

U.S. Fish & Wildlife Service

Employee Pocket Guide

*Conserving the
Nature of America
2001*



Employee Pocket Guide

Conserving the Nature of America

January – December 2001

The U.S. Fish & Wildlife Service Employee Pocket Guide was prepared by the National Outreach Team as a tool for every employee. It provides useful information to help you spread the word about America's natural resources and the Service's role in conserving them. If you would like to view and print a larger version of "The U.S. Fish & Wildlife Service Employee Pocket Guide," go to the Service Intranet page sii.fws.gov/Outreach/PocketGuide.htm for the pdf file.

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Introduction

Past and Present

Over a hundred years ago, America's fish and wildlife resources were declining at an alarming rate. Concerned scientists, hunting and angling groups, and citizens joined together to restore and sustain our national wildlife heritage. This was the genesis of the U.S. Fish and Wildlife Service, the principal Federal agency responsible for conserving, protecting and enhancing fish, wildlife, and plants and their habitats for the continuing benefit of the American people.

Today, the Service enforces Federal wildlife laws, manages migratory bird populations, restores nationally significant fisheries, conserves and restores vital wildlife habitat, protects and recovers endangered species, and helps other governments with conservation efforts. It also administers a Federal Aid program that distributes hundreds of millions of dollars annually to States for fish and wildlife restoration, boating access, hunter education, and related projects across America. The funds come from Federal excise taxes on fishing, hunting and boating equipment.

Conserving Healthy Habitats

Habitat loss is the major reason for the decline of most of the world's fish, wildlife, and plant species. The Service helps conserve habitat through the National Wildlife Refuge System. In addition, the agency partners with other public and private landowners to help conserve plant and wildlife ecosystems outside Service lands. To ensure the health of wildlife habitat, employees examine the effects of Federal activities on fish and wildlife species and their habitats, as well as monitor environmental contaminants affecting fish and wildlife.

Restoring Declining Species

The Service seeks to restore declining species through wildlife conservation and management, enforcing fish and wildlife laws, control of exotic nuisance species, and informing citizens how they can help. National wildlife refuges and national fish hatcheries play a critical role in protecting and restoring depleted species.

Working With Others

Sustaining our nation's fish and wildlife resources is a task that can be accomplished only through the combined efforts of governments, businesses, and private citizens. The Service works with State and Federal agencies and Tribal governments, helps corporate and private landowners conserve habitat, cooperates with other nations to halt illegal wildlife trade, and partners with volunteers at national wildlife refuges and other locations across the country.

Education and Training

A highly trained workforce and an informed public are critical to the future of America's fish and wildlife. The Service conducts conservation training for its employees and natural resource organizations both in the United States and around the world. The Service provides scientific, policy and education information to the public.

Places for Wildlife and People

People and nature are linked through spiritual, recreational, and cultural ties. Wildlife and wild places give people special opportunities to have fun, relax and appreciate our natural world. Whether through birdwatching, fishing, hunting, photography, or other wildlife pursuits, wildlife recreation contributes millions of dollars to local economies. Our fish and wildlife heritage contributes to the quality of our lives and is an integral part of our nation's greatness. As citizens of our global community, we can all work together to conserve the nature of our world.

FWS Fundamentals

Mission Statement

The mission of the U.S. Fish and Wildlife Service is working with others to conserve, protect, and enhance fish, wildlife, and plants and their habitats for the continuing benefit of the American people.

Diversity Statement

The U.S. Fish and Wildlife Service strives for a work force that reflects the cultural, ethnic, and gender diversity of the Nation, including people with disabilities.

Principles of Performance (Strategic Plan, 2000-2005)

- Sound fish and wildlife biology.
- Collaborative approaches in stewardship.
- Build and strengthen conservation partnerships.
- Education, information and communication.
- Workforce excellence.
- Stakeholder participation.
- Maintaining fish and wildlife laws.
- Ecosystem health.

Director's Initiatives

Early in my term as Director, I set four major conservation priorities for the Service:

- to strengthen our ecosystem approach;
- to lift migratory bird conservation to a higher level;
- to lead efforts to prevent the introduction and spread of invasive species; and
- to set the course for the future of America's National Wildlife Refuge System.

I believe these four areas still represent key elements of the U.S. Fish and Wildlife Service's mission. Our success in these areas will determine not only the future of the Service but of the conservation legacy we leave generations to come. I am exceedingly proud of what the Service has accomplished thus far: our ecosystem teams have forged important and creative partnerships; the North American Bird Conservation Initiative has taken wing; our invasive species control efforts have shown positive results; and our National Wildlife Refuge System is growing healthier and stronger as we approach its grand centennial celebration. The momentum is on our side. I ask all employees to continue to give 100 percent and to help make the turn of the millennium a meaningful moment in U.S. Fish and Wildlife Service history.



Jamie Rappaport Clark
Director
U.S. Fish and Wildlife Service

Chronology of the U.S. Fish & Wildlife Service

The Service traces its origins to the U.S. Commission on Fish and Fisheries in the Department of Commerce and the Division of Economic Ornithology and Mammalogy in the Department of Agriculture. Both programs were created to help stem the dramatic decline of the nation's fish and wildlife resources during the last quarter of the 19th century. The Service's history has closely mirrored the American public's growing concern with conservation and environmental issues for over 125 years.

1871 The U.S. Commission on Fish and Fisheries is created by Congress and charged with studying and recommending solutions to the decline in food fishes and to promote fish culture. Spencer Fullerton Baird is appointed as the first Commissioner. A year later, the Commission's Baird Station in northern California is used to collect, fertilize and ship salmon eggs by rail to the East Coast.

1885 The Division of Economic Ornithology and Mammalogy is established in the Department of Agriculture. With Clinton Hart Merriam appointed as its first Chief, much of the Division's early work focuses on studying the positive effects of birds in controlling agricultural pests and defining the geographical distribution of animals and plants throughout the country. The Division later expands and is renamed the Bureau of Biological Survey.

1900 The Lacey Act becomes the first Federal law protecting wildlife, prohibiting the interstate shipment of illegally taken game and importation of injurious species.

1903 The first Federal Bird Reservation is established by President Theodore Roosevelt on Pelican Island, Florida, and placed under the jurisdiction of the Biological Survey. Pelican Island and other early Federal wildlife reservations are re-designated as "National Wildlife Refuges" in 1942.

1918 The Migratory Bird Treaty Act is passed implementing the Convention Between the U.S. and Great Britain (for Canada) for

the Protection of Migratory Birds. The Act, a landmark in wildlife legislation, provides for the regulation of migratory bird hunting.

1930's Thousands of workers employed by the Civilian Conservation Corps and Works Progress Administration improve habitat and build the infrastructure of over 50 wildlife refuges and fish hatcheries.

1934 The Migratory Bird Hunting Stamp Act, popularly known as the “Duck Stamp Act,” is passed by Congress. The Act requires the purchase of a stamp by waterfowl hunters. Revenue generated by the stamp is used to acquire important wetlands. Since its inception, the program has helped protect approximately 4.5 million acres of waterfowl habitat.

1934 Jay Norwood (“Ding”) Darling is appointed Chief of the Bureau of Biological Survey. Darling’s brief tenure results in a new ambitious course for the agency to acquire and protect vital wetlands and other habitat throughout the country.

1937 The Federal Aid in Wildlife Restoration Act (a.k.a. Pittman-Robertson Act) is passed by Congress to provide funding to State to help restore and manage wild birds and mammals and their habitat, and to educate hunters in safe, ethical hunting practices.

1939 The Bureaus of Fisheries and Biological Survey are moved to the Department of the Interior and the following year combined to create the Service.

1946 In response to amendments to the Fish and Wildlife Coordination Act, the Service establishes a River Basins Study program to help minimize and prevent damage to fish and wildlife resulting from Federal water projects.

1947 The Service officially establishes a program recognizing North America’s four migratory bird flyways in an effort to improve the management of migratory waterfowl hunting.

Chronology – *continued*

1950 The Service's Federal Aid in Sport Fish Restoration Act (a.k.a. Dingell-Johnson Act) is passed to create a program for helping States restore and improve America's fishery resources. It is patterned after the Federal Aid in Wildlife Restoration Act passed in 1937.

1966 The first piece of comprehensive legislation addressing the management of refuges, the National Wildlife Refuge System Administration Act, is passed. The Act provides new guidance for administering the System and requires that proposed uses on refuges must be "compatible" with refuge purposes.

1970 The Bureau of Commercial Fisheries, an arm of the Service, is transferred to the Department of Commerce and renamed the National Marine Fisheries Service.

1973 The Endangered Species Act is passed by Congress to protect endangered plants and animals. Building upon legislation passed in 1966 and 1969, the new law expands and strengthens efforts to protect species domestically and internationally. The Service and the National Marine Fisheries Service (Commerce) assume responsibility for administering the Act.

1980 Passage of the Alaska National Interest Lands Conservation Act dramatically expands the size of the National Wildlife Refuge System, adding nine new refuges, expanding seven existing refuges, adding over 53 million acres of land and designating numerous wilderness areas.

1997 Passage of the National Wildlife Refuge System Improvement Act provides the first "organic" legislation for the management of the Refuge System. The Act amends the 1966 Act and strengthens the mission of the Refuge System, clarifies the compatibility standard for public uses of refuges, and requires the completion of comprehensive plans for every refuge.

Service Emblems — Past and Present



c. 1946



c. 1950



1963-1974



1978-present

The Government Performance and Results Act

www.fws.gov/r9gpra/

The Government Performance and Results Act (GPRA), enacted in 1993, requires Federal agencies to establish standards measuring their performance and effectiveness. The law requires Federal agencies to develop strategic plans describing their overall goals and objectives, annual performance plans containing quantifiable measures of their progress, and performance reports describing their success in meeting those standards and measures.

The Service is guided by four principal mission goals and 14 long-term goals that will conserve America's fish and wildlife populations, ensure habitats for these populations, increase opportunities for the public to enjoy these resources, and support and strengthen partnerships with Tribal Governments, states, and local governments. We are committed to the accomplishment of the 14 long-term goals by 2005, and will report annually to the American people on our success in meeting these goals.

Goal 1. Sustainability of Fish and Wildlife Populations

Conserve, protect, restore, and enhance fish, wildlife, and plant populations entrusted to our care. By 2005:

1.1 Migratory Bird Populations: 20% (5) of migratory bird populations demonstrate improvements in their population status.

1.2 Imperiled Species: Through 2005, 371 species listed under the Endangered Species Act as endangered or threatened a decade or more are either stable or improving, 15 species are delisted due to recovery, and listing of 12 species at risk is made unnecessary due to conservation agreements.

1.3 Interjurisdictional Fish: 12 depressed interjurisdictional native fish populations are restored to self-sustaining or, where appropriate, harvestable levels.

1.4 Marine Mammals: Three marine mammal stocks will have current censuses available to maintain populations at optimum sustainable levels; harvest guidelines for all marine mammal stocks will be in place, through cooperative management agreements, for continued subsistence uses.

1.5 Species of International Concern: 40 priority species of international concern will be conserved.

1.6 Invasive Species: The Service will prevent importation and expansion, or reduce the range (or population density) of aquatic and terrestrial invasive species on and off Service lands by controlling them on 13,450 acres off Service lands and on 850,000 acres within the National Wildlife Refuge System, conducting risk assessments on 20 high risk invasive species for possible amendment of the injurious wildlife list, and developing 5 additional cooperative prevention and/or control programs for aquatic invasive species (coordinated through the ANS Task Force).

Goal 2. Habitat Conservation: A Network of Lands & Waters

Cooperating with others, we will conserve an ecologically diverse network of lands and waters – of various ownerships – providing habitats for fish, wildlife, and habitat. By 2005:

2.1 Habitat Conservation On-Service Lands: Meet the identified habitat needs of Service lands that support fish and wildlife species populations through the restoration of 600,000 acres, and annual management/enhancement of 3.2 million acres of habitats, and the addition of 1.275 million acres within Refuge boundaries.

2.2 Infrastructure Stewardship On Service Lands: 23% of mission critical water management and public use facilities will be in fair or good condition as measured by the Facilities Condition Index.

2.3 Habitat Conservation Off Service Lands: Improve fish and wildlife populations focusing on trust resources, threatened and endangered species, and species of special concern by enhancing and/or restoring or establishing 280,000 acres of

wetlands habitat, restoring 524,000 acres of upland habitats, and enhancing and/or restoring 4,150 riparian or stream miles of habitat off-Service lands through partnerships and other identified conservation strategies.

Goal 3. Public Use and Enjoyment

Provide opportunities to the public to enjoy, understand, and participate in the use and conservation of fish and wildlife resources. By 2005:

3.1 Public Use On Service Lands: Compatible, wildlife-dependent recreational visits to National Wildlife Refuges and National Fish Hatcheries have increased by 20 % from the 1997 levels.

3.2 Opportunities for Participating in Conservation On Service Lands: Volunteer participation hours in Service programs increased by 7% and refuges and hatcheries have 155 new friends groups from the 1997 levels.

Goal 4. Partnerships in Natural Resources:

Support and strengthen partnerships with tribal, state, and local governments and others in their efforts to conserve and enjoy fish, wildlife, and plants and habitats. By 2005:

4.1 Tribal Governments: Improve fish and wildlife populations and their habitats by increasing the annual Service fish and wildlife assistance to Native American tribes in furtherance of the Native American policy to 8 training sessions, 75 tribal participants, 20 technical assistance projects, 10 new cooperative agreements, and 20 tribal consultations.

4.2 Sport Fish and Wildlife Restoration Grants Management: Service will improve grants management through automation for 80% of the states' and territories' grant proposals.

4.3 Partnerships in Accountability: Service will have in place processes and procedures to assure accuracy, consistency, and integrity in all its Federal Aid internal and external financial programs.

Permits Programs

permits.fws.gov

Leaving a Lasting Legacy: The mission of the Permits Programs is to administer programs that promote long term conservation of animals, plants, and their habitats and that encourage joint stewardship with others.

During the past one hundred years, the United States has enacted numerous wildlife laws to protect our heritage of wild animals and plants and their habitats. Four Service divisions—Endangered Species, Law Enforcement, Migratory Bird Management and Management Authority—issue permits under these laws at the national, regional and wildlife port levels. The Permits Programs is a cross-program initiative to help the public receive clear, consistent permit information. The following laws use permits to help conserve these protected resources.

Conservation Laws

Bald and Golden Eagle Protection Act: Permits issued to take, possess, and transport bald and golden eagles for scientific, educational, and Indian religious purposes, depredation, and falconry. *Contact: Migratory Bird Management.*

Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES): Permits issued to import, export, and re-export listed species for commercial and noncommercial purposes. *Contact: Management Authority and Law Enforcement* (Contact LE for export of certain fur species and re-export of Appendix-II or -III wildlife).

Endangered Species Act: Permits issued for take, interstate and foreign commerce, import, and export of listed species for scientific research and enhancement activities, incidental take, and conservation activities on private lands. Also for zoological, horticultural, or botanical exhibition purposes for threatened

Permits Programs – *continued*

species. *Contact: Endangered Species* (for native species, except for import or export) or *Management Authority* (for foreign species and for import/export of domestic and foreign species).

