

Course 1: History, Records & Administrative Systems Study Guide

COURSE DESCRIPTION:

This is an introductory series of videos that establishes the context of the CFedS Program. Topics covered in this course include:

- Brief history of surveying as it relates to the United States
- Cultural Awareness
- History of Indian Land Law
- Bureau of Land Management and Bureau of Indian Affairs structures and records that each may have
- Basics of federal survey authority

COURSE OBJECTIVES:

Upon completion of this course, students will be able to:









- Review administrative functions, structures, and process of the Bureau of Land Management and the Bureau of Indian Affairs
- Increase awareness of cultural and historical legal issues when working in Indian Country
- Identify records sources for survey projects in Indian Country

COURSE INSTRUCTOR(S):

Dennis Mouland, Bureau of Land Management
 Dominica Van Koten, Bureau of Land Management
 Pricilla Wilfarht, Office of the Solicitor
 Colleen Kelly, Office of the Solicitor
 Ron Applebaum, Bureau of Indian Affairs (Ret.)

VIDEO LECTURE TITLE:

Introduction to PLSS & Records Sources – Part 2 (16 minutes)

ICON LEGEND							
 WEB COURSE	 EXERCISE	 DIAGRAM	 READING ASSIGNMENT	 PROBLEM	 HANDOUT	 2009 BLM MANUAL	 QUIZ

INTRODUCTION TO PLSS & RECORDS SYSTEM – PART 2

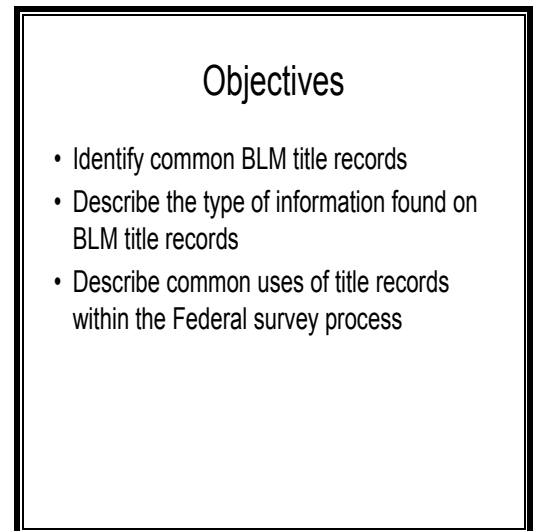
Introduction

Hello and welcome to the lecture series on Records and Federal Land Title Records. I'm Dominica Van Koten and I was a previous instructor on the first video also. Today we are talking about specifically federal Title Records, and when we are talking about title records, we are answering the question basically of who owns the land? And where do we find that type of information in the federal records system?



Objectives

Our objectives are that by the end of this lecture you would be able to identify common BLM title records, describe the types of information found on the BLM title records and describe common uses of those title records within the realm of the federal survey process.



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The lecture is organized into different examples of different types of documents and the documents that we are going to look at today are **Master Title Plats** or **MTP's**, historical indexes, patents and certificates, and finally executive and secretarial orders. This is not meant to be an all-inclusive list of land title documents, but they are the most common ones that you would use on a regular basis.

Types of Title Records

- Title Records
 - MTP's
 - HI's
 - Patents and certificates
 - Executive and Secretarial Orders

Master Title Plats

So first let's talk about Master Title Plats. A Master Title Plat is a graphic display of the title and land survey actions within a township. And each township has its own Master Title Plat.

It shows the land status of particular parcels and it shows them by serial numbers and or by patents. And when we talk about **land status** in an area, what we are referring to is who has a claim or an application on a piece of land or who owns that land if the parcel has already been conveyed by a patent.

And I would like to talk about serial numbers a little more before we go on. And the serial numbers, any application when it comes to BLM it is immediately assigned a **serial number** and the serial numbers look different depending on the geographic area that you are located but that serial number is assigned to that case and is used to track that case all the way through the BLM processes of **adjudication** or making decisions about the legality of the application and then into the conveyance portion where the patent is actually issued. And the graphic display of the actions that are shown on the Master Title Plat are shown up until the point that that parcel leaves federal ownership.

Once the parcel has left federal ownership the BLM does not maintain information about that parcel. Also, this is a graphic display shown of how title documents and survey documents in a

Master Title Plats (MTP's)

- Graphic display of title and survey actions
- Show land status
 - Serial numbers
 - Patent numbers
- Supplemental sheets
- Some state have separate plats for oil and gas status only

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township are related and overlap each other. And it is to be used as a tool to quickly identify the survey status or who owns parcels in a township and is not the official record of those actions.

