

**Forest Service Manual
National Headquarters (WO)
Washington, DC**

Forest Service Manual 1900 – Planning

Chapter 1960 - Policy Analysis

Amendment: 1900-90-1

Effective date: June 01, 1990

Duration: This amendment is effective until superseded or removed.

Superseded Directive: Entire Title Except ID's, 1900--1 thru 1991.4

Approved by: F. Dale Robertson, Chief

Date approved:

Responsible Staff:

Explanation of changes:

Table of Contents

1960.2 - Objectives	3
1960.3 - Policy	3
1960.4 - Responsibilities	3
1960.41 - Deputy Chief, Programs and Legislation	3
1960.42 - Regional Foresters, Station Directors, and Area Director.....	3
1960.43 - Forest Supervisors.....	3
1960.6 - Process.....	4
1960.7 - Requirements.....	4

1960.2 - Objectives

1. Provide Chief and Staff with quality analysis on assigned policy questions and program evaluations in a timely and objective manner.
2. Identify policies or programs requiring analysis.
3. Coordinate development of Service-wide direction and standards for economic efficiency evaluation and economic impact assessment.

1960.3 - Policy

1. Include policy analysis as an integral part of the planning process.
2. Coordinate policy analyses with appropriate parties within and outside the government.

1960.4 - Responsibilities

1960.41 - Deputy Chief, Programs and Legislation

The Deputy Chief, Programs and Legislation:

- a. Establishes and maintains a policy identification and analysis capability at the Washington Office level.
- b. Prepares evaluations of options for modifying policies in question.
- c. Fosters the implementation of policy modifications identified by the analysis process.

1960.42 - Regional Foresters, Station Directors, and Area Director

Regional Foresters, Station Directors, and the Area Director:

- a. Bring existing or emerging policy questions of national importance to the attention of the Chief.
- b. Propose options for modifying national policies in question.

1960.43 - Forest Supervisors

Forest Supervisors:

- a. Alert Regional Foresters to potential policy questions.

- b. Identify possible options for modifying policies in question.

1960.6 - Process

The process of policy analysis is to:

1. Develop a clear statement of the policy question in cooperation with the affected units.
2. Develop a study plan with the active participation of those formulating a policy question statement to establish mutual agreement on the analysis objectives, scope, methodology, time frame, and participants.
3. Report in writing the results of the analysis and include recommendations for modification.

1960.7 - Requirements

The policy analysis process should take into account:

1. Objectivity. Relevant and verifiable information is used to ensure credibility of the analysis.
2. Scope. Options evaluated encompass a broad spectrum of viewpoints.
3. Economic effects. Recommendations consider economic impacts and efficiencies.
4. Presentation. Assumptions and information limitations are clearly identified.