ORGAN PIPE CACTUS NATIONAL MONUMENT

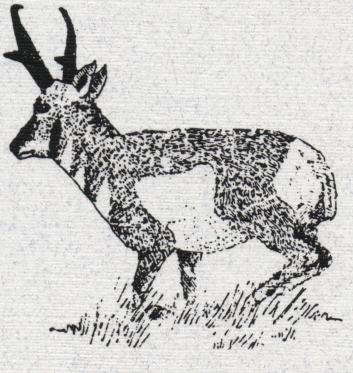
Natural and Cultural Resources Management

OPERATIONS PLAN FY 1996

Prepared by:

The Division of Natural and Cultural Resources Management
Organ Pipe Cactus National Monument

October 1995



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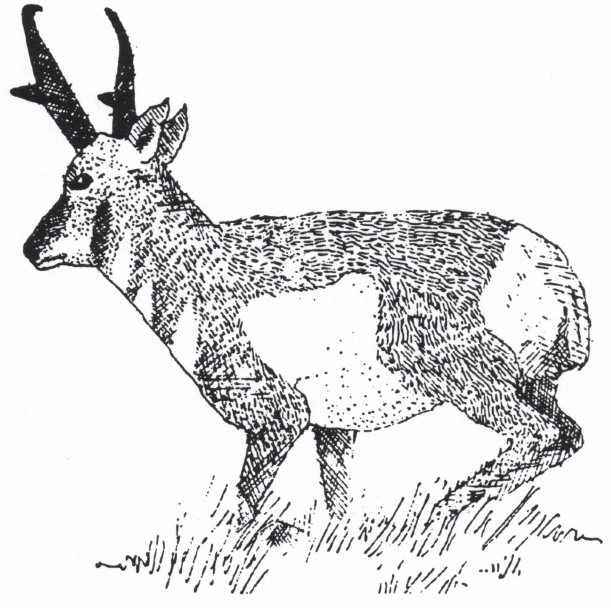

ORGAN PIPE CACTUS NATIONAL MONUMENT

Natural and Cultural Resources Management

OPERATIONS PLAN
FY 1996

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ORGAN PIPE CACTUS NATIONAL MONUMENT
FY 1996 Natural and Cultural Resources Management Operations Plan

INTRODUCTION

Organ Pipe Cactus National Monument, established in 1937, is located in southwestern Arizona and is geographically near the center of the Sonoran Desert. The monument encompasses 330,689 acres, of which 95% (312,600 acres) is designated wilderness. On October 26, 1976, the United Nations Education, Scientific and Cultural Organization (UNESCO) recognized and designated Organ Pipe Cactus National Monument as a Biosphere Reserve. The primary significance of the monument is the perpetuation of a sample of the Sonoran Desert. Although the monument includes only a small portion of the vast Sonoran Desert, it preserves many elements of that ecosystem.

Resource Threats and Issues

Like many other National Park areas, the greatest threats to the resources of Organ Pipe Cactus National Monument are a result of the effects of development on lands adjacent to the monument. The primary resource management concern is the continued urbanization and agricultural development near the southern boundary of the monument, in the neighboring state of Sonora, Mexico. Of concern to monument management is the effect on native plants and animals of herbicide and pesticide drift, invasion of non-native flora and fauna, and most significantly, groundwater depletion in the Sonoyta Valley.

Although a research database exists for the monument, there is still a lack of basic data necessary to fully understand park resources and related threats. Threats to water resources include alteration of natural flow regimes and groundwater levels, degradation of park water quality, floodplain management and wetlands protection, water rights, and related resource issues such as accelerated erosion. In addition, other pressing concerns include the protection of threatened, endangered, and rare plant and animal species and communities, air quality management, evaluation of visitor use impacts and limits, protection and management of wilderness, abandoned mine lands mitigation, control of trespassed livestock and revegetation of impacted sites.

Natural and Cultural Resources Management Program

The current Natural and Cultural Resources Management and Research Program at Organ Pipe Cactus National Monument encompasses a broad array of activities designed to both address resource threats and issues and to develop an on-going system of monitoring and evaluating the status of monument natural and cultural resources. The majority of natural resources management activities are carried out by existing monument staff. Historic preservation activities such as historic site inspections are implemented by monument staff, while archeological activities are closely coordinated with the Western Archeological Conservation Center, Tucson, AZ. In FY 1996, there are approximately forty-five identified research projects on-going within the monument. These projects all have defined Principal Investigators and do not include activities, such as ecological monitoring, that are carried out by monument resources management staff. Research administration is coordinated by the resources management division with assistance from the National Biological Service, Cooperative National Park Resources Studies Unit (CPSU/UA). In addition, support for on-going natural and cultural resources management activities is provided by the natural and cultural resources staff of the Southern Arizona Group Office and the Southwest System Support Office.

ORGAN PIPE CACTUS NATIONAL MONUMENT
FY 1996 Natural and Cultural Resources Management Operations Plan

Division of Natural and Cultural Resources Management

STAFF
Permanent
James J. Barnett
Division Chief
Primary Responsibilities:
Natural and Cultural Resources Program Management, Administration and Planning

Jonathan F. Arnold
Resources Management Specialist
Primary Responsibilities:
Ecological Monitoring, Revegetation and RM Volunteer Program

Timothy Tibbitts
Wildlife Biologist
Primary Responsibilities:
Research Administration, Wildlife Management

Susan Rutman
Plant Ecologist
Primary Responsibilities:
Vegetation Management, Environmental Compliance

VACANT
Geographer
Primary Responsibilities:
Geographic Information System, Information Management and Collections Management

Thomas N. Potter
Resources Management Specialist
Primary Responsibilities:
Information Management, Data Evaluation and Assessment

Charles W. Conner
Biological Technician
Primary Responsibilities:
Ecological Monitoring and Integrated Pest Management

Ami C. Pate
Biological Technician
Primary Responsibilities:
Ecological Monitoring and Air Quality

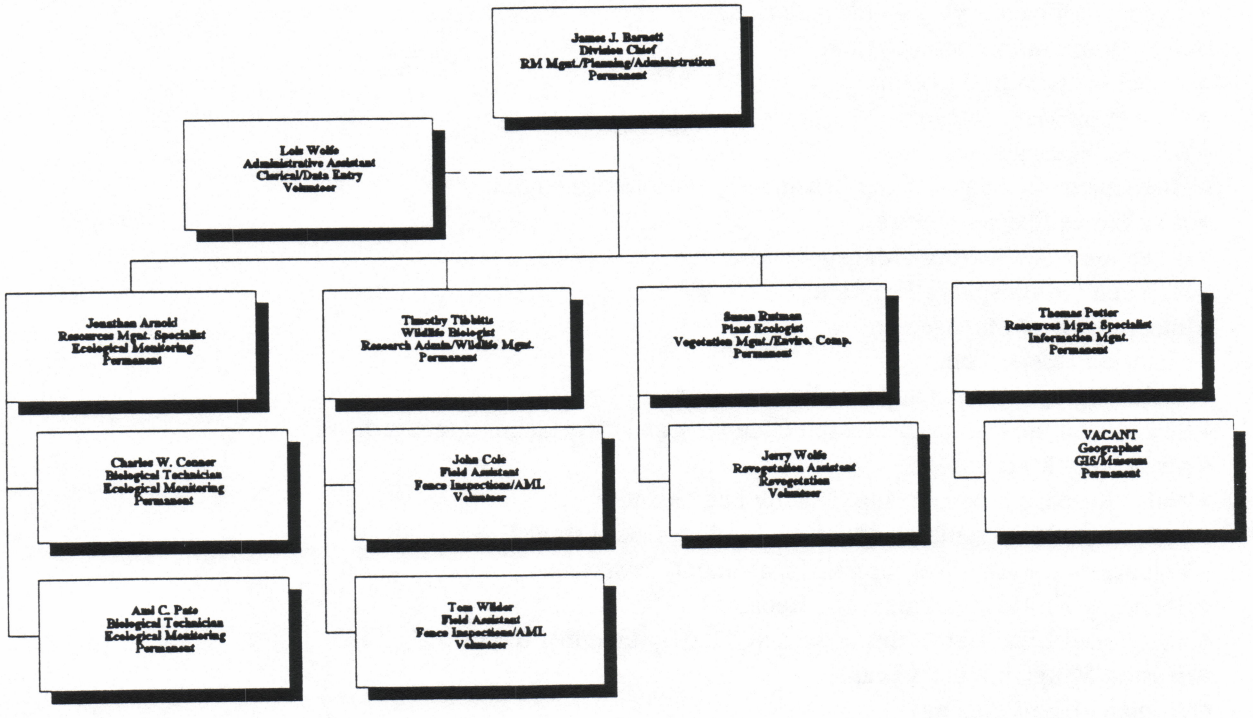
Volunteers
John Cole
Field Assistant
Primary Responsibilities:
Boundary Fence and Abandoned Mine Lands Inspection & Repairs

Tom Wilder
Field Assistant
Primary Responsibilities:
Boundary Fence and Abandoned Mine Lands Inspection & Repairs

Jerry Wolfe
Revegetation Assistant
Primary Responsibilities:
Revegetation

Lois Wolfe
Administrative Assistant
Primary Responsibilities:
Clerical and Data Entry

ORGAN PIPE CACTUS NATIONAL MONUMENT
Division of Natural & Cultural Resources Management
FY 1996 Organization Chart



Role and Function Statements

Role

The Division of Natural and Cultural Resources Management is responsible to the Superintendent for the planning, direction and coordination of the monument's Natural and Cultural Resources Management and Research Program.

Function

The function of the Natural and Cultural Resources Management Division is to administer and manage natural and cultural resources management and research activities, including:

- Natural and Cultural Resources Program Planning, Management and Administration.
- Research Program Planning, Management and Administration.
- Environmental and Cultural Compliance.
- Ecological Inventorying and Monitoring.
- Geographic Information System.
- Global Positioning System.
- Vegetation Management.
- Wildlife Management.
- Threatened, Endangered and Sensitive Species Management.
- Non-Native Species Control.
- Backcountry/Wilderness Management.
- Man and the Biosphere Program.
- Integrated Pest Management.
- Historic Preservation.
- Archeological Surveys and Site Preservation.
- Resources Management/Research Computer and Information Management.
- Air Quality Monitoring.
- Water Resources Monitoring: Quality and Quantity.
- Collections Management: Museum, Archives and Library.
- Volunteer-In-Parks (Resources Management) Program.
- Boundary Fence Inspections and Repair.
- Abandoned Mine Lands Inspections and Safety Features Repair.
- Erosion Mitigation and Control.
- Wildland Fire Planning.

FY 1996 NATURAL AND CULTURAL RESOURCES MANAGEMENT OPERATIONS PLAN

This FY 1996 Operations Plan outlines natural and cultural resources management and research activities and projects to be accomplished during the fiscal year. The information is presented in a programming sheet and monthly reports and activity log formats and is designed for use by resources management staff. Activities and projects are identified under specific categories, including Resources Management and Research Administration, Ecological Monitoring Program, Information Management, Vegetation Management, Wildlife Management, Threatened, Endangered & Sensitive Species, Water Resources/Air Resources, Quitobaquito Wetlands Conservation Projects, Cultural Resources, Collections Management, Integrated Pest Management, Other Field Activities and Research. Completion times and lead responsibilities are assigned. Some information in the program sheets are repeated throughout sections to facilitate ease of use (i.e. Investigator's Annual Report tasks are both under Administration and Research). Responsibilities for projects and activities fall primarily with the monument Resources Management staff. Although most foreseeable activities are outlined in the plan, the document is meant to be flexible to address issues that may arise during the year.

This fiscal year the data is also available in ManagePro 3.1 for Windows. Progress on activities identified in the Operations Plan will be tracked via this software. In the third section of this report the data is provided in the ManagePro report format.

Categories

- **Resources Management and Research Administration**
  - Fiscal Tracking and Programming.
  - Activities Reporting.
  - Natural and Cultural Resources Management Plan.
  - Investigators Annual Report (IAR).
  - Property Management.
  - Personnel.
  - Volunteers-In-Parks.
  - Compliance.
  - Committees.
  - Meetings/Conferences.
  - Southern Arizona Parks Resources Management and Research Conference.
- **Ecological Monitoring Program (EMP)**
  - 1995 Ecological Monitoring Annual Report.
  - 1996 Monitoring.
  - 1996 Ecological Monitoring Annual Report.
  - Ecological Monitoring Program - New Projects.
  - Ecological Monitoring Program Assistance Committee (EMPAC).
- **Information Management**
  - Geographic Information System (GIS).
  - Global Positioning System (GPS).
  - Remote Sensing.
  - PC Hardware/Software/Databases.
  - Other.
- **Vegetation Management**
  - General Nursery/Greenhouse.
  - Revegetation/Restoration.
  - Dowling Ranch Restoration.
  - Flora.
  - Quitobaquito (QBQ) Vegetation.
  - Vegetation Management Plan.
  - Ecological Monitoring.
  - Non-Native Vegetation.
  - Acuna Cactus - Sensitive Species.
- **Wildlife Management**
  - Ecological Monitoring.
  - Sonoran Pronghorn - Endangered Species.
  - Lesser Long-Nosed Bat - Endangered Species.
  - QBQ Desert Pupfish - Endangered Species.
  - Ferruginous Pygmy Owl - Sensitive Species.
  - Non-Native Wildlife.

- **Threatened, Endangered & Sensitive Species**
  - Threatened, Endangered and Sensitive Species Management Plan.
  - Permits/Reports.
  - Sonoran Pronghorn.
  - Lesser Long-Nosed Bat.
  - Quitobaquito Desert Pupfish.
  - Ferruginous Pygmy Owl.
  - Acuna Cactus.

- **Water Resources/Air Resources**
  - Water Resources.
  - Air Resources.

- **Quitobaquito Wetlands Conservation Projects**
  - Administration.
  - Non-Native Vegetation Assessment and Control.
  - Site Rehabilitation and Restoration.
  - Wetlands Education.
  - Springs Monitoring and Discharge Assessment.
  - Non-Native Fish Control.
  - Continue evaluation of Bat Usage Quitobaquito Pond.
  - Quitobaquito Wetlands Community Evaluation.

- **Cultural Resources**
  - Archeology.
  - Historic Preservation.
  - Abandoned Mine Lands.

- **Collections Management**
  - Museum.
  - Archives.
  - Library.

- **Integrated Pest Management (IPM)**
  - General IPM.
  - Africanized Honey Bees.
  - Cockroaches.
  - Non-Native Fish (Quitobaquito).
  - Nursery/Greenhouse Pests.
  - Historic Structures.

- **Other Field Activities**
  - Wilderness Management.
  - Quitobaquito (QBQ).
  - Boundary Fence Inspections & Repairs.
  - Fire Monitoring.
  - Resources Education & Resources Management.

- **Research**
  - General Research Administration.
  - Southwest Parks and Monuments Association (SPMA).
  - Natural Resources Preservation Program (NRPP).
  - Quitobaquito.

PROGRAMMING SHEETS

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
FISCAL TRACKING, PROGRAMMING AND AGREEMENTS		
- Prepare documentation notebooks for the Quitobaquito Wetlands Conservation Project.	Jim Barnett	10/01/95
- Prepare Cultural Resources Preservation budget call.	Jim Barnett	10/05/95
- Prepare Systemwide Archeological Inventory Program budget call.	Jim Barnett	10/05/95
- Prepare Collections Backlog Cataloging budget call.	Jim Barnett	10/05/95
- Prepare Ethnography budget call.	Jim Barnett	10/05/95
- Prepare Museum Preservation and Protection budget call.	Jim Barnett	10/05/95
- Modify Cooperative Agreement Order No. 8035-1-002 (Modification 7) with the University of Arizona to continue remote sensing activities.	Tom Potter	10/15/95
- Prepare draft of FY 1996 budget identifying anticipated expenditures.	Jim Barnett	10/31/95
- Develop and evaluate log for existing Interagency and Cooperative Agreements.	Jim Barnett	11/15/95
- Prepare Sonoran Pronghorn Natural Resources Preservation Program Proposal - FINAL.	Jim Barnett/ Tim Tibbitts	02/27/96
- Prepare Equipment Replacement budget call.	Jim Barnett	04/15/96
- Develop Interagency Agreement with the U.S. Fish and Wildlife Service.	Jim Barnett	05/01/96
- Prepare Annual Cultural Cyclic Maintenance budget call.	Jim Barnett	06/01/96
- Prepare Annual Natural Cyclic Maintenance budget call.	Jim Barnett	06/01/96
- Review existing National Park Service Memorandum of Understanding with Bat Conservation International and evaluate for applicability to the monument.	Jim Barnett	06/15/96
- Develop a Cooperative Agreement with the University of Arizona.	Tom Potter	06/15/96

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
FISCAL TRACKING, PROGRAMMING AND AGREEMENTS		
- Explore alternative funding sources for resources management and research: challenge cost share, Heritage Fund, Earthwatch, National Fish and Wildlife Association, National Park Foundation, Target, Canon, REI, O'odham Nation.	Jim Barnett	07/07/96
- Prepare System Support Office science budget call.	Jim Barnett	07/31/96
- Prepare Annual Geographic Information System budget call.	Tom Potter	08/15/96
- Prepare Annual Water Resources budget call.	Jim Barnett	08/15/96
- Coordinate and implement overall Quitobaquito Wetlands Conservation.	Sue Rutman	On-going
- Update 575's on Automated Finance System.	Jim Barnett	As Needed
- Prepare DI-1's utilizing PPFS.	RM Staff	As Needed
ACTIVITIES REPORTING		
- Summarize FY 1995 accomplishments.	RM Staff	10/01/95
- Update final FY 1995 Operations Plan database summary denoting completed and unfinished activities. Reschedule uncompleted activities.	RM Staff	10/01/95
- Complete FY 1996 Resources Management & Research Operations Plan.	Jim Barnett	10/14/95
- Prepare format in ACCESS for FY 1996 project logs.	Jim Barnett	10/14/95
- Complete FY 1995 annual volunteer summary and database.	Jon Arnold	10/31/95
- Prepare 1995 Annual Threatened, Endangered & Sensitive Species Report.	Tim Tibbitts	11/30/95
- Prepare 1996 Federal and State Threatened, Endangered & Sensitive Species permits update.	Tim Tibbitts	11/30/95