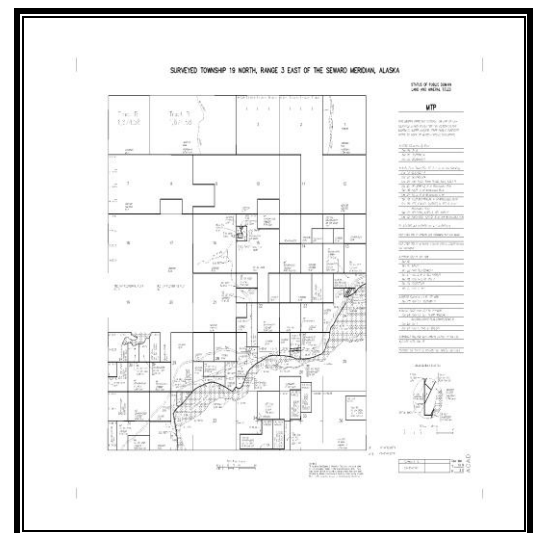
In order to find the official survey information, you go to the official filed survey plats or in order find the land status information; you would go to those files contained about that application.

Master Title Plats can have what we call **supplemental sheets**, and supplemental sheets are sheets that show areas of the township in more detail. Some areas, because you are not able to show the status of that area at a scale that is readable if there is a lot of land status or information in an area, then they will blow that information up and show it on a second sheet and sometimes there are many, many supplemental sheets.

I want to differentiate here for a moment that the difference between a supplement sheet of a Master Title Plat and a **supplemental survey plat**, because we are going to about those later in a later segment. But supplement survey plats are different items altogether and in this case for Master Title Plats you will see supplemental sheets, but they are not a survey document. Also, it should be noted that some states separate Master Title Plat documents that will show only oil and gas status. So you have to get familiar with the records in the area that you are working in to be able to know if you have that type of situation in your area. Let's take a look at an example of a Master Title Plat and I should mention that in your handouts you have a copy of this diagram and it may be easier to read the information on those handouts than on the video.

But I just want to look at the general information that is shown on the document and not specifics at this time. That will be covered in a later segment. So as we look at it you will notice right on the top is the title, and this is giving you the township, range, meridian that this document covers, this Master Title Plat covers.

And also you will notice right up in the right corner, there is a label, MTP, so you can tell that that is the Master Title Plat and the status document for the Bureau. One more area that I would like to mention is the **remarks column** and that is located here and in the



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remarks column is information that is related to or applies to the entire township area or special notes.

There is a lot of information that can be contained in there, and it is very important to look at that information first when you pick up the document so that you can know the general specifics about the entire township. If you look at the body of the document, you can see numbers and the designations are always in the middle and the lowest part of the parcel that was conveyed.

So you can see here there is a number, here there is a number. Those are all giving insight into what type of land actions have been taken on that parcel. Whether it has an application pending or whether a patent has been issued and it has left federal ownership.

And I think I also have, we'll look real quickly at a supplemental sheet for a Master Title Plat cause this township did have a blow up area, and you can right in the title here that it says supplemental of the sections that it is representing. And you can tell that it is a much larger scale.



DIAGRAM A full size version can be found in the **Diagram** section at the end of this study guide.

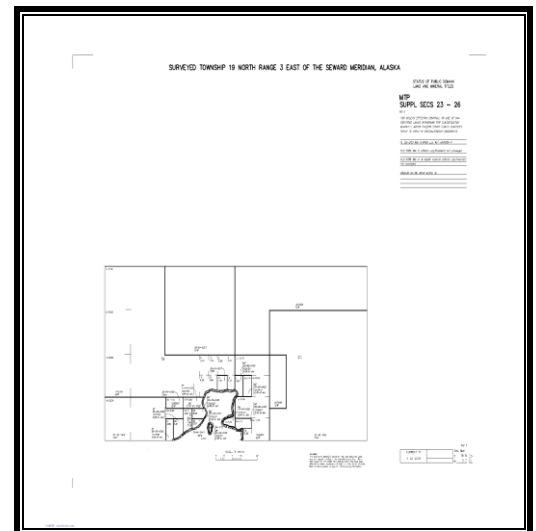


DIAGRAM A full size version of this can be found in the **Diagram** section at the end of this study guide.

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Here is another example of how a Master Title Plat can look and this one shows some areas and we will talk more specifically about the rectangular survey system in another segment. But you can see areas that are not part of a rectangular survey and are surveyed under some another method.

