

## **PART 200—ORGANIZATION, FUNCTIONS, AND PROCEDURES**

### **Subpart A—Organization**

Sec.

200.1 Central organization

200.2 Field organization.

### **Subpart B—Functions and Procedures**

200.3 Forest Service functions.

200.4 Administrative issuances.

200.5 Indexes.

200.6 Information available; inspection, copying, and charges.

200.7 Request for records.

200.8 Appeals.

200.12 Land status and title records.

AUTHORITY: 5 U.S.C. 552; 7 U.S.C. 6706; 16 U.S.C. 472, 521, 1603, and 2101 *et seq.*

### **Subpart A—Organization**

#### **§ 200.1 Central organization.**

(a) *Central office.* The national office of the Forest Service, U.S. Department of Agriculture, is located in the Auditors Building, 14th and Independence Avenue, SW, Washington, DC. It consists of the Office of the Chief and Associate Chief, and a Deputy Chief for each of the following five activities: Programs and Legislation, National Forest System, Research, State and Private Forestry, and Administration. All communications should be addressed to the Forest Service, Department of Agriculture, P.O. Box 96090, Washington, DC 20090-6090.

(b) *Chief of the Forest Service.* The Chief of the Forest Service, under the direction of the Secretary of Agriculture, administers the formulation, direction, and execution of Forest Service policies, programs, and activities.

(c) *Deputy Chiefs.* The major activities of the Forest Service at the headquarters level are divided into five Deputy Chief areas with each further divided into staff units. The programs and functions of staff units are directed by staff directors and may be subdivided into groups headed by group leaders. A description of the major activities of each Deputy Chief follows:

(1) *Programs and legislation.* Overall planning of Forest Service programs, policy formulation and analysis, budgeting, legislative development, report-

ing and liaison, and environmental coordination.

(2) *National Forest System.* Administration of National Forest System lands and management of natural resources within the principle of multiple use and sustained yield. Management includes planning, coordinating, and directing the national resource programs of timber, range, wildlife, recreation, watershed, and mineral areas; and support activities of fire, engineering, lands, aviation, and computer systems. The National Forest System includes:

155 Proclaimed or designated National Forests

20 National Grasslands

51 Purchase Units

8 Land Utilization Projects

20 Research and Experimental Areas

33 Other Areas

The first four classifications listed above are administered as 121 Forest Service Administrative Units, each headed by a Forest Supervisor. National Recreation Areas, National Forest Wildernesses, and Primitive Areas are included in the above land classifications.

(3) *Research.* Plan, coordinate, and direct research programs to learn how man can best use and protect the plant, animal, soil, water, and esthetic resources of nonagricultural rural and exurban lands for his well-being and enjoyment. These programs include research on timber management, forest products and engineering, forest economics and marketing, watersheds, wildlife and fish habitat, range, recreation and other environmental concerns, forest insects and disease, forest fire and atmospheric science. Plans and directs international forestry activities and disseminates forestry research information throughout the world.

(4) *State and private forestry.* Coordinate and provide leadership for intergovernmental resource programs for technical and financial assistance to improve and protect State and privately-owned forest resources and urban and community forestry. Carries out this action through cooperative forestry, area planning and development, cooperative fire protection, forest insect and disease management, cooperative tree planting, and overall

## § 200.2

## 36 CFR Ch. II (7-1-25 Edition)

Forest Service participation in rural development and environmental concern, including civil defense and other emergency activities.

(5) *Administration.* Provide support for Forest Service programs through management improvement, fiscal and accounting, administrative services, personnel management, manpower and youth conservation, antipoverty programs, communication and electronics, internal review system, external audits, coordination of civil rights activities, public information, and Service-wide management of systems and computer applications.

[41 FR 24350, June 16, 1976, as amended at 42 FR 32230, June 24, 1977; 43 FR 27190, June 23, 1978; 44 FR 5660, Jan. 29, 1979; 62 FR 33366, June 19, 1997]

### § 200.2 Field organization.

The field organization of the Forest Service consists of regions, stations, and areas as described below:

(a) *Regions of the National Forest System.* For the purpose of managing the lands administered by the Forest Service, the United States is divided into nine geographic regions of the National Forest System. Each region has a headquarters office and is supervised by a Regional Forester who is responsible to the Chief for the activities assigned to that region. Within each region are located national forests and other lands of the Forest Service.

