

**FINAL PLAN
FOR
DESIGNING AND OPERATING
THE
NATIONAL PARK SERVICE
NATURAL RESOURCES PUBLICATION PROGRAM
1989**



**U.S. DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE
OFFICE OF THE ASSOCIATE DIRECTOR, NATURAL RESOURCES**

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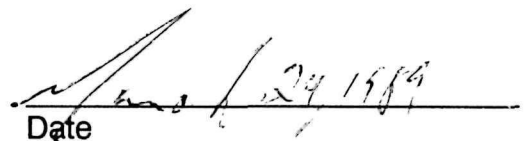
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March 1989

Approved By:



Associate Director, Natural Resources
National Park Service
U.S. Department of the Interior



Date

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BACKGROUND

NATURAL RESOURCES PUBLICATION INITIATIVE

In response to a request from the regional chief scientists, the Office of the Associate Director, Natural Resources (ADNR), coordinated a publication initiative to upgrade the quality and to ensure the credibility of NPS Natural Resources publications. The publication initiative focused on (1) assessing the current publication situation within the Natural Resources organization and (2) organizing the fragmented publication efforts into a single comprehensive publication program for disseminating Natural Resources scientific, technical, and resources management information.

Assessing current, and potential, Natural Resources publication efforts included collecting pertinent data on current publications and discussing issues of concern with regional chief scientists, Natural Resources staff involved in publications, and other NPS editors and publishers. Other agency publication offices were visited.

A publication task force of Natural Resources staff was created to evaluate which current publications should be published, and to make recommendations for better organizing the current publication efforts. Carefully selected from chief scientists' nominations, the task force consists of a chief scientist representative, who is also a resource manager; an NPS Cooperative Park Study Unit (CPSU) scientist, who is also a journal editor; a park superintendent; a park resource management specialist, who was formerly an editor with the U.S. Forest Service; a regional resource management specialist; and two technical publications writers-editors, one of which is the science editor at the Southeast Regional Office (SERO) and the other the publication coordinator for the Office of the Associate Director. Six of the ten NPS regions are represented on this task force.

A synopsis of the current Natural Resources publication situation and the problems identified with the current efforts and programs are presented in the following sections.

SYNOPSIS OF CURRENT PUBLICATION SITUATION

Information compiled in a 1987 survey of Natural Resources publications includes (1) what report series are being produced and distributed, (2) what the content, intended audience, and format are for each report series, (3) who is producing what series, (4) where reports are being printed, (5) how many copies are printed of each report, (6) which reports have format guidelines, (7) which reports are peer or refereed reviewed, and (8) if reports are edited, where and who edits them. This information is presented in appendix A.

Current, and proposed, Natural Resources publications are divided into two categories: (1) national (or Servicewide) Natural Resources publications and (2) regional Natural Resources publications. The national publications are targeted to a large audience (such as many park superintendents or Natural Resources managers). These publications receive a wide distribution. Regional publications are those publications that have a particular or limited interest and receive a limited distribution. Within this context, the following list presents the current national and regional Natural Resources publications:

LIST 1. PAST NATURAL RESOURCES PUBLICATIONS

NATIONAL PUBLICATION SERIES

Research/Science Reports

1. Scientific Monographs
2. NPS Biosphere Reserve References
3. Occasional Papers
4. Transactions and Proceedings

Technical/Resources Management Reports

5. Technical Reports
6. Natural Resources Reports
7. Highlights of Natural Resources Management Reports
8. PARK SCIENCE Bulletins

REGIONAL PUBLICATION SERIES

Research/Technical/Management Reports

1. Technical Reports
2. Research/Resource Management Reports
3. Annual Science Reports
4. Occasional Papers
5. Conference Proceedings
6. Biosphere Reserve
7. CPSU Reports

For the most part, Washington Office (WASO) Natural Resources division staff or regional (regional office, CPSU, park) staff produce the national Natural Resources publications. The publication coordinator, Office of the Associate Director, Natural Resources; the science editor, Southeast Regional Office; and the editor of the PARK SCIENCE, Pacific Northwest Regional Office (PNRO) provide most of the editorial services for the national publications. Each of these editorial components providing professional editorial services has some form of guidelines for peer and management reviews or editorial boards or both. The PARK SCIENCE has the largest distribution of any NPS Natural Resources publication, circulating 4,000 copies each quarter to NPS employees, other U.S. Department of the Interior (USDI) agencies, other federal and state agencies, organizations, educational institutions, and international resources management groups and educators.

Regional offices, CPSU facilities, park units, biosphere reserve units, and WASO Natural Resources divisions and offices produce and publish regional Natural Resources publications. Some of these regional reports receive designing and printing services from the Southeast Regional Office; four regions use this office on a regular basis. Approximately half of the publications receives some type of peer review; others receive a peer review on an irregular, informal basis or not at all. For the most part, format guidelines do not exist for these publications. Three regional offices, one CPSU facility, and a couple of parks have some type of written format or report guidelines. Others often use previous reports for format guidance. These publications are edited by regional staff, park staff, regional chief scientists, university staff, CPSU

leaders, WASO division or branch chiefs or division staff, or the Pacific Northwest or Southeast regional offices, or contracted locally. (At this time, the PNRO editor spends 100 percent of the time on publishing the PARK SCIENCE bulletins.) The covers of the publications vary from region to region. Regional publications are printed through the Pacific Northwest or Southeast regional offices, universities, contractors, and local print shops.

The types of publications vary from region to region. Seven regions produce regional Research/Resource Management Reports, with some publishing only 1 report a year to another publishing 10 reports a year. Six regions produce regional CPSU Reports, ranging from 1 report a year to 17 reports. Six regions produce a regional (or CPSU) Annual Science Report each year. Two regions produce reports under a regional Occasional Paper Series, ranging from 1 a year to as many as 10 reports. Other publications include proceedings of NPS conferences and symposia or miscellaneous reports.

