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CULTURAL RESOURCES MANAGEMENT

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This instruction implements Department of Defense Instruction (DoDI) 4715.5, *Management of Environmental Compliance at Overseas Installations*, and Air Force Policy Directive (AFPD) 32-70, *Environmental Quality*, by identifying USAFE requirements for a cultural resources management program. It applies to all US Air Forces in Europe (USAFE) units. It does not apply to US Air Force Reserve or National Guard units.

SUMMARY OF CHANGES

This interim change updates terminology and deletes references to outdated databases, Air Force Instructions (AFI), and training courses. A margin bar indicates newly revised material.

1. General:

1.1. **References, Abbreviations, Acronyms, and Terms.** See [Attachment 1](#).

1.2. **Background.** DoDI 4715.5, AFPD 32-70, and the *Overseas Environmental Baseline Guidance Document* (OEBGD) require the implementation of cultural resources management standards at installations and facilities in foreign countries.

1.3. **Concept.** This instruction provides a framework to help installations comply with *Final Governing Standards* (FGS) requirements.

1.4. **Responsibilities:**

1.4.1. The Lead Environmental Component (LEC) issues the FGS and revalidates it on a periodic basis.

1.4.2. Environmental Branch (HQ USAFE/A7AV) oversees implementation of installation cultural resources programs.

1.4.3. Installations comply with the FGS.

2. Installation Requirements:

2.1. **Background.** Cultural resources, artifacts, archeological sites, cultural areas, and historic sites are fragile. Protect and manage cultural resources to comply with the FGS.

2.2. **Inventories.** Perform cultural resource inventories according to the FGS.

2.3. **Cultural Resources Management Plan (CRMP).** Prepare and maintain a cultural resources management plan. The installation's Environmental, Safety, and Occupational Health Council (ESOHC) chairperson must approve the plan. Include resources on the installations' geographically separated units of responsibility. See **Attachment 2** for the suggested cultural resources management plan format.

2.3.1. The CRMP is an integral part of the base comprehensive plan (BCP) (see AFI 32-7062, *Air Force Comprehensive Planning*). Review and update the CRMP every 5 years, or as required, and integrate it into the BCP.

2.3.2. Installations with no known cultural resources will document any cultural surveys performed, develop contingency plans for undiscovered cultural resources, and address structures and sites whose historic significance may become clearer through future evaluation.

3. Assessing Effects and Consulting With Host Nation:

3.1. **Background.** Installations must identify what effects projects might have on cultural resources.

3.2. Assessing Effects:

3.2.1. Use the environmental impact analysis process (see AFI 32-7061, *The Environmental Impact Analysis Process*) to assess the effects of Air Force undertakings on cultural resources.

3.2.2. If after assessment the Air Force determines that the undertaking will result in an adverse effect to a cultural resource, consult with HQ USAFE/A7AV, the LEC, and appropriate host nation authority to determine the proper course of action.

3.3. **Discovery of Resources.** If potential host nation cultural resources not previously identified are discovered in the course of a DoD action, preserve and protect the newly discovered resources. The installation commander decides the final disposition of resources according to the FGS.

4. Cultural Resources Budgeting:

4.1. **Funding Sources:** AFI 32-7001, *Environmental Budgeting*, specifies procedures for obtaining cultural resources funding.

5. Training:

5.1. **General In-house Training.** The installation's environmental flight shall present cultural resources information and programs at newcomer orientation briefings.

I 5.2. DELETED.

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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

DoDI 4165.14, *Real Property Inventory and Forecasting*, 31 March 2006

DoDI 4715.5, *Management of Environmental Compliance at Overseas Installations*, 22 April 1996

DoD 5400.7_AFSUP, DoD Freedom of Information Act, 24 June 2002

AFPD 32-70, *Environmental Quality*, 20 July 1994

AFI 32-7001, *Environmental Budgeting*, 9 May 1994

AFI 32-7061, *The Environmental Impact Analysis Process*, 12 March 2003

AFI 32-7062, *Air Force Comprehensive Planning*, 1 October 1997

Abbreviations and Acronyms

BCP—Base Comprehensive Plan

CRMP—Cultural Resources Management Plan

ESOHC—Environmental, Safety, and Occupational Health Council

FGS—Final Governing Standards

LEC—Lead Environmental Component

OEBGD—Overseas Environmental Baseline Guidance Document

USAFE—US Air Forces in Europe

Terms

Adverse Effect—Changes that may diminish a cultural resource’s integrity in terms of location, design, setting, materials, workmanship, feeling, or association. Adverse effects on cultural resources include:

- Physical destruction, damage, or alteration of all or part of the resource.
- Neglect of a resource that results in its deterioration or destruction.
- Encroachment on a resource through construction or development.

