

ALABAMA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES GENERAL
PROVISIONS
ADMINISTRATIVE CODE

CHAPTER 220-1-1
ORGANIZATION

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220-1-1-.01 Organization.

(1) The Department of Conservation and Natural Resources is a statutorily-created department of the State of Alabama.

(2) The Department is under the direction, supervision, and control of the Commissioner, who is appointed by the Governor.

(3) The Department has a statutorily-created Advisory Board of Conservation and Natural Resources.

(4) There are five (5) divisions within the Department: (1) Administrative; (2) Game and Fish; (3) Marine Resources; (4) State Lands; and (5) State Parks.

Author: N. Gunter Guy, Jr.

Statutory Authority: Code of Ala. 1975, §§9-2-12; 41-22-4.

History: Filed September 30, 1982. **Amended:** Filed June 3, 2016; effective July 18, 2016.

220-1-1-.02 General Course And Method Of Operations.

(1) The Commissioner of the Department of Conservation and Natural Resources is empowered to perform all functions and duties of the Department as provided by law.

(2) The Advisory Board of Conservation and Natural Resources is empowered to perform all functions and duties as provided in §9-2-15, Code of Ala. 1975, and otherwise provided by law, including, but not limited to, assisting in formulating Departmental policies.

(3) The Administrative Division includes the Commissioner's Office, Legal Section, Personnel and Payroll Section, Engineering

Section, Accounting Section, Information and Education Section, Property Inventory Section and Information Technology Section.

(a) The Commissioner's Office provides the overall direction and management of the Department.

(b) The Legal Section provides legal advice and counsel, prepares legal documents, drafts and reviews legislation and regulations, represents the Department in litigation, and provides other legal related services.

(c) The Personnel and Payroll Section maintains personnel records of Departmental employees, prepares and maintains payrolls and payroll records, provides liaison with the State Personnel Department for personnel actions, and provides other related services.

(d) The Engineering Section provides review of architectural, engineering, and construction plans and specifications, provides design and cartographic services, administers construction contracts, and provides other related services.

(e) The Accounting Section provides clearing house services for financial data, maintains records of disbursements and receipts, processes warrants, vouchers, requisitions, and license sales, provides auditing services, and provides other related services.

(f) The Information and Education Section provides information and education to the public relative to activities within Departmental jurisdiction, prepares news releases and inter-departmental newsletters, and provides other related services.

(g) The Property Inventory Section maintains a full and complete inventory of all non-consumable personal property of the value of five hundred dollars (\$500) or more owned, used, or acquired by the Department, submits an inventory list biannually to the State Auditor as required by law, conducts annual and/or semi-annual audits for the Department, maintains records of all Department vehicles, titles, and tags, and maintains a warehouse facility for storage of vehicles and inventory for the Department.

(4) The Game and Fish Division includes the Enforcement Section, Wildlife Section, and Fisheries Section.

(a) The Enforcement Section provides enforcement of the laws and regulations relating to the Game and Fish Division, and provides other related services.

(b) The Wildlife Section provides the general management over the wildlife resources of Alabama, engages in biological research as to these resources, operates wildlife management

areas, provides hunter safety education, and provides other related services.

(c) The Fisheries Section provides the general management of the fresh water fishery resources of Alabama, engages in biological research as to these resources, operates a public fishing lakes program, and provides other related services.

(5) The Marine Resources Division includes the Administrative Section, Fisheries Section, and the Enforcement Section.

(a) The Administrative Section provides overall management of the Division, relative to marine resources, and provides other related services.

(b) The Fisheries Section provides biological research as to marine resources, engages in resource management, and provides other related services.

(c) The Enforcement Section provides enforcement of the laws and regulations relating to Marine Resources Division, and provides other related services.

(6) The State Parks Division provides the management and operation of all State Parks within its jurisdiction, including a number of motels, resorts and recreational facilities, and provides other related services.

(7) The State Lands Division provides the management of State Lands within its jurisdiction, provides for the management of oil and gas and other minerals on or within such lands, and provides other related services.

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220-1-1-.03 Methods Of Obtaining Information, Making Submissions Or Making Requests.

(1) The public may obtain information about the Department by accessing its website: www.outdoorsalabama.com. For contacts within the Department click on the "Contact Us" link. The public may otherwise obtain information or make submissions or requests, by writing or calling the appropriate office as indicated below:

(a) General Departmental Information - Department of Conservation and Natural Resources, Information and Education Section, 64 North Union Street, Montgomery, AL. 36130, (334) 242-3151.

(b) Game and Fish Information - Department of Conservation and Natural Resources, Game and Fish Division, 64 North Union Street, Montgomery, AL. 36130.

(c) Marine Resources Information - Department of Conservation and Natural Resources, Marine Resources Division, P. O. Box 189, Dauphin Island, AL. 36528, (251) 861-2882.

(d) State Parks Information - Department of Conservation and Natural Resources, State Parks Division, 64 North Union Street, Montgomery, AL. 36130, (334) 242-3334 State Parks information can also be found at www.alapark.com and by phone at 1-800-ALAPARK (1-800-252-7275).

(e) State Lands Information - Department of Conservation and Natural Resources, State Lands Division, 64 North Union Street, Montgomery, AL. 36130, (334) 242-3484.

(f) Legal information, documents, and regulations - Department of Conservation and Natural Resources, Legal Section, 64 North Union Street, Suite 474, Montgomery, AL 36130, (334) 242-3165.

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