**NAVAJO NATION DEPT. OF FISH & WILDLIFE BIOLOGICAL RESOURCE CLEARANCE PROCESS**

**STEP 1**
Project Sponsor Submits a Data Request (DR) to reviews@nndfw.org. Template available at https://www.nndfw.org/nnhp/drs.htm.

**STEP 2**
DR processed and DR letter sent to sponsor along with Invoice and BRCF Request Form.

**STEP 3**
Submit Payment with invoice. The BRCF will not be sent without payment. See payment options below.

**STEP 4**
A) Sponsor reviews DR letter, determines what their project qualifies as:
- PSR
- CatEx, or
- BE.
If it's a PSR or CatEx complete BRCF request form & return it.
If project requires a BE then complete the BE and attach the BRCF Request and submit it together.

**STEP 5**
NHP reviews type of biological clearance request submitted (i.e. PSR, CatEx, or BE).

**STEP 6**
NHP will review the Biological Clearance request for BRCF Determination.

**ACRONYMS**
BE - Biological Evaluation  
BRCF - Biological Resource Clearance Form  
CatEx - Categorical Exclusion  
DR - Data Request  
NHP - Natural Heritage Program  
PSR - Project Specific Review

**BRCF DETERMINATION**
Determination can be one of the following:
- APPROVAL
- CONDITIONAL APPROVAL
- CATEGORICAL EXCLUSION
- DISAPPROVAL
NHP has completed the review & determined one of the above. A BRCF determination letter will be sent to the sponsor via email or postal mail.

We accept money order or company check. Send payment to: Navajo Fish & Wildlife, P.O. Box 1480, Window Rock, AZ 86515 or email Credit Card Authorization to: reviews@nndfw.org
No personal checks accepted.