Based on the 1987 survey past national and regional Natural Resources publication totals are as follows:

<u>1985</u>	<u>1986</u>	<u>1987</u>
146-150	147-150	151-156

From the same survey, anticipated national and regional Natural Resources publications are as follows:

<u>1988</u>	<u>1989</u>	<u>1990</u>
185-189	179-183	182-186

CONCLUSIONS

Several deficiencies were identified as a result of assessing the current publication situation. All of these deficiencies relate directly or indirectly from the fact that no single, cohesive, and comprehensive NPS Natural Resources publication program exists for disseminating scientific, technical, and resources management information; for coordinating the individual publication efforts; or for consolidating some of the publication functions. As a result of the lack of a single program with clear accountability, the following conclusions have been drawn:

1. No NPS policy, standards, or procedures exist for peer and management reviews, manuscript preparation, or publication distribution for all of the Natural Resources publications. As a result, research and technical reports currently receive reviews that vary widely in quality and type; publications differ in appearance, format, series names, and numbering systems; and distribution is inconsistent and more costly than it needs to be. This lack of standardization is confusing to audiences. Without common high standards NPS Natural Resources publications cannot develop a reputation for high quality that could increase its readership and stimulate submission of more higher quality material.

2. Adequate resources are not available to meet all the demands for editorial and printing services. No clear definition of appropriate manpower and funding responsibilities has been identified for these services. Therefore, the demands for preparing material for NPS Natural Resources publications are not being met. The process for obtaining publication approvals for SERO-edited, WASO-funded material is unclear. To the extent that the Southeast Regional Office serves national publications, this office should be funded by the Washington Office. This situation also applies to the Pacific Northwest Regional Office which produces and publishes the national PARK SCIENCE bulletins. To more effectively use existing resources, as well as to staff a more cohesive publications program, decisions on organization and funding are needed.
3. There is inadequate information on the availability of Natural Resources publications, including computerized bibliographic information announcements of new publications.
4. The fragmentation of the Natural Resources scientific, technical, and resources management publication efforts means that there is no comprehensive process for selecting Natural Resources publication projects. As a result, the National Park Service, Natural Resources, is not communicating the full range of information to all audiences that need to be reached. Critical issues identified in the Natural Resources Assessment Report have not been adequately addressed in the national publications, including exotic plant and animal management, air quality management, social science, and water quality issues.

REVIEW SUMMARY OF PUBLICATION PROGRAM PLAN

Draft Plan

The "Draft Plan for Designing and Operating the National Park Service Natural Resources Publication Program" was circulated Servicewide for review in March 1988. Summary comments on the draft plan are presented in appendix B. Changes were made to the draft plan to focus on the organization, program responsibilities, and staffing and funding issues. Major changes to the draft plan that were presented in the (draft) final plan were as follows:

1. Six Natural Resources publication series were proposed rather than the seven recommended in the draft plan. The seventh series, NPS Biosphere Reserve Reports, was integrated into the NPS Technical Report Series.
2. Criteria were developed to define which publications would be published through the national (or Servicewide) NPS Natural Resources publication series.
3. Organizational issues were addressed. Under the supervision of the program coordinator, Office of the Associate Director, Natural Resources, the publication coordinator would coordinate the Servicewide efforts and functions of the NPS Natural Resources Publication Program. Program responsibilities were better defined, and funding for PNRO and SERO editorial services for national publications were addressed.
4. An essential element was added to the (draft) final plan: a planning process for selecting the national publications that would be funded by the Office of the Associate Director, Natural Resources.

5. A publication action plan was developed and presented. The action plan addressed the selection of national publications for the next two fiscal years and presented a schedule for writing the NPS Natural Resources Publication Management Handbook.
6. In developing the (draft) final plan, it was recognized that not all issues can be addressed with current resources and funding. Some of these issues include providing editorial and printing services for regional reports, or for information that is disseminated through other written material, such as internal documents that are not part of the NPS Natural Resources Publication Program. The (draft) final plan, however, provided options for developing different levels of the publication program through increased resources and funding. Appendix C contains the options that were considered and the responses to the options.

(Draft) Final Plan

The (draft) final plan was circulated for review in October 1988. Comments were addressed and are presented in this final plan which has been approved by the Associate Director, Natural Resources.

In the final plan, no changes were made to the program goals, the program responsibilities, and the planning process sections.

Major changes reflected in the final plan address policy statements concerning regional publications. The regional reports being produced at CPSUs, and at the regions and parks, will basically adhere to current publication policies. These reports will continue to emphasize fast turnaround, specialized distribution, lengthy materials, getting information to park managers quickly, data protection via publication, and accurate data through technical peer review at the home institution. Regional reports will not be sent to Denver for reviewing or numbering. These reports will be required to meet minimum manuscript and production standards, to follow standard procedures for peer review within a home institution to ensure technical accuracy, and to distribute copies of regional reports to common depository sites. These issues will be addressed in more detail in the NPS Natural Resources Publication Management Handbook.

In addition to clarifying issues concerning regional publications, the Action Plan has been updated (see appendix D), and the latest outline for the NPS Natural Resources Publication Management Handbook is presented in appendix E. This handbook will be referenced in the NPS Natural Resource Management Guideline (NPS-77).

NPS NATURAL RESOURCES PUBLICATION PROGRAM PLAN

PUBLICATION PROGRAM SUMMARY

The focus of the final plan is on what can be accomplished with current resources and funding. A summary of those projected accomplishments are highlighted as follows:

- o Under the administration of the Office of the Associate Director, Natural Resources, the NPS Natural Resources Publication Program will provide a true Servicewide function for the national publication programs and a link for the decentralized regional Natural Resources publication programs.
- o Six publication series will be available for disseminating NPS Natural Resources scientific, technical, and resources management information.
- o Editorial services will be provided for the national Natural Resources publications; these services will be coordinated by the ADNR publication coordinator through a formal planning process and guided by formal publication guidelines.
- o A handbook will be developed for Natural Resources policies and procedures that include technical peer and refereed and management review procedures, approval processes, manuscript preparation and production standards, distribution plans, and central filing and archiving depository plans. This handbook will also include USDI and NPS policies and procedures for publications.
- o The handbook, including the review guidelines and the manuscript standards, may provide for increased quality and quality control for internal reports, informal informational material, park reports, and other material falling outside the publication program.
- o From the proposed publication projects, national publications will be selected for disseminating through the six recommended publication series. The projects will be carefully selected as appropriate to current resources and funding to ensure that quality and credible publications are produced.
- o A computerized bibliographic PC information system will be developed to enter new publications of the program.

NATURAL RESOURCES PUBLICATION PROGRAM GOALS

The goals of the NPS Natural Resources Publication Program are as follows:

1. To communicate the results of NPS Natural Resources physical, biological, and social science research; technical information and methods; and critical natural resources management issues with others who are charged with managing our Nation's natural resources, the scientific community, the general public, and the NPS conservation and environmental constituencies
2. To ensure that Natural Resources publications include information that has scientific credibility, is technically accurate, is appropriately written for its intended audience, is timely, and is designed and printed in a professional manner

3. To ensure that consistent review procedures and manuscript standards are used for all Natural Resources publications
4. To foster and encourage more creativity, efficiency, and effectiveness in managing and administering Natural Resources publications
5. To develop a team relationship in producing Natural Resources publications and in disseminating information on natural resources into other NPS publications

NATURAL RESOURCES PUBLICATION PROGRAM SERIES

There is a consensus that far too many series are in the current Natural Resources publication programs and that they are inadequately used and of varying quality. By eliminating and combining some of the publications, the National Park Service will produce more streamlined and high quality Natural Resources publications. After a thorough review and evaluation of past and current, active and inactive, Natural Resources publication series, six publication series (two series for each information category) are recommended, as follows:

LIST 2. CURRENT NATURAL RESOURCES PUBLICATIONS

Scientific Information

1. NPS Scientific Monographs
2. NPS Transactions and Proceedings

Technical Information

3. NPS Technical Reports
4. NPS Annual Science Reports

Resources Management Information

5. NPS Natural Resources Reports
 6. PARK SCIENCE Bulletins
-

Under the three publication categories, each series is discussed, including the content, intended audience, and the required reviews. These different publication series require different presentations, formats, reviews, and distributions to suit the different intended audiences. The policies, procedures, and standards for the six publication series will be addressed extensively in the NPS Natural Resources Publication Management Handbook.

Scientific Publication Series

The goal in disseminating scientific information through two NPS scientific publication series is to provide outlets for NPS scientists for longer papers or compilations of smaller papers, and to offer an alternative to the high cost of publishing in an outside journal. The intended audience includes scientists, resource managers with technical background, and the professional public.

These publications must have the most stringent review procedures, identical to those of professional refereed journals. A review process exists for the monographs, but this process will be upgraded to ensure scientific credibility. Professional scientists with healthy publication records will edit the scientific publications and an objective third party will coordinate the refereed and management reviews. Information published in this higher quality series will not be republished in any other publication, either outside or inside the Park Service.

The long-term objective is to provide a quality series that scientists will want to publish in because of its own merit. It is not the intent of the National Park Service to compete with outside professional refereed journals but to offer NPS scientists an alternative. The National Park Service emphatically encourages its scientists to publish in outside refereed journals to maintain credibility in the NPS scientific effort.

NPS Scientific Monographs. The NPS Scientific Monographs include publications of long-term or basic NPS physical, biological, and social science research of significant natural resources in national park areas. These publications are usually lengthy. Several titles on a single topic could be published in this series under a single cover.

NPS Transactions and Proceedings. The NPS Transactions and Proceedings contain compilations of papers given at scientific conferences and symposia that are primarily concerned with research in national park areas or relate to matters of multiregional or national scope influencing park management.

Technical Publication Series

The major goal of disseminating technical information through the technical series is to rapidly convey information to managers without the lengthy delay expected in professional refereed publications. This series provides authors with a forum for displaying lengthy data, which is often deleted because of page charges and page limitations of journals, and for providing extensive management recommendations. Scientists, resource managers with technical background, and technical personnel are the intended audience.

Information published in the technical publication series may subsequently be published in professional refereed journals, but authors are encouraged to publish initially in this series to facilitate the widest and earliest possible dissemination of information.

These publications receive a peer review to ensure the technical accuracy of the information. A disclaimer states that these reports have received a technical peer review but that the information may be revised or updated before publishing in a professional refereed journal. In this way, the paper could be further refined and published in an outside journal. Reports of contracted research or technical studies funded or supported by the National Park Service may be submitted to this series.

NPS Technical Reports. The NPS Technical Reports contain information on (1) NPS biological, physical, and social science research that directly addresses natural resources management problems in national parks; (2) reports on the results of applied research, (3) natural resource inventories and monitoring activities; (4) literature reviews; (5) bibliographies; (6) reports of investigations; and (7) proceedings of technical workshops, conferences, or symposia.

NPS Annual Science Reports. The NPS Annual Science Reports present, on a yearly basis, information on scientific research at national parks. These reports establish a permanent ongoing record of scientific research through abstracts or summaries of research projects. Although a national Annual Science Report has not been published in recent years, this yearly report will be activated and prepared by WASO staff. A computerized Investigator's Annual Report form will be used to collect data for the annual national report.

Resources Management Publication Series

The goal of communicating natural resources management information is to provide timely information on resources management issues that would be useful in protecting, preserving, and managing natural resources. This publication series provides two forums: (1) a report series for extensive material and (2) a quarterly bulletin series. The NPS Natural Resources Reports receives a peer review from subject-area specialists; the PARK SCIENCE is reviewed by its editorial board.

NPS Natural Resources Reports. The NPS Natural Resources Reports contain nontechnical or semitechnical material intended for superintendents and resources management personnel and the lay public. The content of these reports include (1) natural resources program descriptions and management plans, (2) information on technologies and resources management methods, (3) "how to" resources management papers, (4) popular articles, (5) guides, (6) handbooks, (7) manuals, and (8) proceedings of semitechnical workshops or conferences. The yearly Highlights of Natural Resources Management Report is published through this series.

Park Science Bulletins. The PARK SCIENCE quarterly bulletins focus on the needs of management by translating for superintendents and resource management personnel the findings of NPS research, describing these findings in terms of specific actions that would counter management problems. This quarterly serves as a link among the various parks and their research/resources management staffs. A recent new emphasis has been put on interpretation as well as the management implications in reporting scientific research.

National Publication Series

Proposed publications submitted for publishing in a national series are selected using the following criteria:

- Criterion 1: Information of multiregional or national interest
- Criterion 2: Information on critical natural resource issues as identified in the Natural Resources Assessment Report
- Criterion 3: Information that would be useful to a large audience, such as many park superintendents, resource managers, or scientists

Note: A submittal would not be required to meet all the criteria.

Publications that meet the criteria for the national program series are approved and funded through the Office of the Associate Director, Natural Resources. These publications must be presented through the formal planning process.

The NPS Scientific Monographs and the NPS Transactions and Proceedings are only published at the national level because of the stringent refereed review process and the higher quality of the series. The PARK SCIENCE bulletins are also only produced at the national level.

Publications in the national series emphasize quality science, management, or writing; quality printing; wide distribution; and careful editing. The review procedures and manuscript standards will be extensive and formal.

Professional scientists with healthy publication records and technical editors provide editorial leadership for national publications. Most of the potential science editors are in the CPSUs and park labs; these scientists will provide the key editorial positions for the technical and refereed national publications. The science or technical editors are assisted by professional managing editors who ensure that format, specifications, content, and purpose are maintained in a series. The managing editors also coordinate refereed or technical peer and management reviews for national publications. All national publications are cleared through the Office of the Associate Director, Natural Resources, before they are assigned to the SERO Atlanta Unit. The managing editors for the national publications are as follows:

LIST 3. NATIONAL NATURAL RESOURCES PUBLICATION SERIES AND MANAGING SERIES EDITORS

Scientific Publication Series

1. NPS Scientific Monographs
2. NPS Transactions and Proceedings

Managing Editors

Jim Wood, SERO Atlanta Unit
Jim Wood, SERO Atlanta Unit

Technical Publication Series

3. NPS Technical Reports
(Submitted from Regions)
(Submitted from WASO Divisions)

Jim Wood, SERO Atlanta Unit
Donna O'Leary, ADNR Office
Denver

4. NPS Annual Science Report

Donna O'Leary, ADNR Office
Denver

Resources Management Publication Series

5. NPS Natural Resources Reports
6. PARK SCIENCE Bulletins

Donna O'Leary, ADNR Office
Denver

Jean Matthews, PNRO Seattle Unit

Regional Publication Series

Regional publication series are produced at regional offices, CPSU facilities, park units, biosphere reserve units, or WASO divisions. These reports emphasize fast turnaround, specialized distribution, lengthy materials, getting information to park managers quickly, data protection via publication, and accurate data through peer review at the home institution. Professional scientists and technical specialists provide editorial leadership for the regional publications, and coordinate the peer and management reviews.

Regional reports are required to meet minimum manuscript and production standards and to distribute copies of reports to common depository sites.

The regional publication series are presented as follows:

LIST 4. REGIONAL NATURAL RESOURCES PUBLICATION SERIES

Technical Publication Series

1. NPS Technical Reports
2. NPS Annual Science Reports

Resources Management Publication Series

3. NPS Natural Resources Reports
-

All Natural Resources publication series reports are identified using the series name followed by the acronym for the publication unit and the report number. Some reports have dual numbering systems to include the identification of Man in the Biosphere reports. The numbering system will be discussed in detail in the publication management handbook. Regional publications are not sent to the Denver Office for review or numbering.

NATURAL RESOURCES PUBLICATION PROGRAM RESPONSIBILITIES

Under the supervision of the program coordinator, the publication coordinator, both of the Office of the Associate Director, Natural Resources, is responsible for carrying out the following general functions:

1. Develop policies, standards, and procedures for all Natural Resources publications
2. Develop annual work plan and fiscal year budget, including list of proposed reports for Servicewide publications
3. Provide editorial assistance and administer publication procedures for national Natural Resources publications
4. Coordinate development and publication of national Natural Resources publications such as the Highlights report
5. Monitor administration of regional Natural Resources publications
6. Coordinate Natural Resources publication functions with other NPS publications
7. Provide the Natural Resources response to all information requests regarding Natural Resources printing and publishing from the Office of Management Budget, the Department, or the National Park Service

8. Develop and maintain a computerized bibliographic PC information system for Natural Resources bibliographies, and incorporate this PC system into the NPS Bibliographic Information System when it comes on-line

Approval of the following is reserved to the Associate Director, Natural Resources:

- o Policies and procedural guidance
- o Annual work plan and fiscal year budget
- o Publication approval of national documents

Atlanta Unit. As a unit of the NPS Natural Resources Publication Program, the Atlanta Unit, Southeast Regional Office, is responsible, under the day-by-day supervision of the SERO chief scientist, for the following tasks of the publication program:

1. Provide editorial assistance and administer publication procedures for the following national publications:
 - o NPS Scientific Monographs and NPS Transactions and Proceedings
 - o NPS Technical Reports (specifically those national reports submitted from the regions)
2. Develop portion of annual work plan and fiscal year budget addressing national publications produced by regions

Note: The location of the Atlanta unit in the Southeast Regional Office is subject to review if personnel changes are made in the future. For editorial assistance or printing services for regional reports, arrangements have to be made with the SERO chief scientist.

Seattle Unit. As a unit of the NPS Natural Resources Publication Program, the Seattle Unit, Pacific Northwest Regional Office, is responsible, under the day-by-day supervision of the PNRO chief scientist, for the following tasks of the publication program:

1. Provide editorial assistance and administer publication procedures for the PARK SCIENCE bulletins
2. Develop portion of annual work plan and fiscal year budget addressing the quarterly bulletins

Note: The location of the Seattle unit in the Pacific Northwest Regional Office is subject to review if personnel changes are made in the future.

NATURAL RESOURCES PUBLICATION PLANNING PROCESS

The following section presents the planning process for national publications of the NPS Natural Resources Publication Program.

1. The Associate Director (coordinated by the ADNR program and publication coordinators) each fiscal year develops a list of publications proposed by WASO Natural Resources divisions and offices.

2. The Associate Director then issues a call for national Natural Resources publication proposals from regions. The call is generally made in August and transmitted along with a status report on previously approved publications under development and a list of proposed WASO publications. Regions are asked to comment on WASO proposals and to make their own proposals for national publications.

Regions are provided with a form for making their proposals (see appendix F). They are asked to state the rationale for submitting the proposed publication as a national publication rather than a publication of regional significance. Such rationale relates the proposal to the applicable national publication criteria. This information is useful in determining priorities among proposals. Schedules, information for cost estimates, etc., are also solicited.

3. The Associate Director uses the established criteria for national publications, the regional comments on WASO proposals, the WASO comments on regional proposals, and the regional and WASO proposals to develop a draft list of national publications for ADNR funding. Because of the high cost of printing publications for the NPS Scientific Monographs, funding will be shared by the Associate Director, Natural Resources, and the organization that submits the monograph. The list usually covers two fiscal years. (Inclusion on this list does not indicate final approval for publication; review prior to publication is also necessary for ADNR funding.)
4. The final list, with schedules, is issued subsequent to allocation of appropriations and forms the publication projects plan for the year. The final list is the basis for all approvals of funds from the Office of the Associate Director for publications.
5. In April, a revised publication projects plan is prepared based on a review of the status of publications underway.

Publications that are not funded by the Office of the Associate Director may nonetheless be published by regions and may, if funding becomes available, be subject to ADNR funding in the future. To allow ADNR funding under these circumstances, the publication projects plan may indicate "alternate" publications; in such cases, the Office of the Associate Director, Natural Resources, would coordinate with the applicable regional office to determine whether to await possible ADNR funding or to use regional funding.

NATURAL RESOURCES ADVISORY BOARD

A Natural Resources Advisory Board addresses publication policies and procedures on an as-needed basis and gives advice to the Associate Director on publication matters. The Associate Director appoints the board from chief scientists' nominations. Since the Natural Resources Publication Task Force was selected from chief scientists' nominations to make program recommendations to the Associate Director and regional chief scientists, this body will oversee the development of the publication management handbook. The board including three new members represent seven of the ten regions, the Washington Office, and the Technical Information Center. The advisory board meets at least annually.

APPENDIXES

APPENDIX A: 1987 SURVEY OF NATURAL RESOURCES PUBLICATIONS

Table 1: Total Publications for FY 1985-87 / 20

Table 2: Proposed Publications for FY 1988-90 / 21

Table 3: Regional Research/Resource Management Series / 22

Table 4: Regional CPSU Series / 24

Table 5: Regional Annual Science Reports / 25

Table 6: Regional Occasional Paper Series / 26

Table 7: Other Publications / 27

Table 8: NPS Scientific Monograph Series / 28

Table 9: NPS Occasional Paper Series / 29

Table 10: NPS Natural Resources Report Series / 30

Table 11: WASO Technical Reports / 31

In tables 3, 4, 5, and 6, each row represents a region. In table 3, for example, one region produced nine Regional Research/Resource Management Reports in 1985.

Table 1: Total Publications For FY 1985-87

<u>Type of Report</u>	<u>FY 1985</u>	<u>FY 1986</u>	<u>FY 1987</u>
<u>Regional Publications</u>			
Regional Research/Resource Management Reports	31	34	42
Regional CPSU	55	68	65
Regional Annual Science	6	7	8
Regional Occasional Papers	6-10	7-10	5-10
Other Publications	18	17	20
<u>Servicewide Publications</u>			
NPS Scientific Monograph Series	0	0	2
NPS Occasional Paper Series	0	1	1
NPS Natural Resources Report Series	3	2	2
<u>WASO Publications</u>			
Technical Reports	27	11	5
Highlights Report			1
	—	—	—
TOTALS	146-150	147-150	151-156

Table 2: Proposed Publications For FY 1988-90

<u>Type of Report</u>	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
<u>Regional Publications</u>			
Regional Research/Resource Management Reports	44	46	44
Regional CPSU	76	75	80
Regional Annual Science	7	8	6
Regional Occasional Papers	6-10	6-10	6-10
Other Publications	23	12	15
<u>Servicewide Publications</u>			
NPS Scientific Monograph Series	0	2	1
NPS Occasional Paper Series	1	0	1
NPS Natural Resources Report Series	10	10	10
<u>WASO Publications</u>			
Technical Reports	17	19	18
Highlights Report	1	1	1
	<hr/>	<hr/>	<hr/>
TOTALS	185-189	179-183	182-186

NOTE: More accurate figures for FY 1989 and FY 1990 are currently being collected.

Table 3: Regional Research/Resource Management Series

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
FY 1985						
9	N	Y	SERO/Wood	SERO	100 cc	SERO
1	Y	*	Regional staff	SERO	250 cc	SERO
1	N	Y	PNRO/Matthews Regional staff Peer group	University	100 cc	
4	Y	*	Reg chief scientist Field research biologist SERO/Wood **	Contractor or local	20-25 cc	Park, region, or CPSU
1	N	N	SERO/Wood	SERO	200 cc	SERO
10	Y	*	Regional staff	Contractor	10-500 cc	NTIS
5	Y	+	Park staff	GPO	50-200 cc	GPO
31	TOTAL FY 1985					

* Sometimes; irregular, informal basis; depends on nature of report.

** Infrequently.

+ Only two park reports are peer reviewed.

Regional Research/Resource Management Series Cont.

<u>FY 1986</u>	<u>FY 1987</u>
34	42

PROPOSED REPORTS FOR REGIONAL RESEARCH/RESOURCE MANAGEMENT SERIES

<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
44	46	44

Table 4: Regional CPSU Series

Number of Reports	Format Guidelines (Y or N)		Peer Reviewed (Y or N)		If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
FY 1985								
17	N		N		University staff	University	10/25 cc 7/50 cc	University
16	1/Y	5/N	3/Y	3/N	Inhouse Contracted locally CPSU	University	5-500 cc	University
1	N		N		Not edited	University	200 cc	University
3	N		Y		CPSU director and univ liaison	CPSU/Univ	50-100 cc	University
1	N		N		CPSU	University	200-250 cc	University
17	Y		Y		CPSU	University	100-150 cc	University
55	TOTAL FY 1985							

<u>FY 1986</u>	<u>FY 1987</u>
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68

65

PROPOSED REPORTS FOR REGIONAL CPSU SERIES

<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
----------------	----------------	----------------

76

75

80

Table 5: Regional Annual Science Reports

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
FY 1985						
1	Y	N	Region	GPO	400 cc	
1	Y	N	Reg chief scientist	Local	50 cc	Local
1	N	N	SERO/Wood	University	200 cc	University
1	N	N	Reg chief scientist	GPO or Local	100 cc	
1	Y	N	CPSU	University	100 cc	University
1	N	N	Region	GPO	100-125 cc	
6	TOTAL FY 1985					

<u>FY 1986</u>	<u>FY 1987</u>
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7	8
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PROPOSED REPORTS FOR REGIONAL ANNUAL SCIENCE

<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
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7	8	6
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Table 6: Regional Occasional Paper Series

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
FY 1985						
1	N	Y	Appropriate expert	Contractor	500 cc	NTIS
5-10	N	Y	Local	Local	10-50 cc	Local
6-10	TOTAL FY 1985					

FY 1986 FY 1987

7-10 5-10

PROPOSED REPORTS FOR REGIONAL OCCASIONAL PAPER SERIES

FY 1988 FY 1989 FY 1990

6-10 6-10 6-10

Table 7: Other Publications

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
FY 1985						
2 1	Y	Y	SFRC	GPO	200 cc	GPO
5 2	N	Y	SERO/Wood,	SERO	500 cc	SERO
6 3	Y	N	SERO/Wood,	SERO	100 cc	SERO
2 4	N	Y N	PNRO/Matthews University	Region University	10-100 cc	University
2 5	N	N	SERO/Wood	University	200 cc	University
1 6	N	Y	NPS/CPSU	University	250-1,200 cc	University
18	TOTAL FY 1985					

<u>FY 1986</u>	<u>FY 1987</u>	<u>PROPOSED OTHER PUBLICATIONS</u>		
17	20	<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
		23	12	15

- 1 South Florida Research Center
- 2 NPS-MAB Biosphere Reserve Reference Series.
- 3 Proceedings of NPS Science Conferences, Symposia, etc.
- 4 Reports.
- 5 Science Conference Proceedings.
- 6 Proceedings of Conferences.

