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Evaluation	Required Documents	Response	Upload Required	Comment
?	Question			
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? (25 CFR §1000.355(d)(7))			Click to add comments
2a	If yes, please upload 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 §211.20(a) & 25 CFR §212.20(c))			Click to add comments

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4a If no, under what authority are the trust transactions approved.			Click to add comments
5 25 CFR §150.6 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
6 25 CFR §1000.355(d)(7) 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 25 CFR §1000.355(d)(7) 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
7a If yes, upload a copy.		Yes	Click to add comments
7b If no, please explain.			Click to add comments
8 25 CFR §1000.355(d)(7) 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
8a If no, has the Tribe developed its own policies and procedures?			Click to add comments

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8a1 If yes, please upload Tribe's policies and procedures.		Yes	Click to add comments
9 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); Multi-Year Funding Agreement (MYFA) Trust Programs Section - Trust Records Management)			Click to add comments
9a If yes, please explain.			Click to add comments
10 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
10a If yes, upload Tribe's policy or desk operating procedures.		Yes	Click to add comments
10b If no, please explain.			Click to add comments
11 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
12 Are you aware of any instances of fraud, waste or abuse?			Click to add comments
13 Do you have an approved National Environmental Policy Act (NEPA) document or decision document for each trust transaction (Environmental review)? (25 CFR §211.7 and §212.7)			Click to add comments

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13a If no, please explain.			Click to add comments
14 25 CFR §211.40 25 CFR §212.40 Unless otherwise specifically provided for in a lease, once production has been established, are all payments made to ONRR or such other party as may be designated (i.e.: direct pay, etc.)? (25 CFR §211.40 and §212.40)			Click to add comments
14a If no, where are payments made?			Click to add comments
15 25 CFR §211.55 25 CFR §212.55 Have there been any lease violations? (25 CFR §211.55 and §212.55)			Click to add comments
15a 25 CFR §211.54 25 CFR §212.54 If yes, if lease violations were not corrected within 30 days, did management cancel the permit/lease, or issue an order of cessation of operations? (25 CFR §§211.54 and 212.54)			Click to add comments
15a1 If no, please explain.			Click to add comments
16 25 CFR §1000.355(d)(7) Does the Tribe regularly receive automated production information from ONRR or BIA? (25 CFR §1000.355(d)(7))			Click to add comments
16a1 25 CFR §1000.355(e) Does the Tribe ensure a tribal resolution accompanies the executed agreement? (25 CFR §1000.355(e))			Click to add comments

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15a1 If no, please explain.			Click to add comments
16 25 CFR §1000.355(d)(7) Does the Tribe regularly receive automated production information from ONRR or BIA? (25 CFR §1000.355(d)(7))			Click to add comments
16a1 25 CFR §1000.355(d) Does the Tribe ensure a tribal resolution accompanies the executed agreement? (25 CFR §1000.355(d)(7))			Click to add comments
16a1a If yes, please upload resolution(s).		Yes	Click to add comments
17 25 CFR §1000.355(d)(7) Does the Tribe coordinate with BLM and lease operators concerning abandonment and rehabilitation of lease sites to include review of lease stipulations, final inspections, notification of needed corrective actions and issuance of notices of non-compliance and calls on lease surety bonds if necessary? (25 CFR §1000.355(d)(7))			Click to add comments
17a If no, please explain.			Click to add comments

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