(1) *National Forests.* Each Forest has a headquarters office and is supervised by a Forest Supervisor who is responsible to the Regional Forester. Two or more proclaimed or designated National Forests, or all of the Forests in a State, may be combined into one Forest Service Administrative Unit headed by one Forest Supervisor. Each Forest is divided into Ranger Districts. The Alaska Region is composed of two National Forests without Ranger Districts; with one Forest divided into three areas, each administered by a Forest Supervisor.

(2) *Ranger districts.* Each district may include a portion of a national forest, a national grassland or portion thereof, a national recreation area, a wilderness or primitive area, and other lands administered by the Forest Service. Each district has a headquarters office and is

supervised by a District Ranger (or Area Ranger in some cases) who is responsible to the Forest Supervisor.

(b) *Forest and rangeland research coordination.* The field research program is coordinated by six research stations, the national Forest Products Laboratory, and the International Institute of Tropical Forestry. Each has a headquarters office and a Director who is responsible to the Chief for all research activities within a geographical area of the United States or its territories. Scientists are based at Research Work Units with laboratories located in 36 lower States, Hawaii, Alaska, and Puerto Rico. Scientists primarily conduct their work within a given geographical area, but due to the integrated and cooperative nature of the research program, they make work nationwide and internationally.

(c) *State and private forestry cooperation.* Field level cooperation between the Forest Service, States, and the private sector on forestry activities is accomplished by the Northeastern Area State and Private Forestry for the Northeastern States; and by the National Forest Regional Offices in the Southeastern and Western States. The Northeastern Area is supervised by an Area Director who is responsible to the Chief for State and private forestry activities within the Area. Regional Foresters in Regions 1 through 8 and Region 10 are responsible for State and private forestry activities within those regions.

(d) *International Institute of Tropical Forestry.* The Institute is managed by a Director who is the senior Forest Service official in Puerto Rico. The Director is responsible to the Chief for planning and directing research, science and technology exchange, technical assistance to the Commonwealth of Puerto Rico, and international cooperation on natural resources concerning tropical forestry.

(e) *Field addresses.* The addresses of Regional Foresters, Station Directors, and Area Directors are given below. Under each Regional Office address is a list of National Forest Administrative Units by States with locations of Forest Supervisor headquarters. Headquarters locations for Ranger Districts, National Grasslands, and National

**Forest Service, USDA****\$ 200.2**

Recreation Areas are not listed but may be obtained from Forest Supervisors or Regional Foresters.