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ACTIVITIES REPORTING		
- Incorporate periphery reports, such as Volunteers in Parks information, into Resources Management Annual Report	Jim Barnett	12/01/95
- Submit Resources Management Highlights article.	Jim Barnett	12/15/95
- Complete the Resources Management Procedures Manual - DRAFT.	Ami Pate	12/30/95
- Prepare Annual 10-254 submission to the National Catalog.	Tom Potter	01/15/96
- Prepare briefing statements for Congressional budget hearings.	Jim Barnett	01/31/96
- Update Resources Management Plan.	Jim Barnett	01/31/96
- Complete the Resources Management Plan Procedures Manual - FINAL.	Ami Pate	01/31/96
- Make available Resources Management data for Superintendent's reports.	Jim Barnett	01/31/96
- Prepare Threatened & Endangered Species Summary and Expenditures Report.	Jim Barnett	01/31/96
- Prepare and issue initial collection/research permits.	Tim Tibbitts	02/01/96
- Prepare Collections Management Report.	Tom Potter	02/15/96
- Prepare 1995 Integrated Pest Management Use Report.	Charles Conner	02/15/96
- Prepare 1996 Integrated Pest Management Use Requests.	Charles Conner	02/15/96
- Prepare the 1995 Resources Management and Research Annual Report - DRAFT.	Jim Barnett	03/01/96
- Prepare 1995 Ecological Monitoring Program Annual Report - DRAFT.	Jon Arnold	04/05/96

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ACTIVITIES REPORTING		
- Complete the 1995 Resources Management and Research Annual Report - FINAL.	Jim Barnett	05/01/96
- Prepare Vegetation Management Plan - second DRAFT.	Sue Rutman	06/01/96
- Complete 1995 Ecological Monitoring Program Annual Report - FINAL.	Jon Arnold	06/15/96
- Conduct inventory of museum property.	Tom Potter	07/15/96
- Prepare FY 1997 Operations Plan - DRAFT.	Jim Barnett	08/30/96
- Prepare Threatened, Endangered and Sensitive Species Management Plan - FINAL DRAFT.	Tim Tibbitts	09/30/96
- Complete FY 1997 Operations Plan - FINAL.	Jim Barnett	09/30/96
- Prepare Status of Property Report.	VACANT	09/30/96
- Prepare Vegetation Management Plan - FINAL DRAFT.	Sue Rutman	09/30/96
- Prepare Program Documentation Records.	Jim Barnett	09/30/96
- Complete weekly work logs.	RM Staff	Weekly
- Summarize research.	Tim Tibbitts	Monthly
- Tabulate backcountry use records.	Sue Rutman	Monthly
- Prepare travel schedule.	Jim Barnett	Monthly
- Summarize volunteer activity/time.	Jon Arnold	Monthly
- Update schedule calendar.	RM Staff	Monthly
- Prepare brief project status reports.	RM Staff	Monthly

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ACTIVITIES REPORTING		
- Prepare and issue collection research permits.	Tim Tibbitts	On-going
NATURAL AND CULTURAL RESOURCES MANAGEMENT PLAN		
- Expand top priority project statements into full proposals.	Jim Barnett	07/01/96
- Update Resources Management Plan database.	Jim Barnett	10/01/95
- Incorporate Natural Resources Management Assessment Program into the Resources Management Plan.	Jim Barnett	11/01/95
- Complete Cultural Resources Management Assessment Program documentation.	Jim Barnett	12/01/95
- Update Resources Management Plan, print and distribute.	Jim Barnett	12/31/95
INVESTIGATOR'S ANNUAL REPORT (IAR)		
- Evaluate Microsoft database package Access ability to do visiting researchers reports and research/collection permits.	Tim Tibbitts/ Tom Potter	10/30/95
- Update 1995 Researchers and Projects List.	Tim Tibbitts	11/12/95
- Update researcher's mailing list.	Tim Tibbitts	11/12/95
- Send memo to researchers for 1995 Investigator's Annual Report (include 1995 Investigator's Annual Report form, copy of 1994 Investigator's Annual Report and keyword list, if applicable).	Tim Tibbitts	11/12/95
- Send follow-up memo to researchers for 1995 Investigator's Annual Report.	Tim Tibbitts	01/15/96
- Enter all Investigator's Annual Report data into database and send to Southwest System Support Office and the National Biological Service, Cooperative Park Studies Unit, University of Arizona	Tim Tibbitts	01/31/96

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
INVESTIGATOR'S ANNUAL REPORT (IAR)		
- Remove completed research projects from active files.	Tim Tibbitts	02/15/96
- Prepare Investigator's Annual Report - summarize all research.	Tim Tibbitts	02/15/96
- Revise "Information for Researchers" package.	Tim Tibbitts	07/01/96
- Provide collection permits for all applicable monument personnel.	Tim Tibbitts	08/01/96
- Coordinate research, provide field assistance and training, and review proposals.	Tim Tibbitts	On-going
PROPERTY MANAGEMENT		
- Update hardware and software inventory for all Resources Management computers.	VACANT	11/01/95
- Update property inventories on the computer.	VACANT	12/01/95
- Inventory all capitalized property and minor controlled property.	VACANT	07/31/96
- Prepare status of Property Report.	VACANT	09/30/96
PERSONNEL		
- Update weekly work log form.	Jim Barnett	10/01/95
- Summarize FY 1995 accomplishments.	RM Staff	10/01/95
- Update final FY 1995 Operations Plan database summary denoting completed and unfinished activities. Reschedule uncompleted activities.	RM Staff	10/01/95
- Conduct mid-season FY 1996 performance appraisal and employee development session.	Jim Barnett	05/15/96

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
PERSONNEL		
- Prepare FY 1996 work plan.	Jim Barnett	10/15/95
- Prepare draft of FY 1995 performance appraisals, FY 1996 performance standards and FY 1996 employee development forms - (Jon Arnold: Charles Conner and Ami Pate; Jim Barnett: Jon Arnold, Tom Potter, Sue Rutman and Tim Tibbitts; Tom Potter: VACANT).	Jon Arnold/ Jim Barnett/ Tom Potter	10/20/95
- Convert Biological Science Technician's performance standards into revised format.	Jim Barnett	10/22/95
- Finalize FY 1995 performance appraisals, FY 1996 performance standards and FY 1996 employee development forms - (Jon Arnold: Charles Conner and Ami Pate; Jim Barnett: Jon Arnold, Tom Potter, Sue Rutman and Tim Tibbitts; Tom Potter: VACANT).	Jim Barnett/ Jon Arnold/ Tom Potter	10/29/95
- Complete final FY 1995 performance appraisals and awards documentation.	Jim Barnett/ Jon Arnold	10/29/95
- Finalize FY 1996 employee development forms.	Jim Barnett/ Jon Arnold/ Tom Potter	10/29/95
- Evaluate Microsoft database package Access for preparation of work log summaries.	Jim Barnett	10/30/95
- Conduct Resources Management staff meetings.	RM Staff	Bi-weekly
- Tabulate weekly work logs.	Jim Barnett	On-going
- Update weekly work log database.	Jim Barnett	On-going
- Provide training/orientation for new staff.	RM Staff	On-going
- Provide training and orientation for the new Geographer when the position is filled.	Tom Potter	As Needed

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
VOLUNTEERS-IN-PARKS (VIP)		
- Complete FY 1995 annual summary and database.	Jon Arnold	10/31/95
- Contact returning volunteers and verify arrival dates for FY 1997.	Jon Arnold	08/16/96
- Interview and select replacement volunteers for FY 1997 if appropriate.	Jon Arnold	08/27/96
- Update Volunteers-in-Parks database for FY 1997.	Jon Arnold	09/01/96
- Complete list of FY 1997 projects and assignments.	Jon Arnold	09/15/96
- Assign lead volunteers and supervisors for all Volunteers-in-Parks projects for FY 1997.	Jon Arnold	09/15/96
- Develop volunteer work schedule for FY 1997.	Jon Arnold	09/15/96
- Summarize volunteer activity/time.	Jon Arnold	Monthly
- Prepare volunteer schedules and supervise volunteers.	Supervisors	Monthly
COMPLIANCE		
- Prepare archeological clearance for the installation of soil moisture and temperature equipment.	Jim Barnett	10/30/95
- Prepare Standard Operating Procedure for firefighting in the monument.	Sue Rutman	07/01/96
- Review and advise on placement of telephone lines, right of way on Highway 85, right of way on powerlines, and investigate alternative energy sources for supplying all park buildings (i.e. offices, residences, etc.).	Sue Rutman/ EMC	09/30/96
- Advise and assist contract representative in ensuring compliance (especially duplex landscaping).	Sue Rutman	On-going
- Chair Environmental Management Committee.	Sue Rutman	On-going

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
COMPLIANCE		
- Participate on Environmental Management Committee.	Jim Barnett	As Needed
- Review projects and provide comments on projects that may require compliance.	Sue Rutman/ Jim Barnett/ RM Staff	As Needed
- Prepare environmental and cultural compliance documentation (i.e. Environmental Assessments).	Sue Rutman	As Needed
COMMITTEES		
- Participate on the Organ Pipe Cactus National Monument Environmental Management Committee (Resources Management Representative).	Jim Barnett	On-going
- Chair the Organ Pipe Cactus National Monument Environmental Management Committee.	Sue Rutman	On-going
- Participate on the Southern Arizona Resources Managers Advisory Group.	RM Staff	On-going
- Chair the Organ Pipe Cactus National Monument Ecological Monitoring Program Assistance Committee.	Jim Barnett	On-going
- Get involved in new cluster, field groups, and Southern Arizona Resources Management Group.	RM Staff	On-going
- Join restoration working groups.	Sue Rutman	On-going
- Participate in the Arizona Federal and Tribal Clean Air Partnership.	Ami Pate	On-going
- Participate in Desert Fishes Council.	Charles Conner	On-going
- Participate in Wildlife Society and Partners in Flight.	Tim Tibbitts	On-going
- Participate in ARC/INFO Users Group.	Tom Potter	On-going

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
MEETINGS/CONFERENCES		
- Conduct Resources Management staff meetings.	RM Staff	Bi-weekly
- Conduct safety meetings.	RM Staff	Monthly
- Attend Southern Arizona Parks Resources Managers Meeting.	RM Staff	As Needed
SOUTHERN ARIZONA PARKS RESOURCES MANAGEMENT AND RESEARCH CONFERENCE		
- Mail first announcement/call for abstracts.	Tim Tibbitts	10/01/95
- Actively solicit specific presentations.	Tim Tibbitts	10/01/95
- Solicit sponsors.	Tim Tibbitts	10/01/95
- Abstracts due.	Tim Tibbitts	12/01/95
- Review abstracts, select those for conference.	Tim Tibbitts	12/01/95
- Produce pre-program.	Tim Tibbitts	12/01/95
- Finalize and produce second announcement/call for r registration.	Tim Tibbitts	12/01/95
- Update mailing list.	Tim Tibbitts	12/01/95
- Mail second announcement/pre-program/call for registration	Tim Tibbitts	01/15/96
- Draft conference program/abstracts.	Tim Tibbitts	01/15/96
- Confirm sponsors.	Tim Tibbitts	01/15/96
- Pre-registration deadline	Tim Tibbitts	03/01/96

RESOURCES MANAGEMENT & RESEARCH ADMINISTRATION
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
SOUTHERN ARIZONA PARKS RESOURCES MANAGEMENT AND RESEARCH CONFERENCE		
- Finalize conference program/abstracts.	Tim Tibbitts	03/01/96
- Print name tags & folders with logo and attend to other details.	Tim Tibbitts	03/01/96
- Refund deadline.	Tim Tibbitts	03/15/96
- Retrieve conference program/abstracts back from printer.	Tim Tibbitts	03/15/96
- Assemble registration packets.	Tim Tibbitts	03/15/96
- Initiate media publicity.	Tim Tibbitts	03/15/96
- Triple check and troubleshoot facilities.	Tim Tibbitts	03/15/96
- Finalize equipment (computer room, practice room, etc.).	Tim Tibbitts	03/15/96
- Conference and deadline for extended abstracts.	Tim Tibbitts	05/01/96-05/03/96
- Compile/edit extended abstracts.	Tim Tibbitts	05/03/96
- Print and mail extended abstracts.	Tim Tibbitts	05/03/96
- Conduct Resources Management and Research Conference Committee meeting	Tim Tibbitts	Monthly

ECOLOGICAL MONITORING PROGRAM
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1995 ECOLOGICAL MONITORING PROGRAM ANNUAL REPORT		
- Enter data for Nocturnal Rodents.	Jon Arnold	11/15/95
- Update field data sheets, photocopy and label/file slides for Vegetation Structure and Diversity in Natural Communities.	Ami Pate	11/15/95
- Enter data for *Atamisquea emarginata*.	Ami Pate	11/15/95
- Enter data for *Cyprinodon macularius eremus*.	Ami Pate	11/15/95
- Create graphics, tables, charts and prepare summary report: *Cyprinodon macularius eremus*.	Charles Conner	11/22/95
- Conduct statistical analysis for Nocturnal Rodents.	Jon Arnold	11/29/95
- Instruct Tim Tibbitts in preparation of *Cyprinodon macularius eremus* components of the Ecological Monitoring Program Annual Report.	Charles Conner	11/30/95
- Enter data for acuna cactus.	Ami Pate	12/01/95
- Enter data for organ pipe and senita cacti.	Charles Conner	12/01/95
- Tabulate data for acuna cactus.	Ami Pate	12/05/95
- Enter data for Birds.	Jon Arnold	12/19/95
- Create graphics, tables, charts and prepare summary report: Nocturnal Rodents.	Jon Arnold	12/30/95
- Create graphics, tables, charts and prepare summary report: Vegetation Structure and Diversity in Natural Communities.	Ami Pate	12/30/95
- Create graphics, tables, charts and prepare summary report: acuna cactus.	Ami Pate	12/30/95
- Conduct statistical analysis and create graphics, tables, charts and prepare summary report: organ pipe and senita cacti.	Jon Arnold	12/30/95

ECOLOGICAL MONITORING PROGRAM
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1995 ECOLOGICAL MONITORING PROGRAM ANNUAL REPORT		
- Create graphics, tables, charts and prepare summary report: *Atamisquea emarginata.*	Ami Pate	12/30/95
- Enter data and prepare summary report: *Peniocereus striatus.*	Charles Conner	12/30/95
- Create graphics, tables, charts and prepare summary report: acuna cactus.	Ami Pate	12/30/95
- Create graphics, tables, charts and prepare summary report: Birds.	Jon Arnold	12/30/95
- Create graphics, tables, charts and prepare summary report: Bats.	Ami Pate	12/30/95
- Create graphics, tables, charts and prepare summary report: Lizards.	Charles Conner	01/03/96
- Instruct Sue Rutman in preparation of acuna cactus components of the Ecological Monitoring Program Annual Report.	Ami Pate	01/15/96
- Prepare summary report: Air Quality.	Ami Pate	02/15/96
- Create graphics, tables, charts and prepare summary report: Climate.	Charles Conner	02/15/96
- Acquire annual reports from SARH and the power company: Land Use Trends.	Charles Conner	03/01/96
- Calculate estimates of current water pumpage: Land Use Trends.	Charles Conner	03/15/96
- Label and file photopoint photographs: Land Use Trends.	Charles Conner	03/15/96
- Create graphics, tables, charts and prepare summary report: Land Use Trends.	Charles Conner	03/15/96
- Prepare 1995 Ecological Monitoring Program Annual Report - DRAFT.	Jon Arnold	04/05/96
- Secure funding for the technical report	Jim Barnett	05/01/96

ECOLOGICAL MONITORING PROGRAM
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1995 ECOLOGICAL MONITORING PROGRAM ANNUAL REPORT		
- Review and evaluate all vegetation components of the 1995 Ecological Monitoring Program Annual Report.	Sue Rutman	05/15/96
- Review and evaluate all wildlife components of the 1995 Ecological Monitoring Program Annual Report.	Tim Tibbitts	05/15/96
- Expand reports conclusion section incorporating information obtained in the draft review.	Ami Pate	05/30/96
- Prepare 1995 Ecological Monitoring Program Annual Report - FINAL.	Jon Arnold	06/15/96
- Schedule activities for 1996 Ecological Monitoring Program Annual Report.	Jon Arnold	08/30/96
1996 MONITORING		
- Implement perennial vegetation monitoring at ten sites.	Jon Arnold	11/30/95
- Implement monitoring protocol for Land Use Trends.	Charles Conner	12/30/95
- Implement monitoring protocols for night sky brightness.	Jon Arnold	01/31/96
- Implement monitoring protocols for organ pipe and senita cacti.	Jon Arnold	01/31/96
- Implement monitoring protocol for acuna cactus.	Ami Pate	03/30/96
- Implement monitoring protocol for birds at seven core sites.	Jon Arnold	05/15/96
- Implement monitoring protocol for reptiles at eighteen sites - spring census.	Charles Conner	05/30/96
- Implement monitoring protocol for rodents at eighteen sites.	Charles Conner	07/31/96
- Implement monitoring protocol for *Peniocereus striatus*.	Charles Conner	08/30/96
- Implement monitoring protocol for *Atamisquea emarginata*	Charles Conner	08/30/96

ECOLOGICAL MONITORING PROGRAM
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
1996 MONITORING		
- Implement monitoring protocol for bats at six sites.	Ami Pate	09/15/96
- Implement monitoring protocol for reptiles at eighteen sites - summer census.	Charles Conner	09/30/96
- Monitor air quality: particulates, radiation, and National Atmospheric Deposition Program.	Ami Pate	Weekly
- Service and summarize data from eleven automated climate stations and eight rain gauges.	Charles Conner	Monthly
- Monitor groundwater and summarize data at identified locations.	Charles Conner	Quarterly
1996 ECOLOGICAL MONITORING ANNUAL REPORT		
- Enter data for perennial vegetation monitoring.	Jon Arnold	01/30/96
- Enter data for Land Use Trends.	Charles Conner	02/29/96
- Enter data for night sky brightness.	Jon Arnold	03/31/96
- Enter data for organ pipe and senita cacti.	Jon Arnold	03/31/96
- Enter data for acuna cactus.	Ami Pate	05/30/96
- Enter data for birds at seven core sites.	Jon Arnold	07/15/96
- Enter data for reptiles at eighteen sites.	Charles Conner	07/30/96
- Enter data for rodents at eighteen sites.	Charles Conner	09/30/96
ECOLOGICAL MONITORING PROGRAM- NEW PROJECTS		
- Develop a protocol for calibration of probes at each of the study sites with the assistance of United States Department of Agriculture or other entity.	Jon Arnold/ Charles Conner	11/01/95

ECOLOGICAL MONITORING PROGRAM
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ECOLOGICAL MONITORING PROGRAM- NEW PROJECTS		
- Develop a procedure for installing probes at each of the study sites.	Jon Arnold/ Charles Conner	11/01/95
- Complete development of the Ecological Monitoring Program database management system.	Tom Potter/ ART	11/01/95
- Set-up climate stations and train staff at the Pinacate.	Charles Conner	11/01/95
- Develop methods for monitoring ephemeral plants.	Jon Arnold/ Sue Rutman	11/01/95
- Meet with Joe McAullife for site visit to the monument to examine the ecological monitoring sites where soil profiles will be taken.	Jim Barnett/ Jon Arnold/ Charles Conner	11/15/95
- Install soil moisture and temperature equipment.	Jon Arnold/ Charles Conner	12/30/95
- Publish Ecological Monitoring Handbook.	Jon Arnold	12/31/95
- Re-read Peter Warren's grazing photopoints.	Jon Arnold	12/31/95
- Enhance bird monitoring protocols.	Tim Tibbitts/ Jon Arnold	07/01/96
- Review monitoring protocols and recommend necessary changes for *Atamisquea emarginata* and *Peniocereus striatus*.	Sue Rutman	09/30/96
- Produce Ecological Monitoring Program training videos: vegetation structure and diversity, lizards, acuna, organ pipe and senita growth measurements and desert pupfish.	Ami Pate	09/15/96
- Evaluate and test scent stations for monitoring mammals.	Tim Tibbitts	09/30/96

ECOLOGICAL MONITORING PROGRAM
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ECOLOGICAL MONITORING PROGRAM ASSISTANCE COMMITTEE (EMPAC)		
- Develop Ecological Monitoring Program Assistance Committee goals for FY 1996.	Jim Barnett	12/01/95
- Evaluate and expand committee composition.	Jim Barnett	12/01/95
- Update the step down plan.	Jim Barnett	01/15/96
- Incorporate FY 1996 goals into the FY 1996 Operations Plan.	Jim Barnett	02/15/96
- Conduct Ecological Monitoring Program Assistance Committee meetings.	Jim Barnett	Quarterly

INFORMATION MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GEOGRAPHIC INFORMATION SYSTEM (GIS)		
- Complete geographic information system work plan for FY 96-97.	Tom Potter	10/30/95
- Load ARCVIEW II on the Superintendent's and Division Chief's computers.	Tom Potter	12/01/95
- Demonstrate use of ARCVIEW II to Superintendent and Division Chiefs.	Tom Potter	12/15/95
- Digitize interpretive stations.	Tom Potter	12/30/95
- Train Resources Management staff in the use of ARCVIEW II.	Tom Potter	01/30/96
- Develop applications in ARCVIEW II for list of historic structures.	Tom Potter	0.00071839
- Develop applications in ARCVIEW II for maintenance.	Tom Potter	03/30/96
- Digitize archeology survey boundaries.	Tom Potter	03/30/96
- Develop applications in ARCVIEW II for archeology.	Tom Potter	04/30/96
- Develop applications in ARCVIEW II for the Ecological Monitoring Program.	Tom Potter	05/30/96
- Digitize water resources information.	Tom Potter	06/30/96
- Develop applications in ARCVIEW II for desert tortoise.	Tom Potter	09/30/96
- Link still video with ARCVIEW II and Access.	Tom Potter	09/30/96
- Continue to coordinate all cooperative projects with the Advanced Resources Technology Lab, University of Arizona.	Tom Potter	On-going
- Participate as a member of the ARC/INFO Users Group.	Tom Potter	On-going

INFORMATION MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GLOBAL POSITIONING SYSTEM (GPS)		
- Map remaining ecological monitoring sites using global positioning system.	Tom Potter	12/30/95
- Map burn sites using global positioning system.	Sue Rutman/ Tom Potter	01/15/96
- Map Dowling and Stack properties using global positioning system.	Sue Rutman/ Tom Potter	06/15/96
- Map abandoned mine lands using global positioning system.	Tom Potter	06/30/96
- Map cowbird locations using global positioning system.	Tom Potter	08/01/96
- Backup monthly tape of Global Positioning System base station.	Tom Potter	Weekly
- Conduct correction and format transfer of Global Positioning System field data- i.e. map production.	Tom Potter	Monthly
- Map desert tortoise locations using global positioning system.	Tom Potter	On-going
- Operate Global Positional System base station.	Tom Potter	On-going
- Provide training for all Resources Management staff.	Tom Potter	As Needed
REMOTE SENSING		
- Work on a remote sensing project with University of Arizona.	Tom Potter	On-going
- Coordinate Advanced Resources Technology Lab (ART) remote sensing project.	Tom Potter	On-going
PC HARDWARE/SOFTWARE/DATABASES		
- Evaluate Microsoft database package Access ability to do visiting researcher reports and research/collection permits.	Tom Potter/ Tim Tibbitts	10/30/95

INFORMATION MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
PC HARDWARE/SOFTWARE/DATABASES		
- Bring desert tortoise computer on line.	Tom Potter	10/30/95
- Complete development of the Ecological Monitoring Program database management system.	Tom Potter/ ART	11/01/95
- Set up a network for the GIS computers.	Tom Potter	01/30/96
- Back-up all Resources Management PC hard drives.	RM Staff	Weekly
- Compress all Resources Management PC hard drives.	RM Staff	Monthly
- Maintain Resources Management PC hardware/software/databases.	Tom Potter	On-going
OTHER		
- Install modems at the resources centers.	Tom Potter	12/30/95
- Install cc:mail at the resources centers.	Tom Potter	12/30/95
- Bring Weather base on line.	Tom Potter	0.00071839

VEGETATION MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GENERAL NURSERY/GREENHOUSE		
- Manage nursery and greenhouse.	Sue Rutman	On-going
- Manage and maintain nursery/greenhouse stock.	Sue Rutman	On-going
REVEGETATION/RESTORATION		
- Landscape duplexes.	Sue Rutman	12/30/95
- Assess crash site near Montezuma's Head.	Sue Rutman	12/30/95
- Read plots, analyze data, and prepare report for the Stack Property.	Sue Rutman	01/30/96
- Evaluate nursery supplies and stock, eliminate and add as necessary.	Sue Rutman	01/31/96
- Expand revegetation assessment.	Sue Rutman/ Jim Barnett	07/30/96
- Update old Standard Operating Plan for plants in residential area.	Sue Rutman	08/01/96
- Update maps of non-native plants in residential area.	Jerry Wolfe	09/30/96
- Landscape annex.	Sue Rutman	09/30/96
- Supervise Jerry Wolfe updating maps of non-native plants in residential area.	Sue Rutman	On-going
- Attend revegetation symposium.	Sue Rutman	As Needed
DOWLING RANCH RESTORATION		
- Evaluate and develop site plan for the restoration of the Dowling Ranch Property.	Sue Rutman	07/30/96

VEGETATION MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
FLORA		
- Test draft key.	Sue Rutman	11/01/95
- Work with Felger on next draft of flora.	Sue Rutman	12/01/95
QUITOBAQUITO (QBQ) VEGETATION		
- Prepare and administer contract/coop agreements.	Sue Rutman	On-going
- Work on Felger contract.	Sue Rutman	On-going
- Eradicate buffel grass and fountain grass.	Sue Rutman/ Volunteers	As Needed
VEGETATION MANAGEMENT PLAN		
- Prepare Vegetation Management Plan - second DRAFT.	Sue Rutman	06/15/96
- Prepare Vegetation Management Plan - FINAL DRAFT.	Sue Rutman	09/30/96
ECOLOGICAL MONITORING		
- Ecological Monitoring Program Annual Report: Vegetation Structure and Diversity in Natural Communities - Update field data sheets, photocopy and label/file slides.	Ami Pate	11/15/95
- Implement perennial vegetation monitoring at ten sites.	Jon Arnold	11/30/95
- Enter data from Ecological Monitoring Program Annual Report- acuna cactus.	Ami Pate	12/01/95
- Enter data for organ pipe and senita cacti.	Charles Conner	12/01/95
- Tabulate data for acuna cactus.	Ami Pate	12/05/95

VEGETATION MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ECOLOGICAL MONITORING		
- Create graphics, tables, charts and prepare summary report: Vegetation Structure and Diversity in Natural Communities.	Ami Pate	12/30/95
- Create graphics, tables, charts and prepare summary report: acuna cactus	Ami Pate	12/30/95
- Conduct statistical analysis and create graphics, tables, charts and prepare summary report: organ pipe and senita cacti.	Jon Arnold	12/30/95
- Enter data and prepare summary report: *Peniocereus striatus*.	Charles Conner	12/30/95
- Instruct Sue Rutman in preparation of acuna cactus components of the Ecological Monitoring Program Annual Report.	Ami Pate	01/15/96
- Implement monitoring protocols for organ pipe and senita cacti.	Jon Arnold	01/31/96
- Implement monitoring protocol for acuna cactus.	Charles Conner	03/30/96
- Review and evaluate all vegetation components of the 1995 Ecological Monitoring Program Annual Report.	Sue Rutman	05/15/96
- Implement monitoring protocol for *Peniocereus striatus*.	Charles Conner	08/30/96
- Produce Ecological Monitoring Program training videos: vegetation structure and diversity, acuna, and organ pipe and senita growth measurements.	Ami Pate	09/15/96
NON-NATIVE		
- Work on Felger contracts.	Sue Rutman	On-going
- Eradicate buffel and fountain grass.	Sue Rutman/ Volunteers	As Needed

VEGETATION MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ACUNA CACTUS - SENSITIVE SPECIES		
- Evaluate methods.	Sue Rutman	02/27/96
- Conduct data analysis	Sue Rutman	06/01/96

WILDLIFE MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ECOLOGICAL MONITORING		
- Enter data for Nocturnal Rodents.	Jon Arnold	11/15/95
- Enter data for *Cyprinodon macularius eremus*.	Ami Pate	11/15/95
- Create graphics, tables, charts and prepare summary report: *Cyprinodon macularius eremus*.	Charles Conner	11/22/95
- Conduct statistical analysis for Nocturnal Rodents.	Jon Arnold	11/29/95
- Instruct Tim Tibbitts in preparation of *Cyprinodon macularius eremus* components of the Ecological Monitoring Program Annual Report.	Charles Conner	11/30/95
- Data entry: Birds.	Jon Arnold	12/19/95
- Create graphics, tables, charts and prepare summary report: Nocturnal Rodents.	Jon Arnold	12/30/95
- Create graphics, tables, charts and prepare summary report: *Atamisquea emarginata*.	Ami Pate	12/30/95
- Enter data and prepare summary report: *Peniocereus striatus*.	Charles Conner	12/30/95
- Create graphics, tables, charts and prepare summary report: Birds.	Jon Arnold	12/30/95
- Create graphics, tables, charts and prepare summary report: Lizards.	Charles Conner	01/03/96
- Implement monitoring protocol for birds at seven core sites.	Jon Arnold	05/15/96
- Review and evaluate all wildlife components of the 1995 Ecological Monitoring Program Annual Report.	Tim Tibbitts	05/15/96
- Implement monitoring protocol for reptiles at eighteen sites - spring census.	Charles Conner	05/30/96

WILDLIFE MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ECOLOGICAL MONITORING		
- Complete two Arizona Breeding Bird Atlas blocks.	Tim Tibbitts	06/01/96
- Enhance bird monitoring protocols.	Tim Tibbitts/ Jon Arnold	07/01/96
- Implement monitoring protocol for rodents at eighteen sites.	Charles Conner	07/31/96
- Implement monitoring protocol for *Atamisquea emarginata*.	Charles Conner	08/30/96
- Implement monitoring protocol for bats at six sites.	Ami Pate	09/15/96
- Produce Ecological Monitoring Program training videos: lizards, and desert pupfish.	Ami Pate	09/15/96
- Implement monitoring protocol for reptiles at eighteen sites - summer census.	Charles Conner	09/30/95
- Evaluate and test scent stations for monitoring mammals.	Tim Tibbitts	09/30/96
SONORAN PRONGHORN- ENDANGERED SPECIES		
- Prepare Natural Resources Preservation Program proposal for Sonoran Pronghorn - DRAFT.	Jim Barnett	01/31/96
- Prepare Natural Resources Preservation Program proposal for Sonoran Pronghorn - FINAL.	Jim Barnett	02/27/96
- Conduct rangewide survey for Sonoran Pronghorn.	Jim Barnett/ Ami Pate	04/01/96
- Modify north boundary fence for Sonoran Pronghorn	Tim Tibbitts	09/30/96

WILDLIFE MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
SONORAN PRONGHORN- ENDANGERED SPECIES		
- Participate in Sonoran Pronghorn core working group.	Jim Barnett/ Tim Tibbitts	On-going
- Conduct telemetry flights for Sonoran Pronghorn.	Jim Barnett	On-going
LESSER LONG-NOSED BAT- ENDANGERED SPECIES		
- Collect guano at Copper Mountain.	Tim Tibbitts/ 'Ami Pate	05/01/96
- Review existing National Park Service Memorandum of Understanding with Bat Conservation International and evaluate for applicability to the monument.	Tim Tibbitts	06/15/96
- Implement census protocol.	Tim Tibbitts	07/31/96
- Monitor roost at Copper Mountain.	Tim Tibbitts/ Ami Pate	Monthly
- Conduct predator monitoring and control.	Tim Tibbitts	On-going
QUITOBAQUITO DESERT PUPFISH- ENDANGERED SPECIES		
- Prepare interpretive material.	Tim Tibbitts	07/01/96
- Conduct fall census.	Tim Tibbitts/ Charles Conner	09/15/96
- Create refugia (see Recovery Plan).	Tim Tibbitts	09/30/96
- Conduct periodic sampling for exotic fish.	Tim Tibbitts/ Ami Pate	On-going

WILDLIFE MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
QUITOBAQUITO DESERT PUPFISH- ENDANGERED SPECIES		
- Maintain/upgrade equipment (floats, dip nets).	Tim Tibbitts	As Needed
FERRUGINOUS PYGMY OWL - SENSITIVE SPECIES		
- Conduct inventory and monitoring.	Tim Tibbitts	On-going
NON-NATIVE WILDLIFE		
- Identify and implement strategy for development of non-native fish monitoring protocol.	Tim Tibbitts	12/30/95
- Prepare interpretive articles for Bajada, Park Science, Ajo Copper News.	Tim Tibbitts	07/01/96
- Quantify roadkills along Highway 85.	Tim Tibbitts	09/30/96
- Inventory and manage non-native species (cattle, canines, felines, aves, fish, burros, etc.).	Tim Tibbitts	On-going
- Manage orphaned, injured, displaced or otherwise impacted wildlife.	Tim Tibbitts	On-going
- Examine area for the presence of non-native fish.	Tim Tibbitts	On-going

THREATENED, ENDANGERED & SENSITIVE SPECIES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
THREATENED, ENDANGERED & SENSITIVE SPECIES MANAGEMENT PLAN		
- Prepare final draft of Threatened, Endangered and Sensitive Species Management Plan.	Tim Tibbitts	09/30/96
PERMITS/REPORTS		
- Update annual Threatened, Endangered & Sensitive Species permits.	Tim Tibbitts	11/30/95
- Prepare Threatened, Endangered & Sensitive Species Report.	Tim Tibbitts	11/30/95
- Prepare Threatened & Endangered Species Summary and Expenditures Report.	Jim Barnett	01/31/96
- Update and maintain Threatened, Endangered and Sensitive Species files.	Tim Tibbitts	On-going
SONORAN PRONGHORN		
- Prepare proposal for Sonoran Pronghorn - DRAFT.	Jim Barnett	01/31/96
- Prepare Natural Resources Preservation Program proposal - FINAL.	Jim Barnett	02/27/96
- Conduct rangewide survey.	Jim Barnett	04/01/96
- Modify north boundary fence.	Tim Tibbitts	09/30/96
- Conduct telemetry flights.	Jim Barnett	On-going
- Participate in core working group.	Jim Barnett/ Tim Tibbitts	On-going

THREATENED, ENDANGERED & SENSITIVE SPECIES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
LESSER LONG-NOSED BAT		
- Collect guano at Copper Mountain.	Tim Tibbitts/ Ami Pate	05/01/96
- Review existing National Park Service Memorandum of Understanding with Bat Conservation International and evaluate for applicability to the monument.	Tim Tibbitts	06/15/96
- Implement census protocol.	Tim Tibbitts	07/31/96
- Monitor roost at Copper Mountain.	Tim Tibbitts/ Ami Pate	Monthly
- Conduct predator monitoring and control.	Tim Tibbitts	On-going
QUITOBAQUITO DESERT PUPFISH		
- Prepare interpretive material.	Tim Tibbitts	07/01/96
- Conduct fall census.	Tim Tibbitts/ Charles Conner	09/15/96
- Create refugia (see Recovery Plan).	Tim Tibbitts	09/30/96
- Conduct periodic sampling for exotic fish.	Tim Tibbitts/ Ami Pate	On-going
- Maintain/upgrade equipment (floats, dip nets).	Tim Tibbitts	As Needed
FERRUGINOUS PYGMY OWL		
- Conduct inventory and monitoring.	Tim Tibbitts	On-going

THREATENED, ENDANGERED & SENSITIVE SPECIES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ACUNA CACTUS		
- Evaluate methods.	Sue Rutman	02/27/96
- Conduct data analysis.	Sue Rutman	06/01/96

WATER RESOURCES/AIR RESOURCES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
WATER RESOURCES		
- Develop integrated research proposal to assess the water and land use trends in the Sonoyta Valley.	Jim Barnett	10/01/95
- Sample water and record spring flow at Quitobaquito.	Ami Pate	01/30/96
- Update tinaja survey.	Ami Pate	0.00071839
- Implement tinaja monitoring protocol.	Ami Pate	08/15/96
- Update water resources management plan.	Jim Barnett	09/01/96
- Conduct groundwater monitoring.	Charles Conner	Quarterly
AIR RESOURCES		
- Implement monitoring protocols for night sky brightness.	Jon Arnold	01/31/96
- Prepare Air Resources Management Plan - DRAFT.	Ami Pate	07/15/96
- Investigate options for noise monitoring.	Charles Conner	09/01/96
- Investigate options for passive ozone monitoring.	Ami Pate	09/01/96
- Monitor air quality: National Atmospheric Deposition Program, particulates and radiation.	Ami Pate	Weekly
- Develop relationship with the National Park Service's Air Quality Division.	Ami Pate	On-going
- Conduct visibility monitoring.	Ami Pate	On-going
- Participate in Arizona Federal and Tribal Clean Air Partnership.	Ami Pate	On-going

QUITOBAQUITO WETLANDS CONSERVATION PROJECTS
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ADMINISTRATION		
- Prepare documentation notebooks for the Quitobaquito Wetlands project.	Jim Barnett	10/01/95
- Administer project account and requisitions.	Jim Barnett	10/01/95
- Coordinate overall Quitobaquito Wetlands project.	Sue Rutman	On-going
NON-NATIVE VEGETATION ASSESSMENT AND CONTROL		
- Identify research and resources management activities and compliance associated with each element.	Sue Rutman	11/01/95
- Develop work plan for implementation of resources management activities.	Sue Rutman	05/30/96
- Prepare Request for Proposals for research activities.	Sue Rutman	05/30/96
- Integrate Quitobaquito geographic information data.	Tom Potter	06/30/96
SITE REHABILITATION AND RESTORATION		
- Conduct kick-off meeting for project.	Jim Barnett	10/30/95
- Meet with Superintendent, Interpretation Division and O'odham representatives to discuss trail project at Quitobaquito.	Sue Rutman/ Mitzi Frank	12/01/95
- Develop trail improvement plan for Quitobaquito wetlands project.	Mitzi Frank	02/01/96
- Implement trail plan for Quitobaquito wetlands project.	Mitzi Frank/ Sue Rutman/ Ami Pate	04/01/96
- Rehabilitate the overflow channel	Ami Pate	07/30/96

QUITOBAQUITO WETLANDS CONSERVATION PROJECTS
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
SITE REHABILITATION AND RESTORATION		
- Monitor implementation of trail plan for Quitobaquito wetlands.	Mitzi Frank/ Ami Pate	On-going
- Remove vegetation from the channel.	Ami Pate	On-going
WETLANDS EDUCATION		
- Develop Wetlands Education Program.	Mitzi Frank	05/30/96
- Continue to work with Interpretation staff on Quitobaquito wetlands project, revamping the trails, creating new wayside exhibits, and determining issues to interpret.	Mitzi Frank/ Sue Rutman/ RM Staff	On-going
SPRINGS MONITORING AND DISCHARGE ASSESSMENT		
- Evaluate and recommend flow recorder for Quitobaquito Springs.	Ami Pate	12/15/95
- Purchase flow recorder.	Ami Pate	01/30/96
- Install and calibrate flow recorder at Quitobaquito Springs.	Ami Pate	05/01/96
- Develop monitoring protocol for flow recording at Quitobaquito Springs.	Ami Pate	09/30/96
NON-NATIVE FISH CONTROL		
- Identify and implement strategy for development of non-native fish monitoring protocol.	Tim Tibbitts	12/30/95
- Survey and assess non-native fish.	Tim Tibbitts	On-going

QUITOBAQUITO WETLANDS CONSERVATION PROJECTS
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
CONTINUE EVALUATION OF BAT USAGE OF QUITOBAQUITO POND		
- Obtain amendment to existing *Eumops* proposal from Dr. Yar Petryszyn.	Tim Tibbitts	11/01/95
- Implement amended *Eumops* assessment.	Tim Tibbitts	12/01/95
QUITOBAQUITO WETLANDS COMMUNITY EVALUATION		
- Identify research and resources management activities associated with each element.	Sue Rutman	11/01/95
- Develop work plan for implementation of resources management activities.	Sue Rutman	05/30/96
- Prepare Request for Proposals for research activities.	Sue Rutman	05/30/96

CULTURAL RESOURCES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ARCHEOLOGY		
- Evaluate erosion sites.	Sue Rutman	07/01/96
- Complete Quitobaquito survey.	Jim Barnett	09/01/96
- Complete the archeological base map.	Tom Potter	09/30/96
- Monitor archeological sites.	Tom Potter	On-going
- Expand archeology program to be more regional.	Jim Barnett	On-going
- Continue to work on Native American Graves Protection and Repatriation Act (NAGPRA) issues.	Jim Barnett	On-going
HISTORIC PRESERVATION		
- Initiate site stewards program.	Tom Potter	12/01/95
- Initiate site monitoring by Resources Management staff.	Jim Barnett/ Tom Potter	12/01/95
- Prepare Annual 10-254 submission to the National Catalog.	Tom Potter	01/15/96
- Develop a relationship with cultural resources staff in the Systems Support Office, and the Field Director's Office.	RM Staff	04/01/96
- Perform historic preservation maintenance at needed sites.	SOAR/ORPI	On-going
ABANDONED MINE LANDS (AML)		
- Prepare 1995/1996 abandoned mine lands inspection notebook.	Tim Tibbitts	11/30/95

CULTURAL RESOURCES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
ABANDONED MINE LANDS (AML)		
- Inspect and repair safety features at hazardous mine lands: Acuna Well, Alamo Well, Armenta Well, Baker Mine, Blankenship Well, Bonita Well, Cherioni Well, Cipriano Well, Copper Mountain Mine, Dripping Springs Mine, Gachado Well, Golden Bell Mine, Kuakatch Mine, Lost Cabin Mine, Martinez Mine, Milton Mine, Montgomery Well, Montezuma Mine, No Name Well, Powers Well, Pozo Nuevo, Salado Well, Red Tanks Well, Senita Basin Mine and Victoria Mine.	Tim Tibbitts	03/15/96
- Amend inspection log for all hazardous abandoned mine lands.	Tim Tibbitts	04/15/96
- Continue evaluating mine closures.	Tim Tibbitts	On-going

COLLECTIONS MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
MUSEUM		
- Develop a workspace for museum.	Tom Potter/ Sue Rutman	10/30/95
- Continue working with Richard Bailowitz in the curation of the entomology collection.	VACANT	12/30/95
- Prepare Collections Management Report.	Tom Potter	02/15/96
- Evaluate herpetology.	VACANT	04/30/96
- Update accession book.	VACANT	05/15/96
- Mount herbarium and catalog specimens.	Sue Rutman/ VACANT	05/15/96
- Update Automated National Catalog System.	VACANT	05/30/96
- Catalog all herpetological specimens collected as part of the Ecological Monitoring Program.	VACANT	06/15/96
- Conduct inventory of museum property.	Tom Potter	07/15/96
- Evaluate procedures.	Tom Potter/ Mitzi Frank/ VACANT	07/30/96
- Check temperature and humidity in the museum room.	VACANT	Daily
- Check museum room sticky traps.	VACANT	Weekly
- Change the chart on the museum room hygrothermograph.	VACANT	Monthly
- Update and maintain key inventory for Resources Management	VACANT	On-going

COLLECTIONS MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
MUSEUM		
- Catalog new specimens.	VACANT	On-going
- Freeze/thaw herbarium.	Sue Rutman	As Needed
ARCHIVES		
- Conduct inventory of archives.	VACANT	09/15/96
- Make a finding aid (index) for archives.	VACANT	09/15/96
- Review backlog of files from southeast store room.	VACANT	09/30/96
LIBRARY		
- Develop Standard Operating Procedures for slides and photographs.	VACANT	07/15/96
- Get Resources Management and Interpretation library on the same system (Procite).	Mitzi Frank/ VACANT	09/15/96
- Inventory and archive Interpretation and Resources Management photographs and books.	Mitzi Frank/ VACANT	09/15/96
- Catalog and label slide collection.	VACANT	09/30/96
- Continue data entry in Procite.	VACANT	On-going
- Continue species observation data entry.	VACANT	On-going

INTEGRATED PEST MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GENERAL INTEGRATED PEST MANAGEMENT (IPM)		
- Implement mitigation options for Golden Bell Mine (sign and interpret).	Charles Conner	11/01/95
- Prepare 1995 Integrated Pest Management Use Report.	Charles Conner	02/15/96
- Prepare 1996 Use Request.	Charles Conner	02/15/96
- Collaborate with resources education on literature, new road guide, and interpretative signs.	Charles Conner	On-going
AFRICANIZED HONEY BEES (AHB)		
- Review Africanized Honey Bee Integrated Pest Management Plan.	Charles Conner	10/01/95
- Provide law enforcement with information for stinging emergencies.	Charles Conner	11/01/95
- Provide orientation to seasonals.	Charles Conner	11/15/95
COCKROACHES		
- Inventory and order treatment supplies.	Charles Conner	04/15/96
- Develop Integrated Pest Management Action Plan for the monitoring and control of cockroaches.	Charles Conner	09/30/96
- Treat residential sewers.	Charles Conner	On-going
NON-NATIVE FISH (QUITOBAQUITO)		
- Examine area for the presence of non-native fish.	Tim Tibbitts	On-going

INTEGRATED PEST MANAGEMENT
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
NURSERY/GREENHOUSE PESTS		
- Monitor nursery plants for infestation.	Sue Rutman	On-going
- Make nursery plants less attractive, spray as needed.	Sue Rutman	On-going
- Treat infected plants and areas.	Charles Conner	On-going
HISTORIC STRUCTURES		
- Work with contractor Gerry Hoddenbach to develop and implement Integrated Pest Management plans for historic structures.	Charles Conner	On-going

OTHER FIELD ACTIVITIES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
WILDERNESS MANAGEMENT		
- Organize and provide wilderness files to Sue Rutman.	Jim Barnett	11/01/95
- Update wilderness database.	VACANT	01/30/96
- Update wilderness records.	Sue Rutman	01/30/96
- Initiate development of wilderness plan.	Jim Barnett	07/01/96
- Develop wilderness contacts in System Support Office and Field Director's Office.	Jim Barnett	07/01/96
QUITOBAQUITO (QBQ)		
- Clear vegetation from the channel and overflow.	Ami Pate	On-going
- Remove non-native vegetation from Quitobaquito and Aguajita.	Ami Pate	On-going
BOUNDARY FENCE INSPECTIONS & REPAIRS		
- Inspect and repair northeast boundary: Kuakatch area.	Tim Tibbitts	02/15/96
- Inspect and repair north boundary: Cuerda de Lena to Arizona Highway 85 and northeast corner west to Gunsight Hills.	Tim Tibbitts	02/15/96
- Inspect and repair east boundary: Ali Wua Pass, Sweetwater Pass 1 & 2, North Fork of Alamo Canyon and Middle Fork of Alamo Canyon.	Tim Tibbitts	02/15/96
- Check and map status of west boundary fence removal.	Tim Tibbitts	02/15/96
- Assist with removal of remaining west boundary fence line.	Ami Pate	04/15/96

OTHER FIELD ACTIVITIES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
FIRE MONITORING		
- Establish photopoints at Gachado (Burn Site).	Charles Conner	04/15/96
- Establish photopoints at Hocker.	Charles Conner	04/15/96
RESOURCES EDUCATION & RESOURCES MANAGEMENT		
- Open Resources Management staff meetings to other divisions.	Jim Barnett	10/01/95
- Investigate options for a bird hotline or sharing information with the Tucson Audubon.	Tim Tibbitts	11/01/95
- Evaluate sharing software with Interpretation staff.	Tom Potter/ Mitzi Frank	11/15/95
- Meet with Superintendent, Interpretation Division, and O'odham representatives to discuss trail project at Quitobaquito.	Jim Barnett/ Mitzi Frank	12/01/95
- Evaluate options for an interactive computer and develop flora and fauna database.	Mitzi Frank/ RM Staff	12/30/95
- Develop implementation plan and trail improvement for Quitobaquito wetlands project.	Mitzi Frank	02/01/96
- Implement trail plan for Quitobaquito wetlands project.	Mitzi Frank/ Sue Rutman/ Ami Pate	04/01/96
- Review and provide input on written material to be used by Interpretation.	RM Staff/ Mitzi Frank	On-going
- Serve as a reference on visitor requests to provide consistent responses.	RM Staff/ Mitzi Frank	On-going

OTHER FIELD ACTIVITIES
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
RESOURCES EDUCATION & RESOURCES MANAGEMENT		
- Evaluate joint training alternatives.	Jim Barnett/ Mitzi Frank	On-going
- Continue to work with Interpretation Division on Quitobaquito wetlands project, revamping the trails, creating new wayside exhibits, and determining issues to interpret.	Mitzi Frank/ Sue Rutman/ RM Staff	On-going
- Monitor implementation of trail plan for Quitobaquito wetlands.	Mitzi Frank/ Ami Pate	On-going
- Provide presentations to the Interpretation staff on geographic information system, non-native species, threatened and endangered species, fire and research.	RM Staff	As Needed
- Conduct interpretative programs for the public such as evening programs, slide presentations, patio talks, guided walks of Quitobaquito, and mini science sessions on bats, birds, pygmy owl, bees, etc.	Ami Pate/ Mitzi Frank	As Needed

RESEARCH
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GENERAL RESEARCH ADMINISTRATION		
- Update 1995 Researchers and Projects List, researchers mailing list and send memo to researchers requesting 1995 Investigator's Annual Report.	Tim Tibbitts	11/12/95
- Follow-up memo to researchers (if necessary) for 1995 Investigator's Annual Report.	Tim Tibbitts	01/15/96
- Tabulate 1995 research.	Tim Tibbitts	01/31/96
- Enter all Investigator's Annual Report data into database and send to System Support Office and Cooperative Park Studies Unit/University of Arizona.	Tim Tibbitts	01/31/96
- Prepare and issue initial collection/research permits.	Tim Tibbitts	02/01/96
- Remove completed research projects from active files.	Tim Tibbitts	02/15/96
- Prepare Investigator's Annual Report summary of all research.	Tim Tibbitts	02/15/96
- Update research files.	Tim Tibbitts	03/30/96
- Develop new research certification documentation and tracking forms.	Tim Tibbitts	05/30/96
- Revise "Information for Researchers" package.	Tim Tibbitts	07/01/96
- Provide collection permits for all applicable monument personnel.	Tim Tibbitts	08/01/96
- Prepare research summary.	Tim Tibbitts	Monthly
- Coordinate research, provide field assistance and training, and review proposals.	Tim Tibbitts	On-going
- Prepare and issue collection/research permits	Tim Tibbitts	On-going

RESEARCH
FY 1996
Programming Sheet

ACTIVITY	LEAD INDIVIDUAL	DUE DATE
GENERAL RESEARCH ADMINISTRATION		
- Maintain contact with all active Principal Investigators.	Tim Tibbitts	On-going
- Maintain visiting researcher forms.	Tim Tibbitts	On-going
SOUTHWEST PARKS & MONUMENTS ASSOCIATION (SPMA)		
- Contact researchers with approved proposals for FY 1996.	Tim Tibbitts	11/15/95
- Send approval memos with requirements for work.	Tim Tibbitts	12/15/95
- Monitor progress of research and make submissions for payment when needed.	Tim Tibbitts	On-going
NATURAL RESOURCES PRESERVATION PROGRAM (NRPP)		
- Coordinate and monitor Natural Resources Preservation Program Cowbird research.	Tim Tibbitts	On-going
- Coordinate and monitor Natural Resources Preservation Program Desert Tortoise research.	Tim Tibbitts	On-going
QUITOBAQUITO		
- Upgrade Quitobaquito fence.	Tim Tibbitts	12/01/95
- Develop a contingency plan to protect pupfish against wildfire or contaminants.	Tim Tibbitts/ Sue Rutman	08/01/96
- Continue weekly inspections for security.	Ami Pate	Weekly

REPORTS AND ACTIVITIES LOGS

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
Reports and Activities Log

OCTOBER 1995

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

REPORTS

	Due Date	*Responsible Individual*	*Report*
-	10/01/95	Jim Barnett	Project account and requisitions.
-	10/01/95	RM Staff	FY 1995 Operations Plan database summary - FINAL.
-	10/01/95	Jim Barnett	Integrated research proposal to assess the water and land use trends in the Sonoyta Valley.
-	10/01/95	Jim Barnett	Documentation notebooks for the Quitobaquito Wetlands Conservation Project.
-	10/01/95	Charles Conner	Africanized honey bee Integrated Pest Management plan - review.
-	10/01/95	RM Staff	FY 1995 accomplishments.
-	10/05/95	Jim Barnett	Systemwide Archeological Inventory Program budget call.
-	10/05/95	Jim Barnett	Cultural Resources Preservation budget call.
-	10/05/95	Jim Barnett	Collections Backlog Cataloging budget call.
-	10/05/95	Jim Barnett	Museum Preservation and Protection budget call.
-	10/05/95	Jim Barnett	Ethnography budget call.
-	10/14/95	Jim Barnett	FY 1996 Resources Management & Research Operations Plan.

REPORTS

	Due Date	Responsible Individual	Report
-	10/14/95	Jim Barnett	Prepare format in ACCESS for FY 1996 project logs.
-	10/15/95	Jim Barnett	FY 1996 work plan.
-	10/20/95	Jon Arnold/ Jim Barnett/ Tom Potter	FY 1995 performance appraisals, FY 1996 performance standards and FY 1996 employee development forms - DRAFT.
-	10/22/95	Jim Barnett	Rotating Resource Base budget call.
-	10/29/95	Jim Barnett/ Jon Arnold/ Tom Potter	FY 1996 employee development forms - FINAL.
-	10/29/95	Jim Barnett/ Jon Arnold/ Tom Potter	FY 1995 performance appraisals, FY 1996 performance standards and FY 1996 employee development forms - FINAL.
-	10/30/95	Tom Potter	FY 96-97 Geographic Information System Work Plan.
-	10/30/95	Jim Barnett	Archeological clearance for the installation of soil moisture and temperature equipment.
-	10/31/95	Jon Arnold	FY 1995 annual volunteer summary and database.
-	10/31/95	Jim Barnett	FY 1996 budget identifying anticipated expenditures - DRAFT.

ACTIVITIES

-	10/01/95	Jim Barnett	Open Resources Management staff meetings to other divisions.
-	10/01/95	Jim Barnett	Update weekly work log form.
-	10/01/95	Jim Barnett	Update Resources Management Plan database.
-	10/01/95	Tim Tibbitts	Mail the announcement/first call for abstracts for the Southern Arizona Parks Resources Management and Research Conference.
-	10/01/95	Tim Tibbitts	Actively solicit specific presentations for the Southern Arizona Parks Resources Management and Research Conference.
-	10/01/95	Tim Tibbitts	Solicit sponsors for the Southern Arizona Parks Resources Management and Research Conference.
-	10/15/95	Jim Barnett/ Jon Arnold/ Charles Conner	Meet with Joe McAullife for site visit to the monument to examine the ecological monitoring sites where soil profiles will be taken.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	10/22/95	Jim Barnett	Convert Biological Science Technician's performance standards into revised format.
-	10/30/95	Tim Tibbitts/ Tom Potter	Evaluate Microsoft database package Access ability to do visiting researchers reports and research/collection permits.
-	10/30/95	Tom Potter	Bring desert tortoise computer on line.
-	10/30/95	Tom Potter/ Sue Rutman	Develop a workspace for museum.
-	10/30/95	Jim Barnett	Conduct kick-off meeting for Quitobaquito site rehabilitation and restoration project.
-	10/31/95	Tom Potter	Modify Cooperative Agreement Order No. 8035-1-002 (Modification 7) with the University of Arizona to continue remote sensing activities.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
Reports and Activities Log

NOVEMBER 1995

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer
John	

RM FULL-TIME VOLUNTEERS

John Cole	Field Assistant
Tom Wilder	Field Assistant
Jerry Wolfe	Revegetation Assistant
Lois Wolfe	Administrative Assistant

REPORTS

	Due Date	***Responsible Individual***	***Report***
-	11/01/95	Tim Tibbitts	Amendment to existing Eumops proposal from Dr. Yar Petryszyn.
-	11/15/95	Jon Arnold	1995 EMP Annual Report: Nocturnal Rodents.
-	11/15/95	Ami Pate	1995 EMP Annual Report: *Atamisquea emarginata*.
-	11/15/95	Ami Pate	1995 EMP Annual Report: *Cyprinodon macularius eremus* - data entry.
-	11/22/95	Charles Conner	1995 EMP Annual Report: *Cyprinodon macularius eremus* - graphics, tables, charts and summary report.
-	11/29/95	Jon Arnold	1995 EMP Annual Report: Nocturnal Rodents - statistical analysis.
-	11/30/95	Tim Tibbitts	1995/1996 Abandoned Mine Lands inspection notebook.
-	11/30/95	Tim Tibbitts	1995 Annual Threatened, Endangered & Sensitive Species Report.

REPORTS

	Due Date	Responsible Individual	Report
-	11/30/95	Tim Tibbitts	1996 Threatened, Endangered & Sensitive Species permit update.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	11/01/95	Tom Potter/ ART	Complete development of the Ecological Monitoring Program database management system.
-	11/01/95	Tom Potter	Update hardware and software inventory for all Resources Management computers.
-	11/01/95	Sue Rutman	Identify research and resources management activities associated with each element of the Quitobaquito Wetlands Project.
-	11/01/95	Charles Conner	Implement mitigation options for Golden Bell Mine (sign and interpret).
-	11/01/95	Jim Barnett	Incorporate Natural Resources Management Assessment Program into the Resources Management Plan.
-	11/01/95	Jon Arnold/ Charles Conner	Develop a protocol for calibration of probes at each of the study sites with the assistance of United States Department of Agriculture or other entity.
-	11/01/95	Jon Arnold/ Charles Conner	Develop a procedure for installing probes at each of the study sites.
-	11/01/95	Jim Barnett	Organize and provide wilderness files to Sue Rutman.
-	11/01/95	Charles Conner	Set-up climate stations and train staff at the Pinacate.
-	11/01/95	Jon Arnold/ Sue Rutman	Develop methods for monitoring ephemeral plants.
-	11/01/95	Tim Tibbitts	Investigate options for a bird hotline or sharing information with the Tucson Audubon.
-	11/01/95	Charles Conner	Provide law enforcement with information for stinging emergencies.
-	11/01/95	Sue Rutman	Test draft flora key.
-	11/12/95	Tim Tibbitts	Update researcher's mailing list.
-	11/12/95	Tim Tibbitts	Send memo to researchers for 1995 Investigator's Annual Report (include 1995 Investigator's Annual Report form, copy of 1994 Investigator's Annual Report - if applicable - and keyword list).

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	11/12/95	Tim Tibbitts	Update 1995 Researchers and Projects List, researchers mailing list and send memo to researchers requesting 1995 Investigator's Annual Report.
-	11/15/95	Tim Tibbitts	Contact researchers with approved proposals for FY 1996.
-	11/15/95	Tom Potter/ Mitzi Frank	Evaluate sharing software with Interpretation staff.
-	11/15/95	Charles Conner	Provide orientation to seasonals.
-	11/15/95	Jim Barnett	Evaluate and develop log for existing Interagency and Cooperative Agreements.
-	11/15/95	Ami Pate	1995 EMP Annual Report: Update field data sheets, photocopy and label/file slides for Vegetation Structure and Diversity in Natural Communities.
-	11/30/95	Jon Arnold	Implement perennial vegetation monitoring at ten sites.
-	11/30/95	Charles Conner	1995 EMP Annual Report: Instruct Tim Tibbitts in preparation of *Cyprinodon macularius eremus* components of the Ecological Monitoring Program Annual Report.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
Reports and Activities Log

DECEMBER 1995

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

RM FULL-TIME VOLUNTEERS

John Cole	Field Assistant
Tom Wilder	Field Assistant
Jerry Wolfe	Revegetation Assistant
Lois Wolfe	Administrative Assistant

REPORTS

	Due Date	*Responsible Individual*	*Report*
-	12/01/95	Jim Barnett	Cultural Resources Management Assessment Program documentation.
-	12/01/95	Jim Barnett	Resources Management Annual Report - Incorporate periphery reports, such as Volunteers in Parks information.
-	12/01/95	Tim Tibbitts	Abstracts due for the Southern Arizona Parks Resources Management and Research Conference.
-	12/01/95	Jim Barnett	Ecological Monitoring Program Assistance Committee goals for FY 1996.
-	12/01/95	Charles Conner	1995 EMP Annual Report: organ pipe and senita cacti - data entry.
-	12/01/95	Ami Pate	1995 EMP Annual Report: acuna cactus - data entry.
-	12/01/95	Jon Arnold	Ecological Monitoring Handbook - FINAL edit.

REPORTS

	Due Date	Responsible Individual	Report
-	12/05/95	Ami Pate	1995 EMP Annual Report: acuna Cactus - tabulate data.
-	12/15/95	Jim Barnett	Management Highlights.
-	12/19/95	Jon Arnold	1995 EMP Annual Report: Birds - data entry.
-	12/30/95	Ami Pate	Resources Management Procedures Manual.
-	12/30/95	Jon Arnold	1995 EMP Annual Report: Nocturnal Rodents - create graphics, tables, charts and prepare summary report.
-	12/30/95	Ami Pate	1995 EMP Annual Report: *Atamisquea emarginata* - create graphics, tables, charts and summary report.
-	12/30/95	Jon Arnold	1995 EMP Annual Report: organ pipe and senita cacti - statistical analysis, graphics, tables, charts, and summary report.
-	12/30/95	Ami Pate	1995 EMP Annual Report: acuna cactus - graphics, tables, charts and summary report.
-	12/30/95	Ami Pate	1995 EMP Annual Report: Vegetation Structure and Diversity in Natural Communities - graphics, tables, charts and summary report.
-	12/30/95	Ami Pate	1995 EMP Annual Report: Bats - graphics, tables, charts and summary report.
-	12/30/95	Jon Arnold	1995 EMP Annual Report: Birds - graphics, tables, charts and summary.
-	12/30/95	Charles Conner	1995 EMP Annual Report: *Peniocereus striatus* - data entry and summary report.
-	12/31/95	Jon Arnold	Ecological Monitoring Handbook - publish.
-	12/31/95	Jim Barnett	Print and distribute Resources Management Plan.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	12/01/95	Jim Barnett	Evaluate and expand Ecological Monitoring Program Assistance Committee composition.
-	12/01/95	Tim Tibbitts	Review abstracts, select those for the Southern Arizona Parks Resources Management and Research Conference.
-	12/01/95	Tim Tibbitts	Produce pre-program for Southern Arizona Parks Resources Management and Research Conference.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	12/01/95	Tim Tibbitts	Finalize and produce second announcement/call for registration for the Southern Arizona Parks Resources Management and Research Conference.
-	12/01/95	Tim Tibbitts	Update mailing list for the Southern Arizona Parks Resources Management and Research Conference.
-	12/01/95	Jim Barnett/ Mitzi Frank	Meet with Superintendent, Interpretation division and O'odham representatives to discuss trail project at Quitobaquito.
-	12/01/95	Jim Barnett/ Tom Potter	Initiate site monitoring by Resources Management staff.
-	12/01/95	Tim Tibbitts	Upgrade Quitobaquito fence.
-	12/01/95	Tom Potter	Initiate site stewards program.
-	12/01/95	Tim Tibbitts	Implement amended *Eumops* assessment.
-	12/01/95	Tom Potter	Update property inventories on the computer.
-	12/01/95	Sue Rutman	Work with Felger on next draft of flora key.
-	12/01/95	Tom Potter	Load ARCVIEW II on the Superintendent's and Division Chief's computers.
-	12/15/95	Tom Potter	Demonstrate use of ARCVIEW II to Superintendent and Division Chiefs.
-	12/15/95	Tim Tibbitts	Send approval memos to researchers with requirements for work.
-	12/15/95	Ami Pate	Evaluate and recommend flow recorder for Quitobaquito Springs.
-	12/30/95	Sue Rutman	Landscape duplex.
-	12/30/95	Tim Tibbitts	Survey and assess non-native fish.
-	12/30/95	Tom Potter	Install modems at the resources centers.
-	12/30/95	Tom Potter	Install cc:mail at the resources centers.
-	12/30/95	Time Tibbitts	Identify and implement strategy for development of non-native fish monitoring protocol.
-	12/30/95	VACANT	Continue working with Richard Bailowitz in the curation of the entomology collection.
-	12/30/95	Charles Conner	Implement monitoring protocol for Land Use Trends.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	12/30/95	Tom Potter	Map remaining ecological monitoring sites using GPS.
-	12/30/95	Jon Arnold/ Charles Conner	Install soil moisture and temperature equipment.
-	12/30/95	Tom Potter	Digitize interpretive stations.
-	12/30/95	Sue Rutman	Assess crash site near Montezuma's Head.
-	12/30/95	Mitzi Frank/ RM Staff	Evaluate options for an interactive computer and develop flora and fauna database.
-	12/31/95	Jon Arnold	Re-read Peter Warren's grazing photopoints.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
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JANUARY 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

RM FULL-TIME VOLUNTEERS

John Cole	Field Assistant
Tom Wilder	Field Assistant
Jerry Wolfe	Revegetation Assistant
Lois Wolfe	Administrative Assistant

REPORTS

	Due Date	***Responsible Individual***	***Report***
-	01/03/96	Charles Conner	1995 EMP Annual Report: Lizards - graphics, tables, charts and summary report.
-	01/15/96	Jim Barnett	Ecological Monitoring Program Step down Plan - update.
-	01/15/96	Tom Potter	Annual 10-254 submission to the National Catalog.
-	01/15/96	Tim Tibbitts	Southern Arizona Parks Resources Management and Research Conference program/abstracts - DRAFT.
-	01/31/96	Tim Tibbitts	1995 EMP Annual Report: tabulate 1995 research.
-	01/30/96	Jon Arnold	1996 EMP Annual Report: perennial vegetation monitoring - enter data.
-	01/31/96	Jim Barnett	Briefing statements for Congressional budget hearings.
-	01/31/96	Tim Tibbitts	Resources Management Plan - Update.

REPORTS

	Due Date	Responsible Individual	Report
-	01/31/96	Jim Barnett	Make available Resources Management data for Superintendent's's reports.
-	01/31/96	Jim Barnett	Threatened & Endangered Species Summary and Expenditures Report.
-	01/31/96	Jim Barnett/ Tim Tibbitts	Natural Resources Preservation Program Proposal for Sonoran Pronghorn - DRAFT.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	01/15/96	Sue Rutman/ Tom Potter	Map burn sites using GPS.
-	01/15/96	Tim Tibbitts	Mail second announcement/pre-program/call for registration for the Southern Arizona Parks Resources Management and Research Conference.
-	01/15/96	Tim Tibbitts	Confirm sponsors for the Southern Arizona Parks Resources Management and Research Conference.
-	01/15/96	Tim Tibbitts	Follow-up memo to researchers for 1995 Investigator's Annual Report.
-	01/15/96	Ami Pate	Instruct Sue Rutman in preparation of acuna cactus components of the Ecological Monitoring Program Annual Report.
-	01/30/96	Ami Pate	Purchase flow recorder for Quitobaquito Wetlands Conservation Project.
-	01/30/96	Ami Pate	Sample water and record spring flow at Quitobaquito.
-	01/30/96	Tom Potter	Train Resources Management staff in the use of ARCVIEW II.
-	01/30/96	Sue Rutman	Read plots, analyze data, and prepare report for the Stack Property.
-	01/30/96	VACANT	Update wilderness database.
-	01/30/96	Tom Potter	Set up a network for the GIS computers.
-	01/30/96	Sue Rutman	Update wilderness records.
-	01/31/96	Tim Tibbitts	Enter all Investigator's Annual Report data into database and send to Southwest Systems Support Office and National Biological Service, Cooperative Park Studies Unit, University of Arizona.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	01/31/96	Jon Arnold	Implement monitoring protocols for organ pipe and senita cacti.
-	01/31/96	Jon Arnold	Implement monitoring protocols for night sky brightness.
-	01/31/96	Sue Rutman	Evaluate nursery supplies and stock, eliminate and add as necessary.

ORGAN PIPE CACTUS NATIONAL MONUMENT
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FEBRUARY 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

RM FULL-TIME VOLUNTEERS

John Cole	Field Assistant
Tom Wilder	Field Assistant
Jerry Wolfe	Revegetation Assistant
Lois Wolfe	Administrative Assistant

REPORTS

	Due Date	***Responsible Individual***		***Report***
-	02/01/96	Tim Tibbitts		Issue collection/research permits.
-	02/01/96	Mitzi Frank		Implementation plan and trail improvement for Quitobaquito wetlands project.
-	02/15/96	Charles Conner		1995 EMP Annual Report: Climate - graphics, tables, charts and summary report.
-	02/15/96	Jim Barnett		FY 1996 Operations Plan - incorporate FY 1996 goals.
-	02/15/96	Ami Pate		Air Quality Summary Report.
-	02/15/96	Tim Tibbitts		Investigator's Annual Report.
-	02/15/96	Charles Conner	1995	Integrated Pest Management Use Report.
-	02/15/96	Charles Conner		1996 Integrated Pest Management Use Requests.
-	02/15/96	Tom Potter		Collections Management Report.

REPORTS

	Due Date	*Responsible Individual*	*Report*
-	02/27/96	Jim Barnett/ Tim Tibbitts	Natural Resources Preservation Program proposal for Sonoran Pronghorn - FINAL.
-	02/29/96	Ami Pate	Tinaja survey - update.
-	02/29/96	Charles Conner	1996 EMP Annual Report: Land Use Trends - enter data.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	02/01/96	Mitzi Frank	Develop implementation plan and trail improvement for Quitobaquito wetlands project.
-	02/01/96	Tim Tibbitts	Prepare and issue collection/research permits.
-	02/15/96	Tim Tibbitts	Inspect and repair north boundary: Cuerda de Lena to Arizona Highway 85 and northeast corner west to Gunsight Hills.
-	02/15/96	Tim Tibbitts	Inspect and repair east boundary: Ali Wua Pass, Sweetwater Pass 1 & 2, North Fork of Alamo Canyon and Middle Fork of Alamo Canyon.
-	02/15/96	Tim Tibbitts	Inspect and repair northeast boundary: Kuakatch area.
-	02/15/96	Tim Tibbitts	Check and map status of west boundary fence removal.
-	02/15/96	Tim Tibbitts	Remove completed research projects from active files.
-	02/27/96	Sue Rutman	Evaluate methods for monitoring acuna cactus.
-	02/29/96	Tom Potter	Develop applications in ARCVIEW II for list of historic structures.
-	02/29/96	Tom Potter	Bring Weather base on line.

ORGAN PIPE CACTUS NATIONAL MONUMENT
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MARCH 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

RM FULL-TIME VOLUNTEERS

John Cole	Field Assistant
Tom Wilder	Field Assistant
Jerry Wolfe	Revegetation Assistant
Lois Wolfe	Administrative Assistant

REPORTS

	Due Date	***Responsible Individual***	***Report***
-	03/01/96	Tim Tibbitts	Pre-registration deadline for the Southern Arizona Parks Resources Management and Research Conference.
-	03/01/96	Jim Barnett	1995 Resources Management and Research Annual Report - DRAFT.
-	03/01/96	Tim Tibbitts	Refund deadline for the Southern Arizona Parks Resources Management and Research Conference.
-	03/01/96	Jim Barnett	1995 Resources Management and Research Annual Report - DRAFT.
-	03/01/96	Charles Conner	1995 EMP Annual Report: Land Use Trends - Acquire annual reports from SARH and the power company.
-	03/15/96	Charles Conner	1995 EMP Annual Report: Land Use Trends - calculate estimates of current water pumpage.
-	03/15/96	Charles Conner	1995 EMP Annual Report: Land Use Trends - label and file photopoint photographs.
-	03/15/96	Charles Conner	1995 EMP Annual Report: Land Use Trends - graphics, tables, charts and summary report.

REPORTS

	Due Date	Responsible Individual	Report
-	03/31/96	Jon Arnold	1996 EMP Annual Report: night sky brightness - enter data.
-	03/31/96	Jon Arnold	1996 EMP Annual Report: organ pipe and senita cacti - enter data.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	03/15/96	Tim Tibbitts	Inspect and repair safety features at hazardous mine lands.
-	03/01/96	Tim Tibbitts	Finalize Southern Arizona Parks Resources Management and Research Conference abstracts.
-	03/01/96	Tim Tibbitts	Print nametags and folders with the Southern Arizona Parks Resources Management and Research Conference logo.
-	03/15/96	Tim Tibbitts	Retrieve Southern Arizona Parks Resources Management and Research Conference program/abstracts from printer.
-	03/15/96	Tim Tibbitts	Initiate publicity for the Southern Arizona Parks Resources Management and Research Conference.
-	03/15/96	Tim Tibbitts	Assemble registration packets for the Southern Arizona Parks Resources Management and Research Conference.
-	03/15/96	Tim Tibbitts	Triple check and trouble shoot facilities, and finalize equipment for the Southern Arizona Parks Resources Management and Research Conference.
-	03/30/96	Tim Tibbitts	Update research files.
-	03/30/96	Tom Potter	Develop applications in ARCVIEW II for maintenance.
-	03/30/96	Tom Potter	Digitize archeology survey boundaries.
-	03/30/96	Ami Pate	Implement monitoring protocol for acuna cactus.

