U.S. DEPARTMENT OF THE INTERIOR
Certification of Position Approval for Retirement Under 5 USC 8336(c) and 8412(d)

[X] Approved under the Civil Service Retirement System, 5 USC 8336(c)

[X] Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Primary-Rigorous (LE).

Bureau: Bureau of Land Management – Bureau Wide.

Classification Title: Law Enforcement Ranger.

Organization Title: _____.

Position Number: LE903 Series and Grade: GS-1801-05/07/09.

RECOMMENDATION FOR COVERAGE REVIEW:

Primary-Rigorous coverage is recommended for this position. Special retirement coverage under both CSRS and FERS is requested.

The primary purpose of the position is to investigate areas where acts of criminal activity, theft, vandalism or offenses of the criminal laws and regulations of the US relating to public lands and resources have occurred; and to enforce a variety of Federal laws and regulations related to public land and resources by performing investigations, apprehending suspects and violators, performing surveillance activities, and making enforcement contacts. Position requires knowledge of: the legal principles and concepts sufficient to determine what constitutes a crime or violation and recognize the kinds of evidence required to prove that a violation has occurred; the elements needed to establish probable cause and reasonable suspicion to conduct searches and make arrests and seizures.

The duties of this position are so rigorous that employment opportunities are limited to young and physically vigorous individuals who must meet established physical qualification requirements.

Bureau Program Designee — Date: 7-25-02

DOI Fire & Law Enforcement Team Lead, Marcia L. Scifres — Date: 08/30/2002

APPROVAL: The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date of 07/18/02. Approval is by DOI Secretary's Designee:

Deputy Assistant Secretary, Human Resources & Workforce Diversity — Date: 9/16/02

POSITION DESCRIPTION *(Please Read Instructions on the Back)*

1. Agency Position No.: LE903

2. Reason for Submission: ☐ Redescription ☐ New ☐ Reestablishment ☐ Other

Explanation *(Show any positions replaced)*: Replaces LE901 LE Ranger GS-1801-09

3. Service: ☐ Hdqtrs ☑ Field

4. Employing Office Location:

5. Duty Station:

6. OPM Certification No.:

7. Fair Labor Standards Act: ☐ Exempt ☑ Nonexempt

8. Financial Statements Required: ☐ Executive Personnel Financial Disclosure ☐ Employment and Financial Interest

9. Subject to IA Action: ☑ Yes ☐ No

10. Position Status: ☑ Competitive ☐ Excepted *(Specify in Remarks)* ☐ SES (Gen.) ☐ SES (CR)

11. Position Is: ☐ Supervisory ☐ Managerial ☑ Neither

12. Sensitivity: ☐ 1--Non-Sensitive ☑ 3--Critical ☐ 2--Noncritical Sensitive ☐ 4--Special Sensitive

13. Competitive Level Code:

14. Agency Use:

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. Office of Personnel Management						
b. Department, Agency or Establishment						
c. Second Level Review	LE Ranger	GS	1801	09	TWR	7-18-02
d. First Level Review						
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position *(if different from official title)*:

17. Name of Employee *(if vacant, specify)*:

18. Department, Agency, or Establishment: Department of the Interior

a. First Subdivision: Bureau of Land Management

b. Second Subdivision:

c. Third Subdivision:

d. Fourth Subdivision:

e. Fifth Subdivision:

19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.

Signature of Employee *(optional)*:

20. **Supervisory Certification.** *I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.*

a. Typed Name and Title of Immediate Supervisor:

Signature: Date:

b. Typed Name and Title of Higher-Level Supervisor or Manager *(optional)*:

Signature: Date:

21. **Classification/Job Grading Certification.** *I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.*

Typed Name and Title of Official Taking Action: Todd W. Ryan, HR Specialist (Classification)

Signature: Date: 7-18-02

22. Position Classification Standards Used in Classifying/Grading Position: GLG for Classifying Investigator Positions GS-1810/GS-1811, TS-8, Feb 72. PCS for Border Patrol Agent, GS-1896. Sep 78. WCPS Aug 01. Draft JFS for Admin Work in the Investigation, Enforcement, Inspection, and Compliance Group, GS-1800, Dec 01.

Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.

