

COVID-19 EMERGENCY MEASURES

General Preservation Questions or Information:

You may send an email to shpo-info@shpo.nv.gov. Your email will be forwarded to the appropriate SHPO staff person and will be answered as soon as possible.

You may also contact staff via their email or phone number. Please leave a message on the staff member's voicemail. Staff are working remotely and will retrieve calls at least once a day.

Review and Compliance Questions, Information, or Submissions:

1. **Is your office still open at this time?** While our physical building is closed to the public, most of the employees are teleworking. Rebecca Palmer (SHPO) and Robin Reed (Deputy SHPO) are in the office during the week.
2. **Are you still accepting Section 106 submissions?** Yes, our office is still accepting Section 106 submissions.
 - a) First, please mail the entire submission packet to the office in all circumstances.
 - b) Second, you may also email Robin Reed and request access to our FTP site to upload the packet electronically if it is a large submission.
 - c) Third, if the packet is small enough to email then you may also email it directly to [Robin Reed](#).

****NOTE:** If you send an electronic submission, you must also send a hard copy of the entire submission to the office.
3. **What materials does the SHPO require for a submission?** A coversheet checklist can be found [here](#). A description about preparing a submission can be found on our website [here](#).

Please submit a complete and adequately documented submission package with all the materials listed. In accordance with regulations, a deficient or incomplete submission does not trigger a SHPO review period and staff may return the submission to the sender for completion.
4. **Do you have archaeological sites/architectural historic property records available for review?**

Yes, you may find this information on the Nevada Cultural Resources Information System (NVCRIS). This is an online search tool that you will need a username and password as well as specific credentials to access. If you do not have access to NVCRIS, please email the NVCRIS Coordinator at nvcris@shpo.nv.gov and she will provide you with the information to obtain access to NVCRIS. You may also request a Positive/Negative Data Cut Report from the NVCRIS Coordinator if you do not have the credentials to access certain layers within NVCRIS. The NVCRIS Coordinator will be able to assist you with this matter.

NOTE: We will mail our response to the address indicated on the submission. It is the responsibility of the federal agency or their delegate to inform our office in writing that they wish to have a scan of the reply letter. We will attempt to accommodate those requests as staffing and time permit.