ORGAN PIPE CACTUS NATIONAL MONUMENT
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APRIL 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

RM FULL-TIME VOLUNTEERS

John Cole	Field Assistant
Tom Wilder	Field Assistant
Jerry Wolfe	Revegetation Assistant
Lois Wolfe	Administrative Assistant

REPORTS

	Due Date	***Responsible Individual***	***Report***
-	04/05/96	Jon Arnold	1995 Ecological Monitoring Program Annual Report - DRAFT.
-	04/15/96	Jim Barnett	Equipment Replacement budget call.

ACTIVITIES

	Due Date	***Responsible Individual***	***Activity***
-	04/01/96	Jim Barnett/ Ami Pate	Conduct rangewide survey for Sonoran Pronghorn.
-	04/01/96	Mitzi Frank/ Sue Rutman/ Ami Pate	Implement trail plan for Quitobaquito wetlands project.
-	04/01/96	RM Staff	Develop a relationship with cultural resources staff in the Systems Support Office, and the Field Director's Office.
-	04/01/96	Jim Barnett/ Ami Pate	Conduct rangewide survey.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	04/15/96	Tim Tibbitts	Amend inspection log for all hazardous abandoned mine lands.
-	04/15/96	Charles Conner	Inventory and order treatment supplies.
-	04/15/96	Charles Conner	Establish photopoints at Hocker.
-	04/15/96	Charles Conner	Establish photopoints at Gachado (Burn Site).
-	04/15/96	Ami Pate	Assist with removal of remaining west boundary fence line.
-	04/30/96	Tom Potter	Develop applications in ARCVIEW II for archeology.
-	04/30/96	VACANT	Evaluate herpetology.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
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MAY 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

REPORTS

	Due Date	*Responsible Individual*	*Report*
-	05/01/96	Jim Barnett	1995 Resources Management and Research Annual Report - FINAL.
-	05/01/96	Tim Tibbitts	Southern Arizona Parks Resources Management and Research Conference extended abstracts due.
-	05/30/96	Ami Pate	1995 EMP Annual Report - expand reports conclusion section incorporating information obtained in the draft review.
-	05/30/96	Sue Rutman	Work plan for implementation of resources management activities.
-	05/30/96	Sue Rutman	Request for Proposals for research activities for Quitobaquito Wetlands Conservation Project.
-	05/30/96	Ami Pate	1996 EMP Annual Report - acuna cactus- enter data.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	05/01/96	Jim Barnett	Develop Interagency Agreement with the U.S. Fish and Wildlife Service.
-	05/01/96	Jim Barnett	Secure funding for the 1995 EMP technical report.
-	05/01/96	Ami Pate	Install and calibrate flow recorder at Quitobaquito Springs.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	05/01/96	Tim Tibbitts/ Ami Pate	Collect guano at Copper Mountain.
-	05/03/96	Tim Tibbitts	Compile, edit, print, and mail extended abstracts from the Southern Arizona Parks Resources Management and Research Conference.
-	05/15/96	Tim Tibbitts	Review and evaluate all wildlife components of the 1995 Ecological Monitoring Program Annual Report.
-	05/15/96	Jim Barnett	Conduct mid-season FY 1996 performance appraisal and employee development session.
-	05/15/96	Sue Rutman/ VACANT	Mount herbarium and catalog specimens.
-	05/15/96	Sue Rutman	Review and evaluate all vegetation components of the 1995 Ecological Monitoring Program Annual Report.
-	05/15/96	VACANT	Update accession book.
-	05/15/96	Tim Tibbitts	Incorporate Ecological Monitoring Program research documentation notebooks into general research files.
-	05/15/96	Jon Arnold	Implement monitoring protocol for birds at seven core sites.
-	05/15/96	Sue Rutman	Review and evaluate all wildlife components of the 1995 Ecological Monitoring Program Annual Report.
-	05/15/96	Sue Rutman	Review and evaluate all vegetation components of the 1995 Ecological Monitoring Program Annual Report.
-	05/30/96	VACANT	Update Automated National Catalog System.
-	05/30/96	Tom Potter	Develop applications in ARCVIEW II for the Ecological Monitoring Program.
-	05/30/96	Charles Conner	Implement monitoring protocol for reptiles at eighteen sites - spring census.
-	05/30/96	Sue Rutman	Develop work plan for implementation of resources management activities.
-	05/30/96	Mitzi Frank	Develop Wetlands Education Program.
-	05/30/96	Tim Tibbitts	Develop new research certification documentation and tracking forms.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
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JUNE 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

REPORTS

	Due Date	***Responsible Individual***	***Report***
-	06/01/96	Jim Barnett	Annual Cultural Cyclic Maintenance budget call.
-	06/01/96	Sue Rutman	1995 EMP Annual Report - conduct data analysis for acuna cactus.
-	06/15/96	Jon Arnold	1995 Ecological Monitoring Program Annual Report - FINAL.
-	06/15/96	Tim Tibbitts	Threatened, Endangered and Sensitive Species Management Plan - second DRAFT.
-	06/15/96	Sue Rutman	Vegetation Management Plan - second DRAFT.
-	06/15/96	Sue Rutman/ Tom Potter	Map Dowling and Stack properties using global positions system.

ACTIVITIES

	Due Date	***Responsible Individual***	***Activity***
-	06/01/96	Tim Tibbitts	Evaluate and test scent stations for monitoring mammals.
-	06/01/96	Tim Tibbitts	Complete two Arizona Breeding Bird Atlas blocks.
-	06/15/96	VACANT	Catalog all herpetological specimens collected as part of the Ecological Monitoring Program.
-	06/15/96	Tom Potter	Develop a Cooperative Agreement with the University of Arizona.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	06/15/96	Tim Tibbitts	Review existing National Park Service Memorandum of Understanding with Bat Conservation International and evaluate for applicability to the monument.
-	06/15/96	Sue Rutman/ Tom Potter	Map Dowling and Stack properties using GPS.
-	06/30/96	Tom Potter	Map abandoned mine lands using GPS.
-	06/30/96	Tom Potter	Digitize water resources information.
-	06/30/96	Tom Potter	Integrate Quitobaquito geographic information data.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
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JULY 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

REPORTS

	Due Date	*Responsible Individual*	*Report*
-	07/01/96	Tim Tibbitts	Revise "Information for Researchers" package.
-	07/01/96	Jim Barnett	Initiate development of wilderness plan.
-	07/01/96	Sue Rutman	Standard Operating Procedure for firefighting in the wilderness.
-	07/01/96	Tim Tibbitts	Interpretive articles for Bajada, Park Science, Ajo Copper News on non-native wildlife.
-	07/15/96	VACANT	Standard Operating Procedures for slides and photographs.
-	07/15/96	Ami Pate	Air Resources Management Plan - DRAFT.
-	07/15/96	Jon Arnold	1996 EMP Annual Report: birds - enter data.
-	07/30/96	Charles Conner	1996 EMP Annual Report: reptiles - enter data.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	07/01/96	Jim Barnett	Expand top priority project statements into full proposals.
-	07/01/96	Sue Rutman	Evaluate erosion sites.
-	07/01/96	Tim Tibbitts	Prepare interpretive material for Quitobaquito Desert Pupfish.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	07/01/96	Jim Barnett	Explore alternative funding sources for resources management and research: challenge cost share, Heritage Fund, Earthwatch, National Fish and Wildlife Association, National Park Foundation, Target, Canon, REI, O'odham Nation.
-	07/01/96	Jim Barnett	Develop wilderness contacts in System Support Office and Field Director's Office.
-	07/01/96	Tim Tibbitts/ Jon Arnold	Enhance bird monitoring protocols.
-	07/10/96	Tim Tibbitts	Investigate and document burros; work with Bureau of Land Management.
-	07/15/96	Tom Potter	Conduct inventory of museum property.
-	07/30/96	Ami Pate	Rehabilitate the overflow channel at Quitobaquito.
-	07/30/96	Tom Potter/ Mitzi Frank/ VACANT	Evaluate museum procedures.
-	07/30/96	Sue Rutman/ Jim Barnett	Expand revegetation assessment.
-	07/30/96	Sue Rutman	Evaluate and develop site plan for the restoration of the Dowling Ranch Property.
-	07/31/96	Tom Potter	Inventory all capitalized property and minor controlled property.
-	07/31/96	Tim Tibbitts	Implement Desert Pupfish census protocol.
-	07/31/96	Charles Conner	Implement monitoring protocol for rodents at eighteen sites.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
Reports and Activities Log

AUGUST 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

REPORTS

	Due Date	***Responsible Individual***	***Report***
-	08/01/96	Sue Rutman	Standard Operating Plan for plants in residential area - update.
-	08/01/96	Tim Tibbitts/ Sue Rutman	Contingency plan to protect pupfish against wildfire or contaminants.
-	08/15/96	Tom Potter	Annual geographic information system budget call.
-	08/15/96	Jim Barnett	Annual Water Resources budget call.
-	08/30/96	Jon Arnold	1996 Ecological Monitoring Program Annual Report - activities schedule.

ACTIVITIES

	Due Date	***Responsible Individual***	***Activity***
-	08/01/96	Tom Potter	Map cowbird locations using GPS.
-	08/01/96	Tim Tibbitts	Provide collection permits for all applicable monument personnel.
-	08/15/96	Ami Pate	Implement tinaja monitoring protocol.
-	08/16/96	Jon Arnold	Contact returning volunteers and verify arrival dates for FY 1997.
-	08/27/96	Jon Arnold	Interview and select replacement volunteers for FY 1997 if appropriate.

ACTIVITIES

	Due Date	Responsible Individual	Activity
-	08/30/96	Charles Conner	Implement monitoring protocol for *Peniocereus striatus*.
-	08/30/96	Charles Conner	Implement monitoring protocol for *Atamisquea emarginata*.

ORGAN PIPE CACTUS NATIONAL MONUMENT
Natural and Cultural Resources Management
Reports and Activities Log

SEPTEMBER 1996

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

REPORTS

	Due Date	***Responsible Individual***	***Report***
-	09/01/96	Jim Barnett	1997 Operations Plan - DRAFT .
-	09/01/96	Jim Barnett	Water Resources Management Plan - Update.
-	09/15/96	Ami Pate	Ecological Monitoring Program training videos: lizards, and desert pupfish.
-	09/15/96	Ami Pate	Ecological Monitoring Program training videos: vegetation structure and diversity, acuna, and organ pipe and senita growth measurements.
-	09/15/96	Jon Arnold	Volunteer work schedule for FY 1997.
-	09/30/96	Tim Tibbitts	Threatened, Endangered and Sensitive Species Management Plan - FINAL DRAFT.
-	09/30/95	Charles Conner	Integrated Pest Management Action Plan for the monitoring and control of cockroaches.
-	09/30/96	VACANT	Status of Property Report.
-	09/30/96	Jim Barnett	1997 Operations Plan - FINAL.
-	09/30/96	Jim Barnett	Program Documentation Records.
-	09/30/96	Sue Rutman	Vegetation Management Plan - FINAL DRAFT.
-	09/30/96	Tom Potter	Archeological base map.
-	09/30/96	Charles Conner	1996 EMP Annual Report: rodents - enter data.

ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	09/01/96	Ami Pate	Investigate options for passive ozone monitoring.
-	09/01/96	Charles Conner	Investigate options for noise monitoring.
-	09/01/96	Jim Barnett	Complete Quitobaquito survey.
-	09/01/96	Jon Arnold	Update Volunteers-in-Parks database for FY 1997.
-	09/15/96	Jon Arnold	Assign lead volunteers and supervisors for all Volunteers-in-Parks projects for FY 1997.
-	09/15/96	VACANT	Make a finding aid (index) for archives.
-	09/15/96	VACANT	Conduct inventory of archives.
-	09/15/96	Tim Tibbitts/ Charles Conner	Conduct fall census of Quitobaquito Desert Pupfish.
-	09/15/96	Jon Arnold	Complete list of FY 1997 projects and assignments for all Volunteers-In-Parks.
-	09/15/96	Mitzi Frank/ VACANT	Get Resources Management and Interpretation library on the same system (Procite).
-	09/15/96	Mitzi Frank/ VACANT	Inventory and archive Interpretation and Resources Management photographs and books.
-	09/15/96	Ami Pate	Implement monitoring protocol for bats at six sites.
-	09/15/96	Ami Pate	Produce Ecological Monitoring Program training videos: vegetation structure and diversity, lizards, acuna, organ pipe and senita growth measurements and desert pupfish.
-	09/30/96	Tim Tibbitts	Investigate options for monitoring other mammal species.
-	09/30/96	Tim Tibbitts	Evaluate options for amphibian monitoring.
-	09/30/96	Sue Rutman/ EMC	Review and advise on placement of telephone lines, right of way on Highway 85, right of way on powerlines, and investigate alternative energy sources for supplying all park buildings (i.e. offices, residences, etc.).
-	09/30/96	Tim Tibbitts	Create refugia for Quitobaquito Desert Pupfish (see Recovery Plan).
-	09/30/96	VACANT	Catalog and label slide collection.
-	09/30/96	Tom Potter	Develop applications in ARCVIEW II for desert tortoise.
-	09/30/96	Tom Potter	Link still video with ARCVIEW II and Access.

ACTIVITIES

	Due Date	*Responsible Individual*	*Report*
-	09/30/96	Tim Tibbitts	Quantify roadkills along Highway 85.
-	09/30/96	Tim Tibbitts	Modify north boundary fence for Sonoran Pronghorn.
-	09/30/96	VACANT	Review backlog of files from southeast store room.
-	09/30/96	Sue Rutman	Landscape annex.
-	09/30/96	Ami Pate	Develop monitoring protocol for flow recording at Quitobaquito Springs.
-	09/30/96	Jerry Wolfe	Update maps of non-native plants in residential area.

ORGAN PIPE CACTUS NATIONAL MONUMENT
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ROUTINE ACTIVITIES
(Daily, Weekly, Bi-weekly, Monthly, Quarterly, On-going and As Needed)

RM STAFF

Jim Barnett	Division Chief
Jon Arnold	Resources Management Specialist
Charles Conner	Biological Technician
Ami C. Pate	Biological Technician
Tom Potter	Resources Management Specialist
Sue Rutman	Plant Ecologist
Tim Tibbitts	Wildlife Biologist
VACANT	Geographer

ROUTINE ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	DAILY	VACANT	Check temperature and humidity in the museum room.
-	WEEKLY	RM Staff	Weekly work logs.
		VACANT	Check museum room sticky traps.
		RM Staff	Back-up all Resources Management PC hard drives.
		Tom Potter	Backup monthly tape of GPS base station.
		Ami Pate	Monitor air quality: particulates, radiation, visibility, and National Atmospheric Deposition Program.
		Ami Pate	Continue weekly inspections for security.
-	BI-WEEKLY	RM Staff	Conduct Resources Management staff meetings.
-	MONTHLY	VACANT	Change the chart on the museum room hygrothermograph.
		Tim Tibbitts/ Ami Pate	Monitor roost at Copper Mountain.
		Charles Conner	Service and summarize data from eleven automated climate stations and eight rain gauges.

ROUTINE ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	MONTHLY	Tom Potter	Conduct correction and format transfer of GPS field data - i.e. map production.
		RM Staff	Conduct safety meetings.
		RM Staff	Compress all Resources Management PC hard drives.
		Supervisors	Volunteer schedules.
		Jon Arnold	Volunteer activity/time summary.
		Jim Barnett	Travel schedule.
		Sue Rutman	Backcountry use records.
		Tim Tibbitts	Research Summary.
		RM Staff	Brief project status reports.
		RM Staff	Schedule calendar.
		Tim Tibbitts	Conduct Resources Management and Research Conference Committee meeting.
-	QUARTERLY	Charles Conner	Monitor and summarize groundwater data at identified locations.
		Jim Barnett	Conduct Ecological Monitoring Program Assistance Committee meetings.
-	ON-GOING	Tim Tibbitts	Update and maintain Threatened, Endangered and Sensitive Species files.
		Tim Tibbitts/ Ami Pate	Survey and assess non-native fish.
		Tim Tibbitts	Conduct predator monitoring and control.
		Jim Barnett/ Tim Tibbitts	Participate in Sonoran Pronghorn working group.
		Tim Tibbitts	Inventory and manage non-native species (cattle, canines, felines, aves, fish, burros, etc.).
		Tim Tibbitts	Conduct inventory and monitoring.
		Ami Pate	Develop relationship with the National Park Service's Air Quality Division.
		Tim Tibbitts	Manage orphaned, injured, displaced or otherwise impacted wildlife.

ROUTINE ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	ON-GOING	Ami Pate	Participate in Arizona Federal and Tribal Clean Air Partnership.
		Sue Rutman	Coordinate overall Quitobaquito Wetlands Project.
		Jim Barnett/ Ami Pate	Conduct telemetry flights for Sonoran Pronghorn.
		Mitzi Frank/ Sue Rutman/ RM Staff	Continue to work with interpretation staff on Quitobaquito wetlands project, revamping the trails, creating new wayside exhibits, and determining what to interpret.
		Tom Potter	Monitor archeological sites.
		Jim Barnett	Expand archeology program to be more regional.
		Jim Barnett	Continue to work on Native American Graves Protection and Repatriation Act (NAGPRA) issues.
		SOAR/ORPI	Perform historic preservation maintenance at needed sites.
		Tim Tibbitts	Continue evaluating mine closures.
		Tim Tibbitts	Coordinate and monitor Natural Resources Preservation Program Desert Tortoise research.
		VACANT	Update and maintain key inventory for Resources Management.
		Sue Rutman	Work on Richard Felger contracts.
		VACANT	Catalog new specimens.
		Tim Tibbitts	Coordinate and monitor Natural Resources Preservation Program Cowbird research.
		VACANT	Continue data entry in Procite.
		VACANT	Continue species observation data entry.
		Charles Conner	Collaborate with resources education on literature, new road guide, and interpretative signs.
		Charles Conner	Treat residential sewers - IPM.
		Sue Rutman	Make nursery plants less attractive for pests, spray as needed.
		Charles Conner	Treat infected plants and areas.
		Charles Conner	Work with contractor Gerry Hoddenbach to develop and implement Integrated Pest Management plans for historic structures.

