

Engineering and Non-Engineering Spot Check and Quality Assurance Review (QAR)

Tennessee

TN-MGT-9 (2014)

County:	Reviewer and Date:	Program:		
Customer Name/Other Case File ID:				
NRCS/SCD Employees/Technical Service Providers (TSPs) certifying practices:		QAR <input type="checkbox"/> OR Spot Check <input type="checkbox"/>		
1. Are the practice(s) part of a Conservation Plan or CNMP that meet the National Planning Procedure Handbook and Title 180, General Manual, Part 409? <input type="checkbox"/> Checked = Yes / Blank = No				
2. If so, does the plan contain the following items for the practices? Checked = Yes / Blank = No				
<input type="checkbox"/> Plan Map with Practices Identified	<input type="checkbox"/> Cultural Resources Request	<input type="checkbox"/> Cultural Resources Response		
<input type="checkbox"/> Soils Map with Legend Included	<input type="checkbox"/> Threatened and Endangered Request	<input type="checkbox"/> Threatened and Endangered Response		
<input type="checkbox"/> Topo Map <input type="checkbox"/> Location Map	<input type="checkbox"/> CPA-52 Environmental Evaluation with Resource Concerns Identified	<input type="checkbox"/> Permits obtained		
List of Practices Reported as Applied				
Practice Name and Code	Engineering Class or Non-Engineering (Check One)	Quantities or Units Installed	Field Check Date	Certified for Payment Date
1)	Eng Class I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV <input type="checkbox"/> Non-Eng <input type="checkbox"/>			
2)	Eng Class I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV <input type="checkbox"/> Non-Eng <input type="checkbox"/>			
3)	Eng Class I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV <input type="checkbox"/> Non-Eng <input type="checkbox"/>			
4)	Eng Class I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV <input type="checkbox"/> Non-Eng <input type="checkbox"/>			
5)	Eng Class I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV <input type="checkbox"/> Non-Eng <input type="checkbox"/>			
3. Is the supporting planning and design data adequate for the practice? (See 450-GM, Part 407, Subpart B – Documentation and Certification for guidance. For NRCS employees, see Abbreviated Conservation Practice Documentation Requirements, TN-MGT-10 for list of supporting data for commonly applied practices in Tennessee. TSPs must meet additional requirements in Statement of Work. Supporting data includes data required for general documentation of all conservation practices [see TN-MGT-10, p. 2] and data specific to individual practices.)		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
4. Is the supporting installation/construction and certification data adequate for the practice? (see TN-MGT-10)		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
5. Are the as-built practices adequately identified and located on conservation plan map or engineering design drawings?		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
6. Were as-built quantities certified correctly within 2 percent tolerance of approved design?		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
7. For engineering practices, did the NRCS employee signing and certifying the design have adequate Engineering Job Approval Authority as required by Title 210, National Engineering Manual (NEM), Part 501?		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
8. If applicable, did the non-NRCS employee signing and certifying the design have adequate qualifications and certifications as per 450-GM, Part 407, Subpart A, TN407.1-TN407.2 (i.e., TSP, partner employee with active Memorandum of Understanding (MOU), engineer with Tennessee license)?		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
9. Does the installed practice meet standards and specifications?		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
10. Is the practice adequately operated and maintained? Is vegetation adequate, if applicable?		Practices: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 (Checked = Yes Blank = No)		
Additional Comments: (space on back for each practice)				

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Explain any question that was not checked as meeting the requirements in the space below:

Practice 1:

Practice 2:

Practice 3:

Practice 4:

Practice 5:

Commendable Items:

Needs Improvement:

Action Items:

Training Needs: Are there any training needs identified as a result of this review?

If yes, list individual and the training needed in the Action Items section.

YES NO

Additional Comments:

Reviewer:	Date:
District Conservationist:	Date:
Area Conservationist:	Date: