

INSTRUCTIONS:

To run FSA Compliance Status Reviews, do the following:

- open Internet Explorer
- go to “my.NRCS” and login:
 - FSA Compliance Reviews can be accessed from the “Field Tools” tab located in the top toolbar.
 - select “FSA Compliance Reviews” from the column on the right side of the screen
 - select “Data Entry” which will bring up a “Tracts Worklist” screen
 - select “Review year 2008”, review status “All”, category “All Types” then
 - select “Arizona” under the state choice list and the select county you work in under the county choice list, then select “Search”
 - the tract list for that county is then displayed, select the tract from the highlighted list and enter the data for the tract
 - follow the instructions and complete the data entry screens.
- The User Manual can be found under the HELP tab at the FSA Compliance Review screen OR at <http://ias.sc.egov.usda.gov/help/csr/docs/CSR.pdf>.

Most frequently asked questions will be answered in the User Documentation. Items covered are: entering of field office contact information (person in field office who completes status review), dealing with new tract numbers, invalid tracts, tracts not found, how to enter data, wetland information, recording hours spent, a complete listing of compliance review determination and definitions, as well as samples of the database entry screens.

Once the tracts have been identified, access the Common Land Unit (CLU) and HEL Soils Data Layer datasets through ArcGIS. Go to Start > All Programs > ArcGIS > ArcMap > “Add Data” and choose the appropriate county data. For further directions use the “Selecting Tracts from CLU Data” attachment. As needed, contact your local Farm Service Agency office for tract information such as; location, owner, contact information, acreage and possibly crop history information. Often, when tracts are selected, information may already be present in the tracts worklist from the information transferred from SCIMS. A status review must be completed for each selected tract. See attachment A for the random tracts list.

If a tract is not valid, or if the determination is “NN” (plan not needed) or “NC” (status review not conducted), we are obligated to add a replacement tract. For further information see the Compliance Status Reviews User Manual. Follow the instructions for adding a tract, select the

next sequentially numbered tract that meets the requirements or, if known, select a valid tract associated with that producer. These can be tracts with HEL soil or any tracts with Title XII programs (CSP, CRP, EQIP, FRPP, GRP, WHIP or WRP) – conduct the status review. **If you are using a Title XII conservation program for compliance review purposes, combine your annual status review workload with program contract review workload.**

Note: There may be additional status reviews required in your field office area if you have work areas in adjacent states.

Attachment B

HELC Background Information

During random annual status reviews for compliance with FSA/Highly Erodible Land Conservation provisions of the 1985 Farm Bill, as amended, the following steps need to be followed:

1. Soils to be considered for Compliance must:
 - (a) Be annually tilled and producing an agricultural commodity crop.
 - (b) Soils must be identified as HEL. Check soils HEL determination using 1) CLU datasets and HEL soils data layer, 2) if you have tract number but not in the CLU dataset go see FSA for CLU information (location, producer, etc.) or 3) Tract number but no soils information or no HEL determination contact the appropriate MLRA Soil Survey Leader for an HEL determination.
 - (c) See Items 5 and 6 below for additional information regarding soils and compliance with the HELC provisions.
2. Identify farm and producer and verify tract as a valid tract. Information on the tract may be obtained from SCIMS or FSA.
3. An HEL field is to be considered for HELC compliance provisions **ONLY** when there are annually tilled commodity crops being actively planted and grown. Perennial crops such as orchards, roses, permanent pasture, or alfalfa do not fall under the “agriculture commodity” for HEL compliance definition. Fallow fields or fallow for more than a year, if HEL, are subject to the HELC provisions, but do not incur any violation by virtue of no actively planted and produced annually tilled commodity crop.
4. If the soil mapping unit has a sandy surface texture (i.e. sand, fine sand, very fine sand, coarse sand, loamy coarse sand, loamy sand, loamy fine sand, and loamy very fine sand) then it is “HELSANDY” and must have a) an irrigation system in place, and b) meet the requirements as stated in the Basic Conservation System (BCS) or Alternative Conservation System (ACS). The BCS or ACS will be documented in the conservation case file.
5. For ALL OTHER SOILS to be in compliance with the 1985 Farm Bill, as amended, the producer must have an irrigation system in place and the fields need to be irrigated when producing annually tilled agricultural commodity crops. Sodbuster provisions only apply to areas that are taken out of native vegetation. Sodbuster provisions do not apply if a field is taken out of a perennial crop (i.e. alfalfa, permanent pasture, orchard, vineyards, etc.).

Attachment C

Protocol for Selecting Random Tracts by Field Offices without Pre-Selected Tract(s)

1. Access PROTRACTS to list your Field Office EQIP contracts for **2007**.
Contracts>Program (EQIP 2002)>fiscal year (2007)>contracts by state & county>select county>Go
2. Review the contracts starting with the eighth (8) contract/name in the above list. The eighth contract is chosen based on the calendar year i.e. 2008.
3. If this contract does not contain cropland then select the next contract, i.e. number 8, 9, and 10. Go through the list (even returning to your beginning number) until a cropland contract is found. A minimum of one status review is expected **UNLESS** your 2007 EQIP contracts do not contain cropland. If this is the case then notify Don Walther with this information.
4. Check contract for tract number/information. If tract number/information is not available contact local FSA office.
5. Check soils HEL determination using 1) CLU datasets and HEL Soils Data layer; 2) if you have a tract number but it is not in the CLU dataset go see FSA for CLU information (location, producer, etc.) or 3) Tract number but no soils information or no HEL determination contact the appropriate MLRA Soil Survey Leader for an HEL determination.

