

**SECTION IV - ARCHIVED**

**INSTRUCTIONS FOR OBTAINING TENNESSEE ARCHIVED FIELD OFFICE  
TECHNICAL GUIDE (FOTG) MATERIALS**

The Tennessee Natural Resources Conservation Service (NRCS) is constantly updating the technical materials contained in the electronic Field Office Technical Guide (e-FOTG). NRCS policy requires that older documents be archived until no longer used in conservation plans and contracts developed in the field. These materials are archived at the state office in Nashville, Tennessee.

Some of the materials are digital files and can easily be e-mailed on request. Other archived materials are in paper copy and must be scanned (if not too large) or copies mailed on request.

If you are interested in obtaining Tennessee FOTG archived materials, either e-mail or write to the following addresses. Please be sure and specify the materials name, conservation practice, or document type. Also provide your name and telephone number in case additional clarification is needed from you.

E-mail [Lynda.lemay@tn.usda.gov](mailto:Lynda.lemay@tn.usda.gov)

Or write to:

State Resource Conservationist  
USDA/ Natural Resources Conservation Service  
675 U.S. Courthouse  
801 Broadway  
Nashville, Tennessee 37203