**NATIONAL FORESTS BY REGION**

State in which forest is located	National forest administration unit	Headquarters location of forest supervisor
Region 1, Northern Region (Regional Forester, Federal Bldg., P.O. Box 7669, Missoula, MT 59807): Idaho .....	Clearwater .....	Orofino. Coeur d'Alene.
Montana .....	Idaho Panhandle National Forests (Kaniksu-Coeur d'Alene-St. Joe. Nezperce .....	Grangeville. Dillon. Hamilton. Billings.
Colorado .....	Beaverhead .....	Butte. Kalispell. Bozeman. Helena. Libby. Great Falls. Missoula.
Region 2, Rocky Mountain Region (Regional Forester, 740 Simms Street, P. O. Box 25127, Lakewood, CO 80225): Colorado .....	Bitterroot .....	Fort Collins. Delta.
Nebraska .....	Custer .....	Pueblo.
South Dakota .....	Deerlodge .....	Monte Vista.
Wyoming .....	Flathead .....	Glenwood Springs.
Region 3, Southwestern Region (Regional Forester, Federal Bldg., 517 Gold Ave. SW., Albuquerque, NM 87102): Arizona .....	Gallatin .....	Chadron.
New Mexico .....	Helena .....	Custer.
Region 4, Intermountain Region (Regional Forester, 324 25th St., Ogden, UT 84401): Idaho .....	Kootenai .....	Sheridan.
Nevada .....	Lewis and Clark .....	Laramie.
Utah .....	Lolo .....	Cody.
Wyoming .....	Arapaho-Roosevelt .....	Springerville.
Region 5, Pacific Southwest Region (Regional Forester, 630 Sansome St., San Francisco, CA 94111): California .....	Grand Mesa-Uncompahgre and Gunnison .....	Flagstaff.
Region 6, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Georgia .....	Pike-San Isabel .....	Tucson.
Region 7, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Texas .....	San Juan-Rio Grande .....	Williams.
Region 8, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Alabama .....	White River .....	Prescott.
Region 9, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Arkansas .....	Nebraska (Samuel R. McElvee) .....	Phoenix.
Region 10, Southern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Louisiana .....	Black Hills .....	Taos.
Region 11, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Mississippi .....	Bighorn .....	Albuquerque.
Region 12, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Oklahoma .....	Medicine Bow-Routt .....	Silver City.
Region 13, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Tennessee .....	Shoshone .....	Alamogordo.
Region 14, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): North Carolina .....	Apache-Sitgreaves .....	Santa Fe.
Region 15, Southern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): South Carolina .....	Coconino .....	Springerville.
Region 16, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Georgia .....	Coronado .....	Flagstaff.
Region 17, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Arizona .....	Kaibab .....	Tucson.
Region 18, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Maine .....	Prescott .....	Williams.
Region 19, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Vermont .....	Tonto .....	Prescott.
Region 20, Southern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Alabama .....	Carson .....	Phoenix.
Region 21, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Mississippi .....	Cibola .....	Taos.
Region 22, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): New Mexico .....	Gila .....	Albuquerque.
Region 23, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Vermont .....	Lincoln .....	Silver City.
Region 24, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Vermont .....	Santa Fe .....	Alamogordo.
Region 25, Southern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Alabama .....	Boise .....	Santa Fe.
Region 26, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Georgia .....	Caribou (Cache-Idaho portion) .....	Boise.
Region 27, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Arizona .....	Challis .....	Pocatello.
Region 28, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Vermont .....	Payette .....	Challis.
Region 29, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Idaho .....	Salmon .....	McCall.
Region 30, Southern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Alabama .....	Sawtooth .....	Salmon.
Region 31, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Georgia .....	Targhee .....	Twin Falls.
Region 32, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Arizona .....	Humboldt .....	St. Anthony.
Region 33, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Vermont .....	Toiyabe, except the Lake Tahoe basin management unit.	Elko.
Region 34, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Idaho .....	Ashley .....	Sparks.
Region 35, Southern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Alabama .....	Dixie .....	Vernal.
Region 36, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Georgia .....	Fishlake .....	Cedar City.
Region 37, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Arizona .....	Manti-La Sal .....	Richfield.
Region 38, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Vermont .....	Uinta .....	Price.
Region 39, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Idaho .....	Wasatch (Cache-Utah portion) .....	Provo.
Region 40, Southern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Alabama .....	Bridger-Teton .....	Salt Lake City.
Region 41, Southeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Georgia .....	Angeles .....	Jackson.
Region 42, Southwest Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Arizona .....	Cleveland .....	Arcadia.
Region 43, Northeastern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Vermont .....	Eldorado, except the Lake Tahoe basin management unit.	San Diego.
Region 44, Northern Region (Regional Forester, 1000 Peachtree Street, N.E., Atlanta, GA 30367): Idaho .....	Elk River .....	Placerville.

**§ 200.2****36 CFR Ch. II (7-1-25 Edition)****NATIONAL FORESTS BY REGION—Continued**

State in which forest is located	National forest administration unit	Headquarters location of forest supervisor
	Inyo .....	Bishop.
	Klamath .....	Yreka.
	Lassen .....	Susanville.
	Los Padres .....	Goleta.
	Mendocino .....	Willows.
	Modoc .....	Alturas.
	Plumas .....	Quincy.
	San Bernardino .....	San Bernardino.
	Sequoia .....	Porterville.
	Shasta-Trinity .....	Redding.
	Sierra .....	Fresno.
	Six Rivers .....	Eureka.
	Stanislaus (Calaveras Bigtree) .....	Sonora.
	Tahoe, except the Lake Tahoe basin management unit.	Nevada City.
	Lake Tahoe basin management unit (portions of Toiyabe, Eldorado, and Tahoe National Forests).	South Lake Tahoe (headed by an administrator).
Region 6, Pacific Northwest Region (Regional Forester, 333 S.W. 1st Avenue, P.O. Box 3623, Portland, OR 97208):		
Oregon .....	Deschutes .....	Bend
	Fremont .....	Lakeview.
	Malheur .....	John Day.
	Mount Hood .....	Gresham.
	Ochoco .....	Prineville.
	Rogue River .....	Medford.
	Siskiyou .....	Grants Pass.
	Siuslaw .....	Corvallis.
	Umatilla .....	Pendleton.
	Umpqua .....	Roseburg.
	Wallowa-Whitman .....	Baker.
	Willamette .....	Eugene.
	Winema .....	Klamath Falls.
	Colville .....	Colville.
	Gifford Pinchot .....	Vancouver.
	Mount Baker-Snoqualmie .....	Mountain Terrace.
	Okanogan .....	Okanogan.
	Olympic .....	Olympia.
	Wenatchee .....	Wenatchee.
Region 8, Southern Region (Regional Forester, 1720 Peachtree Rd. NW., Atlanta, GA 30367):		
Alabama .....	National forests in Alabama (William B. Bankhead, Conecuh, Talladega, Tuskegee).	Montgomery.
Arkansas .....	Ouachita .....	Hot Springs.
Florida .....	Ozark-St. Francis .....	Russellville.
Georgia .....	National forests in Florida (Apalachicola, Ocala, Osceola).	Tallahassee.
Kentucky .....	Chattahoochee-Oconee .....	Gainesville.
Louisiana .....	Daniel Boone .....	Winchester.
Mississippi .....	Kisatchie .....	Pineville.
North Carolina .....	National forests in Mississippi (Bienville, Delta, De Soto, Holly Springs, Homochitto, Tombigbee).	Jackson.
Puerto Rico .....	National forests in North Carolina (Croatan, Nantahala, Pisgah, Uwharrie).	Asheville.
South Carolina .....	Caribbean .....	Rio Piedras, PR.
Tennessee .....	Francis Marion and Sumter .....	Columbia.
Texas .....	Cherokee .....	Cleveland.
Virginia .....	National forests in Texas (Angelina, Davy Crockett, Sabine, Sam Houston).	Lufkin.
Region 9, Eastern Region (Regional Forester, 310 West Wisconsin Ave., Milwaukee, WI 53203):	George Washington-Jefferson .....	Roanoke.
Illinois .....	Shawnee .....	Harrisburg.
Indiana and Ohio .....	Wayne-Hoosier .....	Bedford, IN.
Michigan .....	Hiawatha .....	Escanaba.
	Huron-Manistee .....	Cadillac.

**Forest Service, USDA****§ 200.3****NATIONAL FORESTS BY REGION—Continued**

State in which forest is located	National forest administration unit	Headquarters location of forest supervisor
Minnesota .....	Ottawa .....	Ironwood.
	Chippewa .....	Cass Lake.
	Superior .....	Duluth.
Missouri .....	Mark Twain .....	Rolla.
New Hampshire and Maine .....	White Mountain .....	Laconia, NH.
Pennsylvania .....	Allegheny .....	Warren.
Vermont .....	Green Mountain .....	Rutland.
West Virginia .....	Monongahela .....	Elkins.
Wisconsin .....	Chequamegon .....	Park Falls.
	Nicolet .....	Rhineland.
Region 10, Alaska Region (Regional Forester, Federal Office Bldg., P.O. Box 21628, Juneau, AK 99802-1628):	Chugach .....	Anchorage.
Alaska .....	Tongass: .....	
	Chatham area .....	Sitka.
	Ketchikan area .....	Ketchikan.
	Sitkin area .....	Petersburg.

**FOREST AND RANGE EXPERIMENT STATIONS,  
LABORATORIES, AND INSTITUTES NAME OF  
UNIT AND HEADQUARTERS OF DIRECTOR**

North Central Research Station—1995  
Folwell Avenue, St. Paul, MN 55108.

Northeastern Research Station—100  
Matsonford Road, 5 Radnor Corporate Center,  
Suite 200, P.O. Box 6775, Radnor, PA  
19087-4585.

Pacific Northwest Research Station—333  
S.W. 1st Avenue, P.O. Box 3890, Portland,  
OR 97208-3890.

Pacific Southwest Research Station—800  
Buchanan Street, West Building, Albany,  
CA 94710-0011.

Rocky Mountain Research Station—240 West  
Prospect Street, Fort Collins, CO 80526-  
2098.

Southern Research Station—200 Weaver Boulevard, P.O. Box 2680, Asheville, NC 28802.

**LABORATORY**

Forest Products Laboratory—One Gifford Pinchot Drive, Madison, WI 53705-2398.

**INSTITUTE**

International Institute of Tropical Forestry—Call Box 25000, UPR Experimental Station Grounds, Rio Piedras, Puerto Rico 00928-2500.

STATE AND PRIVATE FORESTRY AREA OFFICE  
Director, Northeastern Area—100 Matsonford Road, P.O. Box 6775, Radnor, PA 19087-4585.

NOTE: In Regions 1 through 8 and 10, State and Private Forestry activities are directed from Regional headquarters.

[41 FR 24350, June 16, 1976, as amended at 42 FR 32230, June 24, 1977; 42 FR 40438, Aug. 10, 1977; 43 FR 27190, June 23, 1978; 44 FR 5660, Jan. 29, 1979; 62 FR 33366, 33367, June 19, 1997]

**Subpart B—Functions and  
Procedures****§ 200.3 Forest Service functions.**

(a) *Legislative authority.* The basic laws authorizing activities of the Forest Service are set forth in the U.S.C. in title 7 (Agriculture), chapters 14, 17, 33, 55, 59, and 61; title 16 (Conservation), chapters 2, 3, 4, 5C, 6, 23, 27, 28, 30, 36, and 37; title 29 (Labor), chapter 17; and title 43 (Public Lands), chapters 22 and 35.

(b) *Work of the Forest Service.* Under delegated authority from the Secretary of Agriculture, the broad responsibilities of the Forest Service are:

(1) *Leadership in forestry.* The Forest Service provides overall leadership in forest and forest-range conservation, development, and use. This involves determination of forestry conditions and requirements, and recommendations of policies and programs needed to keep the Nation's private and public lands fully productive.

(2) *National Forest System administration.* (i) The Forest Service administers and manages the National Forest System lands in accordance with the Multiple-Use Sustained-Yield Act of June 12, 1960 (16 U.S.C. 528-531); the Forest and Rangeland Renewable Resources Planning Act of August 17, 1974 (16 U.S.C. 1600-1614); and the National Forest Management Act of October 22, 1976 (16 U.S.C. 472a, 476, 500, 513-516, 521b; 576b, 1600-1602, 1604, 1606, 1608-1614).

## § 200.4

(ii) The National Forest System comprises about 188 million acres of land in the National Forests, National Grasslands, and other areas which have been transferred to the Forest Service for administration. On these public lands:

(A) Forestry methods are applied in growing and harvesting timber,

(B) Forage is scientifically managed for the use of domestic livestock whose numbers are kept in balance with the carrying capacity of the range,

(C) Wildlife habitat and species are managed,

(D) Watersheds are managed to safeguard the water supply and stabilize streamflow,

(E) Recreation resources are managed for public enjoyment and benefit,

(F) Many forms of land and resource use are granted under permit or lease, and

(G) Physical and resource improvements needed to develop, protect, and use all resources are built and maintained.

