

U.S. Fish and Wildlife Service Utah 2018 Desert Tortoise Section 7 Conservation Guidelines*

Guidelines may vary per project specific details

BACKGROUND

The Mojave desert tortoise (*Gopherus agassizii*) was listed as a threatened species on April 2, 1990 and critical habitat was designated in 1994 (USFWS 1990 and 1994a). This listing includes all desert tortoises north and west of the Colorado River in Arizona, Utah, Nevada, and California.

We (the U.S. Fish and Wildlife Service (USFWS)) published a Recovery Plan for this species in 1994 and a Revised Recovery Plan in 2011 (USFWS 1994b, USFWS 2011). The recovery plan recommends conserving intact desert tortoise habitat, maintaining self-sustaining and well-distributed populations within each recovery unit, and ensuring that desert tortoise habitat within each recovery unit is protected and managed to support long-term viability of desert tortoise populations. These conservation guidelines are intended to help implement and support the recovery plan's goals and objectives.

Projects in areas that have a federal nexus are subject to section 7 consultation under the Endangered Species Act. We developed the following conservation measures, consistent with the species' recovery plan, to facilitate the section 7 consultation process by providing up-front recommendations to avoid and minimize impacts to desert tortoises, including mortality, stress, and disturbances, to desert tortoises and their habitat. These are general guidelines that may be adapted during section 7 consultation based on project-specific design and considerations.

DISTURBANCE TYPE

The selection of appropriate conservation measures will depend on whether the disturbance is temporary or permanent:

- Temporary action—leaves no permanent structures and results in no permanent habitat loss.
- Permanent action—continues for more than one breeding season and causes a loss of tortoise habitat or permanently displaces tortoises through the creation of permanent structures.

Desert tortoises can be active in every month of the year. The selection of specific conservation measures will also be determined by the seasonal timing of construction activities:

- More active season: February 15-November 30;
- Most active season: March 15 – May 15 and August 20 – October 20;
- Less active season: December 1 – February 14.

PRE-PROJECT SURVEYS

Surveyor and Monitor Requirements

Desert tortoise surveys should be completed prior to any Project activities and desert tortoise monitors or field contact representatives should be used on any Project activities occurring in suitable desert tortoise habitat. We recommend the Project proponent submit to U.S. Fish and Wildlife Service (USFWS), Utah Ecological Services Field Office (our office), the qualifications and references for individuals conducting surveys and monitoring at least 30 days prior to initiation of Project activities. The following definitions describe the individual qualifications for survey and monitoring personnel and typical actions they would typically be approved to conduct.

AUTHORIZED DESERT TORTOISE BIOLOGISTS are approved to conduct and oversee presence/absence and clearance surveys, handle desert tortoises, translocate tortoises, construct burrows, excavate burrows, conduct health assessments (including any necessary bloodwork), and oversee Project monitoring and compliance. Authorized biologists should have sufficient desert tortoise field experience in each category (a minimum of 480 hours searching for tortoises and tortoise sign) to detect the presence of desert tortoises through observations of animals and sign including scat and burrows. Authorized biologists must maintain up-to-date federal and state tortoise handling permits when they are conducting any handling activities. In some circumstances, Washington County Habitat Conservation Plan (WCHCP) Administration staff or local state or federal biologists may be available to serve this function. Contract desert tortoise biologists must report to and coordinate with the WCHCP Biologist.

DESERT TORTOISE MONITORS are approved by the USFWS to:

- assess habitat suitability;
- independently conduct presence/absence and abundance surveys for desert tortoises;
- monitor Project activities within desert tortoise habitat;
- ensure proper implementation of conservation measures; and
- report incidents of non-compliance in accordance with biological opinions and permits.

Desert tortoise monitors should have sufficient desert tortoise field experience (a minimum of 480 hours searching for tortoises and tortoise sign) to detect the presence of desert tortoises through observations of animals and sign including scat and burrows. A desert tortoise monitor is not authorized to handle desert tortoises. The monitor will keep detailed field notes that will be turned into our office every three months. See example field report form attached (Appendix A: Daily Desert Tortoise Report Form).

FIELD CONTACT REPRESENTATIVES (FCRs) are individuals who are approved by the USFWS to:

- monitor Project activities within desert tortoise habitat;
- conduct daily clearance sweeps as detailed in the text below;

- ensure proper implementation of protective measures; and
- call the desert tortoise monitor or USFWS with any questions or concerns.

The FCRs are not permitted to assess habitat suitability or conduct USFWS protocol level surveys (USFWS 2017) for desert tortoises because they do not have sufficient training or field experience.

Desert tortoise monitors or authorized desert tortoise biologists will ensure the FCRs meet the following qualifications:

- can recognize signs of desert tortoises;
- understand monitoring protocols; and
- have a minimum of one field day under the supervision of a desert tortoise monitor in each activity season and habitat type.

While FCRs are not authorized to handle desert tortoise or conduct USFWS protocol level surveys (USFWS 2017), FCRs may be approved, depending on activity season and habitat quality, to conduct daily clearance sweeps (see example datasheet, Appendix A: Daily Desert Tortoise Report Form) for desert tortoises immediately prior to or during Project activities. The FCR will keep detailed field notes that will be turned into the USFWS Utah Ecological Services Field Office every three months.

Section 7 Survey Guidance:

1. An approved desert tortoise monitor will complete full pre-project desert tortoise surveys in accordance with the USFWS 2017 survey protocol guidelines. These surveys must take place prior to any project-related operations where suitable habitat occurs. Surveys must cover 100 percent of the entire project area – the amount of area outside the project footprint is based on the nature of project-specific activities and must incorporate any relocation or translocation plans.
2. Surveys will delineate Occupied Habitat and Unoccupied designated Critical Habitat, High Quality, Medium Quality, Low Quality, and Unsuitable Habitat using the physical and biological features identified in our critical habitat designation (USFWS 1994a) as a guideline. See Appendix A: Daily Desert Tortoise Report Form for example definitions.
3. Presence/absence surveys are valid for 1 year.
4. If a clearance survey has been conducted by WCHCP staff and is in or adjacent to the Reserve:
 - a. If the area has been fenced according to protocol, and the fencing has been checked and maintained at least annually, the clearance survey remains valid indefinitely (UDWR 2015).

- b. If the area has not been fenced, the clearance survey is valid for 90 days if no tortoise were found and 60 days if a removal has occurred (HCP 1996). If Project activities have started before 60 or 90 days, but have not completed by that time, clearance validity will depend on project specific activities, density of tortoise, etc.

CONSERVATION MEASURES

General Measures

1. All individuals working on the Project in threatened or endangered species habitat will be required to take a worker education training class, conducted by Washington County (see DP RCDR 2006). The class will describe the threatened or endangered species that may be found in the area, and the appropriate measures to take upon discovery of a threatened or endangered species. The class will also include a discussion of construction techniques and conservation measures to minimize potential adverse impacts. All Project personnel shall sign an affidavit certifying that they have read and understand the material presented in the brochure and class. Washington County will maintain all records of affidavits.
2. Before Project activities begin, a pre-Project meeting will be held between the applicant, all onsite workers, the action agency, and the desert tortoise monitor to review all conservation measures. A handout of the conservation measures will be provided to all onsite workers.
3. Anytime a vehicle or construction equipment is parked in desert tortoise habitat, the area around and directly under the vehicle must be inspected for tortoises before the vehicle or equipment is moved. The inspection does not need to be performed by a tortoise monitor or FCR. If there is a desert tortoise observed, it will be left to move on its own – the tortoise will not be approached or handled. If this does not occur within 15 minutes, an approved desert tortoise biologist will be contacted to remove and relocate the tortoise.
4. If a desert tortoise is found in the Project area during Project activities, the tortoise will not be approached or handled and all Project activities within 300 feet of the tortoise will be halted immediately, until such time as the tortoise leaves the area or is moved from the site. This distance can be adjusted depending on specific circumstances as coordinated with the UDWR. The UDWR, will be contacted to approach and handle the tortoise. The USFWS (and the Washington County HCP administrator, if so directed by UDWR or USFWS) will be notified within 24 hours if a tortoise is found in the project area.

Site Access

1. All equipment taken into desert tortoise suitable habitat will be power-washed to remove noxious weeds and seeds and petroleum products prior to entering or re-entering the site. Fueling machinery will occur on already disturbed areas within the right of way (ROW). Laws and regulations pertaining to fueling of vehicles and equipment will be observed.

2. Project activities and equipment will be confined to the designated temporary ROW which will be identified by stakes, lathes, and flagging. To the extent possible, previously disturbed areas within the temporary ROW will be used for temporary storage areas.
3. Already designated routes of travel will be used whenever possible. Additional access routes outside already designated routes of travel or the temporary ROW will be limited to areas pre-cleared by the desert tortoise monitor that do not contain sign of desert tortoise within 100 meters. Use of access routes will be kept to a minimum.
 - a. If construction or modification of access routes is needed, desert tortoise monitor(s) approved to conduct protocol level surveys (USFWS 2017) will survey the new action area. If a desert tortoise or fresh tortoise sign is found, the monitor will contact UDWR and USFWS to discuss appropriate avoidance and minimization measures based on the case-specific circumstances.
4. Cross-country vehicular travel outside of the Project ROW by contractor personnel will be prohibited.
5. Surface occupancy or other surface disturbing activities will be avoided as much as possible within 0.5 mile of known occupied desert tortoise habitat to protect the possible home range of the individual.

Site By-products

1. Trash and food items will be contained in closed (predator-proof) containers and removed regularly as needed to reduce attractiveness to opportunistic predators such as ravens, coyotes, and feral dogs.
2. Use of firearms by contractor personnel for target practice will be prohibited from the Project site and access routes. Contractor personnel will be prohibited from bringing domestic dogs to the Project site.
3. A hazardous materials spill kit will be kept on site during construction that is appropriate for the solvents involved in operation and maintenance of vehicles and machinery used during the Project. Laws and regulations pertaining to hazardous materials will be observed.
4. Bulk concrete, grout, cement mortar, and solid and source site materials will be stored at a staging area.

Occupied or High Quality (including Critical Habitat) Desert Tortoise Habitat

During project activities:

Active Season Conservation Measures (February 15 – November 30)

In addition to the general conservation measures described above, the Project proponent will include the following protocols for any Project activities that occur within occupied or high quality desert tortoise habitat during the active season (see Table 1 for a summary of measures):

1. Desert tortoise monitors:
 - a. Desert tortoise monitors will be on site during all Project activities for the protection of desert tortoises. These monitors will be responsible for determining compliance with measures as defined in the biological opinion.
 - b. No more than one hour prior to daily construction activities commencing or by 7 am each work day (whichever is later), a desert tortoise monitor will conduct a clearance sweep of that day's Project activity area (including a 200-foot buffer beyond the footprint on all sides – this may be larger depending on the anticipated action) and carefully inspect any hazards (e.g. trenches, open pipes – see example datasheet, Appendix A: Daily Desert Tortoise Report Form, for more examples).
 - c. A desert tortoise monitor will be assigned to each grouping of equipment operating in spatially disjunct areas within the Project site. A grouping of equipment is defined as all construction equipment working within a 1,000-foot linear distance from the first piece of equipment to the last piece of equipment. Equipment performing backfilling, re-contouring, and reclamation activities are included in this measure.
 - d. If the Project proponent chooses not to have a desert tortoise monitor on every grouping of equipment, they can use temporary fencing, as detailed below in subsection 4. The fence line will be checked three times a day by a desert tortoise monitor.
 - e. Project vehicle speeds in the Project area will be limited to 15 mph. Speed limit signs can be posted when entering and exiting occupied habitat (e.g., long linear Projects).
2. Blasting is not permissible within 300 feet of a potential tortoise burrow, due to possible direct effects of this action on burrow stability (Burroughs 2017).

Table 1. Summary of conservation measures in desert tortoise habitat types. See the text for more detailed information.

	Occupied (within 0.5 mile of desert tortoise sign) or High Quality Habitat	Unoccupied, Medium or Low Quality Habitat
Active season (February 15 – November 30)	<p>A desert tortoise monitor will remain on-site during all Project activities.</p> <p>A desert tortoise monitor will conduct daily clearance sweeps of Project activities plus 200-300 feet around the Project area (300 feet if blasting is anticipated), and any additional hazards.</p> <p>A desert tortoise monitor will be assigned to each grouping of equipment.</p> <p>In lieu of monitors remaining on-each grouping of equipment, the Project proponent may use temporary fencing as described in the text.</p> <p>The fence line will be checked three times a day by a desert tortoise monitor.</p> <p>A 15 mph speed limit will be maintained by all construction or monitoring-related equipment.</p>	<p>A temporary fence line is not needed.</p> <p>A daily desert tortoise monitor is not needed – the desert tortoise monitor will come out twice a week to check in with the FCR.</p> <p>A FCR will conduct daily clearance sweeps of Project activities plus 200-300 feet around the Project area, and any additional hazards.</p> <p>A FCR will perform a sweep of any open trench and any other open excavations at least three times daily.</p> <p>If a desert tortoise or fresh tortoise sign is found, the monitor will contact UDWR and USFWS to discuss appropriate avoidance, and minimization measures based on the case-specific circumstances.</p>
Less active season (December 1 – February 14)	<p>A desert tortoise monitor is not required on-site daily.</p> <p>A FCR will remain on-site during all Project activities, and conduct daily clearance sweeps out to 200-300 feet (typically) and check any hazards.</p> <p>In lieu of a FCR remaining on-site during all Project activities, the Project proponent may use temporary fencing as described in</p>	<p>A temporary fence line is not needed.</p> <p>The desert tortoise monitor will visit the site every two weeks to check with the FCR and check any hazards. A FCR will contact a desert tortoise monitor twice a week to review and submit field notes and report any hazards.</p> <p>A FCR will perform a sweep of any open trenches, and any other open</p>

	<p>text. While a FCR does not have to remain on site, they will check the fence line and any hazards daily.</p> <p>A desert tortoise monitor will come on site twice a week to check in with the FCR, review and collect field notes, and check the fence line and any hazards.</p> <p>20 mph speed limit.</p>	<p>excavations once daily.</p> <p>If a desert tortoise or fresh tortoise sign is found, the FCR will contact the monitor, the UDWR and the USFWS to discuss appropriate translocation, avoidance, and minimization measures based on the case-specific circumstances.</p>
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3. If Project activities occur within occupied habitat during the most active seasons (March 15 – May 15 and August 20 – October 20), the Project proponent will hold a short refresher meeting with all Project personnel that will be led by the desert tortoise monitor or FCR (whichever is on-site when the meeting is conducted) on March 15 and August 20 (or the first working day just prior to those dates). This meeting will include instruction and handouts to remind workers of the Project’s conservation measures. A refresher meeting may need to be given on both dates for this Project. Refresher meetings will be held in addition to the pre-Project meeting described in *General Measures*. However, if the initial pre-Project meeting occurred recently (within one month prior to the most active season start date, March 15 or October 20), the refresher meeting that would have normally been held on that date is not required.

4. The Project proponent may choose to use temporary tortoise-proof fencing infrastructure in lieu of full-time monitoring to keep desert tortoises out of Project activities. When temporary fencing is used and if the temperature is 95 degrees F or higher, the entire fence line will be checked at least three times a day—once by a tortoise monitor no more than one hour prior to each day’s construction activities beginning or by 7 am (whichever is later), and twice more by the FCR throughout the day. Longer term Projects can consider installing tortoise shade structures (see item b, below) to lessen the need for three daily checks of the fence to one daily check. In the event shade structures are installed, daily fence line checks must continue no more than one hour prior to each day’s Project activities beginning or 7 am (whichever is later). If temperatures do not reach 95 degrees F, the fence line can be checked once a day. Any fencing plans must be approved by USFWS.
 - a. Temporary tortoise-proof fencing consists of barrier fence buried at least 15 centimeters (cm) (leaving 1 meter aboveground) and supported by stakes.

 - b. Shade structures will be constructed on a flattened mound of dirt 20 cm high (to protect the shelter from runoff). Shelter material will be arranged in a half moon shape, and must be a minimum of 20 cm tall, 40 cm long, and 40 cm wide. Shelters must be covered with 20 cm of soil on the top and sides to stabilize and insulate the structure.

5. If the proponent does not install temporary fencing (subsection 4, above), then by the close of each work day, open trenches and other open excavations will be covered or provided with tortoise escape ramps. Excavations left open will be checked each morning for presence of tortoise prior to commencement of daily work and at the end of the work day.
 - a. Escape ramps will have a slope no steeper than 3:1 and be a minimum of 91.5 cm (3 feet) in length. Escape ramps will be placed at 300-foot intervals. These distances will be reduced if the FCR, desert tortoise monitor, and approved desert tortoise biologist determine that the plug/escape ramp spacing is insufficient to facilitate animal escape from the trench.
6. No standing water as a result of Project operations will be permitted in desert tortoise habitat because this can attract desert tortoises and predators. Similarly, leaks on water trucks and water tanks will be repaired to prevent pooling water. If watering conditions could temporarily attract tortoises, the FCR or a desert tortoise monitor assigned to a group of equipment constructing the pipeline may periodically leave the group of equipment to patrol each area being watered.
7. The storing and handling of bulk hazardous waste materials will be excluded from the Project areas within 0.5 miles of active tortoise burrows.

Less Active Season Conservation Measures (December 1 – February 14)

The same measures as above (active season) would apply with the following exceptions:

1. A desert tortoise monitor is not required. A FCR will remain on-site during all Project activities, conduct daily clearance sweeps out to 200-300 feet, check any hazards, and check all backfilling, re-contouring, and reclamation activities prior to initiation. A desert tortoise monitor will come out to the site twice a week to check in with the FCR, review and collect field notes, and check any hazards.
2. In lieu of a FCR that remains on site throughout the day, the Project proponent may use temporary fencing infrastructure (Active Season Conservation Measures #4) in combination with the following to keep desert tortoises out of Project activity sites.
 - a. A FCR will come out to the site daily to check the fence line and any hazards. A desert tortoise monitor will come out to the site twice a week to check in with the FCR, review and collect field notes, and check the fence line and any hazards (regardless of temperatures).
3. Project vehicle speeds in the Project area will be limited to 20 mph. Speed limit signs can be posted when entering and exiting occupied habitat (e.g. long linear Projects).

Unoccupied Desert Tortoise Habitat in Low or Medium Quality Habitat

Active Season Conservation Measures (February 15 – November 30)

Conservation measures applied in unoccupied desert tortoise habitat during the active season will vary depending on the quality of the habitat. The following measures apply to low or medium quality unoccupied habitat.

The following measures apply:

1. Desert tortoise monitors are not required to be on site during all Project activities and temporary fencing is not required.
2. A desert tortoise monitor will come out to the site twice a week to check in with the FCR, review and collect field notes, and check any hazards.
3. A FCR will remain on-site during all Project activities, conduct daily clearance sweeps out to 200-300 feet (typically) and perform a sweep of any open trench and any other open excavations at least three times daily.

If a desert tortoise or fresh tortoise sign is found the FCR will contact the monitor, UDWR, and the USFWS to discuss appropriate avoidance and minimization measures based on the case-specific circumstances.

4. No standing water as a result of Project operations will be permitted in desert tortoise habitat as this can attract desert tortoises and predators. Similarly, leaks on water trucks and water tanks will be repaired to prevent pooling water. If conditions favor tortoise activity, the FCR or a desert tortoise monitor assigned to a group of equipment constructing the pipeline may periodically leave the group of equipment to patrol each area being watered.
5. If Project activities occur during the most active seasons (March 15 – May 15 and August 20 – October 20), the Project proponent will hold a short refresher meeting with all Project personnel that will be led by the desert tortoise monitor or FCR (whichever is on-site when the meeting is conducted) on March 15 and August 20 (or the first working day just prior to those dates). This meeting will include handouts to remind workers of the Project's conservation measures. A refresher meeting may need to be given on both dates for this Project. However, if the initial pre-project meeting occurred recently (within one month prior to March 15 or August 20), the refresher meeting that would have normally been held on that date is not required.

Less Active Season Conservation Measures (December 1 – February 14)

The following measures apply:

1. Desert tortoise monitors or a FCR are not required to remain on-site during all Project activities and temporary fencing is not required.
2. A FCR will check the fenceline and perform a sweep of any open trench and any other open excavations once daily.
3. A FCR will contact a desert tortoise monitor twice a week to review and submit field notes (electronic submission is permissible), and report any hazards. A desert tortoise monitor will come out to the site every two weeks to check with the FCR and check any hazards.
4. If a desert tortoise or fresh tortoise sign is found the FCR will contact the monitor, UDWR, and the USFWS to discuss appropriate avoidance and minimization measures based on the case-specific circumstances.

Post-Project Conservation Measures:

1. A formal Reclamation Plan for all desert tortoise habitat will be developed and submitted to USFWS and action agency. Formal reclamation plans are typically needed on projects with permanent or new surface disturbance in suitable or occupied desert tortoise habitat. Only native plant species will be used in reclamation activities. Locally derived seed is preferred. Restoration of biocrusts and associated mycorrhizal fungi should be considered in the reclamation plan. Fill materials will be free of fines, waste, pollutants, and must be certified weed-free. The approved survey biologist will inspect reclamation activities at the end of construction to ensure disturbed areas are revegetated/restored according to reclamation criteria approved by the action agency and USFWS.
2. Broadcast applications of herbicides will be prohibited within the project area; if necessary, spot treatments will be applied by hand using herbicides approved by the U.S. Environmental Protection Agency in order to treat noxious weeds. The project area will be monitored and controlled, as necessary, for weeds for a minimum of 5 years after project completion (which may include maintenance activities).
3. Desert tortoise monitor(s) will prepare all survey reports and field notes and submit them to USFWS every 3 months and at Project completion. The reports will identify the extent of impacts to desert tortoises. They will include:
 - a. Desert tortoise survey and monitoring reports.
 - b. Desert tortoise encounters within Project boundaries and how they were reported and addressed.

See example datasheet attached (Appendix A: Daily Desert Tortoise Report Form).

Future Maintenance:

1. During routine inspections, scheduled maintenance, emergency maintenance, or any other maintenance, if desert tortoises are encountered, they will be avoided and the action agency will be contacted if there appear to be hazards to the tortoise. The action agency will coordinate with the USFWS as appropriate.
2. Scheduled maintenance in suitable habitat will be performed during the less active season (December 1 – February 14). It will be overseen by an individual who has received the desert tortoise education training provided by the Washington County Habitat Conservation Plan. Scheduled maintenance activities will not create new disturbance.
3. Maintenance activities that are not performed during the less-active season, or that create new surface disturbance in suitable habitat will be coordinated with the action agency. The action agency will coordinate with the USFWS as appropriate.
4. If emergency maintenance activities create new surface disturbance in suitable habitat or are required during the active season in suitable habitat, the action agency will be contacted within 24 hours to minimize any impacts and coordinate post-emergency response. The action agency will coordinate with the USFWS as appropriate.

OFFSETTING PROJECT IMPACTS

The conservation measures above serve to avoid and minimize project impacts to desert tortoise and desert tortoise habitat. Full reclamation of all temporary actions pursuant to the above conservation measures is anticipated to fully offset the temporary impacts of this Project. Remaining permanent impacts to desert tortoise habitat will be compensated via renumeration fees (as defined below). Renumeration fees will be applied for each acre of federal land within the ROW where the Project creates permanent surface disturbance and where the federal land is not:

1. Unsuitable habitat – does not fit the physical and biological feature descriptions for suitable habitat in Appendix A;
2. Any habitat type that is already highly-impacted and therefore unsuitable for habitat;
3. Within an already-existing roadbed; or
4. Within an un-vegetated sand dune.

Non-federal lands have already been fully offset by the Washington County Habitat Conservation Plan.

Renumeration fees for the loss of desert tortoise habitat are calculated using the compensation calculator in Table 2 of the Final Report on Compensation for the Desert Tortoise, approved by the Desert Tortoise Management Oversight Group (1991). We have determined this entire project would occur in Category [] habitat, which has a compensation ratio of X:1. We based this determination on the following MOG criteria:

- The habitat area is [not] essential to maintenance of a viable population in the Upper Virgin River Recovery Unit,
- Conflicts are [not] likely to be resolvable (e.g. [OHV use]),
- Pre-Project surveys conducted according to USFWS protocol (USFWS 2017) have indicated [low] tortoise density that is [not] contiguous with medium or high density areas, and
- The desert tortoise population status does [not] appear stable.

Renumeration fees for habitat disturbance in Utah will be provided to the National Fish and Wildlife Foundation (NFWF) prior to surface disturbing activities associated with the proposed project (FWS Region 6 Omnibus Escrow Account, Utah desert tortoise sub-account). These fees are based on a rate of \$754 per acre in 2010 (File Number: 6-UT-09-F-023), adjusted to \$855 per acre in 2018. The amount payable will be adjusted annually for inflation on October 1 of each year based on the Composite Consumer Price Index (<https://www.bls.gov/cpi/>).

Payments can be made via check or secure Electronic Fund Transfer (EFT). Please contact NFWF to receive instructions for secure EFT payment. Payments made by check should be mailed to the address below. The check should include the following notation: “USFWS Region 6 – Desert Tortoise.”

National Fish and Wildlife Foundation
Attn: Chief Financial Officer
[1133 15th Street, NW](#)
[Suite 1000](#)
Washington, DC 20005

NFWF’s Tax ID is 52-1384139. Please contact Michelle Olson at michelle.olson@nfwf.org or 202-595-2437 with any questions.

- The payment will be accompanied by a cover letter that identifies the project and biological opinion number (06E23000-2017-F-0025) that requires the payment, the amount of payment enclosed, check number. The cover letter also shall identify the name and address of the payer, the name, and address of the Federal Agency responsible for authorizing the project, and the address of the USFWS office issuing the biological opinion. This information will be used by the Foundation to notify the USFWS that payment has been received. The Foundation is to send notices of receipt to these entities within 5 working days of its receipt of payment.

REFERENCES

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