Consultation—A process initiated by the installation commander in which the commander confers with the HQ USAFE, environmental executive agent, and appropriate host nation officials, to reduce or avoid adverse impacts on known cultural resources.

Cultural Resource—Any historic, archeological, and cultural areas of interest or artifacts significant in American history (e.g., Cold War facilities) or acknowledged by the host nation as a significant cultural resource. Physical remains of any prehistoric or historic district, site, building, structure, or object significant in American or host nation history, architecture, archeology, or engineering. Historic properties include related artifacts, records, and remains.

Final Governing Standards (FGS)—Country-specific substantive provisions with which DoD components must comply. In the absence of a country-specific FGS, DoD components must comply with the OEBGD.

Geographically Separated Unit (GSU)—Site or facilities detached or off-base from the installation that has real property responsibility.

Installation—Those DoD facilities that have been assigned a unique DoD installation/station code as defined by military department regulations issued pursuant to DoDI 4165.14, *Real Property Inventory and Forecasting*.

Lead Environmental Component (LEC)—Component or unified commander designated by the Assistant Secretary of Defense for Acquisition as responsible for developing and publishing the Final Governing Standards for a specific country.

Overseas Environmental Baseline Guidance Document (OEBGD)—Implementation guidance, procedures and criteria for environmental compliance at DoD installations in overseas locations. The OEBGD is used by the environmental executive agents to develop the FGS and, in the case where no FGS exists, provides the compliance criteria for use by the Air Force.

Undertaking—Any project, activity or program funded in whole or in part by a Federal agency.

Attachment 2

CULTURAL RESOURCES MANAGEMENT PLAN FORMAT

A2.1. Executive Summary:

- A2.1.1. Summarize the major points of the plan.
- A2.1.2. Identify future directions for the plan.

A2.2. General Information:

A2.2.1. **Authority.** The final governing standards (FGS) require management plans be developed for the protection and preservation of known cultural resources.

A2.2.2. **Conditions for Implementation, Revision, and Approval.** *Example:* This plan will be implemented upon approval by the installation's Environmental, Safety, and Occupational Health Council (ESOHC), which is hereby given oversight for the cultural resources program. This plan may be revised at any time by submitting a requested revision to the ESOHC through the Environmental Flight (CEV). Review and update the cultural resources management plan every 5 years, or in the event of a major mission change or a significant resource is identified on the base.

A2.2.3. **Purpose of the Plan.** *EXAMPLE:* This plan is prepared to assist in the conservation of cultural resources on the installation. The plan acts as a provisional "road map" ensuring cultural resources are managed and integrated into all phases of installation and mission planning. The plan provides a concise description of the base setting and historical context; identifies known cultural resources, management issues and concerns, notification and coordination procedures with the host nation; and specifies training requirements.

A2.2.4. **Management Philosophy.** Explain the installation's overall approach to minimizing impact on cultural resources, and its approach in managing the resources with the host nation.

A2.2.5. **Installation's Location and Mission.** Briefly describe the installation's location and mission.

A2.2.6. **Organizational Listing, Roles, and Responsibilities.** List important base organizations and host nation agencies, and discuss their impact on the cultural resources program. Describe specific responsibilities for managing the program. Include management plan preparation, program implementation and approval, resource maintenance, and reviewing proposed actions for impact on the installation's cultural resources. Identify base and host nation cultural resources authorities' points of contact.

A2.2.7. **Goals and Objectives.** Outline the goals and planning objectives for the installation.

EXAMPLE:

A2.2.7.1. Develop and maintain an inventory of cultural resources.

A2.2.7.2. Use the inventory in base development and mission planning to protect and preserve cultural resources.

A2.2.7.3. Identify a procedure for notifying host nation personnel in the event there is an archaeological “find.”

A2.2.7.4. Identify host nation points of contact for on-going coordination related to cultural resources.

