



Acquisition & Disposals Evaluation
18-001T CY Justin's Rancheria

Hello Tweety Bird - Tribal Employee

My Workspace

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- 2018
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Question	Response	Upload Required	Comment
1 Do tribal employees have access to Trust Asset & Accounting Management System (TAAMS) at the Tribe's location for this particular program?			Click to add comments
1a If no, please explain how the Tribe determines land ownership.			Click to add comments
2 Do you maintain a log to document every transaction that generates trust income? (e.g. negotiated sale) (25 CFR §1000.355(d)(7))			Click to add comments
2a If yes, please upload a log of approved transactions within scope of review.		Yes	Click to add comments
3 Do you utilize an internal control to help ensure accuracy in the processing of trust transactions? (e.g. policy, checklist, desk operating procedures) (25 CFR §1000.355(d)(7))			Click to add comments
3a If yes, please upload what is utilized.		Yes	Click to add comments
3b If no, please explain how the Tribe ensures accuracy in the processing of trust transactions.			Click to add comments
4 Is Secretarial approval obtained for all trust transactions? (25 CFR §163.20)			Click to add comments
4a If no, under what authority are the trust transactions approved.			Click to add comments
5 Are trust transactions submitted to the Land, Title, & Records Office (LTRO) to be recorded? (25 CFR §150.6)			Click to add comments
5a If yes, does the Tribe or the BIA send trust transactions to the LTRO?			Click to add comments

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6 <small>25 CFR §1000.355(d)(7))</small> Do you maintain originals/copies of all processed/approved documents? (25 CFR §1000.355(d)(7))			Click to add comments
6a If no, please explain.			Click to add comments
7 <small>25 CFR §1000.355(d)(7))</small> Are key duties and responsibilities divided or segregated among different people to reduce the risk of error, waste, or fraud, i.e., conflicts of interest, no one person is allowed to control all key aspects of a transaction? (25 CFR §1000.355(d)(7))			Click to add comments
7a If yes, upload the Tribe's policy or desk operating procedures.		Yes	Click to add comments
7b If no, please explain.			Click to add comments
8 <small>CFR 1000.355(d)(7))</small> Do you have a policy that establishes the timeframes for the processing of trust transactions? (25 CFR §1000.355(d)(7))			Click to add comments
8a If yes, upload a copy.		Yes	Click to add comments
8b If no, please explain.			Click to add comments
9 <small>25 CFR §1000.355(d)(7))</small> Do you utilize Bureau of Indian Affairs (BIA) handbooks for policies & procedures in managing this function/program? (25 CFR §1000.355(d)(7))			Click to add comments

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9a If no, has the Tribe developed its own policies and procedures?		Yes	Click to add comments
9a1 If yes, please upload Tribe's policies and procedures.			Click to add comments
10 Do you preserve, protect, and manage all fiduciary trust records created and/or maintained by the Tribe during management of trust programs? (25 CFR §1000.355(d)(7); Funding Agreement - Trust Records Management)			Click to add comments
10a If yes, please explain			Click to add comments
11 Do you have an approved National Environmental Policy Act (NEPA) document or decision document for each trust transaction (Environmental review)? (25 CFR §162.438)			Click to add comments
12 Are you aware of any instances of fraud, waste or abuse?			Click to add comments
13 Do you require an application for all conveyances? (25 CFR §152.23)			Click to add comments
14 Is an appraisal or waiver obtained for each proposed sale, gift conveyance, or exchange? (25 CFR §152.24)			Click to add comments
14a If no please explain.			Click to add comments
15 Is there a policy and/or procedures that restricts trust records so that only authorized personnel have access to them? (25 CFR §1000.355(d)(7))			Click to add comments

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