For use by **Federal agencies** or State of Hawai`i **Department of Hawaiian Home Lands** (DHHL) for a **discovery or excavation on Federal or Tribal lands** (see [43 CFR 10.4(b)](https://www.ecfr.gov/current/title-43/part-10/section-10.4#p-10.4(b)) *Plan of action*). Indian Tribes and NHOs are NOT required to prepare a plan of action for a discovery or excavation on Tribal lands.

Use this template to inform [43 CFR 10.4(b)(1)](https://www.ecfr.gov/current/title-43/part-10/section-10.4#p-10.4(b)(1)) *Step 1—Initiate consultation* and [43 CFR 10.4(b)(2)](https://www.ecfr.gov/current/title-43/part-10/section-10.4#p-10.4(b)(2)) *Step 2—Consult on the plan of action*. Use this template to complete [43 CFR 10.4(b)(3)](https://www.ecfr.gov/current/title-43/part-10/section-10.4#p-10.4(b)(3)), *Step 3—Approve and sign the plan of action*.

**Insert the following 11 pieces of information** in the appropriate places in this template, indicated by {#. Required information and *additional instructions*}. This is the MINIMUM information required; additional information may be included based on the results of consultation.

1. Federal Agency unit or DHHL. *Full name can be abbreviated or referred to by initials after the first instance, i.e. U.S. Department of the Interior, Bureau of Land Management, Nevada State Office (BLM Nevada) or State of Hawai‘i Department of Hawaiian Home Lands (DHHL).*
2. Contact information must be provided for the designated appropriate official ([43 CFR 10.4(a)](https://www.ecfr.gov/current/title-43/part-10#p-10.4(a))), who must be identified by individual name and title.
3. Describe the planned activity or discovery with general geographical location by county and State.
4. Consulting parties, individually named or in attached list. *This includes any lineal descendant(s) and any Indian Tribe(s) or Native Hawaiian organization(s) with potential cultural affiliation. Titles or individual names are optional. Names of lineal descendant may be withheld.*
5. Describe the planned actions to stabilize, secure, protect, cover, or relocate the human remains or cultural items, as determined during consultation.
6. Describe the appropriate duty of care, as determined during consultation.
7. Describe the timeline and method, as applicable, for informing all consulting parties of a discovery and/or evaluating the potential need for an excavation.
8. Describe the timeline and method, as applicable, for completing the steps for disposition under [43 CFR 10.7](https://www.ecfr.gov/current/title-43/section-10.7). *Note: Disposition is only required if human remains or cultural items are REMOVED. Not all discoveries or excavations will result in removal.*
9. Federal agency or DHHL signature, name, and title. *May be different from appropriate official named in #3.*
10. Date approved, signed, and sent. *Documents are timely based on the date sent* [*(43 CFR 10.1(f)(2)*](https://www.ecfr.gov/current/title-43/part-10/section-10.1#p-10.1(f)(2))*).*
11. Attach the record of consultation required by [43 CFR 10.4(b)(2)(iii)](https://www.ecfr.gov/current/title-43/part-10/section-10.4#p-10.4(b)(2)(iii)), redacted if necessary. Template at<https://www.nps.gov/subjects/nagpra/templates.htm>.

**Before signing a plan of action, REMOVE** these instructions, highlighting, italics, and {braces}. **Protect sensitive information**, as identified by consulting parties, from disclosure to the general public to the extent consistent with applicable law.

**Send a copy of the signed plan of action** to all consulting parties. **DO NOT** send to the National NAGPRA Program.

**Plan of Action for**

**Native American Human Remains or Cultural Items**

**Discovered or Excavated on Federal or Tribal Lands**

**{1. Federal agency unit or DHHL}**

This plan of action was developed in accordance with the Native American Graves Protection and Repatriation Act (NAGPRA; 25 U.S.C. 3001 et seq) and its implementing regulations (43 CFR part 10).

**Appropriate official**

To ensure compliance with NAGPRA, {1. Federal agency unit or DHHL} has designated the following appropriate officials to carry out the requirements in 43 CFR Subpart B-Protection of Human Remains or Cultural Items on Federal or Tribal Lands.

{2. *Contact information must be provided for the designated appropriate official (*[*43 CFR 10.4(a)*](https://www.ecfr.gov/current/title-43/part-10#p-10.4(a))*), who must be identified by individual name and title.*}

**Description**

{3. *Insert a general description of the planned activity or discovery, including the general geographical location by county and State. Provide a brief summary of any additional information about the planned activity, discovery, or excavation of human remains or cultural items. Include as appropriate previous studies, discoveries, or excavations in the general area.*}

**Consultation**

This plan of action was developed in consultation with {4. Consulting parties *individually named or in attached list*}. A list of consulting parties who responded and participated is in the attachedrecord of consultation.

**Plan of Action**

{5. *Describe the agreed upon plan to stabilize, secure, and cover human remains or cultural items in situ or to protect, secure, and relocate human remains or cultural items, if removed.*}

{6. *Include any details on the appropriate storage, treatment, or handling of human remains or cultural items, including any reasonable or good-faith effort to incorporate and accommodate Native American traditional knowledge. Identify if free, prior, and informed consent has been given to allow for exhibition, access, or research on human remains or cultural items prior to disposition.*}

{7. *Describe the timeline and methods for informing all consulting parties of a discovery and/or evaluating the potential need for an excavation.*}

**Plan for Disposition (if required)**

{8. *Describe the timeline and methods for completing each step in the disposition process, if required:*

Step 1 - Inform consulting parties. No later than six months after removal of human remains or cultural items, send a written document to consulting parties.

Step 2 - Submit a notice of intended disposition. No later than six months after step 1, submit a notice to consulting parties and to nagpra\_info@nps.gov for publication in the Federal Register.

Step 3 - Receive and consider a claim for disposition. Within one year of notice publication, any lineal descendant, Indian Tribe, or Native Hawaiian organization may submit a claim for disposition.

Step 4 - Respond to a claim for disposition. No later than 90 days after step 3, send a written response to claimant and any other party identified in the notice.

Step 5- Disposition of the human remains or cultural items. No later than 90 days after step 4, send a written disposition statement to the claimant and a copy to nagpra\_info@nps.gov.}.

{9. Federal agency or DHHL signature, name, and title}

{10. Date approved, signed, and sent.}

Enclosure: {11. *Attach*} Record of consultation