United States Department of the Interior
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U.S. Department of the Interior
NBC
National Business Center

In reply refer to: 113A-2

June 18, 2007

Memorandum

To: Aviation Board of Directors (ABOD)

From: Mark L. Bathrick, Associate Director, NBC, Aviation Management

Subject: Extension of CY06 Operational Procedures Memoranda

During calendar year 2006 (CY06), the National Business Center Aviation Management (NBC-AM) in partnership with the Aviation Board of Directors (ABOD), conducted an exhaustive review and updating of the aviation Departmental Manuals (350 – 354 DM series). As a result of this review, we were able to eliminate seventeen (17) CY06 Operational Procedures Memoranda (OPM's) through their incorporation into the new Departmental Manuals (DM's).

Based on previous guidance, we had anticipated a new DM issuance date of January 1, 2007. The release of the new DM's across the Department continues to be delayed. To ensure that Department aviation managers and field personnel continue to have clear aviation policy and operational procedures guidance, this delay necessitates another extension of the existing CY06 OPM's beyond their published expiration date of December 31, 2006. Since the previous aviation DM's remain in affect, the current CY06 OPM's, which were written to supplement these DM's are hereby **extended until the end of the FY07 fiscal year, September 30, 2007**.

As the designated aviation executives for each of your bureaus, **please disseminate this important information to all your bureau aviation operations personnel**. To assist you in this effort, NBC-AM will also be posting a copy of this extension authorization on our website: http://amd.nbc.gov/.

When the new DM's are approved, NBC-AM will provide appropriate notification. At that time, the new CY07 OPM's will be issued with an effective date coinciding with the issuance of the new DM's.

Please contact the Senior Advisor to the NBC-AM Associate Director, Bob Lewis at 208-433-5002 or by email at robert_lewis@.nbc.gov if you have further questions.

Mark L. Bathrick

cc: Director, NBC
ABOD Working Team