23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee *(optional)*										
b. Supervisor										
c. Classifier										

Department of the Interior, FLERT Specialist

This PD has been approved as follows under 5 USC 8336(c) and 8412(d)

24. Remarks: FPL: GS-09

Firefighter ✓ Law Enforcement

✓ Primary Secondary/Administrative Sec/Supvy

Approved Date: September 16, 2002

25. Description of Major Duties and Responsibilities *(See Attached)*

DI-625

POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS	2. NAME OF INCUMBENT

3. ORGANIZATIONAL LOCATION ☑ AS SHOWN ON CURRENT DESCRIPTION ☐ AS HEREBY AMENDED

IIa. _____ d. _____

b. _____ e. _____

c. _____

4. CSC TITLE AND BUREAU POSITION NO.	SCHEDULE	SERIES	GRADE
LE903 LE Ranger	GS	1801	05

☑ SAME AS PRESENT: AMENDED FOR ☐ CSC TITLE ☐ POS. NO. ☐ SCHEDULE ☐ SERIES ☑ GRADE

CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED.	6. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.
(Signature of Supervisor) (Date)	Todd W. Ryan 7/18/02 (Official Exercising Classification Authority) (Date)
TITLE _____	TITLE HR Specialist (Classification)

7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE AND THE ADDITIONS, DELETIONS, OR REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER.

Incumbent serves as an trainee at the GS-05 level against a full performance position of GS-09. Assignments and training are designed to provide experience in the different aspects of law enforcement work. The assignments consist of specific tasks in investigations, apprehension, interagency contacts with law enforcement agencies, and resource management coordination.

Positions at this level must be closely supervised by a higher level Law Enforcement Ranger. Supervision is received from a Supervisory Law Enforcement Ranger or Field Staff Law Enforcement Ranger who assigns work in accordance with the instructions and refers questions to the supervisor. Work is reviewed in progress and upon completion for accuracy and adherence to instructions.

This position is non-exempt from FLSA.

SUPERVISORY CERTIFICATION: I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that a false or misleading statement may constitute violations of such statutes or their implementing regulations.

Department of the Interior, FLERT Specialist Faye Lappin

Name Signature and Title of Supervisor Date

This PD has been approved as follows under 5 USC 8336(c) and 8412(d)

_____ Firefighter ✓ Law Enforcement

✓ Primary _____ Secondary/Administrative _____ Sec/Supvy

Approval Date September 16, 2002

DI-625

POSITION CLASSIFICATION AMENDMENT

1. OFFICIAL HEADQUARTERS	2. NAME OF INCUMBENT

3. ORGANIZATIONAL LOCATION ☑ AS SHOWN ON CURRENT DESCRIPTION ☐ AS HEREBY AMENDED

IIa. _____ d. _____

b. _____ e. _____

c. _____

4. CSC TITLE AND BUREAU POSITION NO. LE903	SCHEDULE	SERIES	GRADE
LE Ranger	GS	1801	07

☑ SAME AS PRESENT: AMENDED FOR ☐ CSC TITLE ☐ POS. NO. ☐ SCHEDULE ☐ SERIES ☑ GRADE

CERTIFICATIONS

5. I CERTIFY THAT THE POSITION IDENTIFIED ABOVE HAS CHANGED AS REFLECTED.

(Signature of Supervisor) (Date)

TITLE _____

6. I CERTIFY THAT THE CHANGES REFLECTED ARE PROPER AND THE POSITION AS HEREBY AMENDED IS PROPERLY CLASSIFIED.

Todd W. Ryan 7/18/02

(Official Exercising Classification Authority) (Date)

TITLE HR Specialist (Classification)

7. DESCRIBE BRIEFLY, BUT IN FULL, THE REASONS FOR CHANGES CHECKED ABOVE AND THE ADDITIONS, DELETIONS, OR REVISIONS WHICH ARE TO BE MADE IN THE DESCRIPTION PROPER.

Incumbent serves as an advanced trainee at the GS-07 level against a full performance position of GS-09. Assignments are designed to provide varied experience as a foundation for future responsibility. The assignments consist of investigation, apprehension, interagency coordination with law enforcement agencies, and resource management coordination. The incumbent must detect a variety of violations, ranging from misdemeanors to higher level criminal activity, and evaluate their impact on the resources.