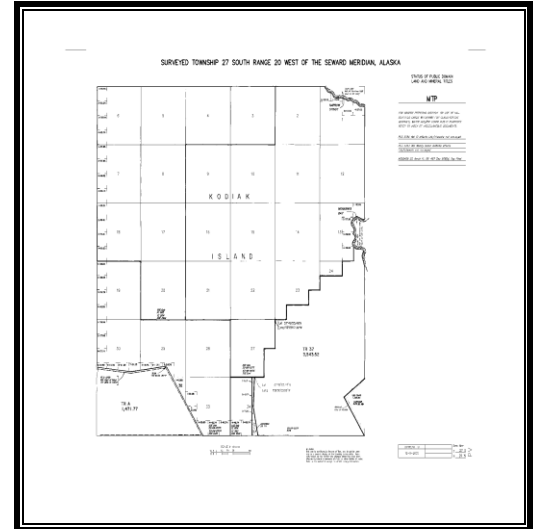


DIAGRAM A full size version of this can be found in the Diagram section at the end of this study guide.

Historical Index

Now we are going to talk about **Historical Index (HI)** and the Historical Index is related to the Master Title Plat and that it shows a sequential record of all the land status and survey actions for a township and it is shown in a tabular format.

The information that you can find on an HI that is not found shown on the Master Title Plat are land actions that have taken place historically because the Master Title Plat will always represent the most current status of a parcel, so if there were multiple applications and maybe some of those applications get rejected or go away for some other reason, that Master Title Plat is going to show the most current status of that parcel and if you want to find out actions that have happened on that parcel before that you would go here to the historical index and it would show all of those land actions that have ever taken place in that township.

Historical Index (HI)

- Shows sequential record of all land status and survey action for a township
- Tabular format

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And I have an example of how they look here, and again, this is in your handouts, and they may be easier to read in your handouts, the particular information.

But you can see that it is a tabular format and it gives you the area of the township, the action that has taken place and then tells a little bit about the actions that had happened and it will link you to those serial numbers or patent numbers that have taken place in that area also.

TWP. & RANG.	SEC. & 36-40	ACRES	DATE	BY	REMARKS	SERIAL NO.
5 N 7 E	1	36	1880	J. H.
5 N 7 E	2	36	1880	J. H.
5 N 7 E	3	36	1880	J. H.
5 N 7 E	4	36	1880	J. H.
5 N 7 E	5	36	1880	J. H.
5 N 7 E	6	36	1880	J. H.
5 N 7 E	7	36	1880	J. H.
5 N 7 E	8	36	1880	J. H.
5 N 7 E	9	36	1880	J. H.
5 N 7 E	10	36	1880	J. H.



DIAGRAM A full size version of this can be found in the Diagram section at the end of this study guide.

This is the second sheet to that historical index. Some of them can be quite lengthy depending on the amount of land actions that have happened in that township.

TWP. & RANG.	SEC. & 36-40	ACRES	DATE	BY	REMARKS	SERIAL NO.
5 N 7 E	1	36	1880	J. H.
5 N 7 E	2	36	1880	J. H.
5 N 7 E	3	36	1880	J. H.
5 N 7 E	4	36	1880	J. H.
5 N 7 E	5	36	1880	J. H.
5 N 7 E	6	36	1880	J. H.
5 N 7 E	7	36	1880	J. H.
5 N 7 E	8	36	1880	J. H.
5 N 7 E	9	36	1880	J. H.
5 N 7 E	10	36	1880	J. H.



DIAGRAM A full version can be found in the Diagram section at the end of this study guide

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Patents

And now we are going to talk about **patents**. I have mentioned patents already but now we want to really define what is a patent. And a patent is a federal deed. It is a deed that is issued from the federal government that conveys title to that parcel to another individual or entity. It can be recognizable on the Master Title Plat by its patent number.

One thing to remember when you are looking at patents is that you need to be careful and read exactly what was being conveyed at the time of that patent. Because they may have split estates, the patent may only convey the surface estate or only convey the sub-surface estate, depending on the laws that allowed or called for that conveyance. And the patent is going to be the origin of the title for that parcel conveyed.

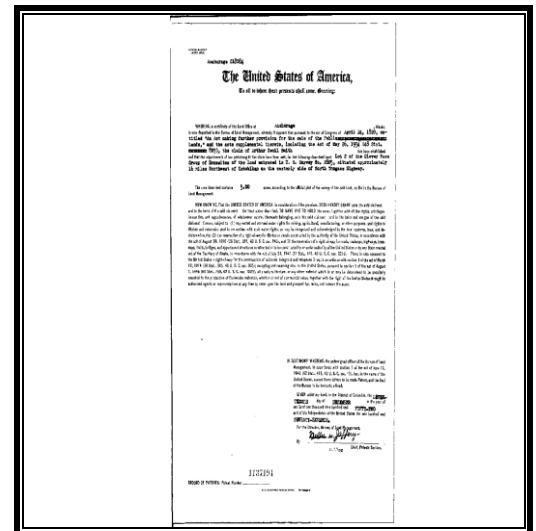
If the land began as federal land, public domain land, that patent is going to be the first action that happened in the sequence of title actions on that parcel for its entire history.