(3) *Cooperative forestry.* The Forest Service carries out cooperative forestry programs for public benefit through programs initiated by State, county, and other Federal agencies in accordance with the Cooperative Forestry Assistance Act of July 1, 1978 (16 U.S.C. 2101-2111). These programs are directed at the protection, development, and sustained production of all forestry resources, both public and private.

(4) *Forest research.* The Forest Service conducts research on problems involving protection, development, management, renewal, and continuous use of all resources, products, values, and services of forest lands in accordance with the Forest and Rangeland Renewable Resources Research Act of June 30, 1978 (16 U.S.C. 1641-1647). Research is conducted on:

(i) Forest and range management, including the five basic resources of timber, forest soil and water, range forage, wildlife and fish habitat, and forest recreation,

(ii) Forest protection from fire, insects, and disease,

(iii) Forest products and engineering, and

## 36 CFR Ch. II (7-1-25 Edition)

(iv) Forest resource economics including forest survey, forest economics, and forest products marketing.

[44 FR 37505, June 27, 1979]

### § 200.4 Administrative issuances.

(a) The regulations of the Secretary of Agriculture governing the protection and administration of National Forest System lands and other programs of the Forest Service are set forth in Chapter 2 of Title 36 of the Code of Federal Regulations.

(b) Administrative policy, procedure, and guidance to Forest Service employees for the conduct of Forest Service activities are issued as directives, or through correspondence, by the office of the Chief of the Forest Service and by the field officers listed in § 200.2.

(1) Directives are issued through the Forest Service Directive System, which is comprised of the Forest Service Manual and related Forest Service Handbooks. The Directive System codifies the agency's policy, practice, and procedure affecting more than one unit and the delegations of continuing authority and assignment of continuing responsibilities; serves as the primary administrative basis for the internal management and control of all programs; and is the primary source of administrative direction to Forest Service employees.

(2) In contrast to direction issued through the Directive System, guidance issued to one or more organizational units through letters and memoranda relate to decisions or interpretations on specific activities, cases, or incidents or to other matters of agency business, especially those matters of short-term duration or immediate interest.

(c) Forest Service Directive System issuances are published under delegated authority as follows:

(1) The Forest Service Manual and Forest Service Handbook issuances to all Forest Service units are published by the Office of the Chief.

(2) Forest Service Manual and Forest Service Handbook issuances may be supplemented as needed for field office use by a Regional Forester, a Regional

**Forest Service, USDA****§ 200.6**

Special Agent in Charge of Law Enforcement and Investigations, a Research Station Director, the International Institute for Tropical Forestry Director, the Area Director, or a Forest Supervisor.

(d) Guidance issued through letters and memoranda must be issued in accordance with signing authorities delegated through issuances to the Forest Service Directive System.

(e) An alphabetical index of the contents of the Forest Service Manual and related Forest Service Handbooks is published in Forest Service Handbook 1109.12, Directive System Handbook. The index contains a listing of all Series, Titles, and Chapters in the Forest Service Manual and a listing of all Forest Service Handbooks in the Directive System.

(f) Forest Service Handbook 6209.11, Records Management Handbook, outlines and indexes the filing system for all correspondence and other records.

(g) Forms and reports used by the agency are listed in, and instructions for their use are issued throughout, the Forest Service Directive System and are collated in Forest Service Handbook 1309.14, Information Requirements Handbook.

[62 FR 33367, June 19, 1997, as amended at 74 FR 19143, Apr. 28, 2009]

**§ 200.5 Indexes.**

Publication of the indexes described in § 200.4 is deemed both unnecessary and impractical because of the large volume of material involved. However, copies of the indexes are available for public review in the Forest Service headquarters office in Washington, DC, and at field offices listed under § 200.2(d). The Forest Service will provide copies of any index upon request at a cost not to exceed the direct cost of duplication.

[40 FR 12790, Mar. 21, 1975. Redesignated at 62 FR 13540, Mar. 21, 1997]

**§ 200.6 Information available; inspection, copying, and charges.**

(a) In accordance with 5 U.S.C. 552(a) and 7 CFR 1.2, the Forest Service shall make available for public inspection and copying all published or unpublished directives, forms, records, and

final opinions, including concurring or dissenting opinions and orders made in the adjudication of cases. Charges for information requested from the Forest Service are set out in paragraph (d) of this section and vary according to the type of information requested.

