

Individual Permittee Qualifications

(Excerpt from Handbook H-8100-1)

b. Individual Qualifications.

(1) Permit Administrator

(a) Applications must show the name of the individual proposed to be responsible for carrying out the terms and special conditions of the permit and for complying with any other legal requirements applicable to the permitted activity. This individual must be legally empowered to obligate the applicant organization and must sign the application.

(b) Unless this individual is also named to fulfill other roles (such as Project Director/Principal Investigator or Field Supervisor/Crew Chief), it is not necessary for this individual to be a professionally qualified archeologist, historian, or architect.

(c) If this individual also proposes to serve as Project Director/Principal Investigator or Field Supervisor/Crew Chief, then the individual must meet the minimum qualifications for each position in which he/she will function.

(2) Project Director/Principal Investigator.

(a) Project Directors/Principal Investigators are responsible for planning and supervising the overall project. They review and approve all products that are submitted to the BLM. They are responsible for the professional quality of the report submitted, including any evaluations and recommendations.

(b) If this individual is also named to fulfill the role of Field Supervisor/Crew Chief, then the individual must also meet the minimum qualifications for that position as well.

(c) A Project Director/Principal Investigator must meet all of the following five qualification criteria.

i. A graduate degree in the appropriate discipline for the permitted activity (e.g., anthropology/archeology, history, or architecture); or a bachelor's degree in the appropriate discipline for the permitted activity plus at least 2 years of professionally supervised experience including similar duties as proposed in the application; and

ii. Experience in collecting, analyzing, and reporting comparable data to what will be collected and analyzed by the permitted activity; and

iii. Ability to plan, equip, staff, organize, and supervise cultural resources management (CRM) activities of the type and of a scale similar to what is proposed; and

iv. Ability to complete projects and submit final reports in a timely fashion; and

v. Completion of at least 16 months of professional CRM experience, including similar duties as proposed in the application. This experience must include at least four (4) months with comparable cultural resources in similar environmental settings. If equivalency of work experience is claimed in lieu of

a graduate degree in (i) above, the 16 months of experience required here will be considered to be included in and not in addition to the 2 years of experience required at (i).

(3) Field Supervisor/Crew Chief.

(a) Field Supervisors/Crew Chiefs carry out field projects and are in the field when field work is underway. This individual is responsible for the technical quality of the field work, for direct field site supervision of crew members and data gathering, for recommendations of site eligibility and further treatment, and for preparing site records and inventory/excavation reports.

(b) A Field Supervisor/Crew Chief must meet all of the following four qualifications:

i. A BA in the appropriate discipline for the project and at least 12 months of professional experience including similar duties to what is proposed in the application; or 30 months of professional CRM experience similar to that proposed in the application; and

ii. Experience in collecting, analyzing, and reporting comparable data to what will be collected and analyzed by the permitted activity; and

iii. Demonstrated ability to supervise activities of the type and scope as proposed in the application; and

iv. Documented Fieldwork. An appropriate level of local field experience must be demonstrated in one of two ways. First, at least 4 months of field experience (including at least 3 months of inventory experience if the application is for a survey permit) must be demonstrated within the permit areas applied for as shown in Appendices 4 and/or 5 or in adjacent areas if the projects involved similar cultural resources. This may be part of the experience required for (i) above. Or second, a PI/PD may qualify to function as CC/FS if he/she follows the process described in Appendix 7. (This process substitutes preparation of a Class I Overview and re-recording a representative sample of sites in the permit area for the 3 months of survey experience).

(c) Training courses sponsored by the New Mexico BLM may be credited towards the 60 days of local survey experience. Two days of credit will be awarded for every day of training received. Permit applicants will be required to submit photocopies of certificates of completion for the training.

(d) For purposes of evaluating professional work experience, 20 days constitutes one month. One workday, even if it is slightly more or less than 8 hours, counts as a single day. Thus if an individual worked for no less than 6 hours or 10 hours or more in a single day, that workday would count as one day.

(4) Permittees are required to utilize the proposed curriculum vitae format and chart of experience depicted in [Illustration 3 \(PDF\)](#). Organization of information in the model vitae and charts will facilitate uniform consideration of applicant qualifications.