Table 8: NPS Scientific Monograph Series

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
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FY 1987

1	TOTAL	Y	Y	SERO/Wood	SERO	2,500 cc	SERO
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PROPOSED REPORTS FOR NPS SCIENTIFIC MONOGRAPH SERIES

<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
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0	2	1
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Table 9: NPS Occasional Paper Series

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
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FY 1986

1	TOTAL	N	Y	SERO/Wood	SERO	1,000 cc	SERO
---	-------	---	---	-----------	------	----------	------

PROPOSED REPORTS FOR NPS OCCASIONAL PAPER SERIES

<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
----------------	----------------	----------------

1	0	1
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Table 10: NPS Natural Resources Report Series

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
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FY 1985

3	N	Y	Not edited	SERO	1,500 cc	
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FY 1986

FY 1987

2	2
---	---

PROPOSED REPORTS FOR NPS NATURAL RESOURCES REPORT SERIES

FY 1988

FY 1989

FY 1990

3	10	10
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NOTE: The NPS Natural Resources Report Series currently has formal format and peer review guidelines. The reports are edited by WASO/O'Leary and graphics and publication services are provided by the Denver Service Center.

Table 11: WASO Technical Reports

Number of Reports	Format Guidelines (Y or N)	Peer Reviewed (Y or N)	If Edited, Where/Who	Where Initial Copies are Printed	Number Copies Printed	Where Additional Copies are Printed
FY 1985						
6	Y	Y	O'Leary	DSC	4/500 cc 2/ 50 cc	
11	N	Y	Division staff	University	50-200 cc	
10	N	Y	Division staff	DSC or Contractor	50-200 cc	
27	TOTAL FY 1985					

31

<u>FY 1986</u>	<u>FY 1987</u>
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11	6
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PROPOSED WASO TECHNICAL REPORTS

<u>FY 1988</u>	<u>FY 1989</u>	<u>FY 1990</u>
----------------	----------------	----------------

17	19	18
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APPENDIX B: SUMMARY OF REVIEW COMMENTS ON DRAFT PLAN

1. The strength of the centralized approach comes from the lack of duplication in effort, infrastructure, staff, and support costs. How will the current operation in the Southeast Regional Office be folded into the centralized program? Although it may not be necessary for all staff to be in the same central office, there should be a clear understanding how the Office will be organized and responsibilities delegated. We support the concept of broadening those regional initiatives which work well into servicewide scope, if those programs are clearly defined and WASO exercises leadership and supervision over those programs. Quite often the NPS takes on responsibilities that are beyond their current organizational capabilities.
2. What would be helpful is if the report (draft plan) more clearly specified how all of this is being organized. Are we suggesting a new Division with Jim, Jean Matthews, and yourself (Donna) as staff? Are we going to have SER and PNR offices with you (Donna) as a WASO liaison?
3. Incidentally, the original deliberations of the group (Natural Resources Publication Task Force) had Denver as the focal point of the publications program. That seems to be missing from the draft we received.
4. To whom will the program responsibilities be delegated to from the Office of the Associate Director, p. 15?
5. We have received comments from scientists who feel it would be more appropriate to have a national location for the NPS science program--either Washington, D.C., or Denver, instead of the present Atlanta location. Denver would seem more appropriate because of its central location. We understand that the earlier draft publication plan prepared by the Publication Task Force strongly recommended that Denver was the logical site. We wonder why this question was not address at all in the current draft plan?
6. We must caution that it (the publication program) may require a sizeable commitment of time and resources--and if not skillfully crafted more than the Regions or WASO are able or prepared to accept. We must minimize the risk of having the entire process ignored because of the lack of adequate resources.
7. We recommend its (publication program) establishment with adequate staffing and funding.
8. Will editorial assistance be available for Regional Technical Reports?
9. You might want to establish a pool of funds to aid in professional publication costs. It is difficult or impossible for NPS researchers to carry over project funds to years when the projects are finished and the resultant papers are written.
10. Several scientists note that there is no indication of the extensive needs for personnel (secretaries, editorial assistants, librarians, and computer operators) as well as facilities (computer, software, and library space) needed to make this plan work. The plan details additional tasks to be performed by Washington and Regional staffs without having any additional personnel and facilities; this is highly unrealistic.
11. You might want to consider funding the Park Science bulletins.

APPENDIX C: OPTIONS CONSIDERED FOR NATURAL RESOURCES PUBLICATION PROGRAM

Basic proposal options and enhanced options for the NPS Natural Resources Publication Program were offered for review in the (draft) final plan. Comments on the options are also presented.

BASIC PROPOSAL OPTIONS

1. Six Natural Resources publication series, including national and regional publications, would be established. The developing and publishing of national publications would be administered under the Office of the Associate Director, Natural Resources. An advisory board appointed by the Associate Director would advise the Associate Director on publication matters. The separate editorial boards that review science publications and PARK SCIENCE bulletins would be approved by the Associate Director. Guidelines and procedures developed through the program would apply to national and regional publications. In addition to current WASO staff supporting national publications, funding would be provided for the Atlanta unit to the extent that the unit would serve national publications. No other major commitment of funding would be made.
2. Same as number 1 except the Washington Office would also fund the Pacific Northwest Region for PARK SCIENCE editing. Balance of PARK SCIENCE costs would be shared by the regions as now: Cost \$17,000. [This is the recommended option.]
3. Same as number 1 except the Washington Office would fund the entire PARK SCIENCE operation. Cost: \$43,100 (based on FY 88 figures).

