

Environmental Document File Naming Convention				
Key No.	Status (DRAFT, FINAL or APPROVAL)	File Description	Date	File Type
Example: 20112	DRAFT	Cultural AHSR	07162019	.pdf
20112 DRAFT Cultural AHSR 07162019.pdf				

Title or Agency	Acronym
Headquarters Environmental Services Manager	ESM
Headquarters Environmental Planner	HEP
District Environmental Planner	DEP
Federal Highway Administration	FHWA
U.S. Army Corps of Engineers	USACE
U.S. Coast Guard	USCG
U.S. Environmental Protection Agency	EPA
National Marine Fisheries Services	NMFS
U.S. Fish and Wildlife Services	USFWS
Idaho Department of Water Resources	IDWR
Idaho Department of Environmental Quality	IDEQ
Idaho Department of Lands	IDL
State Historic Preservation Office	SHPO
Tribal Historic Preservation Office	THPO
Advisory Council on Historic Preservation	ACHP
Bureau of Land Management	BLM
National Park Service	NPS
U.S. Forest Service	USFS
Idaho Department of Fish and Game	IDFG
Idaho Department of Parks and Recreation	IDPR
Local Highway Technical Assistance Council	LHTAC
Ada County Highway District	ACHD

Document Type	File Description
Cultural Resources	
Request for Cultural Resources Clearance Level of Effort	Cultural LOE
Archaeological and Historical Survey Report	Cultural AHSR
Determination of Significance and Effect	Cultural DSE
Determination of Adverse Effect	Cultural DOAE
Determination of Adverse Effect (Electronic 106)	Cultural eDOAE
Memorandum of Agreement	Cultural MOA
Ethnographic Study	Cultural Ethno
Addendum (For all Cultural Documents)	Cultural (specific description)
4(f)	
4(f) Evaluation (Individual)	4(f) Indiv
4(f) Evaluation (Programmatic)	4(f) PR
4(f) Evaluation (De Minimis)	4(f) DeMin

Document Type	File Description
6(f)	
6(f) Conversion Support Documentation	6(f)
Land and Conservation Fund Map	LWCF MAP
Prime, Unique or Important Farmland	
Natural Resources Conservation Service Coordination Submittal	NRCS Coord
Natural Resources Conservation Service Farmland Conversion Impact Rating Determination	NRCS Rating
Hazardous Materials	
Administrative Review (Form ITD-652)	HMAR
Site Assessment Phase 1 – Records Review	HM 1
Site Assessment Phase 2 – Investigation	HM 2
Site Assessment Phase 3 - Remediation	HM 3
Federal Aviation Administration (FAA)	
Notice of Proposed Construction or Alteration	FAA 7460-1
Notice Criteria Tool	FAA NCT
Noise	
Best Estimate Memorandum	Noise Memo
Noise Screening Report	Noise NS
Traffic Noise Report	Noise TN
Air Quality	
Hot-Spot Analysis Report	AQ Hot Spot
Visual Resources	
Visual Impact Assessment (VIA) Memo	VIA MEMO
Visual Impact Assessment (VIA) Abbreviated	VIA ABBR
Visual Impact Assessment (VIA) Standard	VIA STD
Visual Impact Assessment (VIA) Expanded	VIA EXPD
Social, Economic, and Community Resources	
Social Impacts Report	Community SIR
Economic Impacts Report	Community EIR
Community Impacts Analysis	Community CIA
Environmental Justice (EJ)	
EJSCREEN (or American Fact Finder) Support Documentation	EJS
EJ Analysis Report	EJA

Document Type	File Description
Aquatic Resources	
Aquatic Resources Delineation Report	ARDR
404 Non-Reporting Activity Determination	404 NR
404 Permit Application	404
404 Permit Modification	404 MOD
404 Permit Verification	404 VER
Mitigation Plan	Aquatic MIT
Mitigation Bank Purchase Agreement	Aquatic MBPA
Mitigation Monitoring Report	Aquatic MM
Floodplains/Floodway	
FIRMette	FP FIRMette
County No-rise Certification	FP No-rise Cert
Letter of Map Amendment	FP LOMR
Conditional Letter of Map Revision	FP CLMR
Wild and Scenic Rivers	
Wild and Scenic Rivers Section 7 Coordination Submittal	WSR Coord
USFS or BLM Assessment Determination	WSR DET
Sole Source Aquifer	
Sole Source Aquifer EPA Checklist Coordination Submittal	SSA Coord
Sole Source Aquifer EPA Determination	SSA
NEPA Environmental Decision Documents	
Categorical Exclusion (add the determination e.g., c#)	CE c#
Categorical Exclusion Re-Evaluation	CE RE
Environmental Assessment	EA
FONSI	EA FONSI
Environmental Assessment Re-Evaluation	EA RE
Notice of Intent	NOI
Environmental Impact Statement	EIS
Record of Decision	EIS ROD
Environmental Impact Statement Re-Evaluation	EIS RE
Environmental Impact Statement Supplemental	EIS SUP
Statute of Limitations	SOL
Biological Resources	
Programmatic Biological Assessment	PBA
Biological Assessment	BA
Biological Opinion (list agency after)	BO (USFWS or NMFS)
Letter of Concurrence	Bio LOC
Information for Planning and Consultation Official Species List	IPAC
IDFG Species of Greatest Conservation Need Tier 1 List	SGCN List
IDFG Species of Greatest Conservation Need Coordination	SGCN Coord
Public Involvement	
Public Outreach Planner	POP
Public Involvement Support Documentation	Public SUP