CHANGES

Based on prior guidelines, many Arizona Tracts and Fields are labeled NHEL and need to be corrected to reflect actual status for HEL determinations. Use the CLU and HEL Soils data layers, which reflect the current HEL status of the soils associated with your selected tract. See attachment B and F for further clarification.

In the CLU datasets compare the FSA HEL label to the HEL determination. Use the HEL Soils data layer to determine if the HEL soils are HELSANDY or HELNOTSANDY to document which practices are required in Conservation Plan Case File.

- o If the FSA HEL label (HELTYPECD) does not agree with the NRCS HEL determination (HEL_DETERM). Then check for existing NRCS-CPA-026 & NRCS-CPA-027. If existing 026 is in agreement with HEL_DETERM then go to next step. If there is no existing 026 and 027 then complete a new NRCS-CPA-026 and 027 and proceed to the next step.
- o Notify, in writing, all signatories on the form AD-1026 (from FSA) and FSA of the determination change. Provide copy of the new NRCS (SCS)-CPA-026 to producer, FSA, and keep original in conservation case file. Provide a copy of the new NRCS-CPA-027 to FSA and keep original in conservation case file.
 - Case file documentation shall consist of: copies of the NRCS-CPA-026 and 027, HEL soils maps with CLU boundaries derived from the "hel_a_az.lyr" and CLU ArcMap data layers and the required practices, listed in the BCS or ACS, are documented in the practice schedule or resource inventory.

- o Provide appeal and mediation rights to the producer. Form letters for informing producer, ‘selected for an annual status review’, ‘incorrect determination’, and ‘in compliance’, are available from the State Office shared drive.
- o Notify State Resource Conservationist if you have an existing 026 or developed new 026. Provide the number of existing or new 026’s with their tract number, county, and Field Office location.

Assist the producer with understanding the conservation system, if needed, to meet the Basic Conservation System (BCS) or the Alternative Conservation System (ACS) as contained in Section III of your Field Office Technical Guide. (See Attachment D)

6. If you have a cropland tract then under data entry use the “add a tract” feature. Complete the HELC/WC status review for the contract.
 - a. Go to my.NRCS>field tools>select FSA Compliance Review found in the Accountability box>from FSA compliance screen
 - b. Select Data Entry from top task bar>right hand side of window select Add a Tract>select state>select Administrative County (where FSA office is located)>select location county>enter FSA tract number>under Category select U (USDA employee owned or operated tract) this is a default category for the Pilot Program for Compliance Status Reviews>enter status review information.
7. Regarding the form letters—please remove the attachment and title information before sending to producer.
8. For assistance, if needed, on how to add a tract contact Don Walther or Bruce Munda.

Attachment D

Form Letter (selected for annual status review)

Date

(Producer Address)

Dear xxxxxxxx:

The Natural Resources Conservation Service of the US Department of Agriculture, as part of its responsibility in carrying out provisions of the Food Security Act (FSA) as amended, is conducting status reviews on a random selection of USDA program participants. The purpose of this review is to determine if the conservation provisions of the Farm Bill are being followed. Your tract number: xxxxxxxx has been selected for review this year.

The status review will consist of making compliance determinations for Highly Erodible Land Conservation and Wetland Conservation (HELC/WC) on the selected tract of land. This process will also involve reviewing current contract implementation of Farm Bill, Title XII, programs.

The status review will be completed within the next 30 days and we will contact you by phone in order to make a specific appointment to complete the review.

You will not be required to be present during the status review but I would encourage you to do so, in order that we can discuss matters concerning this review and your contract.

If you have any questions regarding this matter, please contact me at (enter phone number)

Sincerely,

XXXXXXXXXXXXXXXXX
District Conservationist

Attachment D

Form Letter (in compliance)

Date

(Insert Address of Producer)

Dear xxxxxx,

As you were previously informed, tract _____ was selected for an annual compliance status review. Our review shows that all provisions for Highly Erodible Land Conservation and Wetland Conservation (HELWC) are being followed on this tract. I encourage you to continue to maintain the conservation work you have completed and compliment you on your good job of resource conservation. Conservation of our natural resources is everyone's job. Thank you for doing your part.

If you have any questions regarding this matter, please contact me at (enter phone number)

Sincerely,

District Conservationist

Attachment D

Form Letter (incorrect determination)

Farm # Tract #

Name

Address

City, State, Zip

Dear Landowner:

This is to notify you that as of the date of this letter, I am making a preliminary technical determination that:

- Field(s) shown in Section II of the attached NRCS-CPA-026E, "Highly Erodible Land and Wetland Conservation Determination," form contains highly erodible land determinations with the labels/certifications as indicated.

This is a correction to the Highly Erodible Land (HEL) label for your tract(s) in the FSA database. Your requirements have not changed but please review attached Basic Conservation System and Alternative Conservation System which lists the practices needed to be in compliance.

I have enclosed a Preliminary Technical Determination on Form CPA-026E and an aerial photo that includes your Highly Erodible Land determination. Any areas shown in "NI" on the map have not been completed. This supersedes any previous USDA determinations and is valid as long as the land use remains in agriculture.

- This certified Highly Erodible Land determination has been conducted for the purpose of implementing the conservation provisions of the Food Security Act of 1985.

This technical determination may affect USDA program benefits.

This preliminary technical determination will become final in 30 days unless you request one or more of the following three options:

1. A field visit be made by our office to review with you the basis for our preliminary technical determination, and to gather additional information from you concerning the preliminary technical determination;
2. The right to file an appeal with the FSA County Committee when the 30 day final decision deadline is reached.
3. The right to use mediation in an attempt to settle your concerns with the preliminary technical determination. Please read the Appeals/Meditation information attached to this letter.

In addition, you have the right to review the records concerning this determination in our office.

Mediation is a process in which a trained, impartial person (a neutral mediator) helps look at mutