

Reclamation Manual

Directives and Standards

TEMPORARY RELEASE

(Expires 06/30/2013)

Select Water Resources Management Report (Report) Certification Information Form

For use with Temporary Reclamation Manual (RM) Release (TRMR) Policy FAC TRMR-22, *Certification of Select Water Resources Management Reports*, and Directive and Standard (D&S) FAC TRMR-23, *Performing Certification of Select Water Resources Management Reports*. Information entered into the form will come from review of the Report and from communication with individuals involved with Report preparation.

Provide the following information¹ and then sign Sections 20 and 21

- 1. Title and version number of Report selected for certification.**

- 2. Senior Executive Service (SES) member (and title) delegated authority for the Report.**

- 3. Reason(s) the SES member has selected the Report for the certification process (refer to Paragraph 2 of FAC TRMR-22).**

- 4. List of name(s), organization and title of individuals who prepared the Report.**

- 5. List individuals selected to perform certification activities for the Report (include title and organization).**

¹Each section in this form must be completed or provided with an explanation as to why it was not completed.

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6. List customers, partners, or stakeholders who have been involved with Report preparation. Indicate which, if any, on the list have shared in the cost of preparing the Report.

7. Primary functional area of the Report (see FAC TRMR-22, Paragraph 3 for water resources management activities list). (Underline or complete "Other."):

Planning Design Construction Operations Maintenance

Rehabilitation Dam Safety Other _____

8. If the functional area of the Report is planning, underline the level² of planning represented within the Report:

Preliminary Appraisal Feasibility Special Study

9. If the answer to Questions 8 is "Feasibility," were the Principals and Guidelines followed in preparing the report? If not, explain.

10. Does the Report contain one or more cost estimates? Yes _____ No _____

11. If the Report contains one or more cost estimates, do the estimates conform to the requirements of FAC TRMR-11, *Representation and Referencing of Cost Estimates in Bureau of Reclamation Documents Used for Planning, Design and Construction?* (Identify the estimates and answer this question separately for each estimate in the Report.)

Yes _____ No _____

²See RM D&S CMP 05-01, *Geographically Defined Program*; CMP 05-02, *Feasibility Studies*; and FAC TRMR-09, *Cost Estimating* for information to distinguish levels of planning.

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- 12. Describe certification review results regarding verification that all aspects of the Report and its pending release are in compliance with pertinent RM Policy and D&S. (List the specific RM Policy and D&S with which compliance was verified or determined to be lacking.).**
- 13. Document that major potential policy, legal, and customer/partner/stakeholder/public issues, impacts, and/or implications (including those of a Reclamation-wide, inter-regional, and/or interagency nature), have been adequately identified and addressed.**
- 14. Document that major risks, uncertainties, and limitations associated with the Report and its release have been identified, and that measures and activities to manage these risks, uncertainties, and limitations have been addressed.**
- 15. Describe the technical review(s) performed for the Report by the organization that prepared the Report.**
- 16. Has a design, cost estimating, construction (DEC) oversight review associated with the Report been conducted?**
- Yes _____ No _____
- 17. If yes on No. 16, provide the DEC report name and date. (If more than one DEC report is associated with the Report, identify each DEC report.)**

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18. Will the Report be submitted to Office of Management and Budget to comply with Section 1³ of Executive Order 12322 – Water Resources Projects?

Yes _____ No _____ Not required _____

19. Additional information pertinent to this certification information form:

20. Certification information form prepared by:

Certification information form preparer(s)

Date

21. Report Certification:

SES member delegated authority for the Report

Date

³Executive Order 12322, Water Resources Projects, Section 1 states, "Before any agency or officer thereof submits to the Congress, or to any committee or member thereof, for approval, appropriations, or legislative action any report, proposal, or plan relating to a Federal or Federally assisted water and related land resources project or program, such report, proposal, or plan shall be submitted to the Director of the Office of Management and Budget."