ROUTINE ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	ON-GOING	Ami Pate	Clear vegetation from the channel and overflow.
		Ami Pate	Remove non-native vegetation from Quitobaquito and Aguajita.
		RM Staff/ Mitzi Frank	Review and provide input on written material to be used by interpretation.
		RM Staff/ Mitzi Frank	Serve as a reference on visitor requests to provide consistent responses.
		Jim Barnett/ Mitzi Frank	Evaluate joint training alternatives.
		Mitzi Frank/ Ami Pate	Monitor implementation of trail plan for Quitobaquito wetlands.
		Tim Tibbitts	Maintain visiting researcher forms.
		Tim Tibbitts	Prepare and issue collection/ research permits.
		Jim Barnett	Chair the Organ Pipe Cactus National Monument Ecological Monitoring Program Assistance Committee.
		Tim Tibbitts	Maintain contact with all Principal Investigators.
		Tim Tibbitts	Coordinate research, provide field assistance and training, and review proposals.
		Tim Tibbitts	Monitor progress of research and make submissions for payment when needed.
		Jim Barnett	Tabulate weekly work logs and update weekly work log database.
		RM Staff	Provide training/orientation for new staff.
		Sue Rutman	Participate on the Organ Pipe Cactus National Monument Environmental Management Committee (Resources Management Representative).
		Sue Rutman	Chair Environmental Management Committee.
		RM Staff	Participate on the Southern Arizona Resources Managers Advisory Group.
		RM Staff	Get involved in new cluster, field groups, and Southern Arizona Resources Management Group.
		Sue Rutman	Join restoration working groups.

ROUTINE ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	ON-GOING	Charles Conner	Join Desert Fishes Council.
		Tim Tibbitts	Participate in Wildlife Society and Partners in Flight.
		Tom Potter	Participate in ARC/INFO Users Group
		Tim Tibbitts/ Sue Rutman	Plan Southern Arizona Parks Research and Resources Management Conference.
		Tom Potter	Continue to coordinate all cooperative projects with the Advanced Resources Technology Lab, University of Arizona.
		Tom Potter	Map desert tortoise locations using GPS.
		Tom Potter	Operate Global Positional System base station.
		Tom Potter	Coordinate Advanced Resources Technology Lab (ART) remote sensing project.
		Tom Potter	Maintain Resources Management PC hardware/software/ databases.
		Tom Potter	Work on a remote sensing project with University of Arizona.
		Sue Rutman	Manage and maintain nursery/greenhouse stock.
		Sue Rutman	Monitor nursery plants for infestation.
		Sue Rutman	Landscape residence area.
		Sue Rutman	Prepare and administer contract/cooperative agreements.
		Sue Rutman	Advise and assist contract representative in ensuring compliance (especially duplex landscaping).
		Sue Rutman	Supervise Jerry Wolfe updating maps of non-native plants in residential area.
-	AS NEEDED	RM Staff	Attend Southern Arizona Parks Resources Managers Meeting.
		Jim Barnett	Update 575's on Automated Finance System.
		Sue Rutman	Attend revegetation symposium.
		RM Staff	Prepare DI-1's utilizing PPFS.
		Sue Rutman	Freeze/thaw herbarium.
		Jim Barnett	Participate on Environmental Management Committee.

ROUTINE ACTIVITIES

	Due Date	*Responsible Individual*	*Activity*
-	AS NEEDED	Sue Rutman	Prepare environmental and cultural compliance documentation (i.e. Environmental Assessments).
		RM Staff	Provide presentations to the interpretation staff on geographic information system, non-native species, threatened and endangered species, fire and research.
		Tom Potter	Provide training for all Resources Management staff.
		Sue Rutman/ Jim Barnett/ RM Staff	Review projects and provide comments on projects that may require compliance.
		Tim Tibbitts	Maintain/upgrade equipment (floats, dipnets).
		Tom Potter	Provide training and orientation for the new Geographer when the position is filled.
		Ami Pate/ Mitzi Frank	Conduct interpretative programs for the public such as evening programs, slide presentations, patio talks, guided walks of Quitobaquito, and mini science sessions on bats, birds, pygmy owl, bees, etc.
		Sue Rutman/ Volunteers	Eradicate buffel and fountain grass.

MANAGEPRO 3.1
TIMELINE VIEW

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Fiscal Tracking, Programing, and Agreements												
Prepare documentation notebooks for the Quitobaquito Wetlands Conservation Proj												
Coordinate & implement QBQ Wetlands Conservation Project												
Prepare Cultural Resources Preservation budget call.	•											
Prepare Systemwide Archeological Inventory Program budget call	•											
Prepare Collections Backlog Cataloging budget call	•											
Prepare Ethnography budget call	•											
Prepare Museum Preservation and Protection budget call	•											
Modify Cooperative Agreement Order No. 8035-1-002 (Mod. 7) w/ UA remote sensing	•											
Prepare draft of FY 1996 budget identifying anticipated expenditures		•										
Develop & evaluate log for existing Interagency and Cooperative Agreements		•										
Prepare Sonoran Pronghorn Natural Resources Preservation Program proposal					•							
Prepare for Equipment Replacement budget call							•					
Develop Interagency Agreement with the US Fish and Wildlife Service												
Prepare annual Cultural Cyclic Maintenance budget call									•			
Prepare annual Natural Cyclic Maintenance budget call									•			
Review existing NPS MOU with Bat Conservation Interntl & evaluate applicability										•		
Develop a Cooperative Agreement with the University of Arizona										•		
Explore alternative funding sources for resources management and research											•	
Prepare System Support Office science budget call												•
Prepare annual Geographic Information System budget call												•

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Prepare annual Water Resources budget call											•	
Coordinate overall Quitobaquito Wetlands Conservation Project												
Update 575's on Automated Finance System												
Prepare DI-1's utilizing PPFS												
Activities Reporting												
Summarize FY1995 accomplishments												
Update final FY 1995 Operations Plan database summary												
Complete FY 1996 Resources Management Operations Plan	•											
Prepare format in ACCESS for FY 1996 project logs	•											
Complete FY 1995 annual volunteer summary and database		•										
Prepare 1995 Annual Threatened, Endangered & Sensitive Species Report			•									
Update 1996 Threatened, Endangered & Sensitive Species permits			•									
Incorporate periphery reports, ex. VIP info, into Resources Mgmt Highlights			•									
Submit Resources Management Highlights				•								
Complete the Resources Management Procedures Manual - DRAFT				•								
Submit Annual 10-254 to the National Catalog					•							
Prepare briefing statements for Congressional budget hearings					•							
Update Resources Management Plan					•							
Complete the Resources Management Plan Procedures Manual - FINAL					•							
Make available Resources Management data for Superintendent's reports					•							
Prepare Threatened & Endangered Species Summary & Expenditures Report					•							
Prepare and issue collection/research permits					•							
Prepare Collections Management Report						•						
Prepare 1995 Integrated Pest Management Use Report						•						

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Prepare 1996 Integrated Pest Management Use Requests					•							
Prepare the 1995 Resources Management and Research Annual Report - DRAFT						•						
Prepare 1995 Ecological Monitoring Program Annual Report - DRAFT							•					
Complete the 1995 Resources Management and Research Annual Report - FINAL								•				
Prepare Vegetation Management Plan - second DRAFT									•			
Complete 1995 Ecological Monitoring Program Annual Report Final - FINAL									•			
Conduct inventory of museum property										•		
Prepare FY 1997 Operations Plan - DRAFT												•
Compete Threatened, Endangered and Sensitive Species Mgnt. Plan - FINAL DRAFT												•
Complete FY 1997 Operation Plan - FINAL												•
Prepare Status of Property Report												•
Complete Vegetation Management Plan - FINAL DRAFT												•
Prepare Program Documentation Records												•
Complete weekly work logs												
Summarize research												
Tabulate backcountry use records												
Prepare travel schedule												
Summarize volunteer activity/time												
Update schedule calendar												
Prepare brief project status reports												
Prepare and issue collection research permits												
Natural and Cultural Resources Management Plan												•
Expand top priority project statements into full proposals										•		
Update Resources Management Plan database	•											
Incorporate Natural Resources Management Assessment Program into the RMP		•										

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Complete Cultural Resources Management Assessment Program documentation			•									
Update Resources Management Plan, print and distribute			•									
Investigator's Annual Report (IAR)												•
Evaluate Microsoft database package ACCESS for use with IAR	•											
Update 1995 Researchers and Projects List		•										
Update researcher's mailing list		•										
Send Memo to reserchers for 1995 Investigator's Annual Report		•										
Send follow-up memo to researchers for 1995 Investigator's Annual Report				•								
Enter all IAR data into database and send to SSO and NBS/CPSU				•								
Remove completed research projects from active files					•							
Prepare Investigator's Annual Report - summarize all research					•							
Revise "Information for Researchers" package										•		
Provide collection permits for all applicable monument personnel											•	
Coordinate research, provide field assistance and training, and review proposal												
Property Management												•
Update hardware and software inventory for all RM computers		•										
Update property inventories on the computer			•									
Inventory all capitalized property and minor controlled property										•		
Prepare status of Property Report												•
Personnel												•
Update weekly work log form	•											
Summarize FY 1995 accomplishments	•											
Update final FY 1995 Operations Plan database summary	•											
Conduct mid-season FY 1996 performance appraisal & employee development session								•				

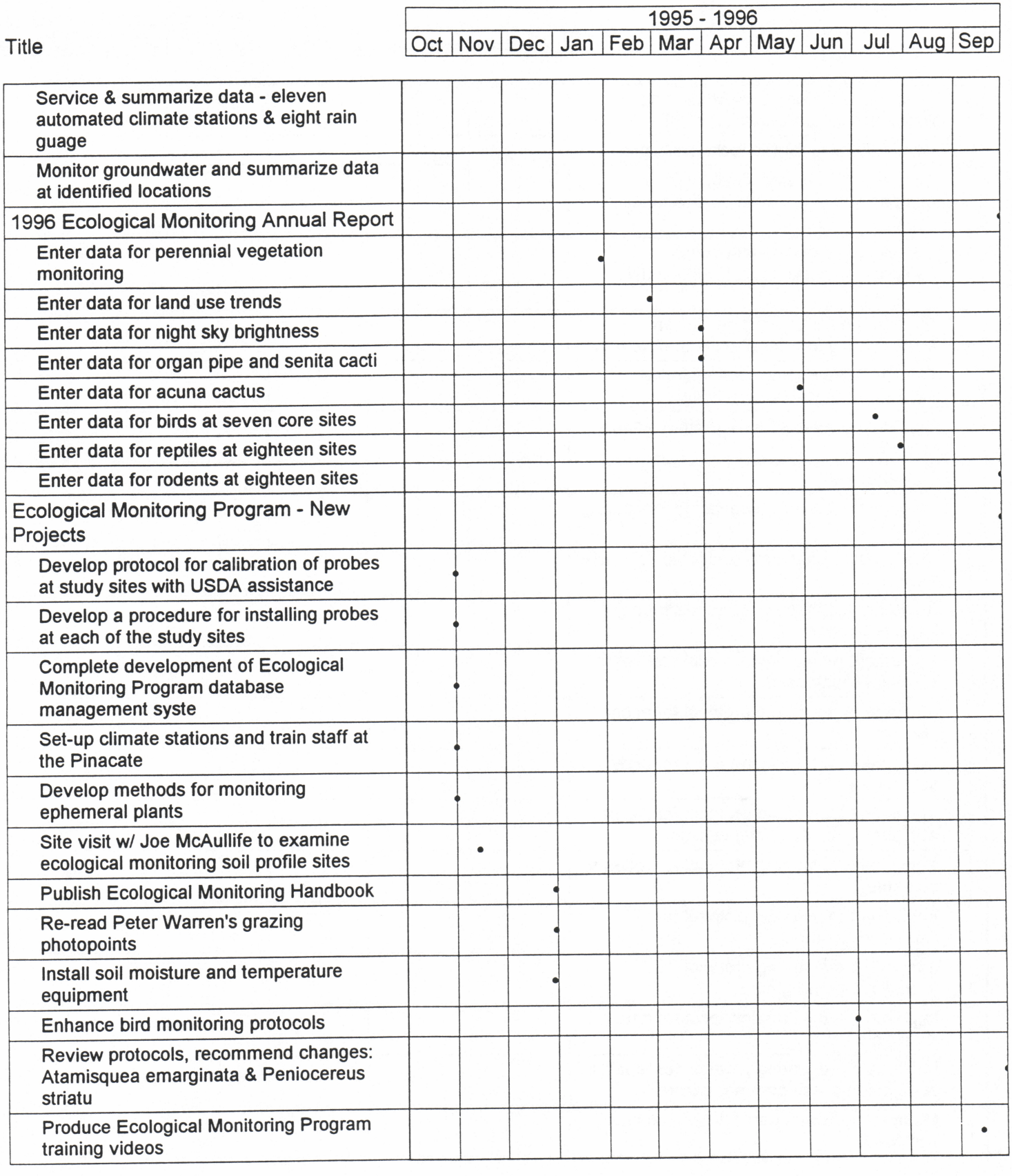
Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Prepare draft FY 95 performance appraisals, 96 standards, 96 employee dev. form	•											
Prepare FY 1996 work plan	•											
Convert Biological Science Technician's performance standards into revised form	•											
Finalize FY 95 performance appraisals, FY 96 standards, 96 employee dev. forms	•											
Complete final FY 1995 performance appraisals and awards documentation	•											
Finalize FY 1996 employee development forms	•											
Evaluate Microsoft database package ACCESS for preparing work log summaries	•											
Conduct Resources Management staff meetings												
Tabulate weekly work logs												
Update weekly work log database												
Provide training/oreientation for new staff												
Provide training and orentation for the new Geographer when position is filled												
Volunteers-In-Parks (VIP)												•
Complete FY 1995 annual summary and database	•											
Contact returning volunteers and verify arrival dates for FY 1997											•	
Interview and select replacement volunteers for FY 1997 if appropriate											•	
Update VIP database for FY 1997											•	
Complete list of FY 1997 projects and assignments												•
Assign lead volunteers and supervisors for all VIP projects for FY 1997												•
Develop volunteer work schedule for FY 1997												•
Prepare monthly volunteer summaries												
Prepare volunteer schedules and supervise volunteers												
Compliance												•
Prepare archeological clearance for installation of soil moisture & temp. equip	•											

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Prepare Standard Operating Procedure for firefighting in the monument									•			
Review and advise on placement of telephone lines, right of way on HWY 85												•
Advise and assist contract representative in ensuring compliance												
Chair Environmental Management Committee												
Participate on Environmental Management Committee												
Review projects and provide comments on projects that may require compliance												
Prepare environmental and cultural compliance documentation (i.e. EAs)												
Committees												•
Participate on the Environmental Management Committee (RM representative)												
Chair the Environmental Management Committee												
Participate on the Southern Arizona Resources Managers Advisory Group												
Chair the ORPI Ecological Monitoring Program Assistance Committee												
Get involved in new cluster, field groups, and Southern AZ Resources Mgmt Group												
Join restoration working groups												
Participate in the Arizona Federal & Tribal Clean Air Partnership												
Participate in Desert Fishes Council												
Participate in Wildlife Society												
Participate in Partners in Flight												
Participate in ARC/INFO Users Group												
Meetings/Conferences												•
Conduct Resources Management staff meetings												
Conduct safety meetings												
Attend Southern Arizona Parks Resources Managers Meeting												
Southern Arizona Parks Resources Management and Research Conference								•				

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Mail first announcement/call for abstracts												
Actively solicit specific presentations												
Solicit sponsors												
Abstracts due		•										
Review abstracts, select those for conference		•										
Produce pre-program		•										
Finalize and produce second announcement/call for registration		•										
Update mailing list		•										
Mail second announcement/pre-program/ call for registration				•								
Draft conference program/abstracts				•								
Confirm sponsors					•							
Pre-regristration deadline					•							
Finalize conference program/abstracts					•							
Print nametags & folders with log and attend to other details					•							
Refund deadline						•						
Retrieve conference program/abstracts back from printer						•						
Assemble registration packets						•						
Initiate media publicity						•						
Triple check and troubleshoot facilities						•						
Finalize equipment (computer room, practice room, ets.)						•						
Conference and deadline for extended abstracts							•					
Compile/edit extended abstracts								•				
Print and mail extended abstracts								•				
Conduct Resources Management and Research Conference Committee meeting												
1995 Ecological Monitoring Program Annual Report												
Enter data for Nocturnal Rodents		•										
Update field data sheets, photocopy & label/file slides veg. struct. & diversit		•										
Enter data for Atamisquea emarginata		•										
Enter data for Cyprinodon macularius eremus		•										

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Create graphics, tables, charts & summary report: Cyprinodon macularius eremus		•										
Conduct statistical analysis for noctural rodents		•										
Instruct Tim Tibbitts in prep. of Cyprinodon macularius eremus parts of report		•										
Enter data for acuna cactus		•										
Enter data for organ pipe and senita cacti		•										
Tabulate data for acuna cactus		•										
Enter data for birds			•									
Create graphics, tables, charts & summary report: nocturnal rodents			•									
Graphics, tables, charts & report: veg. struct. & diversity in nat. communities			•									
Create graphics, tables, charts and summary report: acuna cactus			•									
Statistical anaylsis, graphics, tables, charts, report:organ pipe & senita cact			•									
Create graphics, tables, charts & summary report: Atamisquea emarginata			•									
Enter data and prepare summary report: Peniocereus striatus			•									
Create graphics, tables, charts & summary report: acuna cactus			•									
Create graphics, tables, charts & summary report: birds			•									
Create graphics, tables, charts & summary report: bats			•									
Create graphics, tables, charts & summary report: lizards				•								
Instruct Sue Rutman in preparation of acuna cactus parts of EMP Annual Report					•							
Create graphics, tables, charts & summary report: climate					•							
Acquire annual reports from SARH and the power company: land use trends						•						
Calculate estimates of current water pumpage: land use trends						•						
Label and file photopoint photographs: land use trends						•						
Create graphics, tables, charts & summary report: land use trends						•						

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Prepare 1995 Ecological Monitoring Program Annual Report - DRAFT							•					
Secure funding for the technical report								•				
Review and evaluate all vegetation components of the 1995 EMP Annual Report								•				
Review and evaluate all wildlife components of the 1995 EMP Annual Report								•				
Expand reports conclusion section incorporating info obtained in draft review									•			
Prepare 1995 Ecological Monitoring Program Annual Report - FINAL											•	
Schedule activities for 1996 EMP Annual Report												•
1996 Monitoring												•
Implement perennial vegetation monitoring at ten sites		•										
Implement monitoring protocol for land use trends												
Implement monitoring protocols for night sky brightness				•								
Implement monitoring protocols for organ pipe and senita cacti				•								
Implement monitoring protocol for acuna cactus						•						
Implement monitoring protocol for birds at seven core sites								•				
Implement monitoring protocol for reptiles at eighteen sites - spring census									•			
Implement monitoring protocol for rodents at eighteen sites										•		
Implement monitoring protocol for Peniocereus striatus											•	
Implement monitoring protocol for Atamisquea emarginata											•	
Implement monitoring protocol for bats at six sites												•
Implement monitoring protocol for reptiles at eighteen sites - summer census												•
Monitor air quality: particulates, radiation, and NADP												