(b) Information made available pursuant to paragraph (a) of this section may be obtained at the Office of the Chief, or the office of any Regional Forester, Research Station Director, Area Director, Institute Director, Forest Supervisor, or District Ranger. The addresses of these offices are set forth in §§ 200.1 and 200.2. Forest Service personnel at these offices will assist members of the public seeking Forest Service records. However, Research Station and Institute Directors and District Rangers may not have all volumes of the Forest Service Manual and Handbooks. When the information requested is not available at a given location, the personnel where the request is received will direct the requester to another office where the information may be obtained.

(c) Inspection and copying availability is as follows:

(1) Facilities for inspection and copying are available at the offices listed in §§ 200.1 and 200.2, during established office hours for the particular location, usually 8 a.m. to 5 p.m., Monday through Friday. Copying facilities may not be available at all Forest Service offices.

(2) Requesters for information may make copies of available information without charge if they elect to bring their own copy equipment to the appropriate offices listed in §§ 200.1 and 200.2.

(3) Requesters should make prior arrangements for using agency copying facilities or for bringing in copying equipment and, in the later case, should get advance approval from the office.

(d) Any request for information pursuant to the provisions of the Freedom of Information Act must be submitted in accordance with §§ 200.7 and 200.8. The Forest Service charges a fee for copies of records not generally made available to the public but released pursuant to a FOIA request in accordance with a schedule of fees established by the Department of Agriculture at 7

## § 200.7

CFR Part 1, Subpart A, Appendix A. These fees do not apply to information that is generally and routinely made available to the public upon request, such as recreational brochures, pamphlets, maps, and technical guides as well as agency directive issuances. Separate charges for such general information are established in the agency's Directive System (§ 200.4). For example, some pamphlets and small segments of the Forest Service Manual and Handbook may be provided at no cost, but maps of the National Forest System and larger sections of the Manual and Handbook are available for a charge. Current charges are explained at the time the request is made.

[62 FR 13540, Mar. 21, 1997]

### § 200.7 Request for records.

Requests for records and the processing of those records are governed by the rules at 7 CFR 1.6. Agency officials are authorized to receive and act on requests for records as follows:

(a) The Regional Forester, Regional Special Agent in charge, Research Station Director, Area Director, and Institute Director at the field locations and addresses listed in § 200.2; the Director of Law Enforcement and Investigations, other Staff Directors, or other officials whom the Chief may authorize, located in the Washington Office, are authorized to receive requests for such records, to make determinations regarding whether records exist, and to grant or deny requests for records exempt from disclosure under the provisions of 5 U.S.C. 552(b).

(b) Each of the officials listed in paragraph (a) of this section also is authorized to take the following actions:

(1) Extend the 10-day administrative deadline for reply pursuant to 7 CFR 1.14;

(2) Make discretionary releases pursuant to 7 CFR 1.17(b) of records exempt from mandatory disclosure;

(3) Deny records pursuant to 5 U.S.C. 552(b); and

(4) Make determinations regarding the charges of fees pursuant to 7 CFR 1.8(a).

[62 FR 33368, June 19, 1997, as amended at 63 FR 53811, Oct. 7, 1998]

## 36 CFR Ch. II (7-1-25 Edition)

### § 200.8 Appeals.

(a) Appeals from denials of requests submitted under § 200.7 shall be submitted in accordance with U.S. Department of Agriculture rules at 7 CFR part 1, subpart A, and the appendix to subpart A to the Chief, Forest Service, U.S. Department of Agriculture, Auditors Building, 14th and Independence Avenue, S.W., P.O. Box 96090, Washington, DC 20090-6090.

(b) The Chief, or other official to whom such authority is delegated, shall determine whether to grant or deny the appeal and make all necessary determinations relating to an extension of the 20-day administrative deadline for reply, discretionary release of records exempt from mandatory disclosure under 5 U.S.C. 552(b), and charging the appropriate fees, pursuant to U.S. Department of Agriculture rules at 7 CFR part 1, subpart A, and the appendix to subpart A.

