

**Forest Service Handbook
National Headquarters - Washington Office
Washington, DC**

**Forest Service Handbook 1309.14 – Information Requirements Handbook
Chapter 20 - Reports**

Amendment: 1309.14-1991-1

Effective date: October 01, 1991

Duration: This amendment is effective until superseded or removed.

Approved by: F. Dale Robertson, Chief

Date approved:

Responsible Staff:

Last Change: 1309.14 ID 1990-1

Superseded Document(s): 1309.14 _Title Page, 00--1 thru 42--4; Amendment 12, February 1987; Amendment 14, December 1988; 1309.14 ID 90-1

Digest: Following is an explanation of the changes throughout the directive by section.

Posting Notice. Amendments are numbered consecutively by Handbook number and calendar year. Post document in numerical order of chapters (1109.12, sec. 4.32, ex. 01). Remove entire national text of the Handbook and replace with this amendment. DO NOT REMOVE SUPPLEMENTS OR INTERIM DIRECTIVES. Retain this transmittal as the first page of this document.

Reorganizes the entire Handbook to consolidate direction by subject matter (forms, reports, data bases, and public information collection). Revises and clarifies direction throughout each chapter and adds codes for policy, responsibility, and specific subject areas.

10: Renames chapter title Forms. Consolidates direction on forms previously found in chapters 10 and 20. Updates the Service-wide forms listing in section 18.1 (formerly found in sec. 21) and incorporates direction from ID No. 90-1 on electronic forms and the National Forms Automailer.

20: Renames chapter title Reports. Consolidates direction on reports previously found in chapters 30 and 40. Updates the Service-wide reports listing in section 26.1 (formerly found in sec. 41).

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30: Renames chapter title Data Bases. Incorporates direction on data bases previously found in chapter 40. Updates the Service-wide data bases listing in section 39.1 (formerly found in sec. 42).

40: Renames chapter title Public Information Collections. Incorporates direction on public information collections previously found in chapters 10 and 30. Updates and clarifies direction on when approval is needed by the Office of Management and Budget (sec. 41).

This amendment is a reissuance of FSH 1309.14 to conform the format and structure of the Handbook to the requirements of electronic directive issuance.

This Handbook is now available electronically in the National Information Center in the same format as the paper copy. Henceforth, amendments to this Handbook will be issued to Forest Service units electronically on a document basis.

Table of Contents

20.1	Authority
20.4	Responsibility
20.5	Definitions
20.7	References
20.71	Forms
20.72	Handbooks and Guides
21	Reports Numbering System
22	Numerical Report Historical File
23	Reports Analysis and Design
23.03	Policy
23.1	Reports Analysis
23.2	Automated Reports Design
24	Report Clearance
24.04	Responsibility
24.1	Service-wide Reports
24.2	Interagency Reports
25	Field Unit Report Reviews
25.04	Responsibility
25.04a	Washington Office
25.04b	Field Units
25.1	Review Standards
26	Reports Listing
26.04a	Washington Office [Reserved]
26.05	Definitions
26.06	Abbreviations and Acronyms
26.06a	Acronyms For Form Numbers
26.06b	Abbreviations and Acronyms For Organizations
26.06c	Abbreviations For Units of Time
26.1	Service-wide Reports Listing
26.2	Field Unit Reports Listing