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**April 16, 2004**
**WEST VIRGINIA BULLETIN NO: WV340-4-1**
**SUBJECT: SPA – FO and RC&D Office Appraisals by Fiscal Year**
**Purpose: To announce the FO and RC&D Office Appraisal Schedules for Upcoming Fiscal Years.**
**Expiration Date: September 30, 2004**

I have asked the ASTC-FO's to conduct Field Office and RC&D Office Appraisals every five (5) years to ensure that our activities are carried out in accordance with rules and regulations of the agency's programs, laws, and executive orders on which the rules and regulations are based.

Listed below is the FO and RC&D Office Appraisal Schedule by fiscal year:

<b>FY</b>	<b>Field Office/RC&amp;D</b>	<b>Tentative Date</b>
<b>04</b>	<b>Martinsburg FO</b>	<b>July, 2004</b>
	<b>Potomac Headwaters RC&amp;D</b>	<b>July, 2004</b>
	<b>Elkins FO</b>	<b>July, 2004</b>
	<b>Pt. Pleasant FO</b>	<b>Week of July 19, 2004</b>
	<b>Princeton FO</b>	<b>March 30, 2004</b>
	<b>Union FO</b>	<b>March 31, 2004</b>
<b>05</b>	<b>Petersburg FO</b>	
	<b>Morgantown FO</b>	
	<b>Fairmont FO</b>	
	<b>Weston FO</b>	
	<b>Sistersville FO</b>	
	<b>Northern Panhandle RC&amp;D</b>	
	<b>Hamlin FO</b>	
<b>Mountain RC&amp;D</b>		
<b>06</b>	<b>Romney FO</b>	
	<b>Glenville FO</b>	
	<b>Cross Lanes FO</b>	
	<b>Great Kanawha RC&amp;D</b>	
	<b>Marlinton FO</b>	
	<b>Huntington FO</b>	
	<b>Philippi FO</b>	
<b>Wes-Mon-Ty RC&amp;D</b>		

**07 Keyser FO  
Franklin FO  
Moorefield FO  
Mt. Clare FO  
Ripley FO  
Little Kanawha RC&D  
Lewisburg FO  
Summersville FO**

**08 Ranson FO  
Kingwood  
Parkersburg FO  
Wheeling FO  
Beckley FO  
Gassaway FO**

**If you have questions or need additional information, please contact Jim Piper at (304) 284-7543.**

**/s/**

**LILLIAN V. WOODS  
State Conservationist**

**DIST: E**

**Truman Wolfe, Ex. Director, WVCA, Charleston, WV  
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