

# INDIAN AFFAIRS MANUAL

Part 73

Tribal Government Services

Chapter 3

Indian Entities List

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**1.1 Purpose.** This chapter establishes Indian Affairs (IA) procedures for managing the content and information for the annual Federal Register publication of the Indian Entities Recognized by and Eligible to Receive Services from the United States Bureau of Indian Affairs (“Indian Entities list”).

**1.2 Scope.** This policy applies to all programs and offices under the Assistant Secretary - Indian Affairs (AS-IA), including AS-IA offices and Bureau of Indian Affairs (BIA), involved in the publication of the Indian Entities list.

**1.3 Policy.** It is IA’s policy to publish the annual Indian Entities list in the Federal Register by January 30<sup>th</sup> of each year. The Division of Tribal Government Services (TGS), Office of Indian Services (OIS), is the lead office responsible for drafting and preparing the Indian Entities list for surname, and subsequently, publication in the Federal Register.

**1.4 Authority.**

**A. Statutes and Regulations.**

- 1) P.L. 103-454, Federally Recognized Indian Tribes List Act of 1994

**1.5 Procedures.**

In order to meet the statutory requirement to annually publish the Indian Entities list in the Federal Register, the TGS, OIS, drafts the Indian Entities list and prepares the Federal Register notice and any supporting documentation into the Indian Affairs’ Data Tracking System (DTS) and begin the surname process by November 1<sup>st</sup> of each year.

**A. Tribal Name Changes**

- 1) Tribe’s submit name changes to their local servicing BIA region and/or agency office and must include the following in their Tribal Name Change Request packet:
  - a) Tribal letter addressed to the AS-IA requesting the name change;
  - b) formal Tribal resolution; and
  - c) other supporting documentation, such as a constitution or other governing document(s) that reflect consistency with the name change.

The region and/or agency office ensures the Tribal Name Change Request packet is complete and submits the packet to the Office of Indian Services in Central Office (Washington, DC). All complete requests for name changes submitted to the OIS

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by September 30th will have the change reflected in the following Entities list publication.

- 2) The TGS-OIS at Central Office will:
  - a) send the Tribe a confirmation of receipt for the name change request; and
  - b) upload the Tribal Name Change Request packet into the Data Tracking System (DTS) for surname.

## B. Newly Recognized Tribes

The Tribal name identified in the final congressional act, administrative action or court order that establishes recognition will be published in the following annual Indian Entities list. In the event that the recognition becomes effective in the middle of the year, a correction to the Indian Entities list will be published prior to the annual January publication.

## 1.6 Responsibilities.

- A. **Assistant Secretary - Indian Affairs** is responsible for publishing the entities list in the Federal Register on or before January 30<sup>th</sup> each year under 25 U.S.C. § 5131.
- B. **Regional Directors (RDs) and Agency Superintendents, BIA** are responsible for submitting a Tribal Name Change request packet on behalf of any Tribe that has undergone a formal name change to OIS in Central Office.
- C. **Deputy Bureau Director, OIS** is responsible for ensuring that IA processes and resources are in place to facilitate the provision of services for TGS.
- D. **TGS, OIS** is responsible for program oversight and development of IA policy and procedures for TGS; ensures Tribe's receive receipt of name changes requests; and drafts the Indian Entities list each year by November 1<sup>st</sup> to allow time for the surname and publication process.

## Approval

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