Title
1995 - 1996
Oct
Nov
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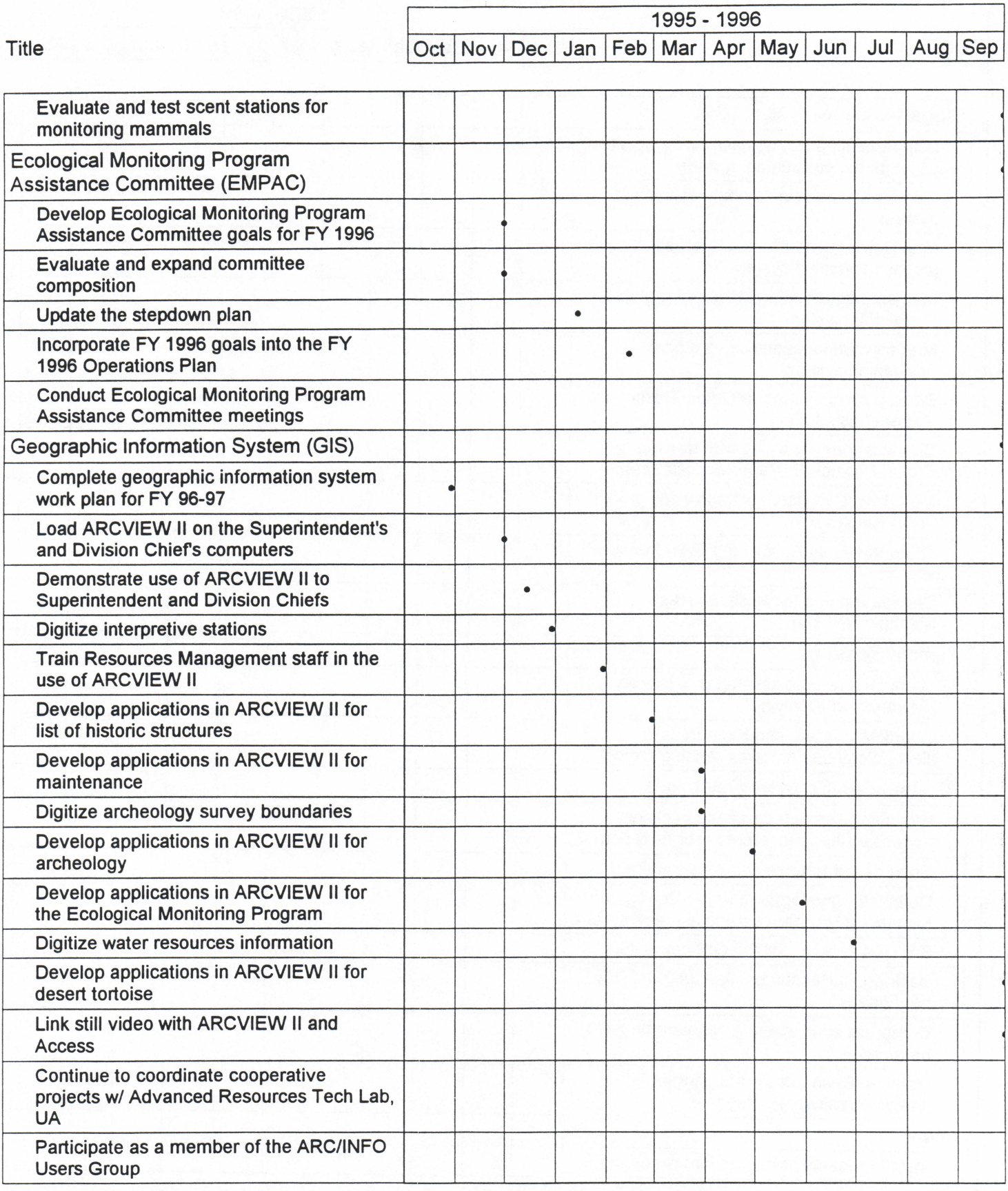
Sep
Service & summarize data - eleven automated climate stations & eight rain guage
Monitor groundwater and summarize data at identified locations
1996 Ecological Monitoring Annual Report
Enter data for perennial vegetation monitoring
Enter data for land use trends
Enter data for night sky brightness
Enter data for organ pipe and senita cacti
Enter data for acuna cactus
Enter data for birds at seven core sites
Enter data for reptiles at eighteen sites
Enter data for rodents at eighteen sites
Ecological Monitoring Program - New Projects
Develop protocol for calibration of probes at study sites with USDA assistance
Develop a procedure for installing probes at each of the study sites
Complete development of Ecological Monitoring Program database management syste
Set-up climate stations and train staff at the Pinacate
Develop methods for monitoring ephemeral plants
Site visit w/ Joe McAullife to examine ecological monitoring soil profile sites
Publish Ecological Monitoring Handbook
Re-read Peter Warren's grazing photopoints
Install soil moisture and temperature equipment
Enhance bird monitoring protocols
Review protocols, recommend changes: Atamisquea emarginata & Peniocereus striatu
Produce Ecological Monitoring Program training videos


Title
1995 - 1996
Oct
Nov
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Sep
Evaluate and test scent stations for monitoring mammals
Ecological Monitoring Program Assistance Committee (EMPAC)
Develop Ecological Monitoring Program Assistance Committee goals for FY 1996
Evaluate and expand committee composition
Update the stepdown plan
Incorporate FY 1996 goals into the FY 1996 Operations Plan
Conduct Ecological Monitoring Program Assistance Committee meetings
Geographic Information System (GIS)
Complete geographic information system work plan for FY 96-97
Load ARCVIEW II on the Superintendent's and Division Chief's computers
Demonstrate use of ARCVIEW II to Superintendent and Division Chiefs
Digitize interpretive stations
Train Resources Management staff in the use of ARCVIEW II
Develop applications in ARCVIEW II for list of historic structures
Develop applications in ARCVIEW II for maintenance
Digitize archeology survey boundaries
Develop applications in ARCVIEW II for archeology
Develop applications in ARCVIEW II for the Ecological Monitoring Program
Digitize water resources information
Develop applications in ARCVIEW II for desert tortoise
Link still video with ARCVIEW II and Access
Continue to coordinate cooperative projects w/ Advanced Resources Tech Lab, UA
Participate as a member of the ARC/INFO Users Group

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Global Positions System (GPS)												•
Map remaining ecological monitoring sites using global positioning system												
Map burn sites using global positioning system				•								
Map Dowling and Stack properties using global positioning system										•		
Map abandoned mine lands using global positioning system										•		
Map cowbird locations using global positioning system											•	
Backup monthly tape of Golbal Positioning System base station												
Conduct correction & format transfer of Global Position System field data, maps												
Map desert tortoise locations using global positioning system												
Operate Global Positioning System base station												
Provide training for all Resources Management staff												
Remote Sensing												•
Work on a remote sensing project with University of Arizona												
Coordinate Advanced Resources Technology Lab remotes sensing project												
PC Hardware/Software/Databases												•
Evaluate Microsoft database package Access:visiting researcher reports & permit		•										
Bring desert tortoise computer on line		•										
Complete development of the Ecological Monitoring Program database mgmt system		•										
Set up a network for the GIS computers					•							
Back-up all Resources Management PC hard drives												
Compress all Resources Management PC hard drives												
Maintain Resources Management PC hardware/software/databases												
Other												•
Install modems at the resources centers												

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Install cc:mail at the resources centers			•									
Bring Weather base on line					•							
General Nursery/Greenhouse												
Manage nursery and greenhouse												
Manage and maintain nursery/greenhouse stock												
Revegetation/Restoration												•
Landscape duplexes			•									
Assess crash site near Montezuma's Head			•									
Read plots, analyze data, and prepare report for the Stack Property				•								
Evaluate nursery supplies and stock, eliminate and add as necessary				•								
Expand revegetation assessment										•		
Update old Standard Operating Plan for plants in residential area										•		
Update maps of non-native plants in residential area												•
Landscape annex												•
Supervise Jerry Wolf updating maps of non-native plants in residential area												
Attend revegetation symposium												
Dowling Ranch Restoration												•
Evaluate and develop site plan for the restoration of the Dowling Ranch Propert										•		
Flora												•
Test draft key		•										
Work with Felger on next draft of flora			•									
Vegetation Management Plan												•
Prepare Vegetation Management Plan - second DRAFT									•			
Complete Vegetation Management Plan - FINAL DRAFT												•
Non-Native Vegetation												
Work on Felger contracts												
Eradicate buffel and fountain grass												
Wildlife Management												•
Complete two Arizona Breeding Bird Atlas blocks									•			

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Non-Native Wildlife												
Identify and implement strategy for dev. of non-native fish monitoring protocol												
Prepare interpretive articles for Bajada, Park Science, Ajo Copper News												
Quantify roadkills along Highway 85												
Inventory/manage non-native species: cattle, canines, felines, aves, fish, burro												
Manage orphaned, injured, displace or otherwise impacted wildlife												
Examine area for the presence of non-native fish												
Threatened, Endangered & Sensitive Species Mgnt. Plan - FINAL DRAFT												
Threatened, Endangered & Sensitive Species Permits and Reports												
Update annual Threatened, Endangered & Sensitive Species permits												
Prepare Threatened, Endangered & Sensitive Species Report												
Prepare Threatened & Endangered Species Summary and Expenditures Report												
Update and maintain Threatened, Endangered and Sensitive Species files												
Sonoran Pronghorn - Endangered Species												
Prepare NRPP proposal for Sonoran Pronghorn - DRAFT												
Prepare NRPP proposal for Sonoran Pronghorn - FINAL												
Conduct rangewide survey for Sonoran Pronghorn												
Modify north boundary fence for Sonoran Pronghorn												
Participate in Sonoran Pronghorn core working group												
Conduct telemetry flights flights for Sonoran Pronghorn												
Lesser Long-Nosed Bat - Endangered Species												
Collect guano at Copper Mountain												

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Review existing National Park Service MOU with Bat Conservation International									•			
Implement census protocol										•		
Monitor roost at Copper Mountain												
Conduct predator monitoring and control												
Quitobaquito Desert Pupfish - Endangered Species												•
Prepare interpretive material										•		
Conduct fall census												•
Create refugia												•
Conduct periodic sampling for exotic fish												
Maintain/upgrade equipment (floats, dipnets)												
Ferruginous Pygmy Owl - Endangered Species												
Conduct inventory and monitoring												
Acuna Cactus - Sensitive Species												•
Evaluate methods					•							
Conduct data analysis									•			
Water Resources												•
Dev. integrated research proposal to assess water/land use trends:Sonoyta Valle	•											
Sample water and record spring flow at Quitobaquito				•								
Update tinaja survey					•							
Implement water resources management plan											•	
Conduct groundwater monitoring												
Air Resources												•
Implement monitoring protocols for night sky brightness				•								
Prepare Air Resources Management Plan - DRAFT										•		
Investigate options for noise monitoring											•	
Investigate options for passive ozone monitoring											•	
Conduct air quality monitoring - NADP, particulates and radiation												
Develop relationship with the NPS Air Quality Division												

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Conduct visibility monitoring												
Participate in Arizona Federal and Tribal Clean Air Partnership												
Quitobaquito Wetlands Conservation Project (QBQ) Administration												
Prepare documentation notebooks for the QBQ project												
Administer project												
Coordinate overall project												
QBQ Non-Native Vegetation Assessment and Control												
Identify research/resources mgmt activities/ compliance asso. w/ each element												
Develop work plan for implementation of resources management activities												
Prepare Request for Proposals for research activities												
Integrate Quitobaquito geographic information data												
QBQ Site Rehabilitation and Restoration												
Conduct kick-off meeting for project												
Meet w/ Superintendent, Interp. & O'odham reps to discuss trail project at QBQ												
Develop trail improvement plan for QBQ wetlands project												
Implement trail plan for QBQ wetlands project												
Rehabilitate the overflow channel												
Monitor implementation of trail plan for QBQ wetlands												
Continue work w/ interp. staff on QBQ wetlands project												
Clear vegetation from channel and overflow												
Remove non-native vegatation from Quitobaquito and Aguajita												
Wetlands Education												
Develop Wetlands Education Program												
QBQ Springs Monitoring and Discharge Assessment												

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Evaluate and recommend flow recorder for Quitobaquito Springs			•									
Purchase flow recorder					•							
Install and calibrate flow recorder at Quitobaquito Springs												
Develop monitoring protocol for flow recording at Quitobaquito Springs												
QBQ Non-Native Fish Control												
Identify & implement strategy for dev. of non-native fish monitoring protocol			•									
Survey and assess non-native fish												
Continue Evaluation of Bat Usage of QBQ Pond												
Obtain amendment to existing Eumops proposal from Dr. Yar Petryszyn		•										
Implement amendment to Eumops assessment			•									
Quitobaquito Wetlands Community Evaluation												
Identify research and resources management activites associated w/ each element		•										
Develop work plan for implementation of resources management activities												
Prepare Request for Proposals for research activities								•				
Archeology												
Evaluate erosion sites										•		
Complete Quitobaquito survey												•
Complete the archeological base map												
Monitor archeological sites												
Expand archeology program to be more regional												
Continue work on Native Am. Graves Protection & Repatriation Act (NAGPRA) issue												
Historic Preservation												
Initiate site stewards program			•									
Initiate site monitoring by Resources Management staff				•								

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Develop a relationship w/ cultural resources staff in SSO & Field Direct. Offic						•						
Perform historic preservation maintenance at needed sites												
Abandoned Mine Lands (AML)												
Prepare 1995/1996 abandoned mine lands inspection notebook												
Inspect and repair safety features at hazardous mine lands						•						
Amend inspection log for all hazardous abandoned mine lands							•					
Continue evaluating mine closures												
Museum												
Develop a workspace for museum	•											
Continue working with Richard Bailowitz in the curation of entomology collectio			•									
Prepare Collections Management Report					•							
Evaluate herpetology collection							•					
Update accession book								•				
Mount herbarium and catalog specimens								•				
Update Automated National Catalog System									•			
Catalog all herpetological specimens collected as part of the EMP									•			
Evaluate procedures for museum use										•		
Check temperature and humidity in the museum room												
Check museum room sticky traps												
Change the chart on the museum room hygrothermograph												
Update and maintain key inventory for Resources Management												
Catalog new specimens												
Freeze/thaw herbarium												
Archives												
Conduct inventory of archives												•
Make a finding aide (index) for archives												•
Review backlog of files from southeast store room												
Library												

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Develop Standard Operating Procedures for slides and photographs										•		
Get Resources Management and Interpretation library on the same system (Procite												•
Inventory and archive Interpretation & Resources Management photographs & books												•
Catalog and label slide collection												
Continue data entry in Procite												
Continue species observation data entry												
General Integrated Pest Management (IPM)												
Implement mitigation options for Golden Bell Mine (sign & interpret)		•										
Prepare 1995 Integrated Pest Management Use Report					•							
Prepare 1996 Use Request					•							
Collaborate w/ resources education on literature, etc.												
IPM - Africanized Honey Bees												
Review Africanized honey bee Integrated Pest Management Plan												
Provide law enforcement with information for stinging emergencies		•										
Provide orientation to seasonals		•										
IPM - Cockroaches												
Inventory and order treatment supplies							•					
Develop IPM Action Plan for monitoring & control of cockroaches												
Treat residential sewers												
IPM - Non-Native Fish												
Examine Quitobaquito area for the presence of non-native fish												
Nursery/Greenhouse Pests												
Monitor nursery plants for infestation												
Make nursery plants less attractive to pests, spray as needed												
Treat infected plants and areas												
Historic Structures												

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Work w/ contractor to develop & implement IPM plans for historic structures												
Boundary Fence Inspection & Repairs												
Inspect and repair northeast boundary: Kuakatch area					•							
Inspect and repair north boundary					•							
Inspect and repair east boundary					•							
Check and map status of west boundary fence removal					•							
Assist with removal of remaining west boundary fence line							•					
Fire Monitoring												
Take photos at established photopoints at Gachado (Burn Site)							•					
Take photos at established photopoints at Hocker							•					
Resources Education & Resources Management												
Open Resources Management staff meetings to other divisions	•											
Investigate options for a bird hotline/ sharing info with the Tucson Aud. Societ		•										
Evaluate sharing software with Interpretation staff		•										
Meet with Superintendent, Interp. & O'odham reps to discuss trail project at QB			•									
Evaluate options for an interactive computer and dev. flora and fauna database				•								
Develop implementation plan and trail improvement for QBQ wetlands project					•							
Implement trail plan for QBQ wetlands project						•						
Review and provide input on written material to be used by Interpretation												
Serve as a reference on visitor requests to provide consistent responses												
Evaluate joint training alternatives												
Continue work w/ Interp on QBQ wetlands project												
Monitor implementation of trail plan for Quitobaquito wetlands												

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Provide presentations to the Interpretation staff												
Conduct interpretation programs for the public												
General Research Administration												
Update 1995 Researchers & Projects List, researcher's mailing list		•										
Send memo to researchers requesting 1995 Investigator's Annual Report		•										
Follow-up memo to researchers for 1995 Investigator's Annual Report				•								
Tabulate 1995 research					•							
Enter all IAR data into database & send to SSO and NBS/CPSU/UA					•							
Prepare and issue initial collection/ research permits					•							
Remove completed research projects from active files					•							
Prepare Investigator's Annual Report summary of all research					•							
Update research files						•						
Develop new research certification documentation and tracking forms								•				
Revise "Information for Researchers" package										•		
Provide collection permits for all applicable monument personnel											•	
Prepare research summary												
Coordinate research, provide field assistance and training, and review proposal												
Prepare and issue collection/research permits												
Maintain contact with all active Principal Investigators												
Maintain visiting researcher forms												
Southwest Parks & Monuments Association (SPMA)												
Contact researchers with approved proposals for FY 1996		•										
Send approval memos with requirements for work			•									

Title	1995 - 1996											
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Monitor progress of research and make submissions for payment when needed												
Natural Resources Preservation Program (NRPP)												
Coordinate and monitor Natural Resources Preservation Program Cowbird research												
Coordinate and monitor NRPP Desert Tortoise research												
Quitobaquito												
Upgrade Quitobaquito fence												
Develop a contingency plan to protect pupfish against wildfire or contaminants												
Continue weely inspections for security												