Lacey Act: Permits issued to import, transport, and acquire injurious wildlife for zoological, educational, medical, or scientific purposes. *Contact: Management Authority.*

Marine Mammal Protection Act: Permits issued to take and import marine mammals for scientific research, public display, enhancing the survival or recovery of a species or stock, educational or commercial photography, and import of personal sport-hunted polar bears. *Contact: Management Authority.*

Migratory Bird Treaty Act: Permits issued to take, possess, transport, sell, purchase, barter, import, and export migratory birds for scientific collecting, banding and marking, falconry, raptor propagation, depredation, taxidermy, waterfowl sale and disposal, and special purposes. *Contact: Migratory Bird Management.*

National Wildlife Refuge System Improvement Act: Special use permits issued when uses of NWRs are compatible with the purpose(s) for which the refuge was established, and the mission of the National Wildlife Refuge System. *Contact: Each National Wildlife Refuge.*

Wild Bird Conservation Act (WBCA): Permits issued to import exotic bird species for scientific research, zoological breeding or display, cooperative breeding, and personal pet purposes. *Contact: Management Authority.*

All wildlife: Import/export licenses and designated port exception permits. *Contact: Law Enforcement.*

Permits Programs Contact Offices

Region 1

	Telephone	Fax
Endangered Species	503/231 6155	503/231 6243
Law Enforcement	503/231 6125	503/231 6197
Migratory Bird	503/872 2715	503/231 2364

Region 2

Endangered Species	505/248 6649	505/248 6922
Law Enforcement	505/248 7891	505/248 7901
Migratory Bird	505/248 7882	505/248 7885

Region 3

Endangered Species	612/713 5343	612/713 5292
Law Enforcement	773/894 2910 x 121	773/894 2916
Migratory Bird	612/713 5436	612/713 5286

Region 4

Endangered Species	404/679 4176	404/679 7081
Law Enforcement	404/679 7195	404/679 7065
Migratory Bird	404/679 7070	404/679 4180

Region 5

Endangered Species	413/253 8628	413/253 8482
Law Enforcement	516/825 3950	516/825 1929
Migratory Bird	413/253 8641	413/253 8424

Region 6

Endangered Species	303/236 7400 x 251	303/236 0027
Law Enforcement	303/287 2110	303/287 1570
Migratory Bird	303/236 8171	303/236 8680

Region 7

Endangered Species	907/271 2781	907/271 2786
Law Enforcement	907/786 3311	907/786 3313
Migratory Bird	907/786 3693	907/786 3641

Region 9

Management Authority	800/358 2104	703/358 2281
MA Fax Retrieval System		800/770 0150

The Ecosystem Approach

ecosystem.fws.gov

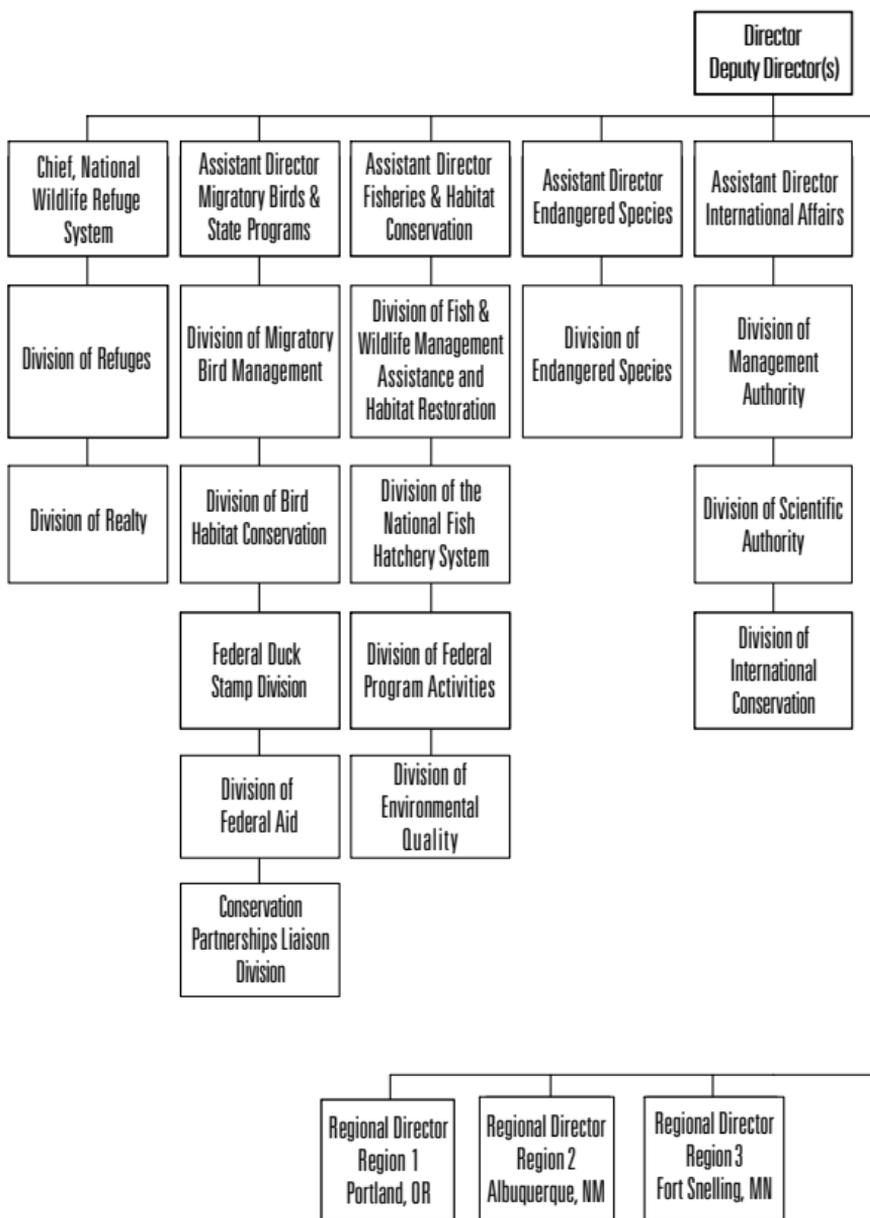
“A thing is right when it tends to preserve the integrity, stability, and beauty of the biotic community. It is wrong when it tends otherwise.” —Aldo Leopold

In 1994, the Service adopted the Ecosystem Approach to Fish and Wildlife Conservation, answering Aldo Leopold’s call to treat the landscape as a community, a whole much greater than the sum of the parts. The Ecosystem Approach achieves landscape-level conservation of fish, wildlife, plants, and their habitats through cross program coordination within the Service and partnership with organizations and individuals external to the Service.

The Service established 53 ecosystem units based on U.S. Geological Survey watersheds. The Directorate envisioned ecosystem teams as the forum for communication and cooperation among refuges, hatcheries, fisheries and Ecological Services field stations as well as other components of the Service.

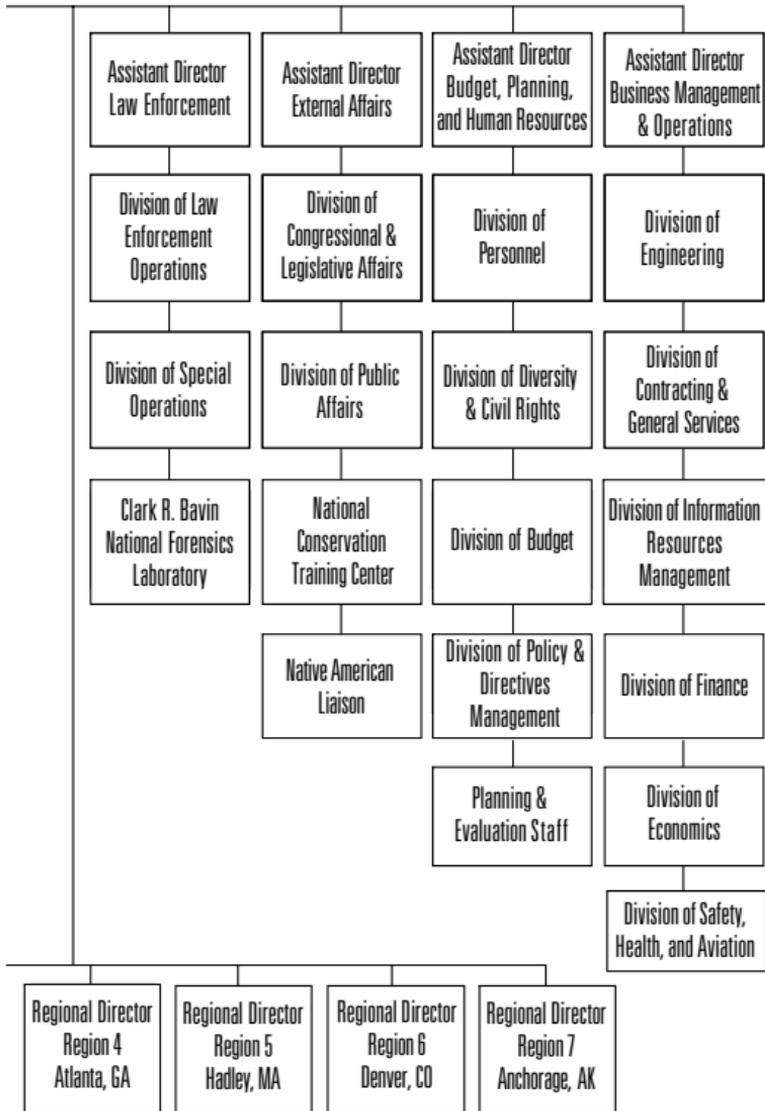
Ecosystem Unit	Lead Region
1. North Pacific Coast	1
2. Klamath/ Central Pacific Coast	1
3. Central Valley of CA/ San Francisco Bay	1
4. South California	1
5. Columbia Basin	1
6. Interior Basin	1
7. Lower Colorado River	2
8. Gila/Salt/ Verde River	2
9. Middle and Upper Rio Grande	2
10. Lower Rio Grande	2
11. Pecos River	2
12. Edwards Plateau	2
13. East Texas	2
14. Texas Gulf Coast	2
15. Arkansas/ Red Rivers	2
16. Southern Appalachians	4

Ecosystem Unit	Lead Region
17. Upper Colorado River	6
18. Platte/ Kansas Rivers	6
19. Upper Missouri/ Yellowstone Rivers	6
20. Missouri Main Stem	6
21. Lower Missouri River	3
22. Mississippi Headwaters/ Tallgrass Prairie	3
23. Upper Mississippi River/ Tallgrass Prairie	3
24. Great Lakes	3
25. Ozark Watersheds	3
26. Ohio River Valley	3
27. Lower Mississippi River	4
28. Tennessee/ Cumberland River	4
29. Central Gulf Watersheds	4
30. Florida Panhandle Watersheds	4
31. Altamaha Watershed	4
32. Peninsular Florida (North Florida)	4
33. Savannah/ Santee/ Pee Dee Rivers	4
34. Roanoke/ Tar/ Neuse/ Cape Fear Rivers	4
35. Caribbean	4
36. Delaware River/ Delmarva Coastal Area	5
37. Hudson River/ New York Bight	5
38. Connecticut River/ Long Island Sound	5
39. Gulf of Maine Rivers	5
40. Lake Champlain	5
41. Chesapeake Bay/ Susquehanna River	5
42. Pacific Islands	1
43. Arctic Alaska	7
44. Northwest Alaska	7
45. Interior Alaska	7
46. Southeast Alaska	7
47. South Central Alaska	7
48. Bristol Bay/ Kodiak	7
49. Yukon - Kuskokwim Delta	7
50. Bering Sea/ Aleutian Islands	7
51. Beaufort/ Chukchi Seas	7
52. N. Pacific/ Gulf of Alaska	7
53. South Florida	4



Approved: /s/ Jamie R. Clark

Organization Chart



Date: 8/31/00

Bird Habitat Conservation

4401 N. Fairfax Drive, Mail Stop 110

Arlington, VA 22203

Phone: 703/358 1784 Fax: 703/358 2282

northamerican.fws.gov

Background *(formerly North American Waterfowl and Wetlands Office)*

By the mid-1980s, waterfowl populations had plummeted to record lows because of drought and habitat loss. Canadian and U.S. governments took active steps and in 1986 signed the North American Waterfowl Management Plan (Plan). Mexico signed in 1994, when the Plan was updated. The goal is to restore waterfowl populations to 1970s levels through public-private partnerships that conserve wetland habitats. To ensure funding, Congress passed the North American Wetlands Conservation Act in 1989. The Act established a grants program which, from 1991 to 2000, has matched \$335 million in grants with \$874 million in partner contributions to conserve over 4.6 million acres of wetlands and associated habitats in Canada, the U.S., and Mexico.

Roles & Responsibilities

Located within Migratory Birds and State Programs, the Division of Bird Habitat Conservation supports partnerships that deliver national and international management plans to conserve habitat for migratory birds and other wildlife. In particular, it:

- administers the North American Wetlands Conservation Act program in the United States, Canada, and Mexico, and supports the North American Wetlands Conservation Council;
- supports 14 Plan joint ventures and their coordinators, regional staff, and management boards;
- supports habitat conservation of other national and international bird plans, such as Partners in Flight, U.S. Shorebird Plan, and North American Colonial Waterbird Plan, and supports the North American Bird Conservation Initiative; and
- supports the Adaptive Management and Assessment Team.

Business Management and Operations

1849 C Street, NW, Mail Stop 3022-MIB

Washington, DC 20240

Phone: 202/208 4888 Fax: 202/208 3143

Background *(formerly Administration)*

Business Management and Operations is an integral part of the Service's day-to-day operations providing a foundation and the necessary tools for all natural resource programs to accomplish their mission. Functional areas include: financial management, engineering, contracting and general services, information resources management, Servicewide occupational safety, health, aircraft management, and economic analysis.

Roles & Responsibilities of Divisions

Finance - Directs accounting and financial operations focusing on accounting policies, fund control, travel, cash management, debt collection, cost recovery activities, investment program and internal/external financial reporting. www.fws.gov/r9finance/

Engineering - Directs the Service's engineering, construction, dam safety, bridge safety, seismic safety, energy management, and facilities maintenance activities. sii.fws.gov/r9eng/

Contracting & General Services - Develops policy and manages programs for Federal acquisition and assistance, personal property, Government quarters, and the motor vehicle fleet. Also manages office facilities at the Washington Headquarters and at most Regional Offices. www.fws.gov/r9cgs/

Information Resources Management - Directs the Service's information system activities, including voice/data systems, telecommunications operations and systems security. irm.fws.gov/

Safety, Health and Aviation - Develops and administers safety and occupational health and aviation policies and procedures to prevent and reduce employee injuries and work related illnesses. www.fws.gov/r9osh/

Economics - Conducts economic analyses to meet legislative requirements and Executive Orders. Provides programs with technical assistance during the decision-making process on critical habitat designations and natural resource valuations.

Budget, Planning and Human Resources

1849 C Street, NW, Mail Stop 3242

Washington, DC 20240

Phone: 202/208 3736 Fax: 202/208 3143

Background (formerly Planning and Budget)

Budget, Planning and Human Resources has the authority and responsibility to develop policy directives; budget formulation and execution; and resource allocation and analyses, as well as forecasting workforce requirements and ensuring that legal, regulatory, and Departmental policies are adhered to in all functional areas.

Roles & Responsibilities (of Divisions)

Personnel - Develops and administers personnel management policies, programs, systems, and procedures for the most effective management of human resources. personnel.fws.gov/

Diversity and Civil Rights - Develops and administers equal opportunity and civil rights policies and programs. DCR is responsible for Affirmative Employment and Diversity; alternative dispute resolution and discrimination complaints; educational partnerships; accessibility for individuals with disabilities; Environmental Justice and Job Corps. dcr.fws.gov

Budget - Directs and manages the budget formulation process prescribing policies, procedures, and controls, and ensures compliance with Administration objectives and conformance to statutory authorities. Budget maintains control of the budget process and the limitation of funds imposed by Congress and OMB.

Policy and Directives Management - Develops, administers and reviews Servicewide policies, systems and procedures for a diverse group of activities, such as directives; information collection; advisory committees; records, reports and forms management; patents and inventions; FOIA/Privacy Acts; and OIG and GAO audits. pdm.fws.gov

Planning and Evaluation Staff - Administers GPRA, coordinating the development and maintenance of the Service's Strategic Plan, annual performance plans, and program performance reports. www.fws.gov/r9gpra/

Congressional and Legislative Affairs

1849 C Street, NW, Mail Stop 3038

Washington, DC 20240

Phone: 202/208 5403 Fax: 202/208 7059

laws.fws.gov/

Background

The Division of Congressional and Legislative Affairs serves as liaison between the Service and Congress, and is responsible for the Service's legislative and congressional relations activities. Located within External Affairs, Congressional and Legislative Affairs also coordinates Congressional and Legislative activities with the region's Congressional Liaisons.

In 1999, the Congressional and Legislative Affairs conducted 101 meetings and 62 briefings to educate Members of Congress, Senators and their staffs about USFWS programs. Approximately 25,000 Congressional and legislative inquiries are handled by Congressional and Legislative Affairs. In 2000, inquiries are predicted to increase to nearly 28,000.

Roles and Responsibilities:

Congressional and Legislative Affairs staff:

- are responsible for the Service's legislative and congressional relations activities, and for making recommendations for initiatives to the Assistant Director - External Affairs;
- prepare legislative programs and reviews, and reports on legislation referred by the Department of the Interior; coordinating the Service view with other bureaus and offices to achieve Service objectives;
- serve as central contact for the Office of Congressional and Intergovernmental Affairs and individual Members and Committees of the Congress; and
- provide information and material in response to congressional inquiries and other assistance as required by Members of Congress.

Conservation Partnerships Liaison

4040 N. Fairfax Drive, Mail Stop 132A

Arlington, VA 22203

Phone: 703/358 1711 Fax: 703/358 2548

www.fws.gov/r9sfbpc/

Background

Located within Migratory Birds and State Programs, the Conservation Partnerships Liaison Division manages Service support for the federally chartered Sport Fishing and Boating Partnership Council (SFBPC) and for the Recreational Boating and Fishing Foundation (RBFF). The SFBPC was established in 1993 to advise the Director and the Secretary of the Interior on sport fishing and boating issues. The RBFF, a non-profit organization created in 1998 works under a cooperative agreement with the Service to carry out a Congressionally mandated five-year, \$36 million communication effort to increase boating and fishing participation and promote conservation and the responsible use of aquatic resources.

Roles and Responsibilities

The Conservation Partnerships Liaison Division works on national, regional and local levels to forge new conservation partnerships.