Positions at this level must be supervised by a higher level Law Enforcement Ranger. Supervision is received from a Supervisory Law Enforcement Ranger or Field Staff Law Enforcement Ranger who makes work assignments, indicates the problems and conditions to aware of, and identifies ways to overcome or solve problems. The incumbent carries out specific tasks and consults with the supervisor on unfamiliar situations or when problems arise. Work is reviewed for adherence to instructions and procedures, technical accuracy, adequacy of method and results, and additional developmental needs.

This position is non-exempt from FLSA.

SUPERVISORY CERTIFICATION: I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that a false or misleading statement may constitute violations of such statutes or their implementing regulations.

Name Signature and Title of Supervisor _____ Date

Department of the Interior, FLERT Specialist

This PD has been approved as follows under 5 USC 8336(c) and 8412(d)

_____ Firefighter ✓ Law Enforcement

✓ Primary _____ Secondary/Administrative _____ Sec/Supvy

Approval Date September 16, 2002

INTRODUCTION

This position is typically found in line organizations below state office level but may be located at any organizational level within the Bureau of Land Management (BLM). The primary purpose is to enforce Federal laws and regulations relating to public lands and resources managed by the BLM. The incumbent is assigned a large geographical area of public land and is responsible for identifying and investigating criminal activity occurring on the public lands, apprehending suspects and violators, and carrying out the Federal Land Policy and Management Act of 1976 (FLPMA) law enforcement objectives. The incumbent is a uniformed law enforcement officer with fully delegated law enforcement authority.

The duties of this position may require the incumbent to perform on average a minimum of three hours of irregular or occasional overtime work per week. The incumbent is responsible for recognizing, without supervision, the circumstances that require them to remain on duty beyond regular work hours.

MAJOR DUTIES

Investigations, Apprehension and Enforcement (70%)

Investigates areas where acts of criminal activity, theft, vandalism or offenses of the criminal laws and regulations of the United States that relate to the public lands and resources have occurred. Develops information through fact finding by collecting on-site evidence, interviewing witnesses or suspects, following up on leads, searching records, conducting surveillance, observing suspicious activity, and through information provided by informants, concerned citizens, and local Federal and State officials.

Prepares investigation reports by documenting findings and facts, obtaining witness statements and copies of official records, and including pertinent correspondence, maps, historical information, exhibits, and photographs.

Determines the Federal criminal laws or regulations and/or State laws being violated. Makes record checks with State agencies to determine if violator has any prior violations. Issues citations or makes arrests and files criminal complaints with the court. Books suspects when appropriate and feasible.

Prepares law enforcement work plans incorporating resource management objectives and concerns. Identifies and recommends specific actions to ensure and enhance the protection of natural resources.

Enforces a variety of Federal laws and regulations related to public land and resources by performing investigations, apprehending suspects and violators, performing surveillance activities, and making enforcement contacts.

As case agent, represents the U.S. Government as the prosecutor in court. Obtains investigation reports and criminal history of the defendant and prepares testimony. Meets with prosecuting attorneys, presents testimony, delivers evidence to the court, and responds to testimony presented by defense attorneys/defendants. Recommends sentence, e.g., fines, probation, time in custody, administrative action, and monetary restitution to the government or reclamation of damage to the court.

Requests and presents justification for arrest warrants for defendants who fail to appear in court.

Develops and maintains liaison with other Federal, State, and local law enforcement agencies to share in the resources in order to provide additional protection of people and property on public lands. Cooperates in the investigation and disposition of cases. Provides assistance, e.g., back-up, to other law enforcement officers, exchanges case information, and coordinates other law enforcement activities of mutual interest.

May be delegated as a State Peace Officer under a Memorandum of Understanding with the county sheriff or other State or local official so authorized. Pursuant to such memoranda, is authorized to enforce applicable State laws or county ordinances on Federal public land and private property adjacent to the public land.

Other: 30%

Special Assignments
May be assigned to multi-agency task forces to perform special law enforcement activities, e.g. eradication of marijuana gardens, crowd control, and archeological/cultural, vegetation/timber, arson, drug, and wild horse and burro investigations. Participates in ground and air surveillance to identify suspects and in raids to apprehend suspects and evidence. Serves search warrants and searches for, collects, photographs, and catalogs evidence. May be assigned to provide law enforcement and security services on interagency operations such as wild land fires or homeland security incidents.

