



UNITED STATES DEPARTMENT OF COMMERCE
National Oceanic and Atmospheric Administration
CHIEF ADMINISTRATIVE OFFICER

JAN 23 2007

MEMORANDUM FOR: Stella Fiotes, Director, RPFLO

FROM: John Pierson, Director, SECO
William F. Broglie
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SUBJECT: Roles and Responsibilities for National Environmental Policy Act (NEPA) Implementation within OCAO

This memorandum tasks SECO as the responsible office within OCAO for NEPA compliance. NEPA requires all Federal agencies to fully consider and integrate in the decision process a careful review of the environmental effects of each decision, while also providing a thoughtful framework for future planning. Therefore, in an effort to more fully realize the benefits of NEPA,

RPFLO shall:

- Ensure early partnering with SECO in the RPFLO facilities and real property planning process, including both acquisition and disposal concerns;
- Ensure that all relevant information is shared with SECO;
- Invite SECO participation on the Integrated Project Team, particularly during early planning discussions;
- Manage the overarching project schedule and budget.

SECO shall:

- Ensure appropriate NEPA documentation accompanies OCAO decisions while also coordinating the process with PPI and OGC;
- Provide expert advice to RPFLO project managers on all aspects of NEPA;
- Integrate NEPA as a continual aspect within appropriate OCAO processes;
- Work closely with RPFLO Project Managers to ensure timely delivery of NEPA products;
 - These may include statements of work for NEPA support contracts, ensuring timely completion of environmental assessments or environmental impact statements, serving as the Government's technical representative for NEPA document development, or other actions requested and supported by appropriate resources.

cc: Gene Hubbard

