

Interim Guidelines for Maps in NEPA Documents*

1. NEPA documents placed on the Internet should not include maps, except for a basic map showing the proposed action and alternatives (existing transmission and pipelines are not to be included).
2. Maps included in printed NEPA documents **should not**:
 - Show precise surveyed or GPS coordinates of equipment, structures, or towers.
 - Show the specific location of substations, except where such information is critical to a basic understanding of the proposed project.
 - Show the layout of a substation (exceptions are on a case by case basis where the substation is the main subject of the NEPA project or where the general location of the new or existing equipment needs to be shown for consideration of visual impact or other necessary consideration.)
 - Label existing transmission lines coming into substations.
 - Show the location of a gas pipeline or other possible target facilities, unless it needs to be shown because its location is important in the consideration of the project. Again, do not give the precise surveyed or GPS coordinates.
 - Show the security features of the project, such as a gated entry.
3. Maps included in printed NEPA documents **should**:
 - Show the approximate location of the proposed actions to give the reader a basic understanding of the proposal.
 - Be useful to the reader
 - Show approximate location of substation when such information is critical to the proposed project.
 - Label only those lines entering a substation that are integral to the proposed action (maps showing unidentified or unlabeled lines are permissible).
4. Maps more detailed than those included in NEPA documents can be displayed at public meetings. BPA considers these maps confidential as they may contain information sensitive to national security. Maps should be distributed only to those individuals throughout the agency that have a need to know.
5. For FOIA reasons, BPA employees should maintain strict control of project maps distributed to non-federal parties and outside contractors. Maps should be numbered, distributed with a cover letter, and logged as to whom they been sent.
6. When requested for FOIA reasons, maps sent to landowners adjacent to proposed projects will be numbered; be accompanied with a cover memo stating the sensitivity of distributing maps; and the project manager will track where maps have been sent.
7. Be sensitive with the written word, especially in widely distributed documents, such as letters to the public.

Questions? Ask your manager, and/or call Jennifer Trottier in Legal and Mike Berg in Security.

* These guidelines were created in response to a Memorandum from DOE Deputy Secretary Francis Blake, dated 10/26/01, regarding the potential terrorist use of information from NEPA documents. Specific items of concern include: emergency planning hazards assessments; safety analysis reports; environmental impact statements; detailed site/facility maps; maps and photographs of facilities. BPA has requested further guidance from DOE on the implementation of the Memorandum consistent with NEPA, FOIA, and other public right-to-know laws.