Education
Communicates to public land users the Federal laws and regulations pertaining to use of public land and its resources. Prepares and makes presentations to school groups, various organizations, and visitors.

Search and Rescue
Assists in searching for, and rescuing, visitors to public lands. In the absence of responsible authorities, plans and directs search and rescue activities. Administers first aid when required.

Automation
Utilizes automated equipment (hardware/software), data, systems, and applications to accomplish assigned duties. Collects, enters, manipulates, updates, and maintains data according to prescribed Bureau and program standards. Ensures data quality and integrity by adherence to quality control standards and procedures.

SPECIAL REQUIREMENTS

Incumbent must safely utilize firearms, non-lethal weapons, and defensive tactics in the conduct of daily activities. Operates motor vehicles, or special purpose law enforcement vehicles of various types including four-wheel drives, all terrain vehicles, motorcycles, and small watercraft. Must have and maintain a valid motor vehicle operator's license.

This position has been identified as Critical-Sensitive. Incumbent must maintain a favorable single scope background investigation.

This position is a drug-testing designated position.

Incumbent must meet the medical and physical standards for this position.

Position is for young and physically vigorous individuals and is subject to the maximum entry age restrictions.

Incumbent must successfully complete a Basic Law Enforcement School (with emphasis on natural resources law enforcement) at the Federal Law Enforcement Training Center (or equivalent). Incumbent must successfully complete 40 hours of in-service training annually.

Incumbent must maintain a delegation of law enforcement authority.

FACTORS

Factor 1, Knowledge Required by the Position — Level 1-6, 950 points

Investigations, Apprehension and Enforcement

- Knowledge of Federal laws and regulations, and relevant court decisions that relate to the management of public lands and resources, including the Federal Land Policy and Management Act, and those governing situations which may occur on public lands, e.g., cultivation, manufacturing and/or smuggling of illegal substances; illegal immigration; customs violations.

- Knowledge of legal principles and concepts sufficient to determine what constitutes a crime or violation as defined in Federal and State statutes, and recognize the kinds of evidence required to prove that a violation has occurred (e.g., Federal Rules of Criminal Procedure, Rules of Evidence, Search and Seizure, and Rules of Arrest).

- Knowledge of available sources of information, methods of obtaining and maintaining a chain of evidence, interviewing and interrogation techniques, and the methods and patterns of criminal operations.

- Knowledge of the elements needed to establish probable cause and reasonable suspicion to conduct searches and make arrests and seizures under the various laws and regulations enforced.

- Knowledge of firearms, non-lethal weapons, self defense techniques, prisoner control methods, and electronic surveillance devices.

- Knowledge of natural resource management principles, practices, and concepts in order to perform work within multiple-use guidelines relative to the evaluation and protection of a wide variety of resource values on public land.

- Is required to have successfully completed a Basic Law Enforcement School (with emphasis on natural resources law enforcement) at the Federal Law Enforcement Training Center (or equivalent) in addition to receiving 40 hours of in-service training annually. Knowledge of emergency medical aid and of search and rescue procedures and techniques is also required.

- Knowledge of IBM compatible PC equipment and application software, ability to utilize word processing, and applications specific to the duties of this position.

Education

- Ability to effectively communicate orally and in writing to a variety of audiences.

Factor 2, Supervisory Controls — Level 2-3, 275 points

Supervision is received from a Supervisory BLM Law Enforcement Ranger, Field Staff Ranger, or Field Manager who assigns work in terms of goals and Annual Work Plan commitments, program priorities, and special considerations. The incumbent uses own judgment in setting work priorities and accomplishing work with minimal supervision. The incumbent may request technical guidance from Field and State Staff Rangers, Special Agents, and other staff resource specialists. Work is reviewed primarily in terms of results achieved, adherence to policies and procedures, and effectiveness of results.

Factor 3, Guidelines — Level 3-3, 275 points

Guidelines consist of Departmental and BLM policies and procedures, Operational Handbooks for BLM Law Enforcement and Resource Management and Protection, the U.S. Code, Code of Federal Regulations, annual work plans, and his/her management guidance. The incumbent must frequently adapt guidelines and exercise prudent judgment when encountering actual field situations, e.g., one-on-one with violator, in order to achieve objectives. Consideration must be given to the impact of decisions and actions in terms of safety and evoked responses in each situation.

