



Natural Resources Conservation Service
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November 13, 2008

NEW MEXICO BULLETIN NO. 300-9-01

SUBJECT: LTP – PROTRACTS CONTRACT STATUS REVIEWS

TO: All Office

DUE DATE - DECEMBER 19, 2008

Purpose. To establish time table for status reviews and advise staff of open obligation audit response requirements.

Expiration date. December 31, 2008.

In response to a national audit of the National Resources Conservation Service (NRCS), the National Headquarters (NHQ) office is preparing audit checklists for all open obligations (including one for all active protracts contracts). Details of the checklists are scheduled to be released next week. A teleconference will be held Thursday, November 20, 2008, at 2:00 p.m.; information will be forwarded by email. Currently the state office does not have any additional information on what will be in the checklists, but we have been advised that collecting required information will entail a major effort in the months of November and December.

In preparation for this effort, field office staff should focus in the coming weeks on completing status reviews and making sure contracts are on schedule in protracts. The contract review process provided in CPM 440 Part 512.55 will be adhered to in the completion of the contract reviews.

While changes in requirements of the status review process are possible as a result of this effort, at this time field office personnel are advised to follow existing procedures.

If status reviews indicate the need for modifications, existing modification policy should be followed. All contract modifications will follow the process and policies provided in CPM 440 Part 512.50 and existing state policy.

Additional information on both open obligations review and any changes to the status review and modification process will be shared as soon as it becomes available. Presently, we do not have any of the details. However, if you have questions or concerns, please contact Seth Fiedler, Acting ASTC for Programs, at 761-4416 or Michael Neubeiser, Resource Conservationist, at 761-4419.

/s/

DENNIS L. ALEXANDER
State conservationist