ENHANCED OPTIONS

The principal options for enhancement include not only ensuring adequate services for national publications but providing additional publishing services for regional publications, with a centralized review and approval process for all Natural Resources publications, to increase consistency and quality control and publishing standards. Such expanded services would require considerable additional resources that are unlikely to be available at present. For example, the task force estimated that a "full service" publication program would require the addition of a GS 13/14 program manager, a GS 12/13 publication coordinator (in lieu of the GS 11 writer-editor currently functioning as publication coordinator), and three other staff, exclusive of the Atlanta and Seattle units. This would result in about an increase from \$38,300 up to approximately \$190,000 in salaries and benefits alone, an increase of over \$150,000. Although such an option might be feasible with shared funding from the regions, this is the highest enhanced option presented.

1. Provide increased publishing services. Provide such services to all regions for Natural Resources publications--national and regional--on a requested basis.

Cost (WASO): \$10,000 purchase of an additional DeskTop Publishing System, plus annual cost based on 1 additional GS 11 technical editor--approximately an additional \$40,000.

2. Centralize all editorial and review processes and provide "full services," including editorial services and administration of all review and approval processes. Regions would be billed for printing costs of regional publications. Approximate cost: \$10,000 for purchase of an additional DeskTop Publishing System, plus \$150,000 annual increase in salary and benefits.
3. Same as 1 except regions assume cost (\$4,000 annually). Either firm long-term commitment with Regional Directors or transfer of base should be obtained before hiring any new staff.
4. Same as 2 except funding handled as in 3 (i.e., borne by regions at \$15,000 each, annually).

SUMMARY OF COMMENTS ON OPTIONS

The comments on the options are excerpted from written comments received. The region and who signed the written comments are identified with the comments.

Alaska Region (Regional Director)

Basic Proposal Option 1 and/or 3

Because of very tight funding constraints in effect here [Alaska Region], we do not want to contribute any Regional funds to the Natural Resources Publication Program now.

Mid-Atlantic Region (Regional Director)

Basic Proposal Options 1 and 2

PARK SCIENCE is a valuable publication for both NPS managers and scientists. We are willing to continue this Region's financial support of the publication at the current level and believe the publication to be of sufficient Servicewide benefit that the Washington Office should provide funds for editing.

Also [the Mid-Atlantic Region] supports the implementation of Enhanced Option 1. If Regional reports will be expected to meet a minimum level of quality, then increased publishing services will be necessary. Presently, this Region has no such in-house services available. If the recommendation of Option 1 is unanimous but, for some reason, unattainable by WASO, we would favor the Regional Director's collective reconsideration of Option 3, maybe at a future Regional Director's meeting.

We do not support the immediate implementation of Enhanced Option 2 but, on the other hand, do not want to eliminate it from future consideration. If the first Enhanced Option is implemented and works well for a few years, the option of providing "full services" may become appropriate.

Midwest Region (Associate Regional Director, Operations)

Basic Proposal Option 3

We believe the Washington Office should fund the entire "Park Science" operation.

National Capital Region (Acting Regional Director)

Basic Proposal Options: Order of priority should be the reverse of that presented.

Option for Enhanced Natural Resources Publication Program: the funding of any of the options must occur at no cost to the Regional programs. If funds that support research efforts in the Regions must be diverted to support the program, the program should not be developed.

An option for supporting scientific publishing that we welcome would be for the Washington Office to maintain a fund that would defray the page charge and other costs associated with getting a finished, refereed manuscript into a reputable journal. Only publication in this final stage should be accepted, but all scientists could avail themselves of the funds.

North Atlantic Region (per telephone conversation with Chief Scientist)

Basic Proposal Option 3

Pacific Northwest Region (per telephone conversation with Chief Scientist)

Basic Proposal Option 2

Rocky Mountain Region (Acting Regional Director)

Basic Proposal Option 2 and Enhanced Option 1

Set up a phased program for the options:

First phase option, we would favor Basic Proposal Option 2 and Enhanced Option 1. We would commit \$2,800 toward publication of PARK SCIENCE. This addresses the current resources and funding issue from our perspective. Anything beyond this level should require clear cut goals of where the operational part of the program is going.

It occurs to us that we are not thinking large enough. Don't other disciplines in the Service have similar publication problems? What about a combined publications program which addresses the needs of all sciences and natural and cultural resources management?

Recommendation: Pursue improvement of the Natural Resources Publication Program as planned. At the same time begin exploring the possibilities of a centralized publications program which addresses natural sciences, social sciences, physical sciences, archeology, history, and cultural and natural resources management.

Southeast Region (per telephone conversation with Chief Scientist)

Basic Proposal Option 2 (Preferred Option)

Basic Proposal Option 3 (next selected option)

Southwest Region (per telephone conversation with Chief Scientist)

Basic Proposal Option 2

Western Region (Acting Chief Scientist)

Basic Proposal Option 2

Current cost-sharing approach is desirable, and we support the recommended option.

APPENDIX D : ACTION PLAN FOR NATURAL RESOURCES PUBLICATION PROGRAM

PUBLICATION PROGRAM PLAN

Distribute (draft) final publication plan for review and comment	October 1988
Receive review comments on (draft) final plan	January 1989
Address review comments/submit to Associate Director for review and approval	February 1989

PUBLICATION MANAGEMENT HANDBOOK

Submit draft outline of publication handbook to NPS-77 coordinator for review (8/17 draft includes task force comments)	August 1988
Assign topic coordinators for handbook chapters	December 1988
Draft Sections to Publication Coordinator	May 1989
Advisory Board Meeting	June 1989
Formal NPS Review	June 1989
Print handbook	September 1989
Distribute Handbook	November 1989

PUBLICATION PLANNING PROCESS FOR FY 1989 AND FY 1990

Submit request to Natural Resources divisions for proposed national publication projects	September 1988
Receive/address division publication proposals	October 1988
Submit request to regions for proposed national publication projects	November 1988
Receive/address regional proposals	January 1989
Submit draft publication projects plan to Associate Director	March 1989
Circulate list of provisionally approved national publications	April 1989

APPENDIX E: DRAFT OUTLINE FOR NPS NATURAL RESOURCES PUBLICATION MANAGEMENT HANDBOOK

SECTION I. NATURAL RESOURCE PRINTING AND PUBLICATIONS

CHAPTER 1 NATURAL RESOURCE PUBLICATION MANAGEMENT

PURPOSE
SCOPE
POLICY AND PROGRAM OBJECTIVES
RELATIONSHIP TO OTHER GUIDELINES

CHAPTER 2 AUTHORITIES

CHAPTER 3 DEFINITIONS

CHAPTER 4 CATEGORIES OF NATURAL RESOURCE PUBLICATIONS

INTRODUCTION

Six NPS Natural Resource publication series are available for disseminating scientific, technical, and resource management information on the natural resources of units of the national park system. Chapter 4 presents (1) the six publication series, (2) the intended audience of each series, (3) the content and criteria, and (4) the presentation and format, such as whether a series contains several titles under a single cover.

