

The Governor's Executive Order 05-05

Guidance for Capital Programs Applicants

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www.dahp.wa.gov

Purpose of the GEO 05-05

- Lead by Example
- Washington is rich in Cultural Resources
- Preservation and protection is necessary to understand our history and prehistory
- Make efficient use of State resources
- Many places have not only cultural and historical significance but have religious significance to Tribes
- Benefits to quality of life & economy

Environmental Reviews

- The Department of Archaeology and Historic Preservation (DAHP) is the legally recognized environmental agency with special expertise in cultural resources. (WAC 197-11.920)
- The Governor's Office of Indian Affairs (GOIA) has key responsibility in establishing State policy affecting tribes.



Who is responsible for review?

- The State agency with a capital construction project or land acquisition not reviewed under Federal law. (this responsibility can be handed down to the applicant)
- All Capital budget funded projects require a review if they have the potential to affect cultural resources.
- Both DAHP and the affected tribes must be consulted to obtain comments.

What is required?

- Consultation with DAHP and tribes.
- Reasonable steps to avoid, minimize, or mitigate effects.
- Agencies that do not know how to consult with tribes should contact GOIA.
- Invitations to DAHP and Tribes to participate in project planning.



What DAHP Does under 05-05

- Provides consultation to state agencies on capital projects and real estate acquisitions.
- Reviews agreements between agencies and tribes for cultural resource issues.
- Provides training to State staff managing capital construction projects.

Starting the Process

- **Informal consultation:** a cursory review for cultural resources including areas affected by the scope of work.
- **Formal consultation:** determinations of eligibility and determinations of effect.
 - Interagency agreement if necessary.

Start with a List

- A list of projects that require no further review from DAHP.
- A list of projects that require some level of research.
- A list of projects that can be reviewed for exemptions.
- A list of project that **MUST** be reviewed for effects.



Getting Results

- **Formal consultation:** *Determination of Eligibility for the National Register of Historic Places.*
 - When eligible resources are known, consult on how those resources will be affected.
 - When effects are adverse, a dialogue concerning avoidance, minimization or mitigation takes place.
 - Mitigation = MOU



What We **NEED** to Have

- Map of the location of the project
- Description of the extent and limits of ground disturbance
- List of structures over 50 years of age
- Current photographs of the subject properties
- Copies of correspondence with concerned tribes
- Other concerns as needed to complete a review.

Consultation & Recordation

- The initiation of consultation can be letters or forms from our office.

DAHP Forms

- EZ-Forms
- Cultural Resource Surveys
 - Archaeological Site Forms
 - Historic Property Inventories



EZ Forms

- EZ-1 Project Worksheet--includes a scope of work and a map.
- EZ-3 Determination of Effect—only when requested by SHPO.

When the EZ Form Not Enough?

- When the level of effort for the review is not commensurate with the scope of work
- When the cultural resource is considered significant in the opinion of the SHPO



Frequently Asked Questions

Your Key Success Factors:

- Involve DAHP and Tribes early and often.
- Build a good rapport
- Be process transparent especially when it comes to changes in the scope of work.



What about projects underway?

- Projects underway should be halted at the discovery of archaeological resources or human remains and the appropriate authorities notified immediately.
- Focus is upon planning for capital projects



Do All Capital Projects Need Review?

- Yes. Either through formal or informal consultation
- Projects with ground-disturbing activities
- Structures over 50

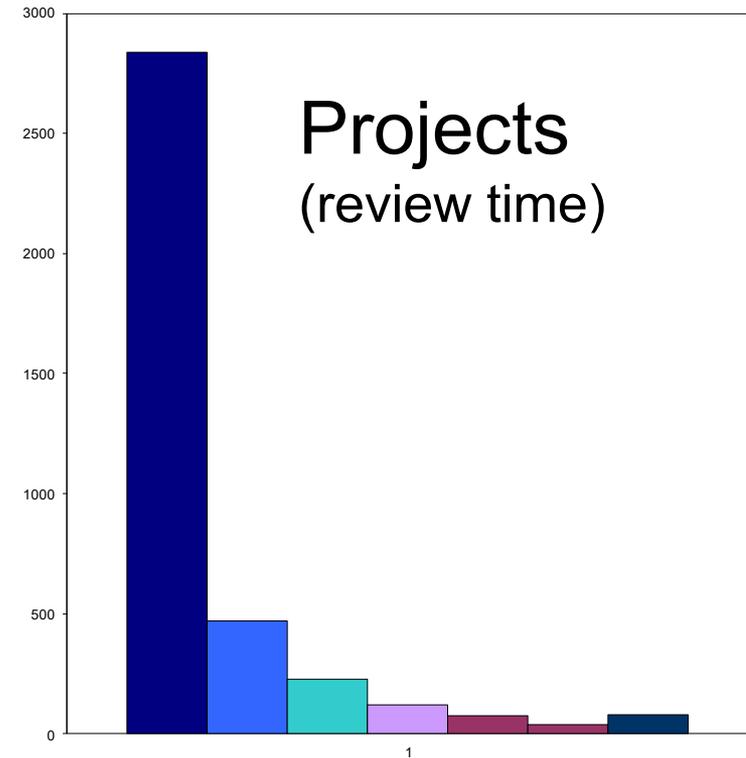


How Long Will A Review Take?

