United States Department of the Interior

OFFICE OF THE SECRETARY
Washington, D.C. 20240

ENVIRONMENTAL REVIEW PROCESS

In order to expedite requests to the Department of the Interior for the review of environmental documents under the National Environmental Policy Act (NEPA); Section 4(f) of the Department of Transportation Act; project planning, design, and application documents under various Federal authorities; and requests for coordination and consultation early in project planning; please note the following.

Appendix III to the Council on Environmental Quality's (CEQ) regulations (49 FR 49778; December 21, 1984) lists the Director, Office of Environmental Project Review (now the Office of Environmental Policy and Compliance), as the individual responsible for receiving and commenting on other agencies' environmental documents. If properly followed, this process results in your agency receiving one set of comments on behalf of the Department. Therefore, please send all officially approved documents requesting environmental and other project review to the following address for review and comment by the Department of the Interior:

Director, Office of Environmental Policy and Compliance
Department of the Interior
Main Interior Building, MS 2340
1849 C Street, NW
Washington, DC 20240

It is unnecessary to send copies of environmental and other project review requests to any other bureau or office within Interior. However, a sufficient number of copies must be sent to the Office of Environmental Policy and Compliance (OEPC) to allow distribution of the document to those Interior bureaus being requested to participate in the review. The requested numbers of copies allow for simultaneous review throughout each bureau thus producing the Department's consolidated review in the shortest possible time. A review can be initiated with less than the stated number, but this may lead to a longer review time. The following numbers of copies should be provided:

Twelve (12) copies of a draft and six (6) copies of a final document for projects in the Eastern United States including MN, IA, MO, AR, and LA. The same numbers of copies should be provided for projects in AS, GU, HI, PR, VI, and the Trust Territories.

Eighteen (18) copies of a draft and nine (9) copies of a final document for projects in the Western United States westward of the western boundaries of MN, IA, MO, AR, and LA.

Eighteen (18) copies of a draft and nine (9) copies of a final document for review requests which are national in scope (e.g. agency regulations, scientific reports, special reports, program plans, and other interagency documents).

Sixteen (16) copies of a draft and eight (8) copies of a final document for projects in AK.

When a review document does not have draft and final versions, the larger number of copies is requested.

Copies of environmental and project review documents that are available in CD-ROM, on the Internet, or by any other widely used electronic method may be furnished in lieu of paper copies. When this is the case, we would still appreciate receiving one paper copy for our official file. Please provide the CDs or the Internet address to this office.

Appendix II to the CEQ regulations (49 FR 49754; December 21, 1984) lists Interior bureaus and offices with jurisdiction by law or special expertise on environmental quality issues. Appendix II should be used to determine appropriate Interior contacts for coordination during early planning, NEPA scoping, and other preliminary activities. Since this document is out of date, it is recommended that one consult the following Internet address for the latest bureau contacts. http://ceq.eh.doe.gov/nepa/nepanet.htm.

All early coordination and scoping requests, environmental assessments or reports not accompanied by project planning or design documents, findings of no significant impact, preliminary or working draft or final environmental impact statements, and similar material of a regional nature should be sent directly to Interior bureaus at the field level. It is not necessary to send copies of these documents to the OEPC in Washington, DC. Please note that our Regional Environmental Officers (REO) serve as representatives of OEPC and should be contacted if there are any questions about these procedures at the field level. An REO list is attached.

Representatives of your organization should establish direct working relationships with Interior's field level offices, which welcome such contact. This type of relationship is important not only during early project coordination, but also to expedite the early resolution of environmental issues that would otherwise surface during the formal review of a project document. In many cases, Interior's comments on an environmental review will designate an office at the field level for follow-up activities.

We recommend that you make a wide distribution of this information within your organization. Such a distribution will greatly assist our agencies in better meeting our obligations under existing laws and in planning projects that will be mutually beneficial.

Attachment (REO List)

U.S. DEPARTMENT OF THE INTERIOR
OFFICE OF ENVIRONMENTAL POLICY AND COMPLIANCE
REGIONAL ENVIRONMENTAL OFFICES

BOSTON - CT,MA,ME,NH,NJ,NY,RI,VT

Andrew L. Raddant
Darrell R. Robertson
Alonda Lord

FAX: 617-223-8569
617-223-8565
408 Atlantic Avenue, Room 142
Boston, Massachusetts 02210-3334

PHILADELPHIA - DC,DE,IL,IN,MD,MI,MN,OH,PA,VA,WI,WV

Michael T. Chezik
Robert M. Burr
Denise A. Bacon

FAX: 215-597-9845 (Primary)
215-597-5012 (Alternate)
215-597-5378
Custom House, Room 244
200 Chestnut Street
Philadelphia, Pennsylvania 19106

ATLANTA - AL,FL,GA,KY,MS,NC,PR,TN,SC,VI

Gregory L.Hogue

FAX: 404-331-1736
404-331-4524
Russell Federal Building,
Suite 1144
75 Spring Street, S.W.
Atlanta, Georgia 30303

ALBUQUERQUE - AR,LA,NM,OK,TX

Glenn B. Sekavec
Stephen R. Spencer
Linda J. Woestendiek
Shirley Martinez

FAX: 505-766-1059
505-766-3565
Post Office Box 649
Albuquerque, New Mexico 87103
(625 Silver Ave., SW, Suite 190
87102)

DENVER - CO,IA,KS,MO,MT,NE,ND,SD,UT,WY

Robert F. Stewart
Barbara M. Schmalz
Ruth Anne Overfelt

FAX: 303-445-6320
303-445-2500
P.O. Box 25007 (D-108)
Denver Federal Center
Denver, Colorado 80225-0007
(Building 56, Room 1003
6th and Kipling)

OAKLAND - AS,AZ,CA,CM,GU,HI,NV

Patricia S. Port
Harry (Chip) E. Demarest

FAX: 510-419-0177(Primary)
510-817-1515 (Alternate)
510-817-1477
Jackson Center One
1111 Jackson Street
Suite 520
Oakland, California 94607

PORTLAND - ID,OR,WA

Preston A. Sleeger
Suzanne Mayer

FAX: 503-231-2361
503-231-6157
500 NE Multnomah Street
Suite 356
Portland, Oregon 97232-2036

ANCHORAGE - AK

Pamela A. Bergmann
Douglas L. Mutter

FAX: 907-271-4102
907-271-5011
1689 C Street, Room 119
Anchorage, Alaska 99501-5126

May 2002