SCIENTIFIC PUBLICATIONS

NPS Scientific Monographs
NPS Transactions and Proceedings

TECHNICAL PUBLICATIONS

NPS Technical Reports
NPS Annual Science Reports

RESOURCE MANAGEMENT PUBLICATIONS

NPS Natural Resource Reports
PARK SCIENCE Bulletins

NATIONAL AND REGIONAL PUBLICATIONS

CHAPTER 5 ROLES AND RESPONSIBILITIES

INTRODUCTION

ASSOCIATE DIRECTOR, NATURAL RESOURCES

NATURAL RESOURCE PROGRAM COORDINATOR

NATURAL RESOURCE PUBLICATION COORDINATOR

NATURAL RESOURCE PUBLICATION MANAGEMENT ADVISORY BOARD

NATURAL RESOURCE EDITORS

Science Editors

Managing Editors

NATURAL RESOURCE SUPERVISORS

NATURAL RESOURCE AUTHORS

CHAPTER 6 PUBLICATION PLANNING

INTRODUCTION

DISSEMINATION PLANS

CLEARANCE AND APPROVAL REQUIREMENTS

CHAPTER 7 REVIEWS

INTRODUCTION

POLICY MANAGEMENT REVIEWS

REFEREED REVIEWS - SCIENTIFIC PUBLICATIONS

PEER REVIEWS - TECHNICAL PUBLICATIONS

PEER REVIEWS - RESOURCE MANAGEMENT PUBLICATIONS

CHAPTER 8 MANUSCRIPT PREPARATION AND PRODUCTION STANDARDS

MANUSCRIPT SUBMISSION REQUIREMENTS

SUMMARY OF MANUSCRIPT PREPARATION AND PRODUCTION STANDARDS

Disclaimers

Advertisements

Publication Resulting from a Contract or Grant

USDI Statement (USDI Block)

MANUSCRIPT PREPARATION AND PRODUCTION STANDARDS FOR EDITORS AND PUBLISHERS

CHAPTER 9 PRINTING AND PUBLICATION PROCESS

INTRODUCTION

Chapter 6 presents the policies and procedures regarding ink color, pages, quantities, and procurement of printing.

GENERAL POLICIES
SPECIFIC POLICIES

Ink Color
Paper
Printed Product Decisions
Commercial Printing
Contractors
Cost Data
GPO Quality Attributes Program
Proofs
Typesetting
Purchases of Printing on Waiver
Notification of Intent to Publish
Reprints
GPO Regional Printing
Public Domain

COPYRIGHT ISSUES

No Copyright Protection for U.S. Government Publications
Cooperative Arrangements
Use of Copyrighted Materials

Scientific and Technical Publications
Nonscientific and Nontechnical Publications

CHAPTER 10 PUBLICATION DISTRIBUTION

PRIMARY DISSEMINATION

Mailing Lists
Publications for Free Distribution
Publications for Sale
Distribution to Depository Libraries
Publications Procured through Commercial Printing

SECONDARY DISSEMINATION

Role of the Technical Information Center
Abstracting and Indexing Services
Library of Congress Cataloging

BULK DISTRIBUTION

REQUEST MANAGEMENT

SALES ITEM VS ITEMS DISTRIBUTED FREE

CHAPTER 11 SUMMARY OF REQUIRED FORMS

EXHIBITS

SECTION II. OTHER NATIONAL PARK SERVICE PUBLICATIONS

CHAPTER 1 INTRODUCTION

Section II identifies the guidelines or requirements for Natural Resource personnel submitting information on natural resources of the units of the national park system to other NPS publications. Some of the guidelines for these publications are presented in this section; others are referenced or a contact identified for inquiries.

CHAPTER 2 LISTING OF OTHER NATIONAL PARK SERVICE PUBLICATIONS

DIRECTOR

- Public Affairs
 - Annual Report, National Park Service
 - Courier

OPERATIONS

- Harpers Ferry Center
 - Park Folders
 - Park Brochures
- Interpretation
 - Interpretation (Journal)
 - Ranger Activities
 - Ranger Activities Information Exchange (Newsletter)
- Engineering and Safety Service
 - Maintenance Management Update (Newsletter)
- Fire Management
 - NPS Wildland Fire Report

PLANNING AND DEVELOPMENT

- Park Practice Program
 - Trends
 - Grist
 - Design

CULTURAL RESOURCES

- Cultural Resource Office
 - Cultural Resources Management Bulletin

Preservation Assistance
Update (news packet)
Preservation Briefs
Technical Reports
Preservation Case Studies
Preservation Tech Notes

Curatorial Services
Conserve-O-Gram

SECTION III. OTHER PUBLICATIONS

CHAPTER 1 INTRODUCTION

PURPOSE

Section III identifies the policies and procedures governing Natural Resource personnel in publishing natural resource information in other government publications and in publishing outside the government.

SCOPE

POLICY AND PROGRAM OBJECTIVES

RELATIONSHIP TO OTHER GUIDELINES

CHAPTER 2 AUTHORITIES

CHAPTER 3 DEFINITIONS

CHAPTER 4 CATEGORIES OF OTHER PUBLICATIONS

OTHER AGENCY PUBLICATIONS

PROFESSIONAL PUBLICATIONS

Journal Articles

Books and Book Chapters

Proceedings, Symposia, and Other Published Literature

Presentations and Abstracts

Invited Publications

CHAPTER 5 RESPONSIBILITIES

NATURAL RESOURCE SUPERVISORS

NATURAL RESOURCE AUTHORS

CHAPTER 6 APPROVAL PROCESS

APPENDIX F: PROPOSAL FORM FOR NATIONAL NATURAL RESOURCES PUBLICATIONS

Region/WASO Division:

Author:

Phone Number:

Responsible Supervisor:

Publication Series:

Audience:

Title:

Synopsis:

Justification for National Status:

Timeframe:

Estimated Length:

Type/Number of Illustrations:

