



Federal Subsistence Board Informational Flyer



How to Submit a Request for Reconsideration to the Federal Subsistence Board

Any person who is adversely affected by a new Federal subsistence regulation may request the Federal Subsistence Board (Board) to reconsider its decision by filing a Request for Reconsideration (RFR). An RFR must be submitted in writing to the Board within 60 days after a regulation takes effect or is published in the Federal Register, whichever comes first. The written request must provide the Board with enough information to show why the action should be reconsidered.

The Board will accept an RFR only if it:

- is based upon information not previously considered by the Board
- demonstrates that the information used by the Board is incorrect, or
- demonstrates that the Board's interpretation of information, applicable law, or regulation is in error or contrary to existing law.

These guidelines and requirements are found in [36 CFR 242.20](#) and [50 CFR 100.20](#). Please note that acceptance of the request only indicates the Board will reconsider the regulatory decision; however, it does not mean the Board will ultimately reverse the action.

To submit a Request for Reconsideration, please provide the following information:

- Contact information (name, address, telephone number, e-mail address, and organization if applicable)
- Provide the regulation that you wish the Board to reconsider and the date of Federal Register publication of that action
- Provide a detailed statement of how you are adversely affected by the action
- Provide a detailed statement of the issues raised by the Board's action, with specific references to:
 - information not previously considered by the Board
 - information used by the Board that is incorrect
 - how the Board's interpretation of information, applicable law, or regulation is in error or contrary to existing law
- Describe how you would like the regulation changed

How a Request for Reconsideration is processed:

1. Once an RFR is received by the Board, the Office of Subsistence Management (OSM) assigns an RFR number and analyst.
2. The RFR is sent out to the applicable Regional Advisory Council(s) and the Alaska Department of Fish and Game (ADF&G) for review (timelines vary depending on volume of requests).
3. A threshold analysis is prepared to address if the RFR meets the regulatory criteria for further

consideration.

4. The threshold analysis is then presented to the Board for action during a public meeting
5. If the Board decides the RFR does not meet the criteria for further consideration, a letter is sent to the requestor stating why the request was deemed invalid by the Board.
6. If the Board decides the RFR meets the threshold for further consideration, a full analysis of the RFR is prepared and presented to the affected Council(s) and ADF&G to make comments and recommendations to the Board.
7. The Board is presented with the full analysis, comments, and recommendations and makes a final decision during a publicly held meeting.
8. If the request is denied, the decision of the Board represents the final administrative action. If the request is adopted, the regulations are revised, and the public is notified of the change.

Submit your request by:

Mail: Office of Subsistence Management
Attn: Subsistence Policy Coordinator
1011 East Tudor Road, Mail Stop 121
Anchorage, Alaska 99503-6199

Fax: (907) 786-3898

E-mail: subsistence@ios.doi.gov

For more information by phone: (907) 786-3888 or (800) 478-1456

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