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| | **U· S· DEPARTMENT OF THE INTERIOR**<br>**OFFICE OF SURFACE MINING**<br>**RECLAMATION AND ENFORCEMENT**<br>**DIRECTIVES SYSTEM** | **Subject Number:** REG-9<br>**Transmittal Number:** 169<br>**Date:** 4/22/83 |

**Subject:** Technical Assistance To Office of Surface Mining (OSM) Field Offices, Area Offices, and State Regulatory Authorities

**Approval:** [signature] **Title:** Director ACTING

1. Purpose. Policy and procedures to be followed when OSM Field Offices (FOs), OSM Area Offices (AOs), and State regulatory authorities need technical assistance from OSM Technical Centers (TCs) are described in this directive.

2. Definitions. None

3. Policy/Procedures.

a. Policy. The OSM Director has tasked the Assistant Director for Technical Services and Research to provide technical assistance through the TCs upon request from other OSM directorates or State regulatory authorities. Requests for assistance are anticipated in such categories as (1) citizens' complaints, (2) oversight activities, (3) OSM and State inspection activities and inspector training, (4) AML reclamation and realty activities, (5) evaluation of SOAP programs, and (6) special investigations.

b. Responsibilities.

(1) TC Administrators are responsible for furnishing technical assistance to FO Directors, and to AO Managers and State regulatory authorities through FO Directors.

(2) TC Administrators and FO Directors are responsible for coordinating technical assistance.

c. Procedures.

(1) Requests for assistance may be initiated either by FO Directors, AO Managers, or State regulatory authorities. In order to assure supervisory control of this activity, requests for assistance received by TC Administrators directly from State regulatory authorities are to be coordinated with the appropriate FO Director before the requested services are provided. Requests from AO Managers for assistance are to be routed through the appropriate FO Director. Technical assistance requests received at OSM Headquarters, Washington, D.C., will be forwarded to the applicable FO Director for appropriate action.

(2) FO Directors must make requests to the TC Administrators in writing, although discussions in advance are encouraged. The written description must provide sufficient information to permit a determination of approaches to providing pertinent information or solutions, personnel assignments, scheduling, costs, and so forth.

(3) Upon receipt of a request, the TC Administrator will assign responsibility for the request to the appropriate division. The division responsible for the request will develop a plan of action and assign appropriate personnel. The plan will include such information as the schedule for responding, names and telephone numbers of technical personnel involved, schedules for any necessary field trips, and priority designation. A copy of the plan will be provided to the FO Director after approval by the TC Administrator.

(4) In emergency situations where technical assistance is needed immediately, the FO Director may initiate a request by calling the TC Administrator and relating the specific nature of the problem, the reason it is considered an emergency, the location, and sufficient detail to allow a determination of personnel requirements and response time. The TC Administrator will assign responsibility as discussed in paragraph 3b(3). The division assigned responsibility for developing the plan of action will proceed immediately to provide assistance to the FO Director after the TC Administrator has approved the plan.

(5) Citizens' complaints and other matters received directly by the TC Administrator are to be communicated immediately to the FO Director. If the FO Director determines that technical assistance is needed, he or she is to make a request to the TC Administrator, who will provide assistance as described in paragraph 3b(3).

4. Reporting Requirements. The TC Administrator, as appropriate, will provide a written report of the technical investigation to the FO Director.

5. References. None

6. Effect on other Documents. None

7. Effective Date. Upon issuance

8. Contact.

a. Administrator, Eastern Technical Center, (412) 937-2828.

b. Administrator, Western Technical Center, FTS 327-5421 or (303) 837-5421.