



STEP-BY-STEP GUIDE TO IMPLEMENTING THE ARMY ALTERNATE PROCEDURES TO SECTION 106 OF THE NATIONAL HISTORIC PRESERVATION ACT

Step 1: Garrison Commander Determination

Garrison Commander documents decision to use AAP in writing and provides notice to: ACSIM, through IMA Region and IMA Headquarters; The State Historic Preservation Officer (SHPO); The Advisory Council on Historic Preservation (ACHP); Head of Federally Recognized Indian Tribes or Native Hawaiian Organizations/ Tribal Historic Preservation Officer (THPO); other consulting parties as required (National Park Service, National Trust for Historic Preservation, local organizations).

Step 2: Historic Properties Component (HPC) Plan Development

- Invite all consulting parties to participate in HPC development
- Hold consultation meeting, identifying issues to be addressed in HPC.
- Consult with all parties during HPC development – installation's call on timeframe

Step 3: Internal Army Review

- Send draft HPC to IMA Region for 30-day review
- IMA Region forwards through IMA Headquarters to ACSIM with written comments
- ACSIM provides comments within 30 days to IMA Headquarters, IMA Region and Installation
- Garrison Commander considers IMA and HQDA comments and revises as appropriate

Step 4: Consulting Party and Public Review

- Garrison Commander releases draft HPC for 30-day public and consulting party review under NEPA
- Consulting parties provide written response within 30-days
- Garrison Commander takes written comments into account, and consults to any resolve objections.
- Garrison Commander, after consulting to resolve objections (if any): Signs the HPC, invites consulting parties to sign the HPC, and forwards HPC to ACHP for review and certification

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Step 5: Advisory Council on Historic Preservation Review and Certification

- ACHP reviews for compliance with certification criteria (checklist)
- ACHP takes one of the following actions within 30 days:
 - Certifies the HPC as is, or
 - Provides conditional certification (Certification with comment),
 - Or concludes that HPC does not meet certification criteria and provides written recommendations

Step 6: HPC Certification

- Once certified, installations operate under the standard operating procedures in their HPC for 5 years
- Effect of Certification:
 - Replaces project-by-project review with internal implementation of SOPs
 - Adverse effects, such as renovation, demolition, new construction, and transfer, sale, or lease, are resolved internally by following the SOPs

Point of Contact:

For more information on using the Army Alternate Procedures, please contact 410-436-1580.