A2.2.7.5. Manage cultural resources to provide recreational and educational opportunities for base and area residents.

A2.3. Cultural Resources Inventory:

A2.3.1. Cultural Framework:

A2.3.1.1. Summarize the known prehistory and history of the installation and surrounding area.

A2.3.1.2. Identify any known US or host nation-sponsored research projects conducted in the surrounding area.

A2.3.1.3. Provide a brief synopsis on the history of the base’s built environment, such as number and type of buildings constructed pre-World War II, post-World War II, etc. Include major construction, architectural styles and building techniques in use at that time.

A2.3.2. **Literature Review.** List sources of available literature on the area’s history and prehistory and what was reviewed in developing the cultural framework.

A2.3.3. Resources Inventory:

A2.3.3.1. Identify host nation and US criteria for determining cultural resources eligibility and justification.

A2.3.3.2. Summarize known cultural resources in tabular and textual formats. Indicate whether resources are culturally significant to the US or host nation. Additionally, summarize any past cultural resources surveys or investigations conducted on the installation; include date of surveys, who conducted them, and results.

A2.3.3.3. If a host nation cultural resources inventory exists and identifies resources on base, briefly describe the host nation’s determination on the resources.

A2.3.3.4. Describe any partnering programs between the Air Force and the host nation to inventory, manage and protect cultural resources.

A2.3.3.5. If no installation-wide survey has been conducted, summarize the programming efforts taken to accomplish a survey (requirements are identified in the FGS), including fiscal year of accomplishment, project numbers, cost, and a detail description of the scope and method of accomplishment.

A2.3.4. Areas of Concern:

A2.3.4.1. Identify areas of the installation that may provide additional cultural resources, or areas considered culturally significant, e.g., architectural style, static displays or other monuments, heritage trails, other special buildings, etc.

A2.3.4.2. Describe any deficiencies or problems with the known inventory and identify corrective action.

A2.3.5. Mapping:

A2.3.5.1. Maintain current maps showing locations of all cultural resources assets.

A2.3.5.2. Ensure maps are incorporated into the base comprehensive planning system. Review and update maps when revising the cultural resources management plan.

A2.3.5.3. Place information identifying sensitive cultural resources in a restricted access file; distribute cultural resources maps only to authorized personnel.

A2.4. Compliance Procedures:

A2.4.1. Issues:

A2.4.1.1. Identify any unique cultural resources issues confronting the installation.

A2.4.1.2. Identify potential impacts of cultural resource management on other base programs such as cleanup, construction and demolition, and training operations.

A2.4.1.3. Identify any potential conflicts the cultural resource management program may have with mission accomplishment and procedures to mitigate them.

A2.4.2. Preservation and Mitigation Strategies:

A2.4.2.1. Prescribe internal review procedures to ensure cultural resources are considered during the planning process of Air Force undertakings.

A2.4.2.2. Identify mitigation techniques for threatened resources. If the resources are significant to the host nation, involve the responsible host nation representative.

A2.4.2.3. Identify preservation techniques for sites the installation consider significant, e.g., maintaining architectural compatibility, special planning procedures for certain buildings, maintenance of displays, trails, etc.

A2.4.2.4. Outline a plan for handling inadvertent discoveries of cultural resources. Establish procedures for protecting newly discovered items pending final disposition by the installation commander or host nation.

A2.4.2.5. Identify proposed maintenance, upgrade, or renovation projects for cultural resources.

A2.4.3. Consultation Procedures:

A2.4.3.1. Outline procedures for consulting with the installation office of primary responsibility, HQ USAFE, the LEC, and host nation officials.

A2.4.3.2. Identify the points of contact by name, phone number, and office symbol.

A2.5. Training:

A2.5.1. Explain how the installation cultural resources managers, in coordination with the base personnel office, will incorporate basic information on cultural resources programs into newcomer briefings.

A2.5.2. DELETE.

A2.6. Attachments. Attach supplemental information that provides useful reference.

A2.6.1. Develop a section of relevant legislation and guidance from the host nation (national and local), the United States and the Air Force.

A2.6.2. In a separate volume, compile list of cultural resources. Archeological site locations are sensitive information; do not release them to the general public, except as required by AFI 37-131, *Freedom of Information Act Program*.

A2.6.3. Attach individual site mitigation plans, if applicable.