

**AMENDMENT TO MULTIPLE
FISH AND WILDILFE SERVICE MANUAL CHAPTERS**

Amending the following chapters:

- 041 FW 2, Symbols – Emblems, 6/25/1999
- 042 FW 1, Dedications and Special Events, 6/16/1999
- 101 FW 1, Congressional Hearings and Procedures, 7/25/2013
- 101 FW 2, Congressional Meetings and Briefings, 7/27/2013
- 115 FW 1, Official Public Communication, 8/21/2015
- 115 FW 2, Public Communications in a Personal Capacity about Employees' Work, 6/7/2018
- 115 FW 3, Approval for Communications and Outreach Positions, 5/18/2012
- 115 FW 8, Information Published on the World Wide Web, 7/28/1999
- 115 FW 9, Blogs on Service Websites, 4/10/2009
- 121 FW 1, Printing – Purpose, Policy, and Responsibilities, 7/31/2017
- 121 FW 2, Reprographic Equipment Management Program, 1/16/2014

Purpose: This administrative amendment changes references from “External Affairs” in the chapters listed above to the “Office of Communications.” The program’s name change was approved with publication of 142 Departmental Manual (DM) 12, 3/28/2023.

Actions:

In the Service Manual chapters listed above, change all mentions of the External Affairs program to the Office of Communications. These mentions are for both Headquarters and the Assistant Regional Directors’ offices.

/sgd/ Stephen Guertin
DEPUTY DIRECTOR

Date: June 16, 2023