



October 31, 2006

RE: Qualified Professionals Roster

Dear Colleague:

While many agencies have professional staff on board qualified to carry out the research and investigations necessary to fulfill the requirements of the Section 106 review process, other project sponsors may need to contract with qualified professionals for these services on a case-by-case basis. Therefore, in an effort to serve our customers better we are updating our procedures for inclusion in our Qualified Professionals Rosters.

Previously, consultants were only required to submit a resume or curriculum vitae. Now we would like the resumes or curricula vitae to be submitted with a completed qualification form for one or more of the five professional fields. In addition to a resume or curriculum vitae and a completed qualification form, licensed architects will need to provide a copy of their current license.

Our forms are based on the "Archaeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines," *Federal Register*, Vol. 48, No. 190-September 29, 1983, Pt. IV, as well as 312 IAC 21 for Archaeology. They can be found on our website at www.in.gov/dnr/historic.

Please note that there is a possibility that you may be contacted to assist with the Section 106 review process. If you do not wish to participate in such projects, please indicate so in your cover letter.

Furthermore, all current qualified professionals will need to submit the appropriate form along with an updated resume to be included on the new roster.

These new requirements will allow us to streamline the maintenance of our roster and better serve the public. We hope that you will continue to be supportive of the Indiana State Historic Preservation Office and its programs and services. If you have any questions about this matter, please contact Karie Brudis at (317) 233-8941 or kbrudis@dnr.IN.gov.

Thank you for your cooperation.

Very truly yours,

Ron McAhron
Acting Deputy Indiana State Historic Preservation Officer