond Unacceptable Enter date of decision declaring bond unacceptable	Enter effective date followed by semicolon. EX: EFF MM/DD/YY; Enter A in DocId for first bond, B for second, etc. Pairs with AC 376 Bond Filed .	Required	Enter reason for decision.
*460 – Bond Amount Obligated Enter date BLM Office issued decision obligating funds under accepted bond(s) as needed to satisfy the estimated reclamation costs of a Notice as determined by BLM (AC022).	Enter bond amount obligated in whole dollars followed by a semicolon. EX: \$170000;	Mandatory	
477 – Bond Adjustment Required Enter date BLM notifies operator/claimant that bond needs to be increased/decreased, or operator/claimant requests BLM to decrease bond. For historic use, replaced by AC022.	Enter BLM bond number, semicolon and “increased to” or “decreased to” total bond amount. EX: NVWY0009;INCREASED TO \$20000.	Required	

399 – Bond No Longer Required Enter date bond is no longer required on case.		Required	
377 – Bond Termination Requested. Enter date document requesting partial or total bond termination is received.	Enter BLM bond number, semicolon and “partial” or “total.” EX: NV0055;PARTIAL.	Required	Optional to add “BY PRINCIPLE” or “BY SURETY”.
378 – Bond Period Terminated Enter date period of liability on bond is terminated.	Enter BLM bond number and semicolon. EX NV0087;	Required	
463 – Bond Termination Denied Enter date of decision denying request for partial or total bond termination. Bond termination can be denied for various reasons, e.g., well not properly plugged, reclamation not completed, etc.	Enter effective date, semicolon and BLM bond number. EX: EFF MM/DD/YY;NV0029	Required	Enter reason.
451 – Default Determined Enter date default in performance is determined.	Enter nature of default, i.e., SURFACE DAMAGE; or PERFORMANCE; etc. Pending action required.	Required	
452 – Default Correction Required Enter date surety/principal notified to correct default.	Pending action required.	Required	
453 – Default Corrected Enter date default in performance is corrected. Use when lessee/operator/claimant or surety/principal corrects default. If payment made under bond to resolve default, also enter “486” Pmt by Surety/Principal.		Required	
106 – Monies Requested Enter date monies requested for administrative or filing fees, cost reimbursables, trespass settlements, advertising fees, publication costs, etc.	Enter amount requested. Enter purpose for which money requested. For amount entry format: Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, decimal to 2 positions for cents (00 to 99) end with semicolon, EX \$10000; Pending action required.	Required	
392 – Monies Received Enter date monies received. Use for monies received which are not elsewhere identified, Do not use with rental, filing fees, purchase price received, cost recovery, mineral lease bonus bid, etc. Enter amount and type of monies received in action remarks. For amount entry format, see A/C 132, lines 60-66.	Enter amount and type of monies received. For amount entry format: Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, decimal to 2 positions for cents (00 to 99) end with semicolon, EX \$10000;	Required	
*486 - Pmt by Surety/Principal Enter date default payment made by surety/principal.	Enter amount. For amount entry format: Beginning in 1 st position of action remarks enter \$ (dollar symbol) 1 to 9 positions for whole figure, end with semicolon, EX \$10000;	Required	
066 – Bankruptcy Filed Enter date of petition or MMS advisory memo.	Enter entity name.	Required	

APPEALS AND LITIGATION

Action Code Date	Action Remarks	Mandatory or Required	Remarks
120 – Appeal Filed Enter date notice of appeal is filed.	Enter who will review the appeal, e.g., SD; or IBLA. Enter 1 in DocID for first appeal, 2 for the next, etc. Pending entity required.	Required	
042 – Case Sent To Enter date case is sent to another office.	Enter where case file has been sent, e.g., SO, IBLA, etc. If duplicate file is sent, enter “DUP”.	Required	
149 – Case Received From Enter date case is received.	Enter who sent the case e.g., NSO, IBLA, etc., followed by a semicolon.	Required	
389 – Hearing Requested Enter date hearing is requested pursuant to Title 43 CFR 4, Subpart E.	Enter reason for hearing, if applicable.	Required	
223 – Hearing Ordered Enter date hearing is ordered before Hearings Officer or Administrative Law Judge.	If BLM, note. Pending entity required.	Required	Optional to enter date and location of scheduled hearing in remarks.
222 – Hearing Held Enter date hearing is held.	Enter place of hearing if applicable.	Required	
119 – Appeal Dismissed Enter date appeal is dismissed by appropriate authority.	If applicable, enter decision citation and/or “IN PART”. Enter 1 in DocID for first appeal, 2 for the next, etc.	Required	
441 – Reconsideration Requested Enter date reconsideration requested. Use for reconsideration of IBLA decision, etc.	Pending entity required.	Required	
930 – Appeal Withdrawn Enter date appeal is withdrawn.	Enter 1 in DocID for first appeal, 2 for the next, etc.	Required	
365 – Decision Remanded Enter date of decision remanding the case for further action.	Enter decision citation. Optional to tie to original decision with an alpha tie in action remarks. EX: /B/. Enter 1 in DocID for first appeal, 2 for the next, etc Pending entity required	Required	
487 – Remand Requested Enter date of memorandum requesting remand of case from IBLA	Pending entity required.	Required	
148 – Litigation Filed Enter date litigation action filed.	Enter civil action number. Pending entity required.	Required	
491 – Litigation Completed Enter date judicial action on the case is completed. Includes civil actions in regard to adverse claims.		Required	
188 – Decision Vacated/Rescinded Enter date decision vacated or rescinded a prior decision in whole or in part.	If applicable, enter decision citation and/or “IN PART”.	Required	

361 – Decision Affirmed Enter date decision is affirmed, affirmed in part or affirmed as modified.	If applicable, enter decision citation and/or “IN PART”. Optional to tie to original decision in action remarks. EX: /A/. Enter 1 in DocID for first appeal, 2 for the next, etc.	Required	
366 – Decision Reversed and Remanded Enter date a decision is reversed or reversed in part and remanded for further action.	If applicable, enter decision citation and/or “IN PART”. Tie to original decision with alpha tie in action remarks. EX: /A/. Pending entity required.	Required	
136 – Stay Requested Enter date request for a stay is filed in conjunction with an appeal to the Interior Board of Land Appeals. Do not use this code if full force and effect provisions of the law or other regulations govern.		Required	
137 – Stay Granted Enter date of order issued by Interior Board of Land Appeals granting the request for a stay, i.e., the effect of the decision appealed from is suspended pending the outcome of the appeal in IBLA.		Required	
138 – Stay Denied Enter date of order issued by Interior Board of Land Appeals (IBLA) denying a stay, i.e., the decision on appeal is in effect during the pendency of the appeal in IBLA		Required	

References:

WO-IM-91-371 & WO-IM-91-388 (Same IM issued twice) set the original data standards for 3809 data entry.

WO-IM-2003-173 Revised codes for the expiration of Notices.

May 2004 476 Notice/Plan activity and 475 Operations abandoned were added to the data element dictionary.

WO-IM-2005-26 added new codes and deleted others affecting plan cases. The Document Id field was required to be used on plan cases only to track certain action codes affecting processing time, NEPA, bonds and appeals.

WO-IM-2006-172 superseded WO-IM-2005-26. An action code for reclamation cost estimates and bond obligated amounts were added. The 868 action code for Notices was replaced by action code 915.

Action code 477 **Bond Adjustment Required** was replaced by action code 022 **Reclamation Cost Determined**. Action code 477 is still valid for historical purposes for cases where reclamation cost estimates were not done, i.e., before the 3809 regulation change.