

**Practice Check Out Documentation**

Customer \_\_\_\_\_ Tracts Applied \_\_\_\_\_ Fields Applied \_\_\_\_\_  
 Plan Name \_\_\_\_\_  
 Notes \_\_\_\_\_

The supporting data<sup>1</sup> for checking out this completed practice is recorded on the following document in the case file: \_\_\_\_\_ or is attached.

**Checking Completed Work**

- The supporting check out data are consistent with the requirements of the practice specifications<sup>2</sup> needed to meet the criteria for the planned purpose(s) of the practice. The Operation and Maintenance requirements of the practice have been effectively communicated to the client and prompt follow through is reasonably expected.<sup>3</sup>
- The supporting check out data are NOT consistent with the specifications of the planned practice. The inconsistencies listed below or attached have been found. However, the requirements of the practice and its intended function are still being met.

Signature of practice checker<sup>4</sup>: \_\_\_\_\_ Date: \_\_\_\_\_

**Additional Supporting Data As Required**

	Acceptable Inconsistencies	Noted Deficiencies <sup>5</sup>	Date Deficiencies Addressed
See Page 2			
O&M Information			
Other Information			

**Performance Certification for Payment**

Certification of practice performance for program payments is done by an NRCS employee with designated authority using the appropriate program application for payment form. This document may be used to support payment certification or to communicate deficiencies to a client.

<sup>1</sup> Sampling is encouraged to check out practices. Recording of supporting data is required for the identified sample.  
<sup>2</sup> Practice specifications may be recorded on job sheets, practice narratives, or other appropriate documents.  
<sup>3</sup> If this box is checked, it means the customer is following the practice specifications exactly as required by the job sheet, narrative, or other document used to communicate them and NO Additional Supporting data is needed.

<sup>4</sup>Practices may be checked by NRCS employees, Technical Service Providers (TSPs), qualified contractors and other qualified individuals (non TSPs – i.e. Nutrient Management Specialists, District Foresters, etc.) The NRCS employee responsible for certifying the practice must be satisfied that the work of these individuals will meet specifications before accepting their statements and measurements as supporting data.

<sup>5</sup>Use this column when using this form to document deficiencies for practices that do not meet the requirements. If not using this form to document deficiencies, the deficiencies must be shown in red on the job sheet, practice narrative, or other document identifying the practice specifications.

Prescribed Grazing Plan is in place and the objectives were met based on the following items:

1. Farm #, Tract #, Field #, acres,
2. Contingency plan for adverse weather and wintering areas. Criteria or specific site selection and management is part of the grazing management plan.
3. Percent utilization is accounted for by documentation of more intensive grazing rotations and adequate rest periods;
4. Livestock forage requirements, including wildlife use, and significant pest damage is balanced with forage availability;
5. Forage inventory of key species, production levels, and management strategies
6. Forage/Animal Balance calculations
7. Grazing period is documented on any acres that are identified as deferred grazing acres;
8. Stocking rates, dates/duration of use,
9. Nutrient budget has been developed and is being followed for systems that apply any type of additional nutrients (collected manure, fertilizer, other imported manure, compost, nutrients, etc).
10. Identification of wildlife species and management strategies practiced specific to their needs (if applicable)
11. Documentation that riparian areas and environmentally sensitive areas are identified and specific management is practiced in those areas to protect them.
12. Documentation of direction being given to the producers to keep records and some type of confirmation that grazing records are to be kept.