

**FSH 5409.13 - LAND ACQUISITION HANDBOOK
CHAPTER 30 - LAND EXCHANGE**

39 - Exhibit 02

IMPLEMENTATION SCHEDULE

Land-for-Land Exchange

Case Name: Action Item Feasibility Analysis (Items 1-8)	Responsible for Preparation	Responsible for Costs	Target Date
1. Exchange Proposal - Define the Estates	Non-Fed/FS		
2. Forest Plan Compliance Review/Public Benefits Summary	FS		
3. Obtain Title Insurance Commitment	Non-Fed/FS	Non-Fed Party	
4. Boundary Management Review	Forest Surveyor		
5. Federal Land Status Report	FS		
6. *Water Rights Analysis	Hydro/Appraiser		
7. Valuation Consultation	Appraiser		
8. Identify Party Responsible for Costs	Non-Fed/FS		
9. Draft ATI & Exhibits	FS		
10.**Oversight (FA and Draft ATI)	RO/WO		
11. Execute Agreement To Initiate (ATI)	Non-Fed/SO/RO		
12. *Request BLM Serialization/ Segregation	FS		
13. Prepare Notice of Publication/Posting	FS		
14. Notify County Commissioners, State Clearinghouse, Congressional Delegations, Tribal Governments, and other Agencies	FS		
15.**Submit Notice of Publication for 30-day Appropriation Committee Review	FS		
16. *Notify Permittees	FS		
17. 4-Week Publication Period, Including Wetlands and Floodplains Information	FS		
18. Initiate Public Scoping	FS		
19. *Request Land Survey (BLM/Forest Service)	FS		
20. *Request Withdrawal Revocation(s)	FS		
21. *Prepare Mineral Potential Report			
22. Complete Certificate of Possession	FS		
23. Obtain SHPO Concurrence	FS		

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Case Name: Action Item	Responsible for Preparation	Responsible for Costs	Target Date
24. Prepare TES Report/Consultation			
25. Prepare Wetlands/Floodplains Report			
26. Prepare Hazardous Substances Evaluation	Non-Fed/FS		
27. Analyze Effects on Cost Share Agreements	FS		
28. Request Appraisals	FS		
29. Finalize Appraisals	Appraiser		
30. Prepare Appropriate NEPA Documentation	FS		
31.*Request BLM Concurrence on Minerals	FS		
32. *NEPA Comment Period	FS		
33. Appraisal Reviews and Approvals	Appraiser		
34. Certificate of Use and Consent	FS		
35. Agreement on Values	Non-Fed/FS		
36. Finalize NEPA Document	FS		
37. Draft Decision Document	FS		
38. Draft Exchange Agreement (optional)	FS		
39.**Oversight (NEPA document and supporting documents, draft decision, appraisals and reviews, draft exchange agreement, and initial file material)	RO/WO		
40. Issue Decision	FS		
41. Publish Decision	FS		
42. Appeal Period	FS		
43.*** Certify Estate Consistency	FS		
44. Request Preliminary Title Opinion	FS		
45. Provide Preliminary Title Opinion	OGC		
46. Execute Exchange Agreement (optional)	Non-Fed/FS		
47. Prepare Form FS-5400-10 (Digest)	FS		
48. *Submit to WO for Congressional Oversight	FS		

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Case Name: Action Item	Responsible for Preparation	Responsible for Costs	Target Date
49. Record Exchange Agreement and Update Title Commitments (optional)	Non-Fed/FS		
50. *Prepare/Obtain Easements, Relinquishments for Special Use Permits	Non-Fed/FS		
51. Prepare Deed to Non-Federal Land; Patent Request/Exchange Deed to Federal Land	Non-Fed/FS		
52. Supplemental Certificate of Possession	FS		
53. *Execute Easements/Relinquishment	Non-Fed/FS		
54. Execute Deeds to Non-Federal Land	Non-Fed		
55. Deliver Deeds and/or Patent	FS		
56. Record Patent and All Deeds and/or Patent	Non-Fed/FS		
57. File Water Rights Transfer/Use Documents	Non-Fed/FS		
58. Return Deeds to Non-Federal Land with Title Insurance Policy	Non-Fed Party		
59. Final Certificate of Use and Consent	FS		
60. Return Copies of Recorded Patent or Deeds to RO	FS		
61. Submit Final Form FS-5400-10 (Digest) to WO	FS		
62. Request Final Title Opinion	FS		
63. Provide Final Title Opinion	OGC		
64. Post Status and Close Case	FS		

* If applicable/if needed.

** Regional oversight applies to ALL cases. WO review required commensurate with WO designated value threshold.

***Certify that the estate appraised is identical to the physical estate; estate noted in Decision Document, Exchange Agreement, and Deeds.