



# United States Department of the Interior

FISH AND WILDLIFE SERVICE  
Washington, D.C. 20240

DIRECTOR'S ORDER NO. 120

Subject: Service Facility and Refuge Entrance Signs

**Sec. 1 What is the purpose of this Order?** This Order establishes policy and specifications for refuge entrance signs and amends the Service Sign Handbook (041 FW 3).

**Sec. 2 What is our authority for this action?** The National Wildlife Refuge Improvement Act of 1997 (16 U.S.C. 668 dd-ee).

**Sec. 3 What is the scope of this Order?** This policy applies to all U.S. Fish and Wildlife Service field stations where we install entrance signs. However, the major change is on entrance signs for units of the National Wildlife Refuge System.

**Sec. 4 What are the new design specifications for entrance signs?** Exhibit 1 contains the specifications for new refuge and other facility entrance signs. We will include this exhibit in Chapter 5 of the Service Sign Handbook.

**Sec. 5 Does this design impact Service facilities other than refuges?** Other Service offices requiring an entrance sign will incorporate all elements of the new design except for the blue goose.

**Sec. 6 What types of materials may I use?** You may use routed wood signs if you use reflective paint for elements. We list vinyl colors below for signs constructed with vinyl sheeting on plywood. At all times, the lettering must be reflective on signs.

**Sec. 7 What colors may I use?** The standard colors are Scotchlite Reflective Sheeting brown (approximates Pantone Matching System (PMS) 4705) for backgrounds and a reflective white for lettering. Refuges located in desert or prairie habitat may, in cooperation with the Regional Sign Coordinator, choose a background that approximates Scotchcal series 220 Beige (PMS 468) and Scotchlite Reflective Sheeting brown (PMS 4705) lettering. Coastal refuges may, in cooperation with the Regional Sign Coordinator, choose to use a background that approximates Scotchcal series 220 Pearl Grey (PMS Cool Grey 2U) and Scotchlite Series 280 Blue (PMS 294)

**Sec. 8 What sizes can signs be?** The entrance sign is available in 5'x10' (150cm x 300cm), 4'x8' (120cm x 240cm), or 2'x4' (60cm x 120cm) sizes. You should use the larger sizes where the majority of the public enters the refuge. Use the smaller version of the entrance sign (2'x4') only on secondary entrances to field stations where the recommended speed of

travel is 30 m.p.h. (48km) or less, and the viewing distance from the roadway to the sign is less than 100 feet (30m). You can also use this sign at non-vehicular entrance points.

**Sec. 9 Can I use custom designed entrance signs?** The signs in Exhibit 1 will be suitable for most Service facilities. In those instances where the standard signs are not appropriate, project leaders may order custom entrance signs after obtaining written concurrence from their supervisor, the Regional Sign Coordinator, and the Regional Director.

**Sec 10 When is this Order effective?** This Order is effective immediately. It will expire on March 31, 2001, unless amended, superseded, or revoked. We will incorporate its contents into the Service Sign Handbook.



DIRECTOR

Date: March 2, 2000

## REFLECTORIZED SIGN SPECIFICATIONS

Specifications for reflectorized signs will comply with these requirements. Vendors should obtain and, if requested, furnish the Fish and Wildlife Service contracting officer, certification that all materials comply with the specified requirement.

### Substrate:

High Density Overlay (HDO) Plywood. Use two-sided HDO plywood; it will be .75 inch thick (1.875 cm), 7-ply Douglas fir, exterior-type, conforming to U.S. Product Standard PS-1 (current edition), within a B-grade or better veneer on both faces. Surfacing overlay material will be high density 60-60, resin-impregnated fiber, permanently fused to the base panel under heat and pressure, and not surface-created with a release agent. Each panel edgebrand will include the following:  
HDO B-B G1 EXT PS 1.

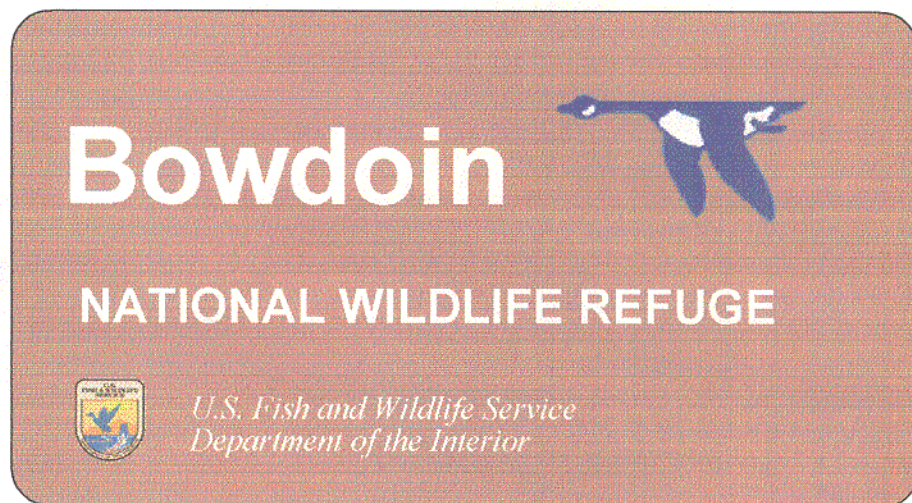
When making a 5' x 10' (16.25 m X 32.5 m) sign, use material equal to the above.

### Reflective Materials:

All reflective materials (sheeting, legend, borders, and symbols) will conform to the "Standard Specifications for Construction of the Roads and Bridges on Federal Highway Projects", FP (current edition): and Federal Specification L-S-300C.

Sheeting will be either heat-activated or pressure sensitive, and will be engineer grade, unless specified otherwise. Colors will be as specified in the Manual on Uniform Traffic Control Devices (MUTCD) and Service specifications.

This sign will be suitable for most Service facilities. However, in those instances where the standard sign may be inappropriate, a project leader may order custom entrance signs by obtaining, in writing, concurrence from his/her supervisor, the Regional Sign Coordinator, and the Regional Director.



### HORIZONTAL FORMAT

**Substrate** - 3/4" (1.875 cm) HDP Plywood

**Background** - 3M brown reflective sheeting

**Letters#1** - 3M white reflective

**Letters#2** - 3M beige non-reflective

**Emblem** - 8"(20 cm) Reflective multi-colored only

**Blue Goose** - 3M white reflective

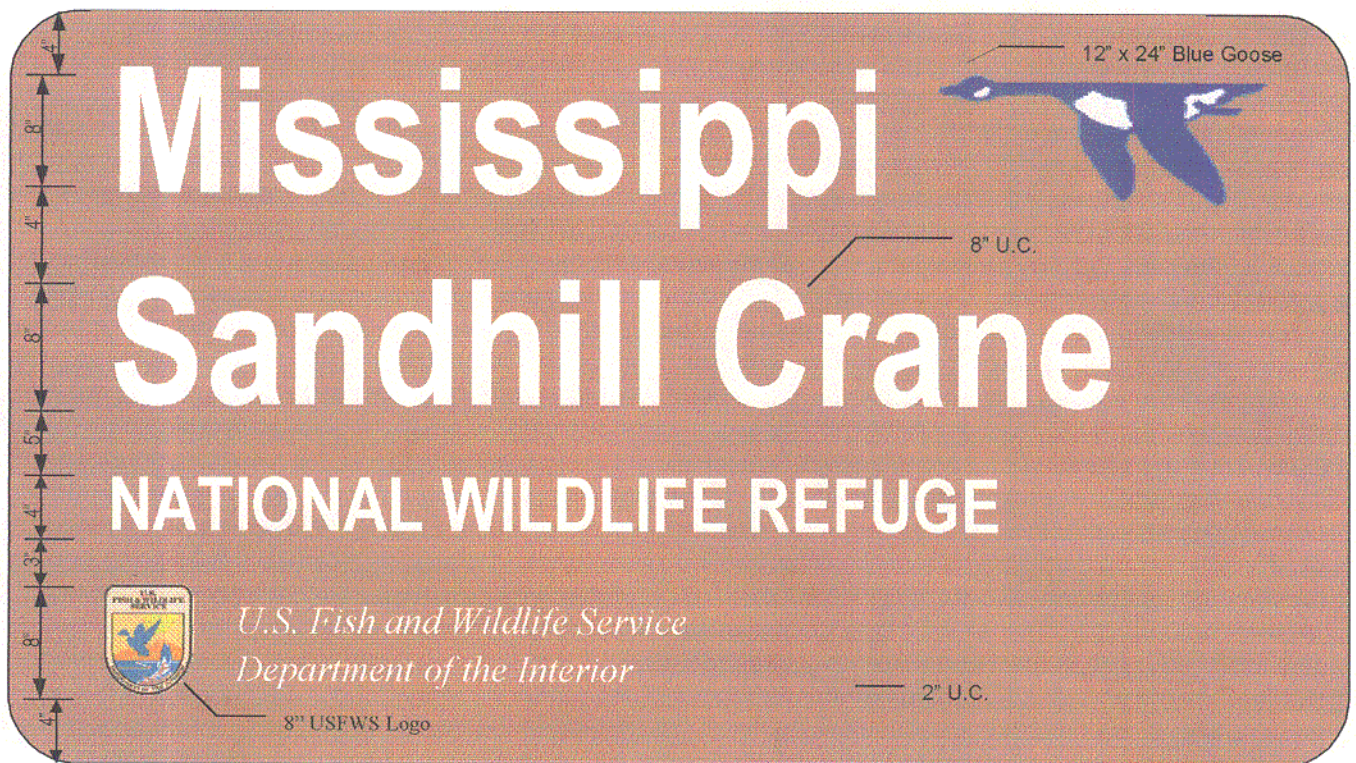
3M blue reflective

**Radius Corners** - 3" (7.5 cm)

*If sign is being framed in wood by refuge, request square corners.*

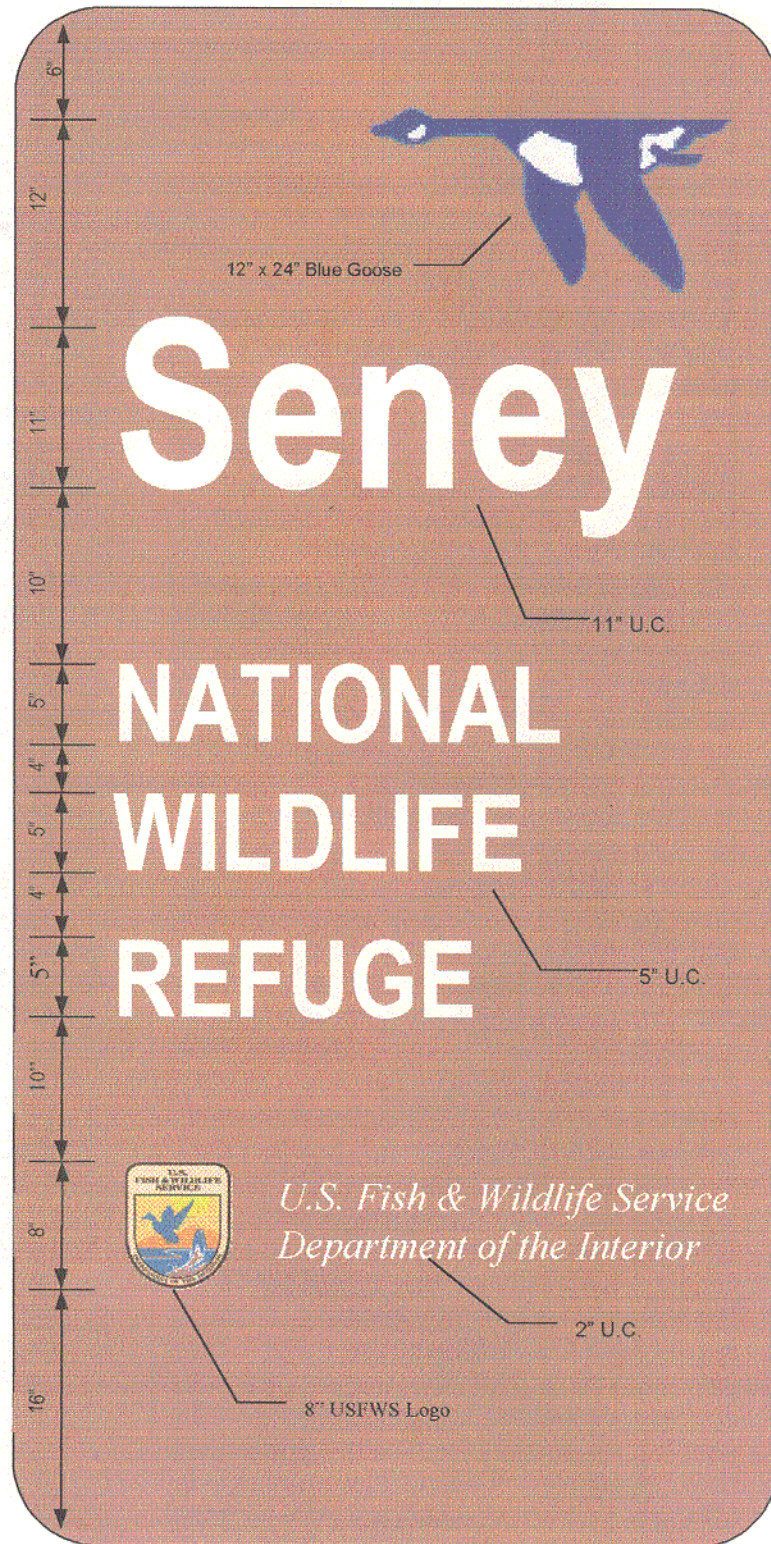


## 4 feet X 8 feet Format



6" = 15cm	12" = 30.6cm	11" = 27.5cm	10" = 25cm	5" = 12.5cm
4" = 10cm	9" = 22.5cm	8" = 20cm	16" = 40cm	24" = 60cm
2" = 5cm	3" = 7.5cm			



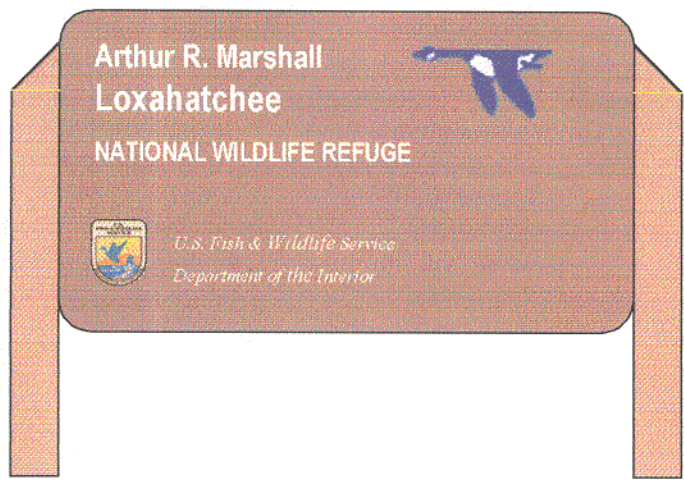


8 ft X 4 ft  
Format

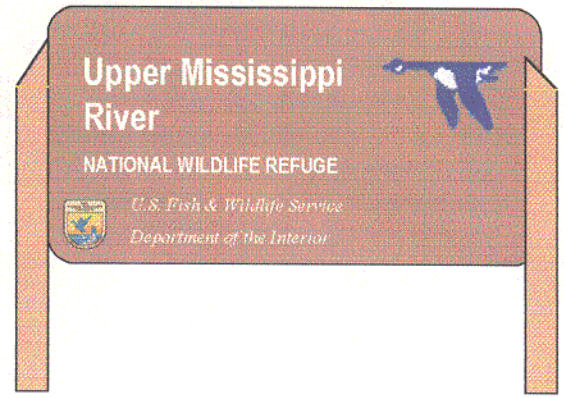
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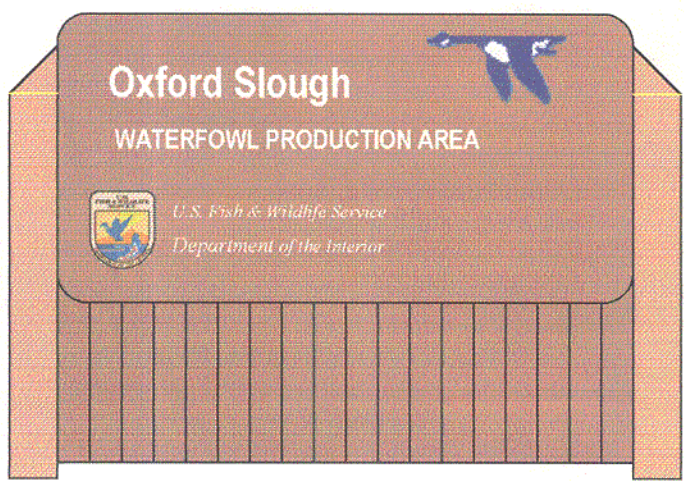
## HORIZONTAL SIGNS



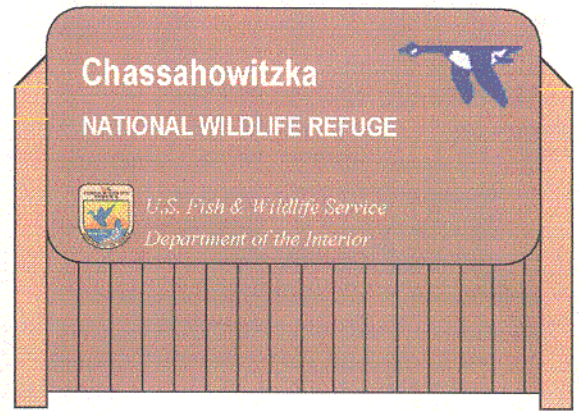
5 ft X 10 ft FORMAT  
150 cm X 300 cm



4 ft X 8 ft FORMAT  
120 cm X 240 cm



5 ft X 10 ft FORMAT  
WITH SKIRTING  
150 cm X 300 cm



4 ft X 8 ft FORMAT  
WITH SKIRTING  
120 cm X 240 cm