

Cover Sheet Listing High-Level Reviewers in the Originating Region

Instructions:

List the name, title, office of each high-level Regional reviewer who reviewed the document announced by or who is referred to in your notice (i.e., not the notice itself). Include all Federal agency reviewers in your Region (not just the Service or Department). Note that no surnames or signatures are required on this list, and it is important to list the reviewers' titles. A template and examples of a completed sheet follow. You may also obtain a copy of the required cover sheet on the PDM Web site.

TEMPLATE

**U.S. Department of the Interior
Fish and Wildlife Service**

Federal Register Notice Cover Sheet

Date Submitted via DTS:

Name(s) of Document(s): *[Delete all orange text before submitting this form. The document(s) to list here are the underlying documents being announced by your notice—not the notice document itself.]*

Descriptive Paragraph of purpose/role of document(s):
[Purpose/role of each document your notice is announcing, not the notice itself.]

Senior reviewers:
[Reviewers from any Federal agency in your Region of each document your notice is announcing, not the notice itself.]

Name	Title	Office

EXAMPLE OF A COMPLETED SHEET

U.S. Department of the Interior
Fish and Wildlife Service

Federal Register Notice Cover Sheet

Date Submitted via DTS: 12/18/09

Name of Document: XYZ Ranch Safe Harbor Agreement and Environmental Action Statement

Descriptive Paragraph of purpose/role of document: XYZ Ranch has applied to us for a 15-year Enhancement of Survival Permit for the federally threatened [SPECIES (*scientific name*)] under section 10(a)(1)(A) of the Endangered Species Act of 1973, as amended. This permit application includes a draft Safe Harbor Agreement (SHA) and draft Environmental Action Statement (EAS). These documents describe the proposed action and measures that would result in a net conservation benefit [SPECIES]. Approval and implementation of the XYZ Ranch SHA would provide a net conservation benefit to the species by maintaining [SPECIES] habitat within a xx-ac (xx-ha) baseline area, allowing access to researchers, minimizing ground disturbing activities within ground squirrel habitat, and potentially implementing timber-related habitat enhancement measures within the covered area.

Senior reviewers:

Name	Title	Office
[Insert name]	Supervisory Fish and Wildlife Biologist	[FIELD] Fish and Wildlife Office
[Insert name]	Field Supervisor	[FIELD] Fish and Wildlife Office
[Insert name]	RO Biologist	Region x Regional Office – Endangered Species
[Insert name]	RO CCP Chief	Region x Regional Office – Endangered Species
[Insert name]	Regional Solicitor	Office of the Solicitor
[Insert name]	ARD	Region x

EXAMPLE OF A COMPLETED SHEET SUBMITTED THROUGH THE DATA TRACKING SYSTEM (DTS)

U.S. Department of the Interior
Fish and Wildlife Service

Federal Register Notice Cover Sheet

Date Submitted via DTS:

Name of document: Draft Recovery Plan for [SPECIES (*scientific name*)]

Descriptive paragraph: This recovery plan, for this federally listed [SPECIES], discusses the natural history, current status, and the known and potential threats to the [SPECIES]. [Further explanation of document and next steps.]

Senior reviewers: The following senior management officials reviewed and approved the document:

US Fish and Wildlife Service, Department of the Interior:

[Insert name], Acting Regional Director, Region x

[Insert name], Assistant Regional Director, Region x

[Insert name], Chief, Division of Conservation Partnerships, Ecological Services, Region x

[Insert name], Regional Solicitor, Region x

[Insert name], Solicitor's Office, Region x

[NAME OF OTHER FEDERAL AGENCY]:

[Insert name], Chief, [NAME OF OFFICE]

[Insert name], Chief, [NAME OF OFFICE]

[additional officials as appropriate]

[Insert name], General Counsel