Factor 4, Complexity Level 4-3, 150 points

Assignments involve carrying out the law enforcement program, coordinating the work with other resource programs, and coordinating activities with other Federal, State, and local law enforcement agencies. The assigned geographic area covers many thousands of acres, e.g., 500,000+ acres, much of which is intermingled with other Federal, State, and privately owned land, and typically includes more than one county.

The work involves applying law enforcement procedures quickly and accurately, investigating a variety of criminal activities and violations, questioning suspects, taking sworn statements, evaluating information, and deciding on the best course of action as each situation develops.

The work is complicated by such factors as conflicting criminal, civil and administrative rulings; the complexity of natural resource laws such as the mining laws and "public benefit" legislation; the nature and extent of violator's methods of operation; the nature and extent of impacted activities; difficulty in establishing the interrelationships of facts or evidence; and little understood public land boundary patterns.

The incumbent cannot depend on the immediate availability of assistance when faced with complex and hazardous situations. Many field duties are performed under stressful conditions, requiring sound analysis and quick decision-making. The incumbent must interact tactfully and effectively with a broad range of public, some of which are hostile or uncooperative, in identifying and carrying out difficult compliance and/or resolving enforcement problems on public lands.

Factor 5, Scope and Effect Level 5-3, 150 points

The purpose of the work is the enforcement of laws, regulations and related statutes concerning public lands and resources. The law enforcement work involves apprehending persons suspected of committing criminal violations, investigating criminal activity and violations, and developing case information sufficient to have suspects tried in court hearings or trials. The effect of the work results in the protection and enhancement of numerous and high resource values on BLM-managed lands, and the protection of visitors and users on those lands.

Factor 6, Personal Contacts Level 6-3, 60 points

The incumbent must successfully work with a broad spectrum of the public, BLM employees at several levels, and other agency counterparts. Contacts include those with other Federal agencies (e.g., National Park Service, Fish & Wildlife Service, Immigration & Naturalization Service, military), police agencies, local governments, attorneys, judges, representatives of professional organizations and universities, and citizens, groups. Persons encountered in the field may be extremely emotional or hostile, dangerous, or belligerent or antagonistic.

Factor 7, Purpose of Contacts • Level 7-2, 50 points

Contacts with BLM employees and cooperating agencies are to exchange or present information, coordinate case actions and other activities, and to reconcile conflicting viewpoints and demands. Contacts with public land users are to enforce laws and regulations governing the use of public lands, inform and enhance their understanding of the natural and cultural resources, and investigating criminal activity and violations, and apprehend suspects and violators.

Factor 8, Physical Demands Level 8-3, 50 points

The incumbent must be able to safely utilize firearms, non-lethal weapons, and defensive tactics in the conduct of daily activities. The work requires considerable strenuous physical exertion, e.g., long periods of standing, crawling, walking and running over rough, uneven, rocky surfaces and through wooded or brush areas, performing these activities day or night, when the incumbent may be required to respond immediately from a sedentary activity to an extremely arduous activity.

The duties of this position are so rigorous that a physical examination is required to ensure that the employee assigned can perform the duties without physical injury to self or others. Employees must meet the arduous physical and medical standards identified in BLM law enforcement policy.

The incumbent must be prepared, at all times, to defend himself/herself and others against physical and armed attack, including the use of physical violence or, as a last resort, deadly force.

Factor 9, Work Environment Level 9-3, 50 points

Work is performed both in a typical office setting and outside with exposure to hazardous and environmentally adverse conditions. Fieldwork is normally performed alone in isolated areas and for extended periods of time. Many investigations occur in isolated areas of the public lands. The remote areas are in high mountains as well as desert areas, canyons, and other types of rough terrain. This type of work involves potentially high risks with personal exposure to dangerous situations, including possible physical attack or other uncontrollable conditions.

The incumbent is regularly exposed to temperature and weather extremes, and will travel on foot or by specialty vehicles, e.g., four-wheel drive, motorcycles, and all-terrain vehicles, aircraft, or horseback to these remote locations to gather evidence and to arrest suspects and violators.