Show amounts and class of use. If applicable, enter the number of launches and people per launch, camps and people per camp, or trips and people per trip associated with the use.

5. Require an annual operating plan for the period of the permit and approval of an annual itinerary as a

provision of the permit.

- 6. Indicate in the permit the amount of livestock used for transportation of people and equipment in connection with the activity, and specify if the livestock may graze. Do not issue a separate livestock use permit. Include a clause that requires the holder to record and report the amount of livestock grazing use that will actually occur with the outfitting or guiding use. Report livestock grazing use in the Annual Grazing Statistical Report (Report FS–2200–j). Do not report occupancy by animals that were not authorized to graze.
- 7. Specify and describe proposed use of specific assigned sites in operating plans and annual itineraries.
- 8. Allow holders to choose one of two alternative fee systems based on FSH 2709.11, section 37.21c (option A or B).
- 9. Require holders to provide accurate information through an actual use report within 30 days of the close of the operating season.
- 10. Require holders to maintain accounting records in accordance with generally accepted accounting principles or other comprehensive bases of accounting, to make those records available to the Forest Service for review, and to retain them for at least five years.
- 11. The holder may be required to have public liability insurance under FSM 2713.32. The holder's insurance must name the United States Government as an additional insured.

41.54k—Permit Administration.

- 1. Performance Review and Evaluation. Monitor authorized operations to verify compliance with permit terms and conditions during the season of use. Assignment of priority use depends on documentation of satisfactory performance. More frequent reviews may be necessary to achieve compliance with the permit terms and conditions. Conduct a mid-season performance review and evaluation of the holder's operations. See FSM 2716.5 for additional direction.
- a. Performance Standards. Forest Supervisors shall develop specific performance standards for inclusion in each permit and/or operating plan in consultation with District Rangers and individual holders, outfitter and guide licensing agencies, advisory councils, and other State and Federal land

management agencies. At a minimum, Forest Supervisors shall develop specific standards for the degree of compliance with terms of the permit and operating plans and itineraries, customer satisfaction, and protection of natural resources.

b. Performance Ratings. Evaluate the holder's overall performance using three performance ratings: Acceptable, Probationary, and Unacceptable. Base these ratings on the specific performance standards included in the holder's permit and/or operating plan.

- c. Mid-Season Review and Evaluation. Conduct a mid-season review and evaluation of all holders. Notify the holder in writing of the results of this mid-season review and evaluation. Include:
- (1) Any deficiencies or items of noncompliance; and
- (2) A time frame for remedying deficiencies and correcting noncompliance.
- d. Second Review and Evaluation.
  Conduct a second review and evaluation at the end of each operating season if the mid-season review and evaluation disclose deficiencies or items of noncompliance that would substantiate a rating of Unacceptable, or in the case of holders assigned priority use, a rating of Unacceptable or Probationary. Notify the holder in writing of the results of this second review and evaluation. Include:
- (1) Any deficiencies or items of noncompliance identified at mid-season and not remedied or corrected; and
- (2) Any deficiencies or items of noncompliance identified during the second review.
- e. Annual Ratings. Rate every holder at the end of the operating season. Provide the holder with a copy of the rating, and include notification of the holder's right to appeal.
  - (1) Holders Assigned Priority Use.
- (a) If a holder receives an annual rating of Probationary at the end of the permit year, reduce the term of the permit to no more than one additional year. If at the end of that period the holder receives an annual rating of Probationary or Unacceptable, the authorized officer shall not renew the permit and shall allow the permit to terminate. If at the end of the additional year the holder receives an annual rating of Acceptable, the holder may again be assigned priority use, and the permit is subject to renewal under section 41.53f, paragraph 2f.
- (b) If a holder receives an annual rating of Unacceptable, the permit shall be revoked. In the case of a permit that is about to expire, it shall be allowed to terminate.

(c) Holders may appeal final ratings of Probationary and Unacceptable under applicable Federal regulations. Termination of a permit is not subject to appeal.

(2) Holders Not Assigned Priority Use.
(a) If a holder receives an annual rating of Acceptable at the end of the permit year, the authorized officer may renew the permit for no more than one additional year. If at the end of that period the holder receives an annual rating of Acceptable then the holder may be eligible for assignment of priority use. See section 41.53g for additional direction on conversion to priority use.

(b) If a holder receives an annual rating of Unacceptable, the permit shall be revoked or allowed to terminate.

(c) Holders may appeal an annual rating of Unacceptable under applicable Federal regulations. Termination of a permit is not subject to appeal.

2. Assignment of Use. Do not approve requests to assign all or part of the authorized use to others. If a holder is unable or unwilling to provide the services authorized by the permit, revoke the permit or reduce the authorized use. If appropriate, assign the amount of use to others in accordance with section 41.53h.

41.531—Permits for Institutional and Semi-Public Outfitting and Guiding. Permits may be issued to institutional and semi-public outfitting and guiding applicants consistent with forest land and resource management plan direction for commercial use and group size. Schedules and services may fluctuate from season to season or year to year. Applicants may include a variety of membership or limitedconstituency institutions, such as religious, conservation, youth, fraternal, service club, and social groups; educational institutions, such as schools, colleges and universities; and similar common interest organizations and associations. This category may also include applicants who operate commercially on a limited or intermittent basis in providing service to selected customer clientele rather than to the public at large. Outfitting and guiding activities conducted by institutional or semi-public groups may be authorized regardless of whether a fee or other consideration is collected from participants.

1. Issue permits when the use furthers the public interest and can be accommodated without causing unacceptable resource impacts or conflicts with other authorized users. The authorized activities must be consistent with applicable laws, regulations, and forest land and