I have an example of a patent here and this, again, is in your handouts that you can look at and see the information more clearly.

But it states at the top the information about the parcel being conveyed and it is always signed by the appropriate official at the time that the patent was issued and then at the bottom it gives you the patent number. And that patent number that will be shown on the Master Title Plat that will link you back to these official documents.

Patents

- Federal deed
- Recognizable by numeric designation on MTP
- May have split estate
- Origin of title for parcel conveyed



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Certificates

Another type of title document that I am going to briefly talk about are **certificates**. And there two different instances in history when the BLM has used certificates for conveyance descriptions. The historical use was that certificates would be issued before patent to show our intent to convey that parcel. But then would be followed up by a patent at a later date.

And the current use is in Alaska and the title that is conveyed to individual native persons in Alaska is what we call a restricted title and those restricted title documents are called **certificates of allotment**. So that is the second time that we use that certificate. But the reality is that certificate of allotment is a type of a patent document but it represents a restricted title in that document and that title is restricted and administered by the BIA.

Certificates

- Historical use: issued before patent to show intent to convey

- Current use: in Alaska the restricted title to Native Allotment parcels are conveyed by certificate of Allotment

Orders

I am also going to mention **Executive and Secretarial Orders**. Because they will show up on Master Title Plats and can and do affect the land status and the land actions that can happen on a parcel. Executive and Secretarial Orders were issued to reserve certain lands for federal uses and there could be many federal uses that they would be reserved for.

Some common ones could be lighthouses, or military reserves or even FAA reserves for air navigation sites. The Executive and Secretarial Orders will be available in the Public Information Centers or public rooms at each BLM state office.

And all of these documents that we have been talking about Master Title Plats, historical indexes, patent documents, certificates and Executive and Secretarial Orders you would find located at the appropriate BLM state office for the area you would be working in. Some offices may have these documents on line and that would just depend on each individual office and you would have to find out if the area you are working in has these documents available on line.

Executive and Secretarial Orders

- Issued to reserve certain lands for Federal uses

- Available in Public Information Centers at each BLM state office

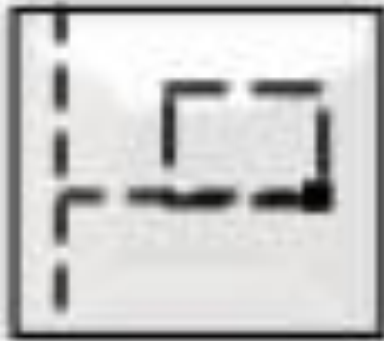
INTRODUCTION TO PLSS & RECORDS SYSTEM – PART 2

So in conclusion, The Master Title Plat is a graphical representation that shows land and survey actions of the BLM. And remember that it is not the official document that made those actions, but it is a graphical representation that can be used as a tool for quick land status and survey status actions. Federal status documents can be found at the BLM state offices or Public Information Centers also known as public rooms.

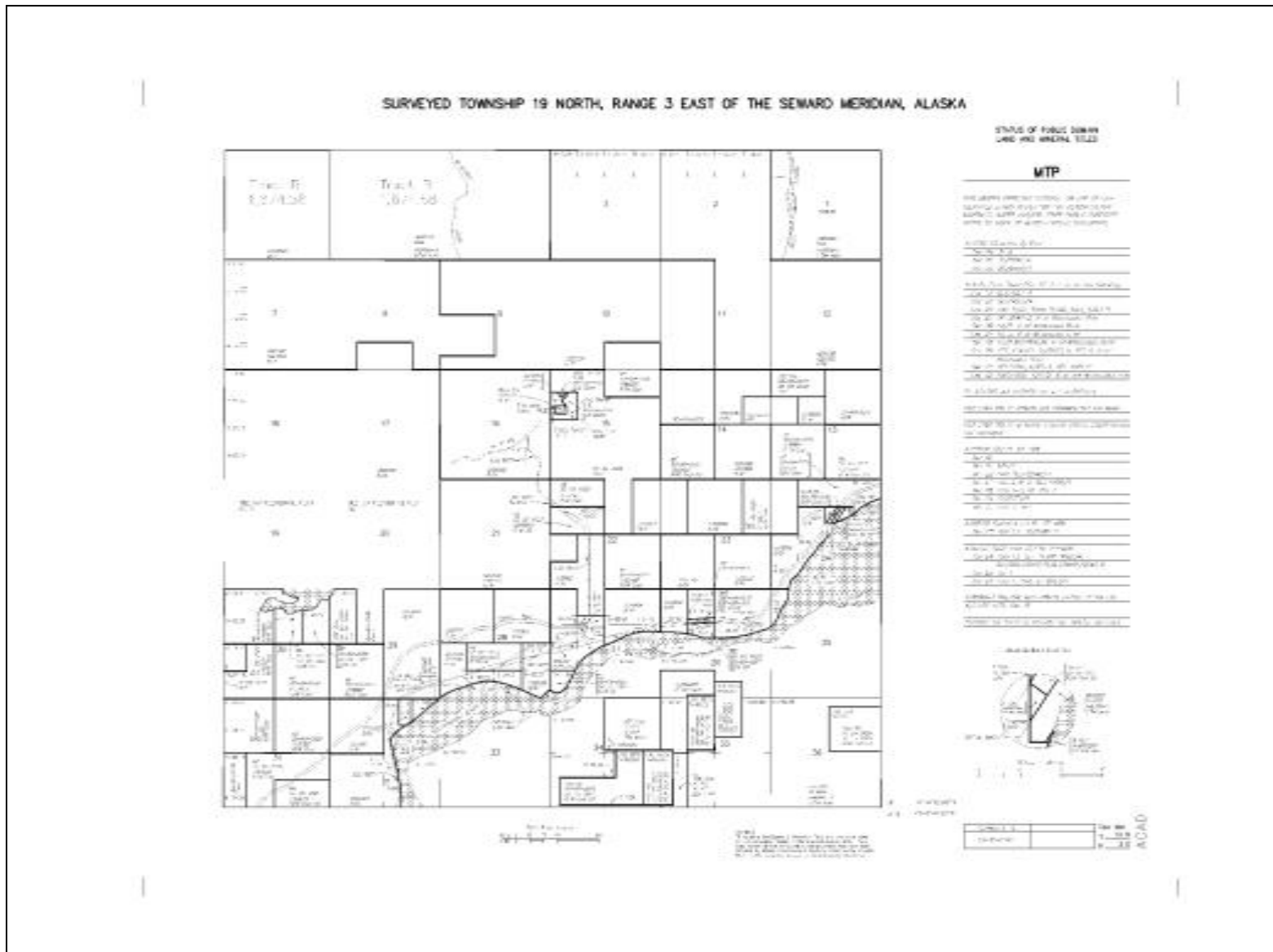
And the status of parcels can affect the way that we survey so these title documents are going to be an important part of the information that we want to have with us when we are surveying in an area that contains federal boundaries.

