

Environmental Management Procedure (EMP) 4.4.6.11

Subject: Cultural Resources Management

1. Purpose and Policy:
 - A. Purpose: This EMP establishes the procedures for the management of cultural resources existing or found on JBLE-Eustis.
 - B. Policy: The Installation policy is to protect and preserve historical and cultural resources and sites located within the boundary of the Installation. The Installation will manage these resources to maximize mission accomplishment and training activities while complying with all Federal and State laws and DOD directives.
2. Document Control: This is a controlled document. Controlled documents are updated as required, reviewed at least annually, and re-dated if changed. Any documents to include blank forms appearing in paper form are not controlled and should be checked against the file version prior to use on the:

JBLE – Eustis Environmental website: <http://www.jble.af.mil/Units/Army/Eustis-Enviromental/>
3. References:
 - A. JBLE-I 32-101, Environmental Management
 - B. EMP Dictionary
 - C. Integrated Cultural Resources Management Plan
4. Scope: This EMP applies to all Activities and personnel, including military, civilians, vendors, suppliers, and contractor personnel who enter JBLE-Eustis. The definition of an Activity can be found in JBLE I 32-101.
5. Roles and Responsibilities:
 - A. Commander 733MSG will provide overall guidance and direction for the Cultural Resources Program
 - B. CED/CEIE will:
 - (1). Develop and maintain an ICRMP.
 - (2). Plan, conduct and/or coordinate archeological surveys, archaeological site evaluations, archaeological data recoveries, Historic American Building Surveys (HABS) and Historic American Engineering Records (HAER) for projects/actions requiring such based on the scopes of projects conveyed by proponents and consultation with appropriate parties.
 - (3). Perform consultations (National Historic Preservation Act, Archaeological Resources Protection Act, Native American Graves Protection and Repatriation Act, etc.) with the consulting parties and stakeholders by preparing a description of the project and supporting documentation to convey the effects of projects on cultural resources.
 - C. Commanders, Directors, and Managers of Activities will:
 - (1). Coordinate with the Cultural Resource Manager in CED/CEIE before undertaking any action

as part of the NEPA process.

- (2). Provide funding for required cultural resource or archeological resource surveys that exceed CED/CEIE capability.
 - (3). Ensure all Activity personnel are aware of individual responsibilities to protect historical and cultural resources. Specifically individuals will:
 - (a). Not disturb or remove any cultural materials.
 - (b). Inform superiors of any cultural materials they observe or find.
 - (c). Inform superiors of any unauthorized excavations or removal of cultural materials.
6. Procedures:
- A. The CED/CEIE Cultural Resources Program Manager will annually review and update as required the JBLE-E ICRMP.
 - B. The CED/CEIE Cultural Resources Program Manager will develop and execute an annual work plan based on the ICRMP, anticipated cultural resource surveys or consultations based on JBLE-E master plans, or based on Air Force initiatives or outside community requirements.
 - C. The CED/CEIE Cultural Resources Program Manager will submit a request for funding annually in accordance with provided guidance and procedures.
 - D. The CED/CEIE Cultural Resources Program Manager will ensure archeological materials are stored in a facility that is in compliance with 36 CFR 79 and inspect the facility and condition of the installation artifacts annually.
 - E. The CED/CEIE Cultural Resource Program Manager will, in coordination with the ASA, ensure all installation training and operations are compatible with preservation of cultural resources on JBLE-E. At a minimum, ASA will ensure:
 - (1). Activity training/operations personnel are aware of training/operational cultural resource restrictions.
 - (2). Activity training/operations personnel are conducting cultural awareness briefings to activity personnel.
 - (3). Planned training/operations will not impact on historical or archeological sites.
 - (4). Training maps are annotated or overlaid to reflect historical or archeological sites.
 - (5). Cultural resource program requirements outside the established annual plan will be address by revising the plan or augmenting the cultural resource staff to ensure mission accomplishment. Unplanned cultural resource program requirements may come from:
 - (a). Changes to Army training requirements.
 - (b). Unanticipated construction and range upgrades.
 - (c). Army/Air Force directed surveys.

- (d). Request from the Advisory Council on Historic preservation, the Virginia Department of Historic Resources, Federally Recognized Native American Tribes or the surrounding community.
- F. Installation Activities will utilize the normal National Environmental Policy Act process to identify any impacts to cultural resources of the planned training, operation, or action and the required mitigation.
- G. The CED/CEIE Cultural Resource Program Manager will maintain all required documents and records.