(c) The Forest Service Freedom of Information Act/Privacy Act Officer must review all proposed responses to appeals prior to signature.

[63 FR 53812, Oct. 7, 1998, as amended at 63 FR 60049, Nov. 6, 1998]

### § 200.12 Land status and title records.

(a) *Land Status Records System.* The Land Status Records System is the official, permanent repository for all agency realty records and land title documents for National Forest System lands. It includes an automated database which contains an accurate account of: acreage, condition of title, administrative jurisdiction, rights held by the United States, administrative and legal use restrictions, encumbrances, and access rights on land or interests in land in the National Forest System.

(1) *Components.* The system shall include, but is not limited to, the following components:

(i) A current and accurate Land Status Atlas for each National Forest, National Grassland, and other proclaimed or designated administrative unit, which shall graphically portray on maps keyed to a tabular summary the following categories of information:

(A) Jurisdiction of and condition of title to lands administered as part of the National Forest System.

(B) All encumbrances on National Forest System lands.

(C) All partial interests administered by the Forest Service on other lands.

(D) All use restrictions, withdrawals, and special designated areas on National Forest System lands.

(E) The acreage of National Forest System lands, including riparian lands.

(ii) A master Land Status File, from which the agency data for the Atlas is derived and which includes the following:

(A) Discrete title files of each land-ownership adjustment.

(B) The original authorizing documents establishing or adjusting National Forest System lands and interests therein.

(C) Withdrawals, use restrictions, and special designated areas on National Forest System lands.

(D) Other information as deemed necessary.

(iii) Such reporting systems as are needed to provide title or status reports.

(2) *Display of Information.* Information in the system may be collected and maintained in narrative, graphic, tabular, or other form and may be entered into and maintained in automated systems as well as produced in paper form in accordance with such administrative direction as the Chief of the Forest Service or Regional Foresters may establish.

(b) *Availability.* A Land Status Atlas shall be maintained at each National Forest administrative unit or subunit, such as Ranger Districts or National Recreation Area offices. Each Regional Office shall maintain copies of the Atlas for all National Forests within that Region. Related land title and realty records for each National Forest System unit shall be maintained at the administrative headquarters of that unit. The Land Status Atlas and such title and realty records as are held at an administrative unit shall be available for public inspection.

[56 FR 29181, June 26, 1991, as amended at 59 FR 2987, Jan. 20, 1994]

## PART 211—ADMINISTRATION

### Subpart A—Cooperation

Sec.

211.1-211.2 [Reserved]

211.3 Cooperation with State officers.

211.4 Cooperation for fire prevention and control.

211.5 Emergency fire suppression assistance.

211.6 Cooperation in forest investigations or the protection, management, and improvement of the National Forest System.

### Subpart B [Reserved]

AUTHORITY: 16 U.S.C. 472, 498, 551.

### Subpart A—Cooperation

#### §§ 211.1-211.2 [Reserved]

#### § 211.3 Cooperation with State officers.

All forest officers will cooperate with State officials, insofar as practicable, to enforce State fire, game, and health laws. They are authorized to accept appointments, without compensation, as deputy State fire wardens, game wardens, and/or health officers whenever in the judgment of the Chief of the Forest Service the performance of the duties required by these offices will not interfere with their duties as Federal forest officers.

[1 FR 1261, Aug. 15, 1936]

#### § 211.4 Cooperation for fire prevention and control.

The Forest Service shall, whenever possible, and is hereby authorized to enter into such agreements with private owners of timber, with railroads, and with other industrial concerns operating in or near the national forests as will result in mutual benefit in the prevention and suppression of forest fires: *Provided*, That the service required of each party by such agreements shall be in proportion to the benefits conferred.

[1 FR 1261, Aug. 15, 1936]

#### § 211.5 Emergency fire suppression assistance.

(a) *Definitions.* For the purpose of this subpart these definitions apply:

(1) Prescribed fire means a fire burning under a set of specified conditions