

State Cultural Resources Investigation Permit (SCRIP) Application**Alaska Department of Natural Resources, Office of History and Archaeology**

550 W. 7th Ave., Suite 1310 Anchorage, AK 99501-3565

*Questions about State Permits should be directed to the State Archaeologist
either by email at oha.permits@alaska.gov or by phone at (907) 269-8728.*

Permit #:

Date Received:

OHA USE

A. Applicant Section

1. Applicant: _____ 2. Date Submitted: _____
3. Institutional Affiliation: _____
4. Contact Information: Address: _____
Phone: _____ Email: _____
5. Contracting Agency: _____
6. Project Name: _____
7. Field Supervisor: _____
8. Brief Description of Project Area: _____

9. Dates of Proposed Work: _____ to _____ 10. Acres to be Investigated: _____
11. MTRS: (ex. S021N005W|3-5|10) _____

12. Permit Type: _____ If other, please specify: _____
13. Proposed Artifact Repository: _____ Curation Agreement: _____

B. Applicant Signature

By signing this document, the applicant confirms that they have read and agreed to comply with the provisions AS 41.35.080 and 11 AAC 16.020 - 16.090, as well as the Instructions and Stipulations for the Alaska SCRIP.

1. Signature of Applicant: _____ 2. Date: _____
3. Signature of Field Supervisor: _____ 4. Date: _____

C. Agency Land Manager Authorization

1. Land Manager (Print): _____ 2. Agency: _____
3. Land Manager (Sign): _____ 4. Date: _____

D. Office of History and Archaeology Authorization

1. Signature of DPOR Director: _____ 2. Date: _____
3. Expiration Date of Permit: _____

STATE CULTURAL RESOURCE INVESTIGATION PERMIT Stipulations and Conditions

Stipulation Instructions can be found in OHA's *SCRIP STIPULATION INSTRUCTIONS*. Instructions therein are not discretionary, are subject to update, and should be reviewed periodically.

On behalf of the Commissioner of the Department of Natural Resources, the Office of History and Archaeology (OHA) is responsible for administering programs under the [Alaska Historic Preservation Act](#) (AHPA) in the public interest ([AK Constitution 8 § 1-2](#)) including permits under [AS 41.35.080](#) and [11 AAC 16.030-.900](#). A State Cultural Resource Investigation Permit (SCRIP) is required for any cultural resource investigation (survey, monitoring, excavation) on lands owned or managed by any and all State of Alaska agencies, political subdivisions, or entities (collectively referred to herein as "state lands"). Investigation of paleontological resources (fossils) also require a SCRIP, as they are considered a cultural resource under [AS 41.35.230\(2\)](#).

The OHA primarily issues one-year SCRIPs for business purposes, and up to three-year SCRIPs for academic research purposes.

SCRIPs issued for field investigations on state lands are subject to the following conditions:

1. Permit Applications:

- A. A research design shall be attached to the permit application.
- B. Applicants shall allow OHA at least 30 days to process SCRIP applications that are complete.
- C. The permittee shall meet the professional qualification standards of [11 AAC 16.040](#) for work on state lands. However, for projects that are considered federal undertakings by the NHPA, the permittee must also meet the standards established in [43 CFR 7.8](#) and the Secretary of the Interior's Professional Qualification Standards, [48 FR 44738-44739](#).
- D. It is the applicant's responsibility to determine land ownership for the investigation area, and list in the research design the Meridian/Township/Range/Section (MTRS's) for each state land managing agency / entity.
- E. Indemnification. The permittee shall indemnify, hold harmless and defend the State, its officers, agents, and employees from liability of any nature or kind, including costs and expenses for or on account of any and all legal actions or claims of any character whatsoever resulting from injuries or damages sustained by any person or persons or property as a result of any error, omission, or negligent act of the permittee relating to this permit.

2. Permit Issuance and Termination:

- A. OHA shall issue SCRIPs to one permit applicant per SCRIP.
- B. If the permittee is removed from the permitted project, the permittee must forfeit their SCRIP, and remain responsible for reporting of work they completed under the SCRIP.
- C. A SCRIP may be amended by [request](#) to account for deviations from the signed SCRIP application and research design. Amendments will only be issued at the discretion of OHA.
- D. OHA may terminate a SCRIP if the permittee fails to comply with the terms of the SCRIP and stipulations, or with other applicable laws, statutes, and regulations.
- E. SCRIP eligibility is contingent upon the satisfactory completion of prior SCRIPs. Applicants are not eligible for further SCRIPs until the requirements of SCRIPs from previous field seasons are satisfied.

3. Permit Fieldwork:

- A. Investigation methodology shall be explicitly defined in the research design and supported in the report to enable review of work conducted under the SCRIP. Significant changes made to the research design, necessitated by field realities, shall be made in consultation with OHA.
- B. The permittee shall ensure that the Field Supervisor is qualified, knowledgeable, and aware of the Permitted research design and SCRIP Stipulations.
- C. If no Field Supervisor is assigned at the time of SCRIP application, upon assigning a Field Supervisor the permittee shall submit OHA's Field Supervisor form, prior to initiating fieldwork.
- D. As a special permit condition, large projects fielding multiple crews may be required to report multiple field supervisors using OHA's Field Supervisor Form.
- E. Subsurface shovel testing will be conducted for site identification and characterization.
 - 1) This type of shovel test shall measure 0.25 square meters in size. The shape of the sample area will be justified in the research design.
 - 2) All excavated materials will be screened. Screen mesh size shall be justified in the research design, and appropriate to anticipated sediments and artifact classes.
 - 3) Artifacts recovered through subsurface testing shall be collected, analyzed, and curated.
 - 4) If the Field Supervisor determines subsurface testing is not warranted, the survey report shall provide an explanation and images showing why subsurface testing was not appropriate. Inadequate time management is not acceptable justification.
- F. A Curation Agreement is required for SCRIP applications that include any ground disturbing activities and/or the collection of archaeological or paleontological materials.
- G. In the event that human remains are discovered, the permittee shall cease work that would further disturb the remains and immediately contact the OHA and other appropriate state agencies as required by [AS 12.65.050](#).
- H. Issuance of a SCRIP in no way absolves the permittee from complying with other laws and regulations that may apply.
- I. For projects requiring fieldwork in frozen ground or low light conditions, permittees should first consult with OHA regarding appropriate methods and techniques to be used and will work with OHA as needed to revise their research design.
- J. OHA personnel may visit SCRIP-permitted investigations at any time, as per [11 AAC 16.090](#).

4. Permit Reporting:

- A. Reports shall be consistent with *SOI's Standards and Guidelines for Archaeology and Historic Preservation* as well as the *Alaska Historic Preservation Act*. If the report does not meet these standards, the permittee shall resolve the deficiencies identified by OHA to close the SCRIP.
- B. Per 11 AAC 16.050, the final report is due to the [State Archaeologist](#) within six months after the completion of fieldwork. An interim report may be submitted three months after the completion of fieldwork. For multi-year SCRIPs, annual reports are required in addition to a final report.
- C. The permittee shall ensure that Alaska Heritage Resources Survey ([AHRS](#)) records are submitted to the [AHRS Manager](#) for sites investigated under the SCRIP.
- D. OHA will make submitted reports available to cultural resource professionals, land managers, and others authorized by AHRS user agreements to access OHA records.

E. Applicant Signature: SCRIP Stipulations

By signing this document, the applicant confirms that they have read and agreed to comply with the provisions AS 41.35.080 and 11 AAC 16.020 - 16.090., as well as the Instructions and Stipulations for the Alaska SCRIP.

1. Signature of Applicant: _____ 2. Date: _____