Endangered Species

4401 N. Fairfax Drive, Mail Stop 420

Arlington, VA 22203

Phone: 703/358 2171 Fax: 703/358 1735

endangered.fws.gov/

Background

The Endangered Species Act of 1973 recognizes that fish, wildlife, and plants “are of esthetic, ecological, educational, historical, recreational, and scientific value to the nation and its people.” The Endangered Species Division helps protect and recover our country’s threatened or endangered species, including Key deer, whooping cranes, and grizzly bears, and has prevented most listed species from becoming extinct. ES has reintroduced species to their former ranges, including the gray wolf, the black-footed ferret, and the California condor. It has contributed to the delisting of peregrine falcons and Aleutian Canada geese.

Roles & Responsibilities

Protecting endangered and threatened species and restoring them to a secure status in the wild is the main objective of the ES Division. Responsibilities include:

- listing, reclassifying, or delisting species;
- implementing actions for candidate species and other species at risk;
- consulting with Federal agencies whose activities may affect listed species, and issuing biological opinions;
- overseeing recovery activities for listed species; and
- funding State endangered species conservation efforts.

Only seven of the more than 1,700 listed U.S. and foreign species, subspecies and populations have gone extinct in the past 25 years; nearly half of the currently listed species are either stabilized or increasing in number. ES works to conserve species at risk in order to make listing them under the ESA unnecessary.

ES strives to make the Act work better and increase the flexibility and certainty for private landowners with endangered species on their property programs such as Candidate Conservation Agreements with Assurances, Safe Harbor Agreements and Habitat Conservation Plans. Financial assistance is also provided under the ESA Landowner Incentive Program.

Environmental Quality

4401 N. Fairfax Drive, Mail Stop 322

Arlington, VA 22203

Phone: 703/358 2148 Fax: 703/358 1800

contaminants.fws.gov/

Background (formerly Environmental Contaminants)

Concerns for pollution impacts on fish and wildlife began in the early 1900s, when water quality was studied as part of the fisheries research program. In the late 1940s, Service researchers made important strides by studying the effects of pesticides, such as DDT, on fish and wildlife.

National attention focused on the ecological effects of toxic chemicals after Service employee Rachel Carson published “Silent Spring” in 1962. Today, the Division of Environmental Quality is the only Federal program that investigates the effects of pollution, pesticides and other contaminants on fish and wildlife.

Each year, more than 7 billion pounds of toxic substances are released into the land, air, water and underground and more than 4.5 billion pounds of pesticides are used in the U.S. alone. The division’s goal is to prevent further degradation and to correct the effects of contaminants.

Roles & Responsibilities

Located within Fisheries and Habitat Conservation, the Division of Environmental Quality works with other agencies and the private sector to prevent, investigate, and mitigate the adverse impacts of environmental contaminants on fish and wildlife by:

- prevention - reviewing pending environmental legislation, consulting with other Federal agencies on their construction projects and reviewing Clean Water permits and pesticide use permits;
- investigations - evaluating contaminant exposure and effects on fish and wildlife resources, as well as evaluating contaminant impacts on the National Wildlife Refuge System; and through,
- Natural Resource Damage Assessment and Restoration - where specialists determine the effects of oil spills and hazardous substances releases on fish and wildlife, and ensure damages to those resources are restored.

Federal Aid

4401 North Fairfax Drive, Mail Stop 140

Arlington, Virginia 22203

Phone: 703/358 2156 Fax: 703/358 1837

fa.r9.fws.gov/

Background

The Federal Aid in Wildlife Restoration Act passed in 1937, creating a partnership between State and Federal governments, hunters, shooters, and their industries. The Act directed a Federal excise tax on firearms and ammunition to fund State wildlife projects, enabling States to actively restore wildlife. Today, more than \$3.7 billion has been used to restore whitetail deer, wild turkey, habitat and other wildlife, and provide hunter education.

The Sport Fish Restoration Act brought government, anglers and boaters together for the restoration of aquatic resources. States have received almost \$3.4 billion in the past fifty years to restore aquatic habitat, conduct fisheries research, create access to our waterways, and provide aquatic education. The Sport Fish Restoration Program has restored Striped Bass populations, funded research to prevent Whirling Disease in trout species, and taught more than 4.7 million Americans about fishing and our aquatic environment.

Roles and Responsibilities

Located within Migratory Birds and State Programs, the Division of Federal Aid manages the following initiatives;

- Federal Aid in Wildlife Restoration - Funds bird, mammal, and habitat restoration and management, and hunter education providing opportunities to hunt and shoot nationwide.
- Federal Aid in Sport Fish Restoration - Funds sport fish management, boating access, and aquatic education.
- Clean Vessel Act - Funds construction of pumpout and dump stations to keep boater sewage from our waters.
- Boating Infrastructure Grant Program - Funds tie-up facilities for transient boaters, connecting them to important destinations.
- Coastal Wetlands - Funds coastal wetland conservation projects.
- Partnerships for Wildlife - Funds non-game fish and wildlife conservation in cooperation with the National Fish and Wildlife Foundation, State agencies, and private organizations.

Federal Duck Stamp

1849 C Street, NW, Mail Stop 2058

Washington, DC 20240

Phone: 202/208 4354 Fax: 202/208 6296

duckstamps.fws.gov/ Sales Line: 877/887 5508

Background

On March 16, 1934, Congress passed and President Franklin D. Roosevelt signed the Migratory Bird Hunting Stamp Act. Popularly known as the Duck Stamp Act, it required all waterfowl hunters 16 years or older to buy a stamp annually. The revenue generated is earmarked for the Service to buy or lease waterfowl sanctuaries.

Over the years, the Federal Duck Stamp has evolved into a successful conservation program. Approximately 98% of Federal Duck Stamp dollars purchase wetlands and other areas for the National Wildlife Refuge System, saving habitat for various kinds of birds and animals. Federal Duck Stamps provide a permanent source of money to buy and preserve waterfowl habitat. This innovative idea has been adopted by every State in the United States and 16 countries around the world.

Some 635,000 hunters paid \$1 each for the first stamps, which went on sale August 22, 1934. The price has gradually risen to the current \$15. Today, close to 1.7 million stamps are sold each year. Duck Stamps are also popular with stamp collectors. A collector who bought each stamp the year it was issued would have paid a total of \$379 by 2001. That investment would now be worth over \$5,000.

Roles & Responsibilities

Located within Migratory Birds and State Programs, the Federal Duck Stamp Division promotes the stamp and licenses related stamp products to increase revenue for the Migratory Bird Conservation Fund.

The Federal Duck Stamp Division is an effective outreach arm of the Service, whether it is educating children through the Junior Duck Stamp Program, impressing customers with collectible licensed products or captivating audiences with the duck stamp original art tour.

Federal Program Activities

4401 N. Fairfax Drive, Mail Stop 400

Arlington, VA 22203

Phone: 703/358 2161 Fax: 703/358 1869

habitat.fws.gov/

Background *(formerly Habitat Conservation)*

The Division of Federal Program Activities, located within Fisheries and Habitat Conservation, plays a key role in preventing adverse impacts to wetlands and other sensitive habitats. This is accomplished primarily by recommending habitat enhancement, protection, and/or conservation measures during the planning and implementation of development projects that are Federally funded, permitted, or licensed. The division is also responsible for updating wetlands maps, evaluating wetlands status and trends, and providing habitat assessment information for Service trust species throughout the U. S.

Roles & Responsibilities

Project Planning - Assists Federal agencies and other parties needing permits and approval to develop land and water resources projects in an environmentally sensitive manner. These projects may include navigation, flood control, hydroelectric power, highways, irrigation projects, etc. Project Planning advocates environmental approaches which balances natural resource concerns while considering project goals. Project Planning plays a pivotal ecological role in conserving our Nation's resources.

Coastal Barrier Program - Administers provisions of the Coastal Barrier Resources Act and works with Congress to maintain the official Coastal Barrier Resources System maps.

Habitat Assessment - Develops and provides ecological information and habitat assessments to address the operational needs of the Service. These products support habitat status and trends reporting and natural resource decision-making by the Service and others to better protect and restore fish and wildlife.

National Wetlands Inventory - Produces resource maps, digital data, and reports on characteristics, extent, and status of the nation's wetlands, riparian, and deepwater habitats.

Fish and Wildlife Management Assistance and Habitat Restoration

4401 N. Fairfax Drive, Mail Stop 810

Arlington, VA 22203

Phone: 703/358 1718 Fax: 703/358 2044

fisheries.fws.gov/ partners.fws.gov/ fws.gov/cepcoastweb.html

Background *(formerly Fish and Wildlife Management)*

Many of the nation's native fish populations and other aquatic species are declining due to habitat degradation, inadequate fish passage, over-fishing, invasive species, poor land management and urbanization. Located within Fisheries and Habitat Conservation, the Division Fish and Wildlife Management and Habitat Restoration supports a wide array of activities, programs, and cooperative ventures, involving States, tribes, other Federal agencies, private and international interests to help curb further loss.

Roles & Responsibilities

Management Assistance - Provides scientific leadership and technical assistance in the management and restoration of the Nation's fishery resources and habitats, working in partnership with states, tribes, and others. Priorities include conservation of interjurisdictional and imperiled fishes, management assistance on tribal and federal lands, restoring fish passage, and conservation of polar bears, walrus, and sea otters under the Marine Mammal Protection Act. The program maintains 62 Fishery Resources Offices, 2 Sea Lamprey Control Offices, a Marine Mammals Management Office and a state-of-the-art Fish Genetics Laboratory.

The Coastal Program - Identifies coastal resource problems and solutions, seeks partnerships to carry out habitat restoration and protection projects, and encourages public action in 14 of the nation's highest priority coastal areas.

The Partners for Fish and Wildlife Program - Offers technical and financial assistance to private landowners for voluntary habitat restoration. The program emphasizes the reestablishment of native vegetation and ecological communities while meeting the needs of the landowner. In FY 99, the program restored over 460,000 acres of wetlands, 440,000 acres of prairie and uplands and 2,700 miles of stream.

International Affairs

4401 N. Fairfax Drive, Mail Stop 700

Arlington, VA 22203

Phone: 703/358 2093

Fax: 703/358 1855

international.fws.gov

CITES Permits: 800/358 2104

Background

The Service has various international responsibilities under some 40 conventions, treaties and agreements. Located within International Affairs, the Divisions of International Conservation, Management Authority and Scientific Authority implement these authorities for the benefit of wildlife. International Affairs provides leadership and assistance to other nations for wildlife management, conservation, and protection of global biodiversity. The divisions works with other governments and a variety of NGOs, scientific and conservation organizations, industry groups and hobbyists to ensure the effective implementation of treaties, laws and the global conservation of species.

Roles & Responsibilities of Divisions

Working with partners around the world to conserve species and their ecosystems, International Affairs:

- provides technical assistance to fish and wildlife managers in other countries;
- conserves species at risk through regulation of trade and implements policies with a broad impact on conservation;
- works closely with States and Native American tribes to help ensure conservation of U.S. species in trade;
- helps conserve wildlife that Americans care about through matching grants that support research and conservation for such species as African and Asian elephants, tigers, and rhinos;
- works with the scientific community to assess the conservation status of foreign species and ensure the conservation of species in trade; and
- regulates imports and exports to ensure species protection and sustainability.

Law Enforcement

4401 N. Fairfax Drive, Mail Stop 520

Arlington, VA 22203

Phone: 703/358 1949 Fax: 703/358 2271

www.le.fws.gov/ www.lab.fws.gov/

Background

In 1900, Congress passed the Lacey Act, the first Federal law to protect wildlife. Additional wildlife conservation laws followed, including the Migratory Bird Treaty Act, the Bald Eagle Protection Act, and the Endangered Species Act. All are upheld by Service law enforcement professionals.

Law Enforcement consists of the Divisions of Law Enforcement Operations and Special Operations, and the Clark R. Bavin National Fish and Wildlife Forensics Laboratory. Today, Service Law Enforcement contributes to virtually every aspect of wildlife conservation, from protecting endangered species and ecosystems to preserving opportunities for wildlife-related recreation. Service efforts target potentially devastating threats - illegal trade and commercialization, habitat destruction, and environmental contaminants. Innovative enforcement partnerships with industry groups are eliminating hazards to wildlife caused by oil pits, power lines, and pesticides.

Roles & Responsibilities

Law Enforcement investigates wildlife crimes; monitors a \$1 billion annual trade in wildlife and wildlife products, providing a frontline defense against illegal trafficking and helps Americans obey wildlife protection laws. This work includes:

- infiltrating international smuggling rings that target imperiled animals;
- preventing the commercial exploitation of protected U.S. species;
- protecting wildlife from environmental hazards and safeguarding critical habitat;
- inspecting wildlife shipments to ensure compliance with laws and treaties; and
- using forensic science to analyze evidence and solve wildlife crimes.

Migratory Bird Management

4401 N. Fairfax Drive, Mail Stop 634

Arlington, Virginia 22203

Phone: 703/358 1714 Fax: 703/358 2217

migratorybirds.fws.gov/

Background

Migratory birds cross the boundaries of nations, watersheds and ecosystems. The first law calling for international cooperation to conserve migratory birds was passed in 1918. Far-reaching for its time, the Migratory Bird Treaty Act guides the work of the Division of Migratory Bird Management today.

Through the Partners in Flight network and other consortiums, this division develops many projects to conserve and monitor a variety of species throughout the Western Hemisphere. Located within Migratory Bird and State Programs, Migratory Bird Management also works closely with the Division of Bird Habitat Conservation to support the North American Waterfowl Management Plan, the most important initiative to conserve waterfowl in the second half of the 20th century.

Roles & Responsibilities

The Division of Migratory Bird Management works to:

- conserve migratory bird populations and their habitats to prevent them from being considered as threatened or endangered; and
- ensure continued opportunities for Americans to enjoy both consumptive and non-consumptive uses of migratory birds and their habitats. It is estimated that 63 million Americans are bird watchers, generating more than \$20 billion annually for the economy.

To accomplish these goals, the program supports activities such as monitoring. Only through knowledge of the status and trends of a species, and the habitats in which it occurs, can wildlife managers take appropriate actions to conserve birds and their habitat.

National Conservation Training Center

Route 1, Box 166

Shepherdstown, WV 25443

Phone: 304/876 1600 Fax: 304/876 7218

training.fws.gov Lodging Reservations: 304/876 7900

Background

The National Conservation Training Center was established in 1997 as a “home” for the Service to provide training and education services to the natural resource management community to better accomplish our common goal of conserving fish, wildlife, and plants, and their habitats. Located within External Affairs, NCTC brings training and education opportunities to Service employees, as well as conservation professionals from a variety of agencies and organizations.

NCTC is a gathering place where conservation professionals from all sectors can learn together in an environment especially designed for them. At the Shepherdstown campus, people from government, non-profit organizations, private industries, and other sectors can come together to learn new skills, share perspectives, break down barriers, establish networks, find common ground, and move toward field-based solutions built on consensus and mutual interest. President Clinton chose NCTC as the site to inaugurate the summit conference between Israel and Syria in January 2000.

NCTC dedicates itself to preserving the heritage of the Service and its predecessor agencies by collecting, interpreting, and disseminating the history of both the Service and the history of American conservation. Here, you'll find everything from Rachel Carson's magnifying glass to the original surveys for Pelican Island - America's first national wildlife refuge.

Roles & Responsibilities

To advance conservation of fish, wildlife, and plants and their habitats through leadership in:

- training for the Service and the conservation and resource management community;
- conservation education for the public; and
- fostering alliances among diverse interests.

National Fish Hatcheries

4401 N. Fairfax Drive, Mail Stop 810

Arlington, VA 22203

Phone: 703/358 1715 Fax: 703/358 2210

fisheries.fws.gov

Background

Fish have long been important to our nation, so much so that in 1871, Congress established an agency to study the decline of fish stocks. This agency, the predecessor of today's U.S. Fish and Wildlife Service and its fisheries program, also propagated fish and built hatcheries to improve dwindling stocks.

Today, the National Fish Hatchery System, composed of 70 Fish Hatcheries, 7 Fish Technology Centers, 9 Fish Health Centers and 1 Historic National Fish Hatchery, conserves and protects fish and other aquatic species, and protects and restores the habitats these species need. The NFHS, located within Fisheries and Habitat Conservation, has a unique responsibility in helping to recover species listed under the Endangered Species Act, restoring native aquatic populations, mitigating for fisheries lost as a result of federal water projects, and providing fish to benefit Tribes and national wildlife refuges.

Roles & Responsibilities

Through its nationwide network, the NFHS addresses;

- **Migratory Fish** - When fish cross domestic and international boundaries, the Service and other fishery managers work together to monitor populations, set sustainable harvest levels, and boost troubled stocks. Hatcheries propagate and release fish for restoration and recovery.
- **The Threat of Extinction** - There are 216 threatened or endangered aquatic species in the U.S.. Hatcheries, as well as genetic and health protection, contribute to the recovery of fishes, mussels, and toads through propagation and refugia technology and health centers.
- **Federal Fishery Obligations** - When Federal dams and other projects disturb fisheries, this program steps in to ensure angling opportunities. Hatcheries support angling on National Wildlife Refuges, provide support for fishery and wildlife management to Native American tribes, and work to control exotic and aquatic nuisance species.

