

Rio Grande National Forest Land Management Plan Administrative Change Process

This process applies only to administrative changes. Amendments to the land management plan will follow regulations provided at FSH 1909.12, Chapter 20.

Regulations applicable to this process:

36 CFR 219 addresses the need to make administrative changes to land management plans.

*An **administrative change** is any change to a plan that is not a plan amendment or plan revision. Administrative changes include corrections of clerical errors to any part of the plan, conformance of the plan to new statutory or regulatory requirements, or changes to other content in the plan (§ 219.7(f)).*

(1) A substantive change to the monitoring program made outside of the process for plan revision or amendment may be made only after notice to the public of the intended change and consideration of public comment (§ 219.16(c)(6)).

(2) All other administrative changes may be made following public notice (§ 219.16(c)(6)). (36 CFR 219.13(c)).

FSH 1909.12 contains further direction for interpreting the regulations for the Agency.

The Rio Grande National Forest Administrative change process

Considering this direction, the Rio Grande National Forest (RGNF) will follow the process outlined below when an administrative change is identified.

- 1) To be transparent with the public and government entities, the RGNF will announce identified administrative changes on the RGNF website and allow for a period of public comment.
 - a. Public comment will be accepted for timeframes commensurate to the change.
 - b. Public comment for proposed changes to *monitoring requirements* in the LMP will be accepted for 30 days (FSH 1909.12, Section 25.21.)
- 2) In addition to announcing the change on the RGNF Land Management Plan web page, a news release will be issued to local media outlets to offer the opportunity for public comment.
- 3) Public input will be reviewed and considered prior to a final decision on the administrative change.
- 4) The Forest Supervisor (or delegated acting forest supervisor) will make the final decision regarding an administrative change.
- 5) Upon approving an administrative change, the change will be added to the RGNF Forest Planning webpage (<https://www.fs.usda.gov/main/riogrande/landmanagement/planning>) under the "Amendments/Corrections" heading.
- 6) A table of corrections and amendments will be maintained to easily display change and amendments incorporated into the LMP over time.



- a. The table will assign a number to the change, identify the reason for the change and LMP page affected by the change. Finally, it will list the old and new wording, or provide a link to a file that clearly identifies the change in a separate document.

This process for administrative changes to the RGNF Land Management Plan is intended to be applicable throughout the life of the 2020 Land Management Plan.