

## EXCHANGE PROCESS

Listed below is a summary of the steps involved in the processing of an exchange.

1. Obtain a Statement of Intent.
2. Follow the National Environmental Policy Act (NEOA) process to obtain preliminary decision by the Forest Supervisor on the proposal.
3. Obtain approval from the property review board.
4. This process involves the following:
  - a. Prepare a Preliminary Environmental Assessment.
  - b. Solicit public comment as to the factors which should be considered in the decision-making process. This will be done by newspaper advertisement in accordance to the Statement of Intent. Other interested parties will be directly contacted.
  - c. Interdisciplinary Team (IDT) meeting to identify and agree upon the factors which will form the basis for a decision.
5. It will be the responsibility of the non-Federal owner to furnish a good and sufficient title to the property free from objectionable encumbrances to the non-Federal lands. A policy of title insurance satisfactory to the Office of the General Counsel of the Department of Agriculture. will be prepared at the expense of the non-Federal landowner. If you plan to make any reservations, they will be subject to the Secretary's Rules and Regulations.
6. We will notify the State Clearinghouse, State Fish & Game, U.S. Congressional Delegation, and the respective County Commissioners asking for any comments they may have about the proposal.
7. We will submit the proposal to our Regional Office and ask for their approval to continue processing the case.
8. The cost of publishing the exchange notice in the local newspapers for four weeks will be shared equally between the U.S. and the exchange proponent.
9. We will obtain specialists' reports on the involved properties in regard to wetlands, floodplains, threatened and endangered species, minerals, and cultural resources. Preliminary analysis of the above does not indicate any subsequent issues.
10. Our staff appraiser will appraise both properties. A certified timber cruise will be conducted on the Federal and non-Federal lands.

11. Land exchanges are to be equal or, if not equal, to be equalized by payment of cash, provided that payments do not exceed 1 to 2 % of the total value of the lands transferred out of Federal ownership.
12. The appraisal will be reviewed and approved. During this period, the final Environmental Assessment is prepared and submitted to the approving office.
13. If you concur with the appraised values, a Land Exchange Agreement will be prepared identifying the lands and interests to be conveyed. This Agreement is signed by both parties and becomes a binding contract.
14. We will prepare a Warranty Deed and ask you to sign it and to submit a deposit to insure payment of taxes for the current year.
15. We will record the deed, obtain a title insurance policy endorsement, and submit papers for final title approval.
16. Upon approval of title, we will accept and send you the Exchange Deed for recordation.

## CRUISE PLAN

1. Standard USFS cruising rules and procedures will be used. Use form R1-2430-20 for recording plot data.

2. Marking starting points, cruise lines, and plots:

Each starting point will be marked with double flagging. The location of the first plot of each line shall be written (azimuth, distance).

The cruise lines shall be flagged sufficiently between plots to allow a check cruiser to find each plot location. Color Flagging: No Flagging.

The plot center shall be marked with a sturdy stake with flagging tied to it. In addition, at least 2 flags should be tied near plot center. The direction and distance to the next plot should be written on one flag. Each cruised tree will be numbered consecutively with white paint. No paint.

3. Merchantability specifications and measurements:

Cruise only live, standing sawlogs (Code 0 or 1, Col.31) containing at least one merchantable piece. Minimum piece specifications - 8 foot length, 5.6" d.i.b., 33 1/3% sound. Minimum d.b.h., 9.0", record in 1 inch classes. Measure total height to the nearest foot. No grading is required. Do not cruise dead sawlogs, pulp, cedar products, or culls and snags.

Defect guides for *Fomes pini* and Indian paint fungi will be as follows: *F. pini* conks on WP take one-half the cylinder for each conk, unless there are conks distributed to remove the full cylinder. Old growth use 2 feet above and 4 feet below conk. All other species use 4 feet above conk and 6 feet below conk. Indian paint conks use 4 feet above conk and 6 feet below conk.

4. The attached map shows parcel location, access, cruise types and size, BAF, and line and plot location.
5. Maximum error for the cruise is 10%. Maximum error for the check cruise is 10% on a minimum of 10 plots.