Native American Liaison

1849 C Street, NW, Mail Stop 3359

Washington, DC 20240

Phone: 202/208 4133 Fax: 202/208 7407

nativeamerican.fws.gov/

Background

Working together with Regional Native American Liaison Officials and leaders from 557 Federally recognized tribes nationwide, the Native American Liaison, located under External Affairs, identifies areas where both Federal and tribal conservation efforts can most effectively conserve fish, wildlife, plants, and their habitats. The Regional Native American Desks and the Native American Liaison combine their backgrounds in wildlife biology, conservation, and Indian law and policy to achieve the best possible conservation scenario in Indian Country.

Roles & Responsibilities

Responsibilities of the Native American Liaison include:

- providing counsel to the Directorate concerning Native American issues that impact Service operations;
- serving as point-of-contact for tribal conservation issues;
- serving as liaison to tribal governments for wildlife conservation issues that impact Federal and tribal resources; and
- developing guidance materials, such as handbooks, Director's and Secretarial Orders, as well as legal and policy memoranda regarding tribal/Service issues.

Public Affairs

1849 C Street, NW, Mail Stop 3359

Washington, DC 20240

Phone: 202/208 5634 Fax: 202/208 2428

www.fws.gov/r9extaff/ and news.fws.gov/

Background

The Public Affairs Office works to ensure that information about Service activities is provided to the public in a timely way and in formats that the public can easily access, understand, and use. The office works with the news media, publishes the agency newsletter, Fish and Wildlife News and the Employee Pocket Guide, leads the national outreach team, provides technical and policy assistance on printing and publishing, maintains the Service home page on the world wide web, manages a library of Service still photos and provides video footage to the news media. In addition, the office plays a major role in assisting with constituent relations and communications and in developing speeches and other written material for the Director's use. Public Affairs is also responsible for ensuring that Service activities comply with Departmental and other Federal requirements for public information, printing, and audiovisual production.

Roles & Responsibilities

Public Affairs consists of three branches, Media Services, Broadcasting and Audio Visual and Printing and Publications. Public Affairs staff:

- respond to inquiries from the news media, constituent groups and the public;
- keep other programs areas aware of developments with the media and stakeholder groups;
- help develop communications and outreach strategies for emerging issues and crisis events;
- work with Service divisions to continually enhance communications techniques and improve methods of outreach,
- promote and facilitate outreach by all Service employees and volunteers; and
- develop news releases, publications, videos and displays that inform others how the Service is "Conserving the Nature of America."

Realty

4401 N. Fairfax Drive, Mail Stop 622

Arlington, Virginia 22203

Phone: 703/358 1713 Fax: 703/358 2223

realty.fws.gov

Background

The Division of Realty, located under the Chief, National Wildlife Refuge System, acquires land interests in land, representing more than 93 million acres, for the National Wildlife Refuge System and the National Fish Hatchery System using primarily the Land and Water Conservation Fund and the Migratory Bird Conservation Fund.

Roles & Responsibilities

Nationally, the Division develops policy guidance, performs management oversight and issues annual reports on the acquisition, utilization and disposition of the Service's land interests.

Overall responsibilities include:

- **Acquisition Management** - planning and budgeting for land acquisitions, and coordinating project approvals, including the presentation of land acquisition proposals to the Migratory Bird Conservation Commission;
- **Real Estate Operations** - acquiring and disposing of land interests, including purchasing land and easements, exchanging land, accepting donations, withdrawing land from the Public Domain, granting right-of-ways and other easements, and establishing management agreements;
- **Appraisal** - developing estimates of value to support the acquisition and disposition of the Service's land interests;
- **Cartography** - conducting mapping activities associated with acquiring and managing the Service's land interests; and
- **Land Surveying** - surveying land to support acquisition and management of the Service's land interests.

Refuges

4401 N. Fairfax Drive, Mail Stop 670

Arlington, VA 22203

Phone: 703/358 1744 Fax: 703/358 2248

refuges.fws.gov

Background

The National Wildlife Refuge System began when President Theodore Roosevelt established Pelican Island, a 3-acre island off Florida's coast as the first national wildlife refuge in 1903. The Refuge System, managed by the Division of Refuges under the Chief, National Wildlife Refuge System, has grown to over 93 million acres of strategically located habitats in all 50 States and U.S. territories, including 530 refuges and thousands of small prairie wetlands.

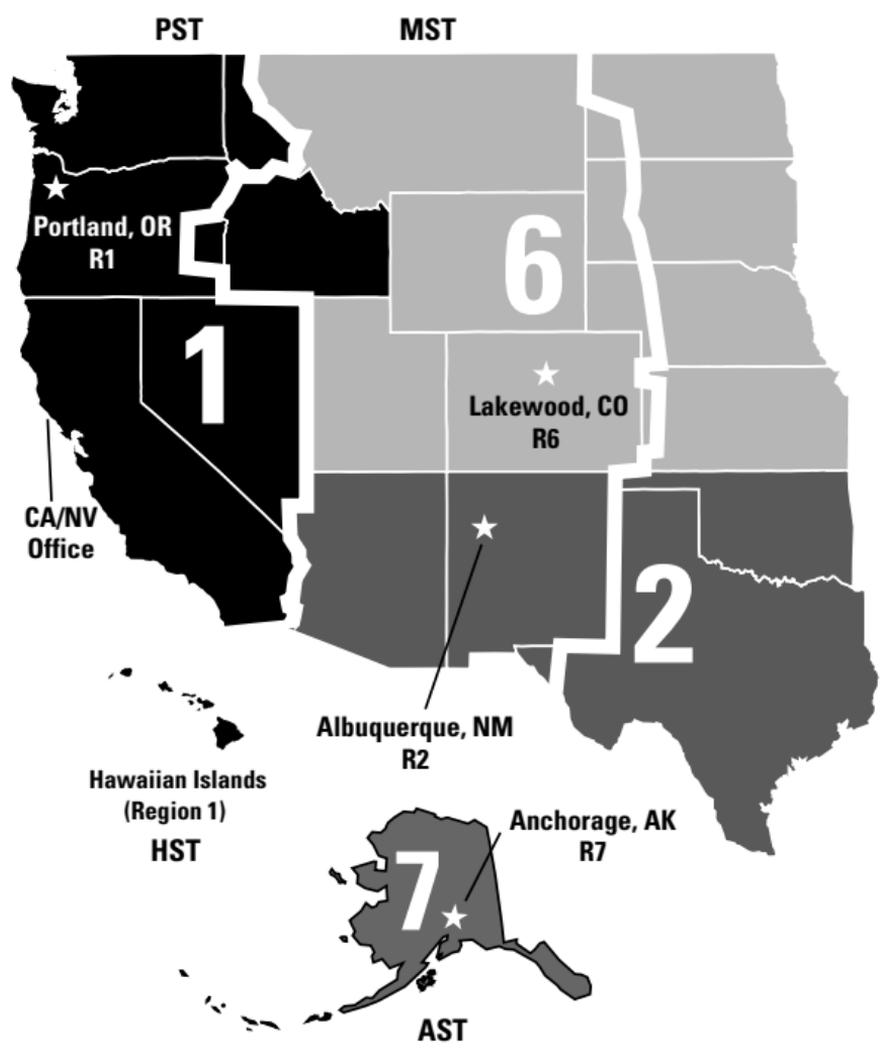
The Refuge System stretches from the volcanic cliffs of the Hawaiian islands to the vast deserts of the Southwest, from the rich prairie heartland to Florida's peaceful coastal backwaters. Refuges teem with millions of migratory birds, serve as a haven to hundreds of endangered species, support premier fisheries, and host a tremendous array of other plants and animals.

Roles & Responsibilities

Made up of more than 500 refuges and thousands of waterfowl production areas, the Refuge System is the only network of Federal lands devoted specifically to wildlife. Refuges and waterfowl production areas are managed by experts in wildlife and habitat management and restoration.

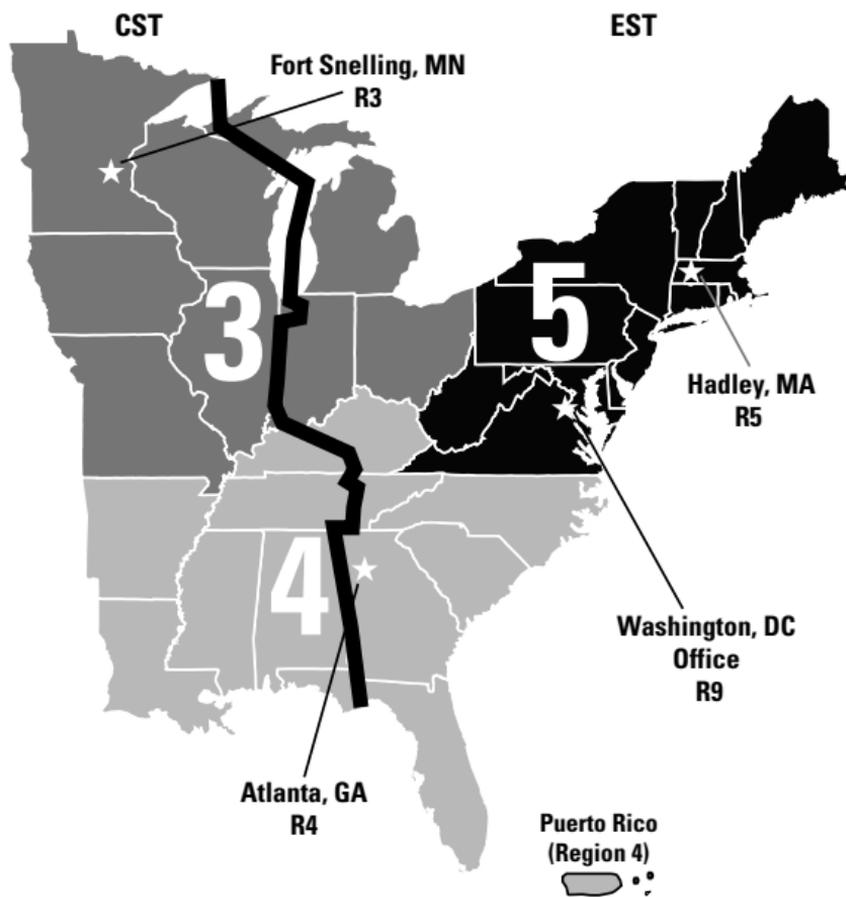
The National Wildlife Refuge System provides habitat for threatened and endangered species and some of the nation's most important fishery resources. About 60 refuges have been established specifically to protect endangered species.

The National Wildlife Refuge System offers outstanding wildlife-dependent recreational opportunities, including fishing, hunting, wildlife observation and photography, and environmental education and interpretation. Nearly 35 million people visit the Refuge System annually.



Midway and Guam do not appear.

Region Boundaries



★ Regional Offices: R1-R9

USFWS Region 1 - Pacific
911 NE 11th Avenue
Portland, Oregon 97232-4181
pacific.fws.gov

CA, HI, ID, NV,
OR, WA, GU,
AS, CM

	<i>Telephone</i>	<i>Fax</i>
Regional Director (RD)	503/231 6118	503/872 2716
Deputy RD	503/231 6122	503/872 2716
Columbia River Basin	503/872 2761	503/231 6863
F&W Pacific Islands	808/541 2749	808/541 2756
Special Asst/Ecosystems	Vacant	
Budget/Admin.	503/231 6115	503/872 2821
Ecological Services	503/231 6151	503/231 2240
External Affairs	503/231 6120	503/231 2122
Fisheries	503/872 2763	503/231 2062
Law Enforcement	503/231 6125	503/231 6197
Migratory Birds/State	503/231 6159	503/231 2019
NWRS	503/231 6214	503/231 2364

California/Nevada Operations Office

2800 Cottage Way, Suite W-2606
Sacramento, California 95825-1846

	<i>Telephone</i>	<i>Fax</i>
Manager	916/414 6464	916/414 6486
Deputy Manager		
Nevada Supervisor/Refuge Supervisor - So. California		
Refuge Supervisor - Klamath/Central Valley/San Francisco Bay		
Supervisor - Klamath Fish and Wildlife Offices		
Fisheries Supervisor		
So. California Fish and Wildlife Offices Liaison		
External Affairs		
Administrative Officer		

USFWS Region 2 - Southwest
†500 Gold Avenue, SW. Rm 8210
Albuquerque, New Mexico 87102
southwest.fws.gov

AZ, NM
OK, TX

	<i>Telephone</i>	<i>Fax</i>
Regional Director (RD)	505/248 6282	505/248 6910
Deputy RD	505/248 6283	505/248 6287
Exec Dir. - SWS	505/248 6914	505/248 6910
Special Asst/Ecosystems	505/248 6281	505/248 6287
Budget/Admin	505/248 6925	505/248 6459
Ecological Services	505/248 6920	505/248 6788
External Affairs	505/248 6911	505/248 6915
Fisheries	505/248 6865	505/248 6845
Law Enforcement	505/248 7889	505/248 7899
Migratory Birds/State	Vacant	505/248 6621
NWRS	505/248 6804	505/248 6803

†Mailing Address P.O. Box 1306
Albuquerque, NM 87103-1306

Notes _____

*TTY users may use the Federal Relay Service at 800/877 8339

USFWS Region 3 - Great Lakes-Big Rivers

Federal Building - 1 Federal Drive
Fort Snelling, Minnesota 55111-4056
midwest.fws.gov

IL, IN, IA, MI,
MN, MO, OH, WI

	<i>Telephone</i>	<i>Fax</i>
Regional Director (RD)	612/713 5301	612/713 5284
Deputy RD	612/713 5201	612/713 5284
Special Asst/Ecosystems	612/713 5423	612/713 5284
Budget/Admin.	612/713 5306	612/713 5308
Ecological Services	612/713 5350	612/713 5292
External Affairs	612/713 5360	612/713 5280
Fisheries	612/713 5111	612/713 5289
Law Enforcement	612/713 5320	612/713 5283
Migratory Birds/State	612/713 5190	612/713 5183
NWRS	612/713 5400	612/713 5288

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*TTY users may use the Federal Relay Service at 800/877 8339

USFWS Region 4 - Southeast
1875 Century Boulevard, Suite 400
Atlanta, Georgia 30345
southeast.fws.gov

AL, AR, FL, GA,
KY, LA, MS, NC,
SC, TN, PR, VI

	<i>Telephone</i>	<i>Fax</i>
Regional Director (RD)	404/679 4000	404/679 4006
Deputy RD	404/679 4000	404/679 4006
Special Asst/Ecosystems	919/856 4627	919/856 4635
Special Asst/Fisheries Councils & Commission	404/679 4143	404/679 4006
Special Asst/Strategic Planning & Comm.	404/679 7287	404/679 4006
Budget/Admin	404/679 4086	404/679 4102
Ecological Services	404/679 7106	404/679 7081
External Affairs	404/679 7289	404/679 7286
Fisheries	404/679 4149	404/679 4141
Law Enforcement	404/679 7057	404/679 7065
Migratory Birds/State NWRS	404/679 7206 404/679 7154	404/679 4180 404/679 7285

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*TTY users may use the Federal Relay Service at 800/877 8339

USFWS Region 5 - Northeast
300 Westgate Center Drive
Hadley, Massachusetts 01035-9589
northeast.fws.gov

CT, DE, DC, ME
MD, MA, NH,
NJ, NY, PA, RI,
VT, VA, WV

	<i>Telephone</i>	<i>Fax</i>
Regional Director (RD)	413/253 8300	413/253 8308
Deputy RD	413/253 8300	413/253 8308
Special Asst/Atlantic Salmon & Other Issues	603/225 1411	603/225 1467
Special Asst/Ecosystems	413/253 8305	413/253 8293
Budget/Admin.	413/253 8306	413/253 8293
Ecological Services	413/253 8304	413/253 8293
External Affairs	413/253 8274	413/253 8456
Fisheries	413/253 8304	413/253 8293
Law Enforcement	413/253 8274	413/253 8459
Migratory Birds/State NWRS	413/253 8273 413/253 8550	413/253 8293 413/253 8293

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*TTY users may use the Federal Relay Service at 800/877 8339

USFWS Region 6 - Mountain-Prairie

†134 Union Boulevard
 Lakewood, Colorado 80228
mountain-prairie.fws.gov

CO, KS, MT,
 NE, ND, SD,
 UT, WY

	<i>Telephone</i>	<i>Fax</i>
Regional Director (RD)	303/236 7920	303/236 8295
Deputy RD	303/236 7920	303/236 8295
Special Asst/Ecosystems	303/236 8155 x249	303/236 8295
Budget/Admin.	303/236 7917	303/236 6958
Ecological Services	303/236 7400	303/236 0027
External Affairs	303/236 7905	303/236 3815
Fisheries	303/236 8155	303/236 8163
Law Enforcement	303/236 7890	303/236 7901
Migratory Birds/State	303/236 8155 x259	
NWRS	303/236 8145	303/236 4792

†Mailing Address P.O. Box 25486 DFC
 Denver, Colorado 80225

Notes _____

*TTY users may use the Federal Relay Service at 800/877 8339

USFWS Region 7 - Alaska
1011 East Tudor Road
Anchorage, Alaska 99503
alaska.fws.gov

AK

	<i>Telephone</i>	<i>Fax</i>
Regional Director (RD)	907/786 3542	907/786 3306
Deputy RD	907/786 3536	907/786 3306
Native Issues Advisor	907/786 3887	907/786 3306
Special Asst/Ecosystems	907/786 3492	907/786 3306
Budget/Admin.	907/786 3543	907/786 3306
External Affairs	907/786 3309	907/786 3495
Fisheries & Ecological Svs	907/786 3411	907/786 3848
International Affairs	907/786 3544	907/786 3640
Law Enforcement	907/786 3311	907/786 3313
Migratory Birds/State	907/786 3545	907/786 3640
NWRS	907/786 3354	907/786 3976
Subsistence Management	907/786 3403	907/786 3898

Notes _____

*TTY users may use the Federal Relay Service at 800/877 8339

USFWS Region 9 - HQ

1849 C Street, NW.

Washington, DC 20240

www.fws.gov

DOI Locator 202/208 3100

Service Internal Internet (SII) sii.fws.gov

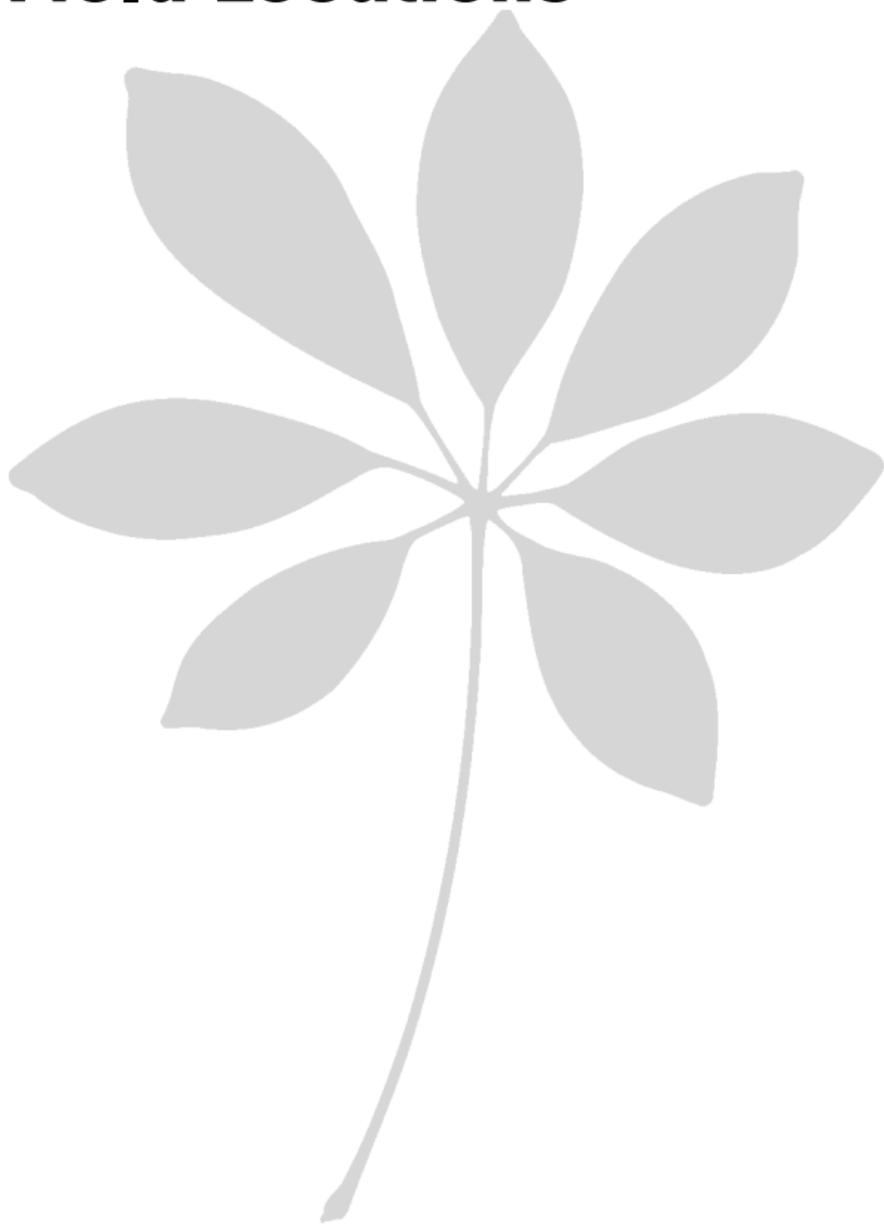
	<i>Telephone</i>	<i>Fax</i>
Director	202/208 4717	202/208 6965
Special Assistant	202/208 4540	202/208 6965
Deputy Director	202/208 4545	202/208 6965
Special Assistant	202/208 3843	202/208 6965
Chief - NWRS	202/208 5333	202/208 3082
AD-Business Management	202/208 4888	202/208 3143
AD-Budget/Planning/HR	202/208 3736	202/208 3143
AD-Endangered Species	202/208 4646	202/208 6916
AD-External Affairs	202/208 6541	202/501 6589
AD-Fisheries/Hab. Conserv.	202/208 6394	202/208 4674
AD-International Affairs	202/208 6393	202/208 4674
AD-Law Enforcement	202/208 3809	202/208 6965
AD-Mig. Birds/State Prog	202/208 6541	202/501 6589
Bird Habitat Conservation	703/358 1784	703/358 2282
Budget	202/208 4596	202/208 3694
Cong. & Legis. Affairs	202/208 5403	202/208 7059
Conservation Partnership	703/358 1711	703/358 2548
Contracting & Gen. Svs.	703/358 1901	703/358 2264
Diversity & Civil Rights	703/358 1724	703/358 2030
Economics	703/358 2082	703/358 2319
Endangered Species	703/358 2171	703/358 1735
Engineering	303/984 6870	303/969 5444
Environmental Quality	703/358 2148	703/358 1800
Federal Aid	703/358 2156	703/358 1837
Federal Duck Stamp	202/208 4354	202/208 6296
Federal Program Activities	703/358 2161	703/358 1869
Finance	703/358 1742	703/358 2265
Fish/Wildlife Mgmt Assist. and Habitat Restoration	703/358 1718	703/358 2044

USFWS Region 9 - HQ - *continued*

	<i>Telephone</i>	<i>Fax</i>
Info. Resources Mgmt	703/358 1729	703/358 2251
International Conservation	703/358 1754	703/358 2849
Law Enforcement Ops.	703/358 1949	703/358 2271
Management Authority	703/358 2093	703/358 2280
Migratory Birds	703/358 1714	703/358 2272
National Fish Hatcheries	703/358 1715	703/358 2210
National Comm. Center	303/275-2400	303/275-2417
National Forensics Lab	541/482 4191	541/482 4989
NCTC	304/876 7263	304/876 7227
NWRS	703/358 1744	703/358 2248
Personnel-Policy	202/208 6104	202/219 2071
Personnel-Operations	703/358 1743	703/358 2525
Plan & Evaluation/GPRA	202/208 2549	202/208 4584
Policy Directives Mgmt	703/358 1730	703/358 2269
Public Affairs	202/208 5634	202/219 2428
Realty	703/358 1713	703/358 2223
Safety	703/358 2253	703/358 2227
Scientific Authority	703/358 1708	703/358 2276

Notes _____

Field Locations



Partial List of Refuges, Fishery Locations*, Ecological Services
Field Offices and Law Enforcement Senior Resident Agents (SRA)

<i>Name</i>	<i>City</i>	<i>Phone</i>
ALABAMA		
Bon Secour	Gulf Shores	334/540 7720
Choctaw	Jackson	334/246 3583
<i>Daphne ES</i>	<i>Daphne</i>	<i>334/441 5181</i>
Eufaula	Eufaula	334/687 4065
Wheeler	Decatur	256/353 7243
ALASKA		
Alaska Maritime	Homer	907/235 6546
<i>Anchorage ES</i>	<i>Anchorage</i>	<i>907/271 2888</i>
Arctic	Fairbanks	907/456 0250
Becharof	King Salmon	907/246 3339
<i>Fairbanks ES</i>	<i>Fairbanks</i>	<i>907/456 0203</i>
Fairbanks FRO*	Fairbanks	907/456 0219
Fisheries Genetic Lab*	Anchorage	907/786 3523
Innoko	McGrath	907/524 3251
Izembek	Cold Bay	907/532 2445
<i>Juneau ES & FWO*</i>	<i>Juneau</i>	<i>907/586 7240</i>
Kanuti	Fairbanks	907/456 0329
Kenai	Soldotna	907/262 7021
Kenai FRO*	Kenai	907/262 9863
<i>Ketchikan ES</i>	<i>Ketchikan</i>	<i>907/225 9691</i>
King Salmon FRO*	King Salmon	907/246 3442
Kodiak	Kodiak	907/487 2600
Koyukuk	Galena	907/656 1231
Marine Mammals Mgmt Office*	Anchorage	907/786 3800
Selawik	Kotzebue	907/442 3799
SRA	Anchorage	907/271 2828
SRA	Fairbanks	907/456 0255
Tetlin	Tok	907/883 5312
Togiak	Dillingham	907/842 1063
Yukon Delta	Bethel	907/543 3151
Yukon Flats	Fairbanks	907/456 0440

Note: * Denotes Fishery Locations, *ES Field Offices are Italicized*, **SRAs are bolded** and all others are Refuges, Refuge Complexes or Wetlands Management Districts (WMD).

<i>Name</i>	<i>City</i>	<i>Phone</i>
ARIZONA		
Alchesay NFH*	Whiteriver	520/338 4901
<i>Arizona ES</i>	<i>Phoenix</i>	<i>602/640 2720</i>
Arizona FRO*	Flagstaff	520/556 7456
Arizona FRO*	Pinetop	520/367 1953
Arizona FRO*	Parker	520/667 4785
Arizona FRO*	San Carlos	520/475 2343
Bill Williams River	Parker	520/667 4144
Buenos Aires NWRC	Sasabe	520/823 4251
Cabeza Prieta	Ajo	520/387 6483
Cibola	Cibola	520/857 3253
Imperial	Yuma	520/783 3371
Kofa	Yuma	520/783 7861
Lower CO River NWRC	Yuma	520/343 8112
Pinetop FHC*	Pinetop	520/367 1902
San Bernardino	Douglas	520/364 2104
SRA	Mesa	480/835 8289
Williams Creek NFH*	Whiteriver	520/338 4901
Willow Beach NFH*	Willow Beach	520/767 3456
ARKANSAS		
<i>Arkansas ES</i>	<i>Conway</i>	<i>501/513 4470</i>
Cache River	Augusta	501/347 2614
Big Lake	Manila	870/564 2429
Felsenthal	Crossett	870/364 3167
Greers Ferry NFH*	Heber Springs	501/362 3615
Holla Bend	Dardanelle	501/229 4300
Mammoth Spring NFH*	Mammoth Spring	870/625 3912
Norfork NFH*	Mountain Home	870/499 5255
Wapanocca	Turrell	870/343 2595
White River	DeWitt	870/946 1468

<i>Name</i>	<i>City</i>	<i>Phone</i>
CALIFORNIA		
<i>Arcata ES & FWO*</i>	<i>Arcata</i>	<i>707/822 7201</i>
<i>California/Nevada FHC*</i>	<i>Anderson</i>	<i>530/365 4271</i>
<i>Carlsbad ES</i>	<i>Carlsbad</i>	<i>760/431 9440</i>
<i>Castle Rock</i>	<i>Loleta</i>	<i>707/733 5406</i>
<i>Coleman NFH*</i>	<i>Anderson</i>	<i>530/365 8622</i>
<i>Havasu</i>	<i>Needles</i>	<i>760/326 3853</i>
<i>Hopper Mountain NWRC</i>	<i>Ventura</i>	<i>805/644 5185</i>
<i>Humboldt Bay</i>	<i>Loleta</i>	<i>707/733 5406</i>
<i>Kern</i>	<i>Delano</i>	<i>661/725 2767</i>
<i>Klamath Basin NWRC</i>	<i>Tulelake</i>	<i>530/667 2231</i>
<i>Livingston Stone NFH*</i>	<i>Shasta Lake</i>	<i>530/275 0549</i>
<i>Marin Islands</i>	<i>Mare Island</i>	<i>707/562 3000</i>
<i>Modoc</i>	<i>Alturas</i>	<i>530/233 3572</i>
<i>Sacramento ES</i>	<i>Sacramento</i>	<i>916/979 2725</i>
<i>Sacramento NWRC</i>	<i>Willows</i>	<i>530/934 2801</i>
<i>Sacramento/ San Joaquin Estuary FWO*</i>	<i>Stockton</i>	<i>209/946 6400</i>
<i>Salton Sea NWRC</i>	<i>Calipatria</i>	<i>760/348 5278</i>
<i>San Diego NWRC</i>	<i>Carlsbad</i>	<i>760/930 0168</i>
<i>San Diego</i>	<i>Jamul</i>	<i>619/669 7295</i>
<i>San Francisco Bay NWRC</i>	<i>Fremont</i>	<i>510/792 0222</i>
<i>San Luis NWRC</i>	<i>Los Banos</i>	<i>209/826 3508</i>
<i>Sweetwater Marsh</i>	<i>Imperial Beach</i>	<i>619/575 2704</i>
SRA	Torrance	310/328 1516
SRA	Sacramento	916/414 6660
<i>Stone Lakes</i>	<i>Sacramento</i>	<i>916/979 2086</i>
<i>Tehama-Colusa FF*</i>	<i>Red Bluff</i>	<i>530/527 3043</i>
<i>Ventura ES</i>	<i>Ventura</i>	<i>805/644 1766</i>
<i>Yreka ES</i>	<i>Yreka</i>	<i>530/842 5763</i>
<i>Yreka FWO*</i>	<i>Yreka</i>	<i>530/842 5763</i>

COLORADO

<i>Alamosa/Monte Vista</i>	<i>Alamosa</i>	<i>719/589 4021</i>
<i>Arapaho</i>	<i>Walden</i>	<i>970/723 8202</i>
<i>Colorado FWMAO*</i>	<i>Golden</i>	<i>303/275 2392</i>

<i>Name</i>	<i>City</i>	<i>Phone</i>
COLORADO - <i>continued</i>		
Colorado River		
Fishery Project*	Grand Junction	970/245 9319
Browns Park	Maybell	970/365 3613
Colorado ES	Lakewood	303/275 2370
Colorado River ES	Denver	303/236 2985
Hotchkiss NFH*	Hotchkiss	970/872 3170
Leadville NFH*	Leadville	719/486 0189
Rocky Mt. Arsenal	Commerce City	303/289 0232
SRA	Lakewood	303/274 3560
Western CO ES	Grand Junction	970/243 2778

CONNECTICUT

Stewart B. McKinney	Westbrook	860/399 2513
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DELAWARE

Bombay Hook	Smyrna	302/653 9345
Delaware Bay ES*	Smyrna	302/653 9152
Prime Hook	Milton	302/684 8419

FLORIDA

A.R.M. Loxahatchee	Boynton Beach	561/732 3684
Chassahowitzka	Crystal River	352/563 2088
FL Panther/10,000 Islands	Naples	941/353 8442
Jacksonville ES	Jacksonville	904/232 2580
J.N. Ding Darling	Sanibel	941/472 1100
Lake Woodruff	DeLeon Springs	904/985 4673
Lower Suwannee	Chiefland	352/493 0238
Merritt Island	Titusville	321/861 0667
National Key Deer	Big Pine Key	305/872 2239
Panama City ES & FRO*	Panama City	850/769 0552
S. Florida ES	Vero Beach	561/562 3909
St. Marks	St. Marks	850/925 6121
St. Vincent	Apalachicola	850/653 8808
SRA	Miami	305/526 2610
SRA	St. Petersburg	727/570 5398
Vero Beach FRO*	Vero Beach	561/562 3909
Welaka NFH*	Welaka	904/467 2374

<i>Name</i>	<i>City</i>	<i>Phone</i>
GEORGIA		
<i>Georgia ES</i>	<i>Brunswick</i>	<i>912/265 9336</i>
Chattahoochee Forest NFH*	Suches	706/838 4723
<i>North Georgia ES</i>	<i>Athens</i>	<i>706/613 9493</i>
Okefenokee	Folkston	912/496 7366
Piedmont	Round Oak	912/986 5441
Savannah Coastal	Savannah	912/652 4415
SRA	Atlanta	404/763 7959
Warm Springs NFH & TC*	Warm Springs	706/655 3382
<i>West Georgia ES</i>	<i>Fort Benning</i>	<i>706/544 6422</i>

HAWAII AND THE PACIFIC ISLANDS

Guam	Yigo	671/355 5096
<i>Guam ES</i>	<i>Yigo</i>	<i>671/355 4037</i>
Hakalau Forest	Hilo	808/933 6915
Hawaii & Pacific I. NWRC	Honolulu	808/541 1201
<i>Hawaii ES</i>	<i>Honolulu</i>	<i>808/541 3441</i>
Oahu/Maui/Molokai NWRC	Haleiwa	808/637 6330
Johnston Atoll	Honolulu	808/421 0011
Kealia Pond	Kihei	808/875 1582
Kauai NWRC	Kilauea	808/828 1413
Midway Atoll	Honolulu	808/599 3914
Pacific Remote Isl. NWRC	Honolulu	808/541 1202
<i>Rota ES</i>	<i>Rota MP</i>	<i>670/532 0489</i>
SRA	Honolulu	808/541 2681

IDAHO

Bear Lake	Montpelier	208/847 1757
Camas	Hamer	208/662 5423
Deer Flat	Nampa	208/467 9278
Dworshak NFH*	Ahsahka	208/476 4591
<i>E. Idaho sub off ES</i>	<i>Pocatello</i>	<i>208/237 6975</i>
Grays Lake	Wayan	208/574 2755
Hagerman NFH*	Hagerman	208/837 4896
Idaho FWO/FRO*	Ahsahka	208/476 7242
Idaho FHC*	Ahsahka	208/476 9500

<i>Name</i>	<i>City</i>	<i>Phone</i>
IDAHO - continued		
Kooskia NFH*	Kooskia	208/926 4272
Kootenai	Bonnors Ferry	208/267 3888
Lower Snake River Compensation Plan*	Boise	208/378 5321
Minidoka	Rupert	208/436 3589
SE Idaho NWRC	Chubbuck	208/237 6615
<i>Snake River Basin ES</i>	<i>Boise</i>	<i>208/378 5243</i>
SRA	Boise	208/378 5333

ILLINOIS

<i>Chicago ES</i>	<i>Barrington</i>	<i>847/381 2253</i>
Clarence Cannon	Annada	573/847 2333
Crab Orchard	Marion	618/997 3344
Cypress Creek	Ullin	618/634 2231
Illinois River NWRC	Havana	309/535 2290
Large Rivers Fisheries Coordination Office*	Rock Island	309/793 5811
<i>Marion ES</i>	<i>Marion</i>	<i>618/997 3344</i>
Mark Twain	Quincy	217/224 8580
<i>Rock Island ES</i>	<i>Rock Island</i>	<i>309/793 5800</i>
Cartersville FRO*	Marion	618/997 6869
Upper Miss. River NWFR	Thompson	815/273 2732

INDIANA

<i>Bloomington ES</i>	<i>Bloomington</i>	<i>812/334 4261</i>
Muscatauck	Seymour	812/522 4352
<i>N. Indiana ES</i>	<i>Warsaw</i>	<i>219/269 7640</i>
Patoka River	Oakland City	812/749 3199

IOWA

DeSoto	Missouri Valley	712/642 4121
Driftless Area	McGregor	319/873 3423
Iowa WMD	Titonka	515/928 2523
Neal Smith	Prairie City	515/994 3400
Union Slough	Titonka	515/928 2523

<i>Name</i>	<i>City</i>	<i>Phone</i>
KANSAS		
Flint Hills	Hartford	316/392 5553
Great Plains Nature Center	Wichita	316/683 5499
<i>Kansas ES</i>	<i>Manhattan</i>	<i>785/539 3474</i>
Kirwin	Kirwin	785/543 6673
Marais des Cygnes	Pleasanton	913/352 8956
Quivira	Stafford	316/486 2393
SRA	Derby	316/788 4474

KENTUCKY

Clarks River	Benton	270/527 5770
Wolf Creek NFH*	Jamestown	270/343 3797

LOUISIANA

Baton Rouge FRO*	Baton Rouge	225/388 4243
Bayou Cocodrie	Ferriday	318/336 7119
Cameron Prairie	Bell City	337/598 2216
Catahoula	Rhinehart	318/992 5261
Lacassine	Lake Arthur	337/774 5923
<i>Lafayette ES</i>	<i>Lafayette</i>	<i>318/291 3100</i>
Lake Ophelia NWRC	Marksville	318/253 4238
Mandalay	Houma	504/853 1078
N. Louisiana NWRC	Farmerville	318/726 4222
Natchitoches NFH*	Natchitoches	318/352 5324
Sabine	Hackberry	337/762 3816
Southeast LA NWRC	Slidell	504/646 7555
SRA	Slidell	504/641 6209
SRA	Denham Springs	225/664 9663
Tensas River	Tallulah	318/574 2664

MAINE

Anadromous Fish Coordinator*	East Orland	207/469 6701
Craig Brook NFH*	East Orland	207/469 2803
Green Lake NFH*	Ellsworth	207/667 9531
<i>Gulf of Maine ES</i>	<i>Falmouth</i>	<i>207/781 8364</i>
<i>Maine ES</i>	<i>Old Town</i>	<i>207/827 5938</i>
Moosehorn	Baring	207/454 7161

<i>Name</i>	<i>City</i>	<i>Phone</i>
MAINE - <i>continued</i>		
Petit Manan	Milbridge	207/546 2124
Rachel Carson	Wells	207/646 9226
Sunkhaze Meadows	Old Town	207/827 6138

MARYLAND

Blackwater	Cambridge	410/228 2692
<i>Chesapeake Bay ES</i>	<i>Annapolis</i>	<i>410/573 4500</i>
Eastern Neck	Rock Hall	410/639 7056
Glen L. Martin	Cambridge	410/425 4971
Maryland FRO*	Annapolis	410/263 2604
Patuxent Research	Laurel	301/497 5580
SRA	Baltimore	410/962 7980

MASSACHUSETTS

Connecticut River*	Sunderland	413/548 9138
Great Meadows NWRC	Sudbury	978/443 4661
Monomoy	Chatham	508/945 0594
North Attleboro NFH*	North Attleboro	508/695 5002
OFA NFH*	Sunderland	413/548 8002
Parker River	Newburyport	978/465 5753
Richard Cronin		
Nat'l Salmon Sta.*	Sunderland	413/548 9010
Silvio O. Conte	Turners Falls	413/863 0209
SRA	Charlestown	617/424 5750

MICHIGAN

Alpena FRO*	Alpena	517/356 5102
<i>E. Lansing ES</i>	<i>E. Lansing</i>	<i>517/351 2555</i>
Great Lakes*	East Lansing	517/351 2555
Hiawatha Forest NFH*	Brimley	906/437 5231
Jordan River NFH*	Elmira	616/584 2461
Ludington Biol. Station*	Ludington	616/845 6205
Marquette Biol. Station*	Marquette	906/226 6571
Pendills Creek NFH*	Brimley	906/437 5231
Seney	Seney	906/586 9851
Shiawassee	Saginaw	517/777 5930
SRA	Ann Arbor	734/971 9755

<i>Name</i>	<i>City</i>	<i>Phone</i>
MINNESOTA		
Agassiz	Middle River	218/449 4115
Big Stone	Odessa	320/273 2191
Crane Meadows	Little Falls	320/632 1575
Detroit Lakes WMD	Detroit Lakes	218/847 4431
Fergus Falls WMD	Fergus Falls	218/739 2291
Hamden Slough	Audubon	218/439 6319
Litchfield WMD	Litchfield	320/693 2849
Minnesota Valley	Bloomington	612/854 5900
Morris WMD	Morris	320/589 1011
Rice Lake	McGregor	218/768 2402
Rydell	Erskine	218/687 2229
Sherburne	Zimmerman	612/389 3323
Tamarac	Rochert	218/847 2641
<i>Twin Cities ES</i>	<i>Bloomington</i>	<i>612/725 3548</i>
Upper Mississippi River	Winona	507/452 4232
SRA	St. Paul	651/778 8360
Windom WMD	Windom	507/831 2220

MISSISSIPPI		
Gulf Coast FCO*	Ocean Springs	228/875 9387
Hillside	Cruger	662/235 4989
Lower Mississippi R*	Vicksburg	601/629 6602
Mississippi FO	Jackson	601/965 4900
Miss. Sandhill Crane	Gautier	228/497 6322
N. Mississippi NWRC	Grenada	662/226 8286
Noxubee	Brooksville	662/323 5548
Panther Swamp	Yazoo City	662/746 5060
Private John Allen NFH*	Tupelo	662/842 1341
SRA	Jackson	601/965 4699
St. Catherine Creek	Sibley	601/442 6696
Yazoo	Hollandale	662/839 2638

MISSOURI		
Big Muddy	Columbia	573/876 1826
<i>Columbia ES</i>	<i>Columbia</i>	<i>573/876 1911</i>
Columbia FRO*	Columbia	573/876 1909
Mark Twain	Annada	573/847 2333

<i>Name</i>	<i>City</i>	<i>Phone</i>
MISSOURI - <i>continued</i>		
Mingo	Puxico	573/222 3589
Neosho NFH*	Neosho	417/451 0554
SRA	Jefferson City	573/636 7815
Squaw Creek	Mound City	660/442 3187
Swan Lake	Sumner	660/856 3323

MONTANA

Benton Lake & WMD	Great Falls	406/727 7400
<i>Billings ES</i>	<i>Billings</i>	<i>406/247 7366</i>
Bozeman FTC*	Bozeman	406/587 9265
Bozeman FHC*	Bozeman	406/582 8656
Bowdoin & WMD	Malta	406/654 2863
Charles M. Russell & WMD	Lewistown	406/538 8706
Creston NFH*	Kalispell	406/755 7870
Ennis NFH*	Ennis	406/682 4847
<i>Grizzly Bear Rec. ES</i>	<i>Missoula</i>	<i>406/243 4903</i>
<i>Kalispell ES</i>	<i>Kalispell</i>	<i>406/758 6868</i>
Lee Metcalf	Stevensville	406/777 5552
Medicine Lake	Medicine Lake	406/789 2305
<i>Montana ES</i>	<i>Helena</i>	<i>406/449 5225</i>
Montana FWMAO*	Bozeman	406/585 9010
National Bison Range	Moiese	406/644 2211
NE Montana WMD	Moiese	406/644 2211
NW Montana WMD	Medicine Lake	406/789 2305
Red Rock Lakes	Lima	406/276 3536
Swan River	Marion	406/858 2216
SRA	Billings	406/247 7355

NEBRASKA

Crescent Lake	Ellsworth	308/762 4893
Fort Niobrara	Valentine	402/376 3789
<i>Nebraska ES</i>	<i>Grand Island</i>	<i>308/382 6468</i>
North Platte	Scottsbluff	308/635 7851
Rainwater Basin WMD	Kearney	308/236 5015

<i>Name</i>	<i>City</i>	<i>Phone</i>
NEVADA		
Ash Meadows	Amaragosa Valley	775/372 5435
Desert NWRC	Las Vegas	702/646 3401
Lahontan NFH*	Gardnerville	775/265 2425
Marble Bluff Fish*	Nixon	775/574 0187
<i>Nevada ES</i>	<i>Reno</i>	<i>775/861 6300</i>
Ruby Lake	Ruby Valley	775/779 2237
<i>Southern Nevada ES</i>	<i>Las Vegas</i>	<i>702/647 5230</i>
SRA	Reno	775/861 6360
Stillwater	Fallon	775/423 5128

NEW HAMPSHIRE

Central New		
England AFC*	Nashua	603/595 3586
Great Bay	Newington	603/431 7511
Lake Umbagog	Errol	603/482 3415
Nashua NFH*	Nashua	603/595 0891
<i>New England ES</i>	<i>Concord</i>	<i>603/225 1411</i>
Laconia OFA*	Laconia	603/528 8750

NEW JERSEY

Cape May	Cape May	609/463 0994
Edwin B. Forsythe	Oceanville	609/652 1665
Barnegat	609/698 1387	
Great Swamp	Basking Ridge	973/425 1222
<i>New Jersey ES</i>	<i>Pleasantville</i>	<i>609/646 0620</i>
SRA	Newark	973/645 5910
Supawna Meadows	Pennsville	856/935 1487
Wallkill River	Sussex	973/702 7266

NEW MEXICO

Bitter Lake	Roswell	505/622 6755
Bosque del Apache	Socorro	505/835 1828
Dexter NFH & TC*	Dexter	505/734 5910
Las Vegas	Las Vegas	505/425 3581
Maxwell	Maxwell	505/375 2331
Mescalero NFH*	Mescalero	505/671 4401

<i>Name</i>	<i>City</i>	<i>Phone</i>
NEW MEXICO - <i>continued</i>		
Mora NFH & TC*	Mora	505/387 6022
New Mexico FRO*	Albuquerque	505/761 4538
<i>New Mexico ES</i>	<i>Albuquerque</i>	<i>505/346 2525</i>
Sevilleta	Socorro	505/864 4021
San Andres	Las Cruces	505/382 5047
SRA	Albuquerque	505/883 7828

NEW YORK

Iroquois	Alabama	716/948 5445
Long Island	Shirley	516/286 0485
<i>Long Island ES</i>	<i>Islep</i>	<i>516/581 2941</i>
Lower Great Lakes FRO*	Amherst	716/691 5456
Montezuma	Seneca Falls	315/568 5987
<i>New York ES</i>	<i>Cortland</i>	<i>607/753 9334</i>
SRA	Valley Stream	516/825 3950
St. Lawrence WMD	Richville	315/287 9093

NORTH CAROLINA

Alligator River	Manteo	252/473 1131
<i>Asheville ES</i>	<i>Asheville</i>	<i>828/258 3939</i>
Cedar Island	Swanquarter	252/225 2511
Edenton NFH*	Edenton	252/482 4118
Mackay Island & Currituck	Knotts Island	252/429 3100
Mattamuskeet	Swanquarter	252/926 4021
Pee Dee	Wadesboro	704/694 4424
Pocosin Lakes	Creswell	252/797 4431
<i>Raleigh ES & WMD</i>	<i>Raleigh</i>	<i>919/856 4520</i>
Roanoke River	Windsor	252/794 3808
SRA	Raleigh	919/856 4786
S. Atlantic Fisheries*	Morehead City	252/726 7021

NORTH DAKOTA

Arrowwood & WMD	Pingree	701/285 3341
Audubon & WMD	Coleharbor	701/442 5474
Bismark WMD	Bismark	701/852 0318
Chase Lake	Woodworth	701/752 4218
Crosby WMD	Crosby	701/965 6488

<i>Name</i>	<i>City</i>	<i>Phone</i>
NORTH DAKOTA - <i>continued</i>		
Des Lacs	Kenmare	701/385 4046
Devils Lake WMD	Devils Lake	701/662 8611
Garrison Dam NFH*	Riverdale	701/654 7451
J. Clark Salyer & WMD	Upham	701/768 2548
Kulm Lake WMD	Kulm	701/647 2866
Lake Alice	Devils Lake	701/662 8611
Lake Ilo	Dunn Center	701/548 8110
Lake Zahl	Crosby	701/965 6488
Long Lake & WMD	Moffit	701/387 4397
Lostwood	Kenmare	701/848 2466
Missouri R. FWMAO*	Bismarck	701/250 4419
<i>N. Dakota ES</i>	<i>Bismarck</i>	<i>701/250 4481</i>
Tewaukon & WMD	Cayuga	701/724 3598
Upper Souris	Berthold	701/468 5467
Valley City NFH*	Valley City	701/845 3464
Valley City WMD	Valley City	701/845 3466

OHIO

Ottawa	Oak Harbor	419/898 0014
<i>Reynoldsburg ES</i>	<i>Reynoldsburg</i>	<i>614/469 6923</i>

OKLAHOMA

Deep Fork	Okmulgee	918/756 0815
Little River	Broken Bow	580/584 6211
<i>Oklahoma ES</i>	<i>Tulsa</i>	<i>918/581 7458</i>
Salt Plains	Jet	580/626 4794
SRA	Oklahoma City	405/608 5251
Sequoyah	Vian	918/773 5251
Tishomingo NFH*	Tishomingo	580/384 5463
Tishomingo	Tishomingo	580/371 2402
Washita	Butler	580/664 2205
Wichita Mountains	Indianapolis	580/429 3221
Oklahoma FRO*	Tishomingo	580/384 5710

OREGON

Ankeny	Jefferson	503/588 2701
Baskett Slough	Dallas	503/623 2749
Name	City	Phone
<i>Central Oregon ES</i>	<i>Bend</i>	<i>541/383 7146</i>
Eagle Creek NFH*	Estacada	503/630 6270
Forensics Lab	Ashland	541/482 4191
Klamath Falls FWO	Klamath Falls	541/885 8481
Klamath Marsh	Chiloquin	541/783 3380
Malheur	Princeton	541/493 2612
Mid-Columbia River	Umatilla	541/922 3232
<i>Oregon ES</i>	<i>Portland</i>	<i>503/231 6179</i>
Oregon Coast NWRC	Newport	541/867 4550
Sheldon/Hart Mtn NWRC	Lakeview	541/947 3315
SRA	Wilsonville	503/682 6131
<i>SW Oregon ES</i>	<i>Roseburg</i>	<i>541/957 3474</i>
Tualatin River	Sherwood	503/590 5811
Warm Springs NFH*	Warm Springs	541/553 1692
Willamette Valley NWRC	Corvallis	541/757 7236

PENNSYLVANIA

Allegheny*	Warren	814/726 0890
<i>E. Pennsylvania ES</i>	<i>Tobyhanna</i>	<i>570/894 1275</i>
Erie	Guys Mills	814/789 3585
John Heinz at Tincicum	Philadelphia	610/521 0662
Lamar NFH & TC*	Lamar	570/726 4247
<i>Pennsylvania ES</i>	<i>State College</i>	<i>814/234 4090</i>
Susquehanna River*	Harrisburg	717/238 6425

PUERTO RICO AND THE U.S. VIRGIN ISLANDS

<i>Boqueron ES</i>	<i>Boqueron, PR</i>	<i>787/851 7297</i>
Buck Island	Christiansted, VI	340/773 4554
Culebra	Culebra, PR	787/742 0115
Caribbean Islands	Boqueron, PR	787/851 7258
<i>Rio Grande ES</i>	<i>Rio Grande, PR</i>	<i>787/887 8769</i>

<i>Name</i>	<i>City</i>	<i>Phone</i>
RHODE ISLAND		
Ninigret	Charlestown	401/364 9124
Rhode Island NWRC	Charlestown	401/364 9124
<i>S. New England ES</i>	<i>Charlestown</i>	<i>401/364 9124</i>

SOUTH CAROLINA

ACE Basin	Hollywood	803/889 3084
Bears Bluff NFH*	Wadmalaw Island	843/559 2315
Cape Romain	Awendaw	843/928 3264
Carolina Sandhills	McBee	843/335 8401
<i>Charleston ES</i>	<i>Charleston</i>	<i>843/727 4707</i>
<i>Clemson ES</i>	<i>Clemson</i>	<i>864/656 2432</i>
Orangeburg NFH*	Orangeburg	803/534 4828
Santee	Summerton	803/478 2217
Waccamaw	Awendaw	843/928 3264

SOUTH DAKOTA

D.C. Booth HNFH*	Spearfish	605/642 7730
Gavins Point NFH*	Yankton	605/665 3352
Huron WMD	Huron	605/352 5894
Lacreek	Martin	605/685 6508
Lake Andes & WMD	Lake Andes	605/487 7603
Madison WMD	Madison	605/256 2974
<i>S. Dakota ES & Great Plains FWMAO*</i>	<i>Pierre</i>	<i>605/224 8693</i>
Sand Lake & WMD	Columbia	605/885 6320
SRA	Pierre	605/224 1001
Waubay & WMD	Waubay	605/947 4521

TENNESSEE

<i>Cookeville ES</i>	<i>Cookeville</i>	<i>931/528 6481</i>
Chickasaw	Ripley	901/635 7621
Cross Creeks	Dover	931/232 7477
Dale Hollow NFH*	Celina	931/243 2443
Erwin NFH*	Erwin	423/743 4712
Hatchie	Brownsville	901/772 0501
Reelfoot	Union City	901/538 2481
SRA	Nashville	615/736 5532
Tennessee	Paris	901/642 2091

<i>Name</i>	<i>City</i>	<i>Phone</i>
TEXAS		
Aransas/Matagorda		
Island NWRC	Austwell	361/286 3559
<i>Arlington ES & FRO*</i>	<i>Arlington</i>	<i>817/277 1100</i>
Attwater Pr. Chicken	Eagle Lake	979/234 3021
<i>Austin ES</i>	<i>Austin</i>	<i>512/490 0057</i>
Balcones Canyonlands	Austin	512/339 9432
Brazoria NWRC	Angleton	409/849 7771
Buffalo Lake	Umbarger	806/499 3382
<i>Corpus Christi ES</i>	<i>Corpus Christi</i>	<i>361/994 9005</i>
Hagerman	Sherman	903/786 2826
Inks Dam NFH*	Burnet	512/793 2474
Laguna Atascosa	Rio Hondo	956/748 3607
Lower Rio Grande Valley/ Santa Ana NWRC	Alamo	956/787 3079
McFaddin	Sabine Pass	409/971 2909
Muleshoe	Muleshoe	806/946 3341
San Bernard	Angleton	979/964 3639
San Marcos NFH & TC*	San Marcos	512/353 0011
SRA	Fort Worth	817/334 5202
SRA	Houston	281/442 4066
Texas Chenier Plain		
Anahuac NWRC	Anahuac	409/267 3337
Trinity River	Liberty	936/336 9786
Uvalde NFH*	Uvalde	830/278 2419

UTAH

Bear River	Brigham City	435/723 5887
CO River Fish Inv. FRO*	Vernal	435/789 0354
Fish Springs	Dugway	435/831 5353
Jones Hole NFH*	Vernal	435/789 0360
Ouray NFH*	Vernal	435/789 4078
Ouray	Vernal	435/789 0351
Roosevelt FWMAO*	Roosevelt	801/722 3321
SRA	Ogden	801/625 5570
<i>Utah ES</i>	<i>Salt Lake City</i>	<i>801/524 5009</i>

<i>Name</i>	<i>City</i>	<i>Phone</i>
VERMONT		
Lake Champlain FWRO*	Essex Junction	802/951 6313
Missisquoi	Swanton	802/868 4781
Pittsford NFH*	N. Chittendon	802/483 6618
White River NFH*	Bethel	802/234 5400

VIRGINIA

Back Bay	Virginia Beach	757/721 2412
Chincoteague	Chincoteague	757/336 6122
Eastern Shore of VA	Cape Charles	757/331 2760
Great Dismal Swamp	Suffolk	757/986 3705
Harrison Lake NHF*	Charles City	804/829 2421
James River	Prince George	804/733 8042
OFA Gloucester*	Gloucester	804/693 7118
Potomac River NWRC	Woodbridge	703/490 4979
Presquile	Prince George	804/733 8042
Rappahannock River Valley	Warsaw	804/333 1470
SRA	Richmond	804/771 2883
<i>SW Virginia ES</i>	<i>Abingdon</i>	<i>540/623 1233</i>
<i>Virginia ES</i>	<i>Gloucester</i>	<i>804/693 6694</i>

WASHINGTON

Abernathy Salmon FTC*	Longview	360/425 6072
Arid Lands NWRC	Richland	509/371 1801
Carson NFH*	Carson	509/427 5905
Columbia	Othello	509/488 2668
Columbia River FPO*	Vancouver	360/696 7605
Conboy Lake	Glenwood	509/364 3410
<i>E. Washington sub-off ES</i>	<i>Moses Lake</i>	<i>509/454 5715</i>
Entiat NFH*	Entiat	509/784 1131
Julia Butler Hansen	Cathlamet	360/795 3915
Leavenworth NFH*	Leavenworth	509/548 7641
Little Pend Oreille	Colville	509/684 8384
Little White Salmon NFH*	Cook	509/538 2755
Lower Columbia River FRO*	Underwood	509/493 3156

<i>Name</i>	<i>City</i>	<i>Phone</i>
WASHINGTON - <i>continued</i>		
Makah NFH*	Neah Bay	360/645 2521
Maritime NWRC	Port Angeles	360/457 8451
Mid Columbia River FRO*	Leavenworth	509/548 7573
Mid Columbia River NWRC	Pasco	509/545 8588
Nisqually	Olympia	360/753 9467
Quilcene NFH*	Quilcene	360/765 3334
Quinault*	Humptulips	360/288 2508
Olympia FHC*	Olympia	360/753 9440
Pierce	Stevenson	509/427 5208
Ridgefield	Ridgefield	360/887 4106
Spring Creek NFH*	Underwood	509/493 1730
Steigerwald	Stevenson	360/887 4106
SRA	Redmond	425/883 8122
Turnbull	Cheney	509/235 4723
<i>Upper Columbia</i>		
<i>River ES</i>	<i>Spokane</i>	<i>509/891 6839</i>
<i>Wenatchee ES</i>	<i>Wenatchee</i>	<i>509/665 3507</i>
W. Washington FWO*	Lacey	360/753 9440
Willapa	Ilwaco	360/484 3482
Willard NFH*	Cook	509/538 2755
Winthrop NFH*	Winthrop	509/996 2424
<i>Yakima sub-off ES</i>	<i>Yakima</i>	<i>509/454 5715</i>

WEST VIRGINIA

Canaan Valley	Davis	304/866 3858
Ohio River Islands	Parkersburg	304/422 0752
<i>W. Virginia ES</i>	<i>Elkins</i>	<i>304/636 6586</i>
White Sulphur Springs NFH*	White Sulphur Spr.	304/536 1361

WISCONSIN

Ashland FRO*	Ashland	715/682 6185
Genoa NFH*	Genoa	608/689 2605
<i>Green Bay ES & FRO*</i>	<i>Green Bay</i>	<i>920/465 7440</i>
Horicon	Mayville	920/387 2658

<i>Name</i>	<i>City</i>	<i>Phone</i>
WISCONSIN - <i>continued</i>		
Iron River NFH*	Iron River	715/372 8510
LaCrosse FHC*	Onalaska	608/783 8444
LaCrosse FRO*	Onalaska	608/783 8431
Leopold WMD	Mayville	920/387 0336
Necedah	Necedah	608/565 2551
St. Croix WMD	New Richmond	715/246 7784
Trempealeau	Trempealeau	608/539 2311
Upper Mississippi River	Onalaska	608/783 8405

WYOMING

Arapaho Complex	Walden (CO)	970/723 8202
<i>Cheyenne ES</i>	<i>Cheyenne</i>	<i>307/772 2374</i>
Jackson NFH*	Jackson	307/733 2510
Lander FWMAO*	Lander	307/332 2159
<i>Nat'l. Black-Footed Ferret ES</i>	<i>Laramie</i>	<i>307/721 8805</i>
National Elk Refuge	Jackson	307/733 9212
Saratoga NFH*	Saratoga	307/326 5662
Seedskadee	Green River	307/875 2187
SRA	Casper	307/261 6365

Notes _____

Frequently Asked Questions (FAQs)

About the U.S. Fish & Wildlife Service



Frequently Asked Questions (FAQs) about the U.S. Fish & Wildlife Service

How can I get Service publications or information on fish, wildlife and plant species?

To obtain a publication or information on wildlife species, employees should call the Service's National Publications Unit at 304/876 7203, or fax a request to 304/876 7689. The general public should be advised to use 800/344 WILD. Electronic files of many publications are available on the Web at info.fws.gov/. USFWS also has individual fact sheets on many species at species.fws.gov/.

Where can I get visitor information about Refuges?

You can get visitor information directly from the individual refuges. For information about the Refuge System call 800/344 WILD or 703/358 1744, or on the Web at refuges.fws.gov/.

Where can I get visitor information about Fish Hatcheries?

You can get visitor information directly from individual hatcheries. The "Federal & State Listing of Fishery Offices" has hatchery addresses and phone numbers, and can be obtained by calling 304/876 7203 or 703/358 1715. Hatchery addresses are also available at fisheries.fws.gov/.

Where can I get information about bird houses and feeders?

Receive information about bird houses and feeders by calling 800/344 WILD, Division of Migratory Bird Management at 703/358 1714, or on the Web at birds.fws.gov/.

Where can I find a listing of the laws governing the Service?

Look on the Web at laws.fws.gov/.

Where do I go for hunting and fishing licenses?

Hunting and fishing regulations and licenses are issued by the STATE fish & wildlife or natural resources agencies and are available at most places where hunting and fishing gear are sold. If you want to hunt migratory birds (ducks, geese, etc.), you will also need a Federal Duck Stamp. For state contacts see offices.fws.gov/.

Where can I purchase a Federal Duck Stamp?

Duck stamps are available at U.S. Post Offices, WalMarts, Kmarts, sporting goods stores, and many national wildlife refuges, or by calling the Federal Duck Stamp Office 202/208 4354 or on the Web at duckstamps.fws.gov/. Stamps can be ordered and sent overnight by calling either 800/DUCK499 or 800/BASSPRO.

How do I report bird bands?

Call 800/327 BAND (2263) or visit USGS' Bird Banding Lab on the Web at www.pwrc.nbs.gov/bbl/default.htm.

Where do I get information about Invasive Species?

Visit the Web at invasives.fws.gov/ for specific information.

What kind of financial aid is available from the Service?

- For information about wetlands conservation grants through the Division of Bird Habitat Conservation, contact 703/358 1784.
- For information about assistance to restore a variety of habitat on private land through the Partners for Fish and Wildlife Program, contact Division Fish and Wildlife Management and Habitat Restoration at 703/358 1718.
- For information about coastal wetlands conservation grants, contact the Division of Federal Aid at 703/358 2156.
- For information about grants available through the Division of International Conservation, call 703/358 1754 or visit grants.fws.gov/.

How do I get a job with the U.S. Fish & Wildlife Service?

Service jobs can be found at www.usajobs.opm.gov/a9fws.htm. This will display the vacancies we currently have open. New vacancies appear frequently, so check periodically. For career and other employment information, visit personnel.fws.gov/.

Are there opportunities to volunteer with the Service?

Yes. You can receive volunteer information by calling 800/344 WILD, or on the Web at volunteers.fws.gov/.

How do I find Golden Eagle & Golden Age Passports?

Call 1-888-GO-PARKS or go to website www.nps.gov/fees_passes.htm.

PP = Pay Period

	Sunday	Monday	Tuesday
December 2000 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	31	1 1/364 New Years Day	2 ☉ 2/363
January 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	7 7/358	8 8/357	9 ○ 9/356
February 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	14 14/351	15 15/350 Martin Luther King Jr. Day	16 ☉ 16/349
March 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	21 21/344	22 22/343	23 23/342
April 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	28 28/337	29 29/336	30 30/335

January 2001

Wednesday	Thursday	Friday	Saturday
3 3/362	4 4/361	5 5/360	6 6/359
10 10/355	11 11/354	12 12/353	13 End PP2
17 17/348	18 18/347	19 19/346	20 20/345
24 ● 24/341	25 25/340	26 26/339	27 End PP3
31 31/334	1	2	3

African-American History Month

	Sunday	Monday	Tuesday
<p>January 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p>	28	29	30
<p>February 2001</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28</p>	4 35/330	5 36/329	6 37/328
<p>March 2001</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p>	11 42/323	12 43/322	13 44/321
<p>April 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30</p>	18 49/316	19 50/315 Washington's Birthday	20 51/314
<p>May 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	25 56/309	26 57/308	27 58/307

February 2001

Wednesday	Thursday	Friday	Saturday
31	1  32/333	2 33/332	3 34/331
7 38/327	8  39/326	9 40/325	10 End PP4
14 45/320	15  46/319	16 47/318	17 48/317
21 52/313	22 53/312	23  54/311	24 End PP5
28 59/306	1	2	3

Women's History Month

	Sunday	Monday	Tuesday
<p>February 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29</p>	25	26	27
<p>March 2001</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p>	4 63/302	5 64/301	6 65/300
<p>April 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30</p>	11 70/295	12 71/294	13 72/293
<p>May 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	18 77/288	19 78/287	20 79/286 First Day of Spring
<p>June 2001</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p>	25 84/281	26 85/280	27 86/279

March 2001

Wednesday	Thursday	Friday	Saturday
28	1 <small>60/305</small>	2 <small>61/304</small>	3 <small>62/303</small> ●
7 <small>66/299</small>	8 <small>67/298</small>	9 <small>68/297</small> ○	10 End PP6
14 <small>73/292</small> National Wildlife Refuge System Birthday	15 <small>74/291</small>	16 <small>75/290</small> ●	17 <small>76/289</small>
21 <small>80/285</small>	22 <small>81/284</small>	23 <small>82/283</small>	24 End PP7
28 <small>87/278</small>	29 <small>88/277</small>	30 <small>89/276</small>	31 <small>90/275</small>

March 2001

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2001

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2001

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2001

S	M	T	W	T	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2001

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sunday	Monday	Tuesday
1 ☉ 91/274 Daylight Savings Time Begins	2 ☽ 92/273	3 ☽ 93/272
8 ☽ 98/267	9 ☽ 99/266	10 ☽ 100/265
15 ☉ 105/260	16 ☽ 106/259 National Wildlife Week 04/16-22	17 ☽ 107/258
22 ☽ 112/253 Earth Day	23 ☉ 113/252	24 ☽ 114/251
29 ☽ 119/246	30 ☉ 120/245	1 ☽

April 2001

Wednesday	Thursday	Friday	Saturday
4 94/271	5 95/270	6 96/269	7 End PP8
11 101/264	12 102/263	13 103/262	14 104/261
18 108/257	19 109/256	20 110/255	21 End PP9
25 115/250 Junior Duck Stamp Contest	26 116/249	27 117/248	28 118/247
2	3	4	5



Asian-American/Pacific Islander Month

							Sunday	Monday	Tuesday
April 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							29	30	1 121/244
May 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31							6 126/239	7 ○ 127/238	8 128/237
June 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30							13 133/232	14 134/231	15 ● 135/230
July 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31							20 140/225	21 141/224	22 142/223
August 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31							27 147/218	28 148/217 Memorial Day	29 ● 149/216

May 2001

Wednesday	Thursday	Friday	Saturday
2 122/243	3 123/242	4 124/241	5 End PP10
9 129/236	10 130/235	11 131/234	12 132/233 International Migratory Bird Day
16 136/229	17 137/228	18 138/227	19 End PP11
23 ● 143/222	24 144/221	25 145/220	26 146/219
30 150/215	31 151/214	1	2

Gay Pride Month

	Sunday	Monday	Tuesday
<p style="text-align: center;">May 2001</p> <p>S M T W T F S</p> <p style="text-align: center;">1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	<p style="font-size: 2em;">27</p>	<p style="font-size: 2em;">28</p>	<p style="font-size: 2em;">29</p>
<p style="text-align: center;">June 2001</p> <p>S M T W T F S</p> <p style="text-align: center;">1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p>	<p style="font-size: 2em;">3</p> <p style="font-size: 0.8em;">154/211</p>	<p style="font-size: 2em;">4</p> <p style="font-size: 0.8em;">155/210</p>	<p style="font-size: 2em;">5</p> <p style="font-size: 0.8em;">156/209</p>
<p style="text-align: center;">July 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30 31</p>	<p style="font-size: 2em;">10</p> <p style="font-size: 0.8em;">161/204</p>	<p style="font-size: 2em;">11</p> <p style="font-size: 0.8em;">162/203</p>	<p style="font-size: 2em;">12</p> <p style="font-size: 0.8em;">163/202</p>
<p style="text-align: center;">August 2001</p> <p>S M T W T F S</p> <p style="text-align: center;">1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p>	<p style="font-size: 2em;">17</p> <p style="font-size: 0.8em;">168/197</p>	<p style="font-size: 2em;">18</p> <p style="font-size: 0.8em;">169/196</p>	<p style="font-size: 2em;">19</p> <p style="font-size: 0.8em;">170/195</p>
<p style="text-align: center;">September 2001</p> <p>S M T W T F S</p> <p style="text-align: center;">1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30</p>	<p style="font-size: 2em;">24</p> <p style="font-size: 0.8em;">175/190</p>	<p style="font-size: 2em;">25</p> <p style="font-size: 0.8em;">176/189</p>	<p style="font-size: 2em;">26</p> <p style="font-size: 0.8em;">177/188</p>

June 2001

Wednesday	Thursday	Friday	Saturday
30	31	1 152/213 National Fishing and Boating Week 06/01-10 	2 End PP12
6 ○ 157/208	7 158/207	8 159/206	9 160/205 
13 164/201	14 ● 165/200	15 166/199	16 End PP13
20 171/194	21 ● 172/193 First Day of Summer	22 173/192	23 174/191
27 178/187	28 ● 179/186	29 180/185	30 End PP14

June 2001

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2001

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2001

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2001

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2001

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sunday	Monday	Tuesday
1 182/183 Federal Duck Stamp First Day of Sale	2 183/182	3 184/181
8 189/176	9 190/175	10 191/174
15 196/169	16 197/168	17 198/167
22 203/162	23 204/161	24 205/160
29 210/155	30 211/154	31 212/153

July 2001

Wednesday	Thursday	Friday	Saturday
4 ^{185/180} Independence Day	5 ○ ^{186/179}	6 ^{187/178}	7 ^{188/177}
11 ^{192/173}	12 ^{193/172}	13 ● ^{194/171}	14 End PP15
18 ^{199/166}	19 ^{200/165}	20 ● ^{201/164}	21 ^{202/163}
25 ^{206/159}	26 ^{207/158}	27 ● ^{208/157}	28 End PP16
1	2	3	4

July 2001

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2001

S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2001

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2001

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2001

S	M	T	W	T	F	S
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Sunday	Monday	Tuesday
29	30	31
5 <small>217/148</small>	6 <small>218/147</small>	7 <small>219/146</small>
12 ☉ <small>224/141</small>	13 <small>225/140</small>	14 <small>226/139</small>
19 ● <small>231/134</small>	20 <small>232/133</small>	21 <small>233/132</small>
26 <small>238/127</small>	27 <small>239/126</small>	28 <small>240/125</small>

August 2001

Wednesday	Thursday	Friday	Saturday
1 213/152	2 214/151	3 215/150	4 ○ 216/149
8 220/145	9 221/144	10 222/143	11 End PP17
15 227/138	16 228/137	17 229/136	18 230/135
22 234/131	23 235/130	24 236/129	25 ● End PP18
29 241/124	30 242/123	31 243/122	1

Hispanic Heritage Month, Sept 15–Oct 15

	Sunday	Monday	Tuesday
<p>August 2001</p> <p>S M T W T F S</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30 31</p>	26	27	28
<p>September 2001</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30</p>	2 ○ 245/120	3 246/119 Labor Day	4 247/118
<p>October 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p>	9 252/113	10 ☉ 253/112	11 254/111
<p>November 2001</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30</p>	16 259/106	17 ● 260/105	18 261/104
<p>December 2001</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30 31</p>	23 266/99	24 ☉ 267/98	25 268/97
	30 273/92		

September 2001

Wednesday	Thursday	Friday	Saturday
29	30	31	1 244/121
5 248/117	6 249/116	7 250/115	8 End PP19
12 255/110	13 256/109	14 257/108	15 258/107
19 262/103	20 263/102	21 264/101	22 End PP20 National Hunting and Fishing Day First Day of Autumn
26 269/96	27 270/95	28 271/94	29 272/93 National Public Lands Day

Disability Employment Awareness Month

	Sunday	Monday	Tuesday
<p>September 2001</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30</p>	<p>30</p>	<p>1 274/91</p>	<p>2 ○ 275/90</p>
<p>October 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p>	<p>7 280/85</p>	<p>8 281/84 Columbus Day</p>	<p>9 282/83</p>
<p>November 2001</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30</p>	<p>14 287/78 National Wildlife Refuge Week 10/14-20</p>	<p>15 288/77 Reminder... Schedule Annual Leave Subject to Forfeiture</p>	<p>16 ● 289/76</p>
<p>December 2001</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30 31</p>	<p>21 294/71</p>	<p>22 295/70</p>	<p>23 296/69</p>
<p>January 2002</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	<p>28 301/64 Daylight Savings Time Ends</p>	<p>29 302/63</p>	<p>30 303/62</p>

October 2001

Wednesday	Thursday	Friday	Saturday
3 276/89	4 277/88	5 278/87	6 End PP21
10 ● 283/82	11 284/81	12 285/80	13 286/79
17 290/75	18 291/74	19 292/73	20 End PP22
24 ● 297/68	25 298/67	26 299/66	27 300/65
31 304/61	1	2	3

American Indian Heritage Month

	Sunday	Monday	Tuesday
<p>October 2001</p> <p>S M T W T F S</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p>	28	29	30
<p>November 2001</p> <p>S M T W T F S</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30</p>	4 308/57	5 309/56 Federal Duck Stamp Contest 11/05-07	6 310/55
<p>December 2001</p> <p>S M T W T F S</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30 31</p>	11 315/50	12 316/49 Health Benefits Open Season Begins Veterans Day	13 317/48
<p>January 2002</p> <p>S M T W T F S</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p>	18 322/43	19 323/42	20 324/41
<p>February 2002</p> <p>S M T W T F S</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28</p>	25 329/36	26 330/35	27 331/34

November 2001

Wednesday	Thursday	Friday	Saturday
31	1 <small>305/60</small>	2 <small>306/59</small>	3 <small>End PP23</small>
7 <small>311/54</small>	8  <small>312/53</small>	9 <small>313/52</small>	10 <small>314/51</small>
14 <small>318/47</small>	15  <small>319/46</small>	16 <small>320/45</small>	17 <small>End PP24</small> <small>Last Day to Schedule Annual Leave Subject to Forfeiture</small>
21 <small>325/40</small>	22  <small>326/39</small> <small>Thanksgiving Day</small>	23 <small>327/38</small>	24 <small>328/37</small>
28 <small>332/33</small>	29 <small>333/32</small>	30  <small>334/31</small>	1

	Sunday	Monday	Tuesday
November 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	25	26	27
December 2001 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	2 336/29	3 337/28	4 338/27
January 2002 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	9 343/22	10 344/21 Health Benefits Open Season Ends	11 345/20
February 2002 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	16 350/15	17 351/14	18 352/13
March 2002 S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	23 357/8	24 358/7	25 359/6 Christmas Day
	30 ○ 364/1	31 365/0	

December 2001

Wednesday	Thursday	Friday	Saturday
28	29	30	1 <small>End PP25</small>
5 <small>339/26</small>	6 <small>340/25</small>	7 <small>341/24</small>	8 <small>342/23</small>
12 <small>346/19</small>	13 <small>347/18</small>	14 ● <small>348/17</small>	15 <small>End PP26</small>
19 <small>353/12</small>	20 <small>354/11</small>	21 <small>355/10</small> First Day of Winter	22 ○ <small>356/9</small>
26 <small>360/5</small>	27 <small>361/4</small>	28 <small>362/3</small>	29 <small>End PP1</small>

Major Outreach Event Dates

National Wildlife Refuge System Birthday	03/14/2001
National Wildlife Week	04/16-22/2001
Earth Day	04/22/2001
Junior Duck Stamp Contest	04/25/2001
International Migratory Bird Day	05/12/2001
National Fishing and Boating Week	06/01-10/2001
Federal Duck Stamp - 1st Day of Sale	07/01/2001
National Hunting & Fishing Day	09/22/2001
National Public Lands Day	09/29/2001
National Wildlife Refuge Week	10/14-20/2001
Federal Duck Stamp Contest	11/05-07/2001

Special Events Calendar

Check the Service Intranet page on sii.fws.gov/ for detailed event information under Refuges and Wildlife Service-wide Special Events Calendar

Employee Travel Tips

It is mandatory to use the government travel charge card for official travel

- Never use your personal credit card or cash to purchase airline tickets.
- File vouchers within five days of the trip.
- Always have your trip approved by your supervisor.
- Always have your travel voucher signed by your supervisor.
- Pay your Government issued credit card statement upon receipt.
- Per diem rates can be found at www.gsa.gov/ and at the DOI Travel site listed below.
- Use your MCI *WORLDCOM* FTS 2001 long distance telephone calling card on travel.

For complete travel information visit both the DOI Travel website at www.doi.gov/pfm/travel.html/ and the Service's website with up-to-date manual chapters at directives.fws.gov.

Outreach

Outreach Definition (from the National Outreach Strategy)

Outreach is two-way communication between the U.S. Fish & Wildlife Service and the public to establish mutual understanding, promote involvement, and influence attitudes and actions, with the goal of improving joint stewardship of our natural resources. To see the complete version of the National Outreach Strategy document, go to the Intranet at sif.fws.gov/Outreach/Strategy.htm.

Outreach Basics

- You need to plan for your communication needs just as you plan fish and wildlife management activities. The National Outreach Strategy has basics to help you do that.
- Outreach plans are now required for all significant Service actions. Check the back of the National Outreach Strategy for tips on doing an outreach plan.

Outreach Message Statements

Building outreach activities and products around consistent and simple themes will ensure the information presented to the public is relevant and comprehensive.

A concise message that describes the Service is, “*Conserving the Nature of America.*” We suggest you use this message in appropriate outreach material.

All Service programs and activities can be explained by incorporating one or more of the following themes.

- The U.S. Fish & Wildlife Service is a Federal agency whose mission, working with others, is to conserve fish, wildlife and plants and their habitats.
- The Service helps protect a healthy environment for people, fish and wildlife.
- The Service helps Americans conserve and enjoy the outdoors.

Guidance on Lobbying, Advertising and Fundraising

Lobbying: Since 1997, the Service has encouraged all employees to initiate contacts with Members of Congress or their staffs to provide information about the Service's programs or to answer questions. This is particularly important following elections, when many Congressional offices will experience staff turnover even if the member is reelected. There are two principles governing these contacts - always alert your regional Congressional Affairs Specialist and never lobby.

The Office of Congressional and Legislative Affairs in Washington has posted guidance, dos & don'ts, and other tips on Congressional outreach on the Service Intranet at sii.fws.gov/r9cla/.

Media: The media offers an important tool for the U.S. Fish and Wildlife Service to meet continuing responsibility to keep the public informed of its various programs and activities. Service employees are encouraged to proactively alert the media to activities and issues that affect the public, and disclosure of information is to be the general rule, not the exception, in the event of press inquiries.

The Office of Media Services in Washington has posted the current Service policy on dealing with the press along with other useful resources on the Service Intranet at sii.fws.gov/r9extaff/mediaser.htm.

Paid Advertising: Generally speaking, paying for print, broadcast, or online advertising is not allowed with the exception of notices to encourage participation in the development of Environmental Impact Statements, Comprehensive Conservation Plans, and other formal public processes. You need prior written approval from the Service's Office of Public Affairs and from the Department of the

Interior's Office of Communications in Washington before paying for advertising space.

The National Outreach Coordinator has published guidance on paid advertising on the Service intranet at sii.fws.gov/outreach/Advertising.htm

Donation Activity Guidelines: Congress has authorized the U.S. Fish and Wildlife Service to accept donations that further the mission of the agency or for more limited purposes, but has not provided the Service with authority to solicit such donations. Your role with respect to potential donations is restricted to educating the public about the existence of our authority to accept gifts and the specific gift needs of the Service, and you should avoid any action that the public would construe as a serious request for money or in-kind goods and services.

To assist the Service with its mission, Congress has chartered the National Fish and Wildlife Foundation to not only accept, but also to solicit donations, and Service employees may facilitate the Foundation's efforts to solicit donations.

Fundraising: Most of the time, Service employees may not solicit donations, including money, in-kind gifts, and services, in an official capacity. Employees may accept donations on behalf of the Service, but may not ask for them. Donations may be limited by two facts: who is giving the gift and what it's worth. Contact your Regional or Washington Office ethics advisor for guidance on donation activities. The two guiding principles in accepting donations for Service employees are—always check the source of a gift and never solicit.

The Department of the Interior's Ethics Office has posted guidance on fundraising and donation activities, including do's & don'ts of partnerships, on the Ethics web site at www.doi.gov/ethics/ethics4.html/.

What is the SII?

On the Internet, you can reach anywhere in the world, gather information, make a purchase, send images, or do a hundred other things. The SII (also referred to as the Intranet) is just like the Internet, but its scope is internal to the Service, helping to make Service data readily accessible to all employees so they can work together on draft proposals without prematurely exposing the work-in-progress to the public or forcing the public to navigate through internal administrative information.

Here are just a few practical uses for the SII...

- Post a document draft on the SII and select Service colleagues to comment and offer suggestions before releasing the final version.
- Coordinate a meeting with Service folks across the nation. Give employees from the other side of the country an advance view of what the meeting will be about so they can offer changes as needed.
- Provide a consistent central reference and storage area for team charters, meeting notes, archival information, forms, event calendars, standard procedures, etc., including graphic images, and video and audio clips.

The SII uses the same text format language as the Internet, called “HTML” or hypertext markup language. Creating text for the SII is the same as creating it for the World Wide Web.

To visit the SII, load your web browser and at the address line and type... sii.fws.gov/. Take a moment and click on “FAQs,” where you will find answers to a number of frequently asked questions.

Don't forget to visit the Outreach site for the latest information about Service internal and external communication activities sii.fws.gov/outreach/.

What is a Listserv?

A listserv is a system for creating, managing and controlling electronic mailing lists of names and addresses that are used to send messages or announcements to a group of people with common interests. Unlike traditional mail, you can join and leave a listserv list as you like.

We have ten or more active listservs in the Service. Check ncc.fws.gov/ for a roster of listservs. Subscribers to any of the FWS- listservs may:

- coordinate meetings, conference calls and events;
- provide assistance to resolve situational questions (“how do I...”);
- comment on what’s working (or not) regarding the agency approach to a particular subject;
- discuss how new methods of technology, budgets and policies will affect your program; and
- cover other topics relevant to a broad audience of folks.

You can check the Web publishing site on the SII for details about how to use listservs at sii/fws.gov/webpublish/. The following instructions use the Outreach listserv as an example.

To Subscribe/Unsubscribe

To subscribe to the listserv via e-mail, click on “New Memo” and then:

1. After “To,” type ***listserv@www.fws.gov***.
2. Leave the “Subject” line blank.
3. In the body of the message, type ***subscribe fws-outreach Your Name***, (For example, ***subscribe fws-outreach Jane Doe***).
4. Click on “Send.”

To unsubscribe to a listserv, follow steps 1 through 4 above, but instead of typing subscribe ***fws-outreach Your Name***, type ***unsubscribe fws-outreach Your Name***.

To Send Messages

To send a message via e-mail, click on “New Memo” and then:

1. After “To:” type, ***fws-outreach@www.fws.gov***.
2. Fill in the “Subject line and the body of the message as you normally would.

**Department of the Interior
U.S. Fish & Wildlife Service
1849 C Street, NW
Washington, DC 20240**

<http://www.fws.gov>

December 2000