State Projects reviewed
within 30 days

98% under 30 days.

68% under 5 days.



5 day increments

What Can Be Exempted?

- Projects which have no ground disturbing activities
- Buildings less than 50
- General Maintenance and repair
(per PA or informal consultation)
- Projects reviewable through a Federal action
- Special exemptions prescribed and agreed upon in a Programmatic Agreement.

Can SHPO Contact Tribes?

- No, the SHPO cannot contract Tribes on your behalf.

Ways to contact Tribes

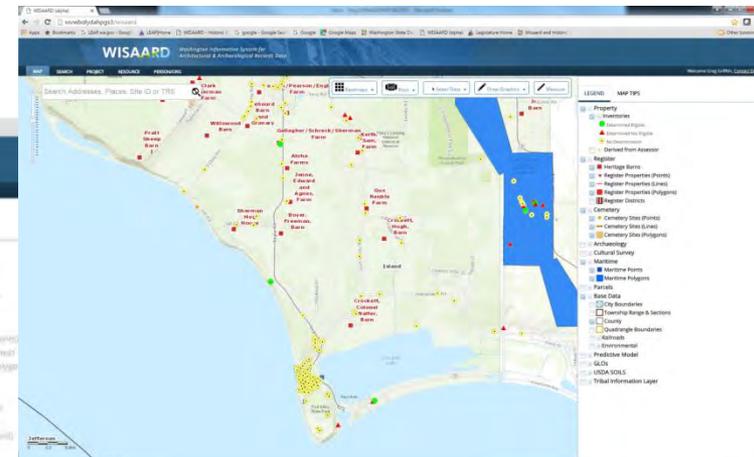
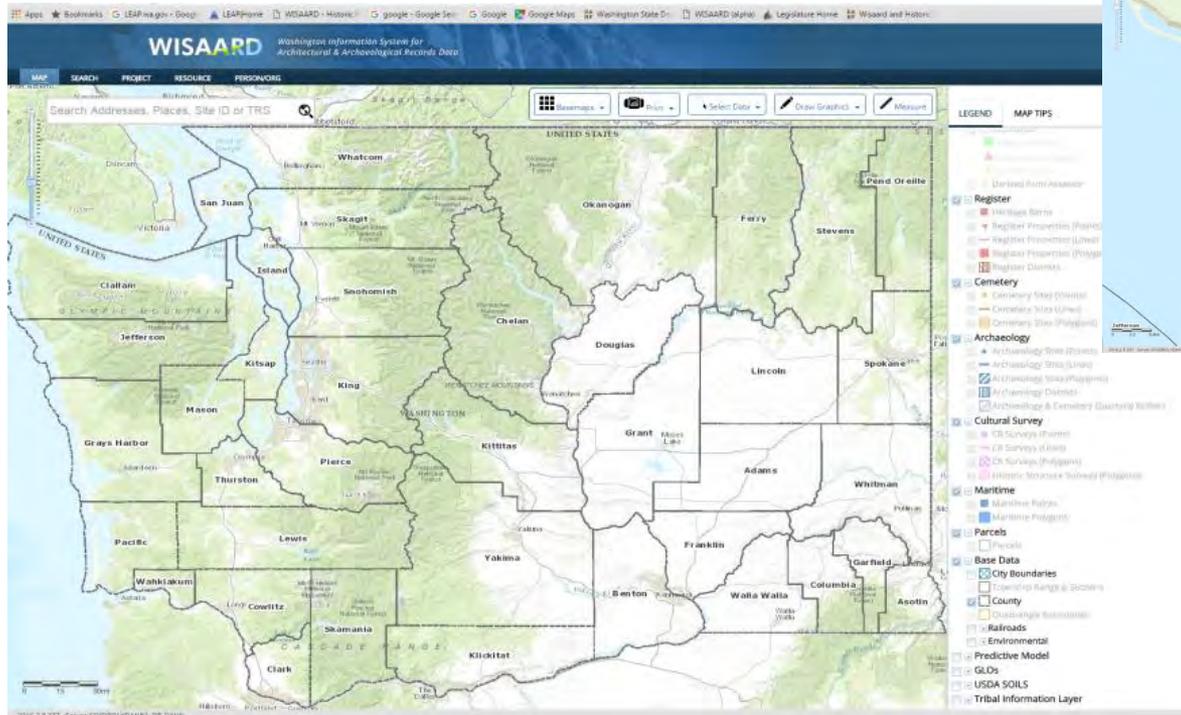
- Appoint a Tribal Liaison
- Consult DAHP's Tribal contact list
- Contact GOIA if you do not know what tribes require consultation on your project.



A word about WISAARD....

(Washington Information System for Architectural and Archaeological Records Data)

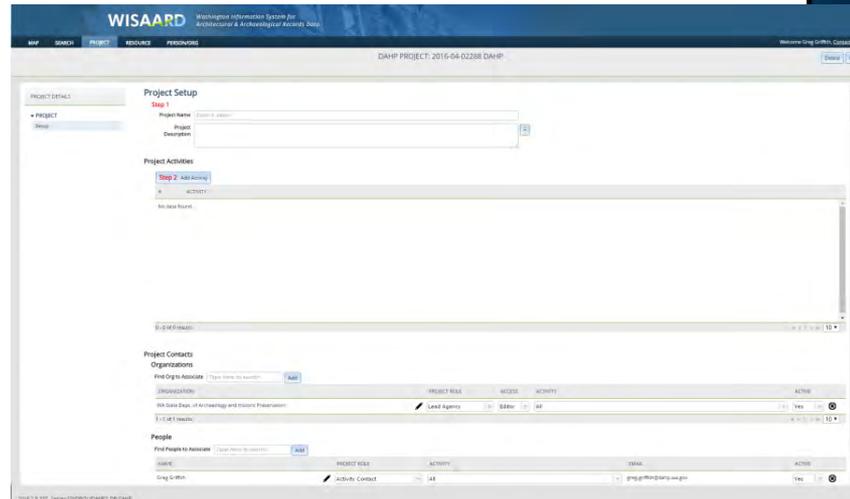
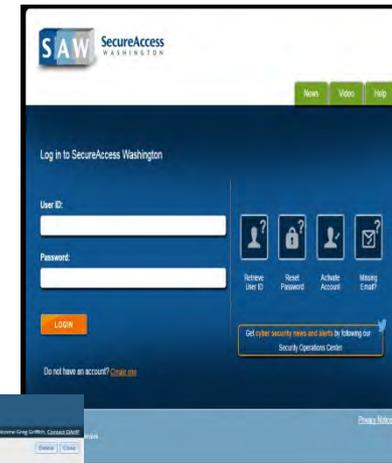
WISAARD is DAHP's on-line, GIS-based search tool and data entry application. It is used to submit inventory forms and reports to DAHP, but it is also used to track the administrative record of all compliance projects that come through our office.



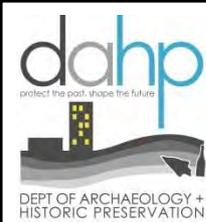
WISAARD screen shots

Tips for using WISAARD

- Allow time to get acquainted with and comfortable using WISAARD.
- Visit our introductory page with info, and links to SAW and tutorials.
- You will need to apply for and receive your SAW (Secure Access Washington) to access the database for project uploads. Your SAW application will be approved by DAHP staff and you will be provided access to WISAARD.
- With your access to WISAARD, you will input project information directly into the database online (i.e. location, contact info, project description, upload documents, etc.)
- Once you submit your project, DAHP staff will be notified.



Questions? Contact: Annie Strader at Annie.Strader@dahp.wa.gov or 360-586-3078



Access to historic property data entry does not require you to submit any paperwork, simply request the WISAARD service through [Secure Access Washington](#)

- Archaeological site data is protected by law, therefore, access to archaeological data is strictly controlled to those “who need to know” and gained by completing and submitting to DAHP a form demonstrating you are one of the following:

An archaeologist meeting the Sec. of Interior Standards and Washington State Statute 27.53.030.

A Tribal cultural resource staff member, [click here](#).

If you meet the Secretary of the Interior Standards in a discipline other than archaeology.

A Section 106 Manager for a Federal or State Agency, but do not meet the Sec. of the Interior Standards in any discipline.

You have a B.A. in archaeology and 5 years experience in Washington.

You are an anthropology student needing access for a class project.

You are an academic researcher.

Below are tutorials designed to help you sign up for a Secure Access Washington (SAW) account and to show you how to request access to the WISAARD service. Please note that you will be approved for the first level of secure access, but you will not be able to see archaeological information until DAHP has received and approved your paperwork.

How to Create a SAW Account Tutorial

Requesting Access to New Wisaard (New Users)

Requesting Access to New Wisaard (Previous Users)