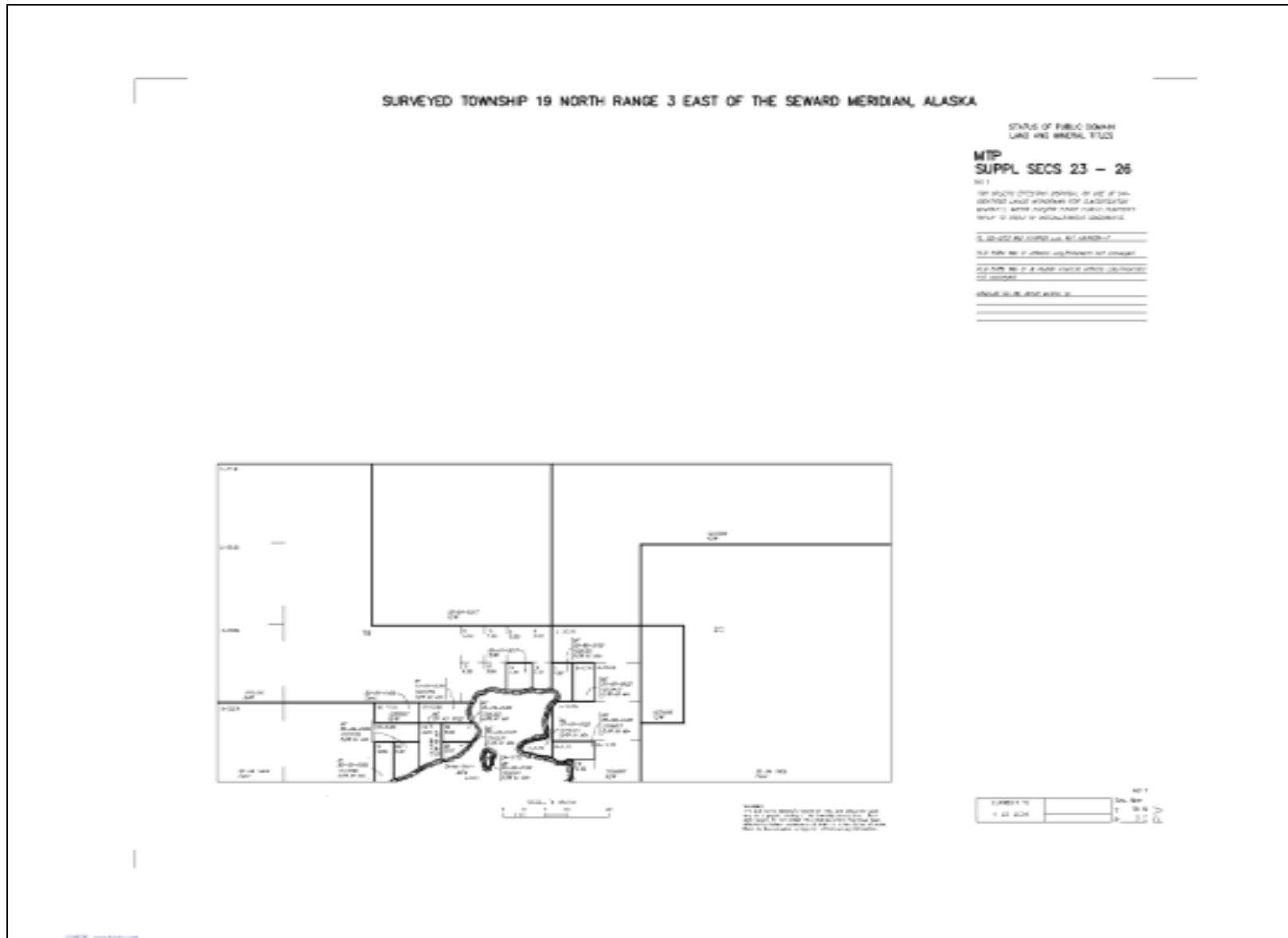
In Conclusion

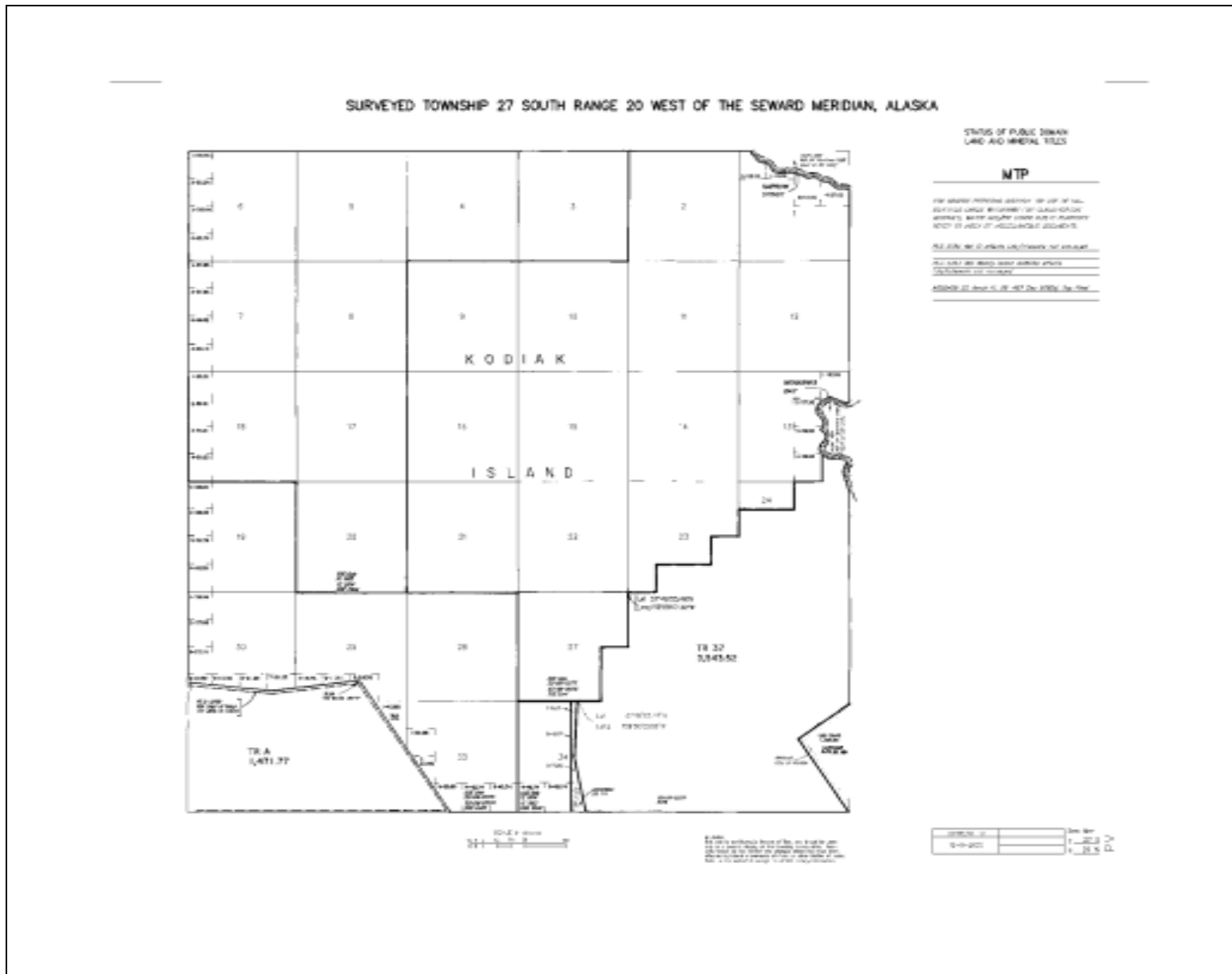
- The MTP is a graphical representation that shows land and survey actions of the BLM
- Federal status documents can be found at the BLM state office public information centers
- The status of parcels can affect the way we survey



DIAGRAM







Certified Federal Surveyors (CFedS) Certification Training Program
 Course 1: History, Records & Administrative Systems

PARTIALLY SURVEYED TOWNSHIP 5 NORTH RANGE 7 EAST OF THE GILA AND SALT RIVER MERIDIAN, ARIZONA

SECTION	SUBDIVISION				ACRES	KIND OF ENTRY -OR- PURPOSE OF ORDER	SERIAL FILE -OR- ORDER NUMBER	DATE OF ACTION	DATE POSTED	REMARKS - E. G. DATE CLOSED, TERMINATED, REJECTED OR RESCINDED	
	NE 1/4	NW 1/4	SW 1/4	SE 1/4							
	NE NWSWSE	NW NWSWSE	SW NWSWSE	SE NWSWSE							
					13N 1E	50 Temp. Wdl. Rio Verde Forest Res.			12/14/1901	Changed to Rio Verde N.F. Act 3/4/1907; Enlgt. Proc. 795 1/13/1908; Proc. 10/7/1980; Trfd. to Tonto N.F. Proc. 1672 8/14/1923;	
					19N 22W	50 Temp. Wdl. Salt River Sur.			7/2/1902	Pt. Rev. SO 1/22/1916; Rev. O. 1/20/1956;	
					M&B; See Remarks	50 Temp. Wdl. Salt River Prof.			12/14/1904	A strip of land 1 mi. wide on each side of Verde River; 11N SE; Pt. Rev. SO 1/22/1916; O. Intrap. 5/19/1964; O. Inter. 12/4/1967;	
					M&B; See Remarks	Proc. Enlgt. Tonto N.F.	795		1/13/1908	Part lying E. of Rio Verde River; 7N 6E;	
2					A11						
16					A11						
32					A11						
36					A11	50	Act of Cong.	6/20/1910		Title to State to fix on approval of survey; subj. to prior rights;	
					M&B; See Remarks	Proc. Enlgt. Prescott N.F.			10/7/1910	Part lying W. of Rio Verde River; 16N 1E; Trfd. to Tonto N.F. Proc. 1672 8/14/1923;	
29					HES 512	160.00	50 Rev. Salt River Sur. SO				
							7/2/1902; Salt River Prof.				
							SO 12/14/1904		1/23/1915		
30											
31											
32					HES 512	157.37	HE Pat.	708802	9/27/1919		
2	x	x	x	x	M 13W	560.00	IL Base	55	3/22/1922		
2					M IV	80.00	IL Base	61	8/21/1922		
16				x	17S 9E	320.00	IL Base	64	10/25/1922		
16	x	x	x	x	16S 19E	280.00	IL Base	65	11/10/1922		
36					A11; 11N 3E	640.00	IL Base	83	5/6/1925		
16	x				16S 23E	40.00	IL Base	87	11/7/1925		
2					A11						
16					A11						
32					A11						
36					A11		50	Act of Cong.	1/25/1927	Extends Act of 6/20/1910 to Min. lands; subj. to prior rights;	
32	x	x	x		3N 6E	320.00	O. Wdl. Central Ariz. Proj.		3/17/1952	O. Intrap. 5/19/1964;	
4	x	x	x		31N 10W, N 10W 10E						
5	x	x	x		N 10W 10E, 18N 6E	360.00	PLO Wdl. F.S. Rec. Area	1161	6/6/1955		
					ENTIRE TOWNSHIP	11N 1E	O. Rev. Salt River Proj.				
					ENTIRE TOWNSHIP	13N 4E	SO 7/2/1902		1/20/1956	Open to Entry 3/12/1956;	
					ENTIRE TOWNSHIP	4N 7E	O. Opening to Entry		3/12/1956	Eff. 4/17/1956, 10AM;	
3	x	x	x	x	6N 7E, 2N 9E	320.00	Determination Area PL 167	AR-026074	7/5/1960	Det. Comp. 3/26/1963;	
29	x	x	x	x	1 thru 6		Apn. Wdl. Recl. Salt River Proj.	AR-032165	12/14/1962	PLO 3930 2/2/1966;	
30	x	x	x	x	1 thru 8						
31	x	x	x	x	1,2,3						
32	x	x	x	x	1,5,6,7,8,10,11						
33	x	x	x	x			O. Intrap. Temp. Wdl. Salt River Proj., SO 12/14/1904 & O. Wdl. Central Ariz. Proj. 3/17/1952		5/19/1964		
31		x	x	x	4N 7E	240.00	FX Pat.	02-65-0101	5/11/1965	5/11/1965	
3	x	x	x	x		320.00	PLO Wdl. Recl. Salt River Proj.	3399	2/2/1966		
32					HES 512; 12N 4W	128.36	IL Base	346	6/3/1966	6/7/1966	
32	x	x			9N 7W	289.00	IL Base	372	6/5/1967	6/6/1967	
					Tr. 37	159.99	FX Pat.	02-68-0008	7/25/1967	7/25/1967 (A 185)	
32					1 thru 11	40N 16W	210.35	IL Base	389	9/13/1967	9/14/1967
33	x	x	x	x			O. Intrap. SO Temp. Wdl. Salt River Proj. 12/15/1967		12/4/1967		
					Tr. Deficiency; 22N 11E	21.29	IL Base	412	1/30/1968	2/2/1968	

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R-7E
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Page 2 PARTIALLY SURVEYED TOWNSHIP 5 NORTH RANGE 7 EAST OF THE GILA AND SALT RIVER MERIDIAN, ARIZONA

SECTION	SUBDIVISION								ACRES	KIND OF ENTRY -OR- PURPOSE OF ORDER	SERIAL FILE -OR- ORDER NUMBER	DATE OF ACTION	DATE POSTED	REMARKS E. G. DATE CLOSED, TERMINATED, REJECTED OR RESCINDED		
	NE 1/4				SW 1/4										LOTS	OTHER DESCRIPTION
	NE	NW	SE	SW	NE	NW	SE	SW								
31									1,2	MINERAL	169.56	FX Apn.	A-22116	6/23/1986	2/11/1988	Segregated from public land laws, Inc. mining laws but not mineral leasing laws.
31										S1/4SW1/4, N1/4SW1/4	40.00	FX Apn.	A-22117	6/23/1986	2/11/1988	Segregated from public land laws, Inc. mining laws but not mineral leasing laws.
31	X	X	X	X					1 thru 3			Per Rev. of Redl. Project Vol.	A-12954	1/12/1987	3/23/1987	This order partially revokes a reclamation project withdrawal affecting approximately 389.06 acres of national forest lands currently classified for exchange. After revocation of the withdrawal, the underlying lands will remain segregated from entry by a pending Forest Service exchange application.
31									1,2	N1/4SW1/4, N1/4SE1/4	139.56	FX Pat.	02A86-0016	12/16/1987	2/12/1988	(A-22116)
31										See Remarks	35.00	FX Pat.	02-88-0016	12/16/1987	2/12/1988	S1/4SW1/4, NE1/4SW1/4, N1/4SW1/4; (A-22117)
31					X	X	X	X	3	See Remarks		Forest Exchange Application	AZA-24517	4/30/1990	5/2/1990	S1/4SE1/4, S1/4SW1/4, S1/4SW1/4, S1/4SW1/4, N1/4SE1/4; Segregates lands from the public land laws and mining laws except the mineral leasing laws. Sep. to term. 4/29/1992.
31					X	X	X	X	3	See Remarks	174.50	Forest Exchange Application	AZA-24517-A	10/13/1990	2/15/1991	S1/4SE1/4, S1/4SW1/4, S1/4SW1/4, S1/4SW1/4, S1/4SW1/4; Segregates lands from the public land laws and mining laws except the mineral leasing laws. Sep. to term. 10/18/1991.
31					X	X	X	X	3	See Remarks		Forest Exchange Application	AZA-25291	4/26/1991	12/16/1991	S1/4SE1/4, S1/4SW1/4, S1/4SW1/4, S1/4SW1/4; Segregates lands from the public land laws and mining laws except the mineral leasing laws. Sep. to term. 4/25/1993.
31										See Remarks		Patent (FS)	02-92-0007	12/5/1991	12/16/1991	S1/4SW1/4, S1/4SW1/4, S1/4SE1/4, S1/4SE1/4, N1/4SW1/4, N1/4SW1/4; (AZA-25291)
31					X	X	X	X	3	See Remarks		Patent (FS)	02-92-0008	12/5/1991	12/16/1991	SE1/4SW1/4, E1/4SW1/4, S1/4SW1/4, S1/4SW1/4; (AZA-25291)

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