

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

Forest Service Handbook 1909.15 – National Environmental Policy Act Handbook

Chapter 60 - References

Amendment: 1909.15-2011-3

Effective date: May 23, 2011

Duration: This amendment is effective until superseded or removed.

Superseded Directive: 1909.15_60, Amendment 1909.15-2010-1, September 30, 2010

Approved by: Thelma J. Strong , Director, ORMS

Date approved: May 19, 2011

Responsible Staff:

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

Posting Instructions: Amendments are numbered consecutively by handbook number and calendar year. Post by document; remove the entire document and replace it with this amendment. Retain this transmittal as the first page(s) of this document. The last amendment to this handbook was 1909.15-2011-2 to 1909.15_20.

66.1: Updates hyperlink and makes minor edits for readability.

Table of Contents

61 - Environmental Factors	3
62 - Indexing Standards	3
62.05 - Definitions.....	3
62.06 - References.....	3
62.1 - Layout.....	4
62.2 - Conventional Practices	4
62.3 - Methodology	4
63 - List of Federal Agencies and Federal-State Agencies with Jurisdiction by Law or Special Expertise on Environmental Quality Issues.....	4
63.1 - List of Federal Agencies and Federal-State Agencies for Distribution of Draft and Final Environmental Impact Statements.....	5
64 - Laws	5
64.1 - The National Environmental Policy Act of 1969, As Amended	5
64.2 - The Environmental Quality Improvement Act of 1970.....	5
64.3 - Clean Air Act, Section 309, As Amended	5
65 - Regulations and Supplementary Information	5
65.1 - Council on Environmental Quality (CEQ) Regulations	5
65.11 - Council on Environmental Quality (CEQ) Supplementary Information.....	5
65.12 - Council on Environmental Quality (CEQ) Forty (40) Most Asked Questions	5
65.13 - Council on Environmental Quality (CEQ) Scoping Guidance	6
65.14 - Council on Environmental Quality (CEQ) Guidance Regarding NEPA Regulations..	6
65.15 - Council on Environmental Quality (CEQ) Considering Cumulative Effects Under the National Environmental Policy Act	6
65.2 - Department of Agriculture NEPA Policies and Procedures.....	6
65.21 - Department of Agriculture Land Use Policy	6
65.3 - Environmental Protection Agency Rating System	6
66 - Executive Orders.....	6
66.1 - Executive Order (E.O.) 11514 - Protection and Enhancement of Environmental Quality	6
67 - Federal Register Document Requirements.....	7
68 - State and Local Agencies (Reserved).....	7

This chapter contains guidelines and reference documents for environmental analysis and preparation of environmental documents.

61 - Environmental Factors

There is no longer a comprehensive listing of environmental factors that may need to be considered for collection of data and information during environmental analyses.

Requirements that drive data collection and analyses include:

1. Requirements of regulatory agencies, such as U.S. Fish & Wildlife Service for the Endangered Species Act requirements and State Historic Preservation Offices for compliance with the National Historic Preservation Act;
2. Forest Service policy, protocols, and technical requirements in the directives system (manuals and handbooks) <http://www.fs.fed.us/im/directives/>;
3. Land and resource management plans (forest plans) and broader decisions like the Northwest Forest Plan and Sierra Nevada Framework provide comprehensive analytical requirements; and
4. Recent appeal and litigation issues.

62 - Indexing Standards

Preparation of an index, usually for an environmental impact statement (EIS), is a specialized technical task (sec. 62.06). Consider using an experienced indexer, rather than the author of the EIS, to prepare the index. The author(s) can assist the indexer by suggesting subject headings and indicating their relative importance. Contacts with local publishing firms, colleges, and universities may be useful in locating experienced indexers.

62.05 - Definitions

Definitions for indexing terms are found in Guidelines for Indexes and Related Information Retrieval Devices (NISO Technical Report 2, NISO-TR02-1997, <http://www.niso.org/publications/tr/>) listed in section 62.06.

62.06 - References

The following references provide further guidance and information on indexing.

1. Anderson, James D. 1997. NISO TR02-1997 Guidelines for Indexes and Related Information Retrieval Devices. National Information Standards Organization. Bethesda, MD USA. 62 pp. [<http://www.niso.org/publications/tr/>]
2. University of Chicago Press Staff, editor. 2003. The Chicago Manual of Style, 15th Edition. University of Chicago Press. 984 p. [Available for purchase from The University

of Chicago Press; 1427 East 60th Street; Chicago, IL 60637; U.S.A.; (773) 702-7700;
[<http://www.chicagomanualofstyle.org/home.html>]

3. Council of Biology Editors Style Manual Committee. 1994. *Scientific Style and Format: The CBE Manual for Authors, Editors, and Publishers*. 6th ed. Bethesda, MD: Council of Biology Editors. 324 p. [Available for purchase from the Council of Science Editors; 12100 Sunset Hills Road, Suite 130; Reston, VA 20190;
<http://www.councilscienceeditors.org/index.cfm>]

4. British Standards Institution. 1997. Information and documentation. Guidelines for the content, organization and presentation of indexes. British Standard BS ISO 999:1996. 54 p. [Available for purchase from British Standards Online, IHS Engineering/IHS International; 15 Inverness Way East; Englewood, CO 80112; USA; Telephone: 1-800-716-3447 www.bsonline.bsi-global.com]

62.1 - Layout

Guidelines for index layout are provided in the U.S. Government Printing Office Style Manual (U.S. GPO, 2000, 326 p.). [www.gpoaccess.gov/stylemanual/browse.html]

62.2 - Conventional Practices

Conventional indexing practices can be found in Guidelines for Indexes and Related Information Retrieval Devices (NISO Technical Report 2, NISO-TR02-1997, <http://www.niso.org/publications/tr/>) listed in section 62.06.

62.3 - Methodology

When specialist indexing services are not used, indexing methods can be found in Guidelines for Indexes and Related Information Retrieval Devices (NISO Technical Report 2, NISO-TR02-1997, <http://www.niso.org/publications/tr/>) listed in section 62.06.

63 - List of Federal Agencies and Federal-State Agencies with Jurisdiction by Law or Special Expertise on Environmental Quality Issues

Seek information from the agencies listed in "Appendix II--Federal and Federal-State Agencies With Jurisdiction by Law or Special Expertise on Environmental Quality Issues" which appeared in the Federal Register, 49 FR 247, December 21, 1984, when developing environmental analyses for proposed actions that may have environmental effects within the agencies areas of jurisdiction or special expertise. The appendix is available at <http://ceq.hss.doe.gov/nepa/regs/ceq/iii-7app2.pdf> and guidance on using it can be found at <http://ceq.hss.doe.gov/nepa/regs/ceq/iii-7app1.pdf>. It should be noted that information provided by the Council on Environmental Quality (CEQ) indicates that "Particular contacts may in some instances be outdated".

63.1 - List of Federal Agencies and Federal-State Agencies for Distribution of Draft and Final Environmental Impact Statements

See <http://www.fs.fed.us/emc/nepa/includes/distlist.pdf> for the distribution of draft and final environmental impact statements (EISs).

64 - Laws

The following laws are referred to in the Council on Environmental Quality (CEQ) regulations for implementing the National Environmental Policy Act (NEPA) (40 CFR 1500-1508), http://ceq.hss.doe.gov/nepa/regs/ceq/toc_ceq.htm.

64.1 - The National Environmental Policy Act of 1969, As Amended

The National Environmental Policy Act (Pub. L. 91-190, 42 U.S.C. 4321-4347, January 1, 1970, as amended by Pub. L. 94-52, July 3, 1975, and Pub. L. 94-83, August 9, 1975) is reproduced at <http://ceq.hss.doe.gov/nepa/regs/nepa/nepaegia.htm>.

64.2 - The Environmental Quality Improvement Act of 1970

The Environmental Quality Improvement Act of 1970 (Public Law 91-224, 42 U.S.C. 4371-4374, April 3, 1970) as amended (as amended (Pub. L. No. 91- 224, Title II, April 3, 1970; Pub. L. No. 97-258, September 13, 1982; and Pub. L. No. 98-581, October 30, 1984) is reproduced towards the end of the NEPA cited in 64.1, <http://ceq.hss.doe.gov/nepa/regs/nepa/nepaegia.htm>.

64.3 - Clean Air Act, Section 309, As Amended

See <http://www.epa.gov/air/caa/> for Section 309 of the Clean Air Act as amended (42 USC Sec. 7609).

65 - Regulations and Supplementary Information

65.1 - Council on Environmental Quality (CEQ) Regulations

The CEQ regulations (40 CFR 1500-1508.28) for implementing the NEPA are reproduced in their entirety at http://ceq.hss.doe.gov/nepa/regs/ceq/toc_ceq.htm.

65.11 - Council on Environmental Quality (CEQ) Supplementary Information

The CEQ Supplementary Information is presented in exhibit 01, as extracted from the November 29, 1978, *Federal Register* (43 FR 55978).

65.12 - Council on Environmental Quality (CEQ) Forty (40) Most Asked Questions

See <http://ceq.hss.doe.gov/nepa/regs/40/40p3.htm> for “NEPA’s 40 Most Asked Questions” (46 FR 18026).

65.13 - Council on Environmental Quality (CEQ) Scoping Guidance

See <http://ceq.hss.doe.gov/nepa/regs/scope/scoping.htm> for CEQ scoping guidance.

65.14 - Council on Environmental Quality (CEQ) Guidance Regarding NEPA Regulations

See <http://ceq.hss.doe.gov/nepa/regs/1983/1983guid.htm> for CEQ guidance regarding scoping, categorical exclusions, adoption procedures, contracting provisions, selection of alternatives in licensing and permitting situations, and tiering.

65.15 - Council on Environmental Quality (CEQ) Considering Cumulative Effects Under the National Environmental Policy Act

See <http://ceq.hss.doe.gov/nepa/ccenepa/ccenepa.htm> for CEQ guidance regarding cumulative effects.

65.2 - Department of Agriculture NEPA Policies and Procedures

See <http://www.nrcs.usda.gov/technical/ECS/environment/7cfr1b.pdf> for the USDA Departmental Policy for the National Environmental Policy Act (7 CFR part 1b).

65.21 - Department of Agriculture Land Use Policy

See the Department of Agriculture (USDA) land use policy for prime farmland, forest lands, and rangelands. (Departmental Regulation (DR) 9500-3 (March 22, 1983))
<http://www.ocio.usda.gov/directives/doc/DR9500-003.pdf>.

65.3 - Environmental Protection Agency Rating System

See http://www.epa.gov/Compliance/resources/policies/nepa/nepa_policies_procedures.pdf policy and procedures for the EPA Rating System as set out in EPA Manual 1640, Policy and Procedures for the Review of Federal Actions Impacting the Environment (October 1984).

66 - Executive Orders

The CEQ website contains a listing of Executive Orders relevant to environmental analysis:
<http://www.nepa.gov/nepa/regs/executiveorders.htm>.

66.1 - Executive Order (E.O.) 11514 - Protection and Enhancement of Environmental Quality

Executive Order 11514 (<http://ceq.hss.doe.gov/nepa/regs/eos/eo11514.pdf>) directs Federal agencies to comply with the CEQ regulations.

67 - Federal Register Document Requirements

See [*Forest Service Intranet Portal/Directives/Federal Register/Preparing Documents/*](#) for instructions on preparing notices and rule documents for publication in the Federal Register.

Additional resources can be retrieved from Office of the Federal Register at <http://www.archives.gov/federal-register/write/resources.html> and in the Federal Register Document Drafting Handbook at <http://www.archives.gov/federal-register/write/handbook/>.

When the Chief or the Secretary is the responsible official, submit notices to the Washington Office Director of Ecosystem Management Coordination for review and submission to the Office of Regulatory Management Services. (FSM 1950.41)

68 - State and Local Agencies (Reserved)