

**NATURAL RESOURCES CONSERVATION SERVICE
PRACTICE DOCUMENTATION GUIDE WASTE RECYCLING 633**

633 - STEP 1. INITIAL EVALUATIONS

PURPOSE

The purpose of this step is to determine the landowner's desire to utilize waste recycling in a predetermined location for the intended purposes (See NRCS Conservation Practice Standard 633).

The landowner must be interviewed to determine the purpose and need applying waste utilization. Considerations will include landowner goals and objectives, existing conditions, and effects of this practice on existing soil, water, air, plant, animal and human resources. A discussion of the NRCS application of waste recycling standard, specification, and job sheet shall take place. Roles of the landowner and the person assisting with the planning and installation should also be discussed. Additional pertinent questions should be asked on a site-specific basis.

633 - STEP 2. INVESTIGATIONS, SURVEYS, AND INVENTORIES

PURPOSE

The purpose of this step is to identify the mandatory preliminary resource inventory and operations that are required before waste recycling can be planned and installed. Resource inventories will include all data and information needed to make informed decisions in the planning and installation of the waste recycling and any follow-up management needs. Appropriate resource inventories could include soils, topography, crops, irrigation water supply, water rights and all physical features such as existing ditches, fencing, roads, natural barriers, proposed energy development and use etc, that might have an effect on planning the waste recycling. Adjacent land uses and resources that would be affected by installation should also be considered. Identify map resources needed such as engineering surveys, USGS 7.5 minute quadrangle, soils, and road maps as well as aerial photography.

Also include identifying all needed utility clearances, archeological clearances (See NRCS Conservation Practice 633 job sheets, ENV-1 Environmental Assessment, and

Resource Inventory Checklist).

633 - STEP 3. PRACTICE DESIGN

I. PURPOSE

The purpose of this step is to develop a design for the application of waste recycling. This practice will be designed in accordance with all federal, state and local laws and ordinances and shall consist of an acceptable design and layout to perform the planned purpose and meet the intended life of the practice.

Resource inventories, local conditions, and the intended use will need to be assessed for the proposed waste recycling design and location.

A design will be developed with the client that meets the intended goals and objectives. All appropriate job sheets, maps and reports must be developed with landowners input, review and concurrence (See Conservation Practice 633 standard, specifications, and job sheets).

II. SITING

The purpose of this step is to insure that the waste utilization is properly located and that all involved fully understand where it is to be put into place.

III. MATERIALS/EQUIPMENT

The purpose of this item is to insure an understanding of the materials/equipment used to install waste recycling. Appropriate specifications, job sheets and expectations that include the types and number of each type of material and equipment will be provided to the landowner and all those involved in the planning and utilization of the waste recycling.

633 -STEP 4. PLANS AND SPECIFICATIONS

PURPOSE

The purpose of this step is to document and describe each component of the planned waste recycling, which includes step by step instructions to be used while implementing waste recycling. This will include the documentation of all components described in specifications and job sheet. Additional reference material should be included as needed and appropriate. The landowner/operator must be provided with a complete detailed design and plan in the form

of a Conservation Plan, Plan Map, and NRCS Job Sheet 633. These documents depict the design and location. Items not described in these listed documents, but essential for the location and implementation of the waste recycling, will be added to the specifications and drawings.

633 - STEP 5. MANAGEMENT, OPERATION, AND MAINTENANCE

PURPOSE

The purpose of this step is to assure that proper management, operation, and maintenance is completed on the waste recycling (See NRCS Practice Standard 633). This requires a familiarity with the design and correct application of the waste recycling in a proper and safe fashion. Periodic operations and maintenance schedules should be implemented. These measures should be discussed with and understood by the landowner.

633 - STEP 6. COMPLIANCE OR SPOT CHECKING

I. PURPOSE

The purpose of this step is to determine that all work has been completed in accordance with the standards required by the Natural Resources Conservation Service. All completed NRCS forms should be collected from the landowner and submitted to the appropriate persons (See NRCS Practice Standard, Specifications, and Job Sheets 633, NM-ENV-1 Environmental Assessment, and Resource Inventory Checklist).

II. DOCUMENTS

Copies of all completed job sheets, data sheets, and work sheets should be submitted to the Natural Resources Conservation Service representative within 10 working days of implementation of the waste recycling. This includes the Practice Requirements as outlined in Job Sheet 633 and any other job sheets that may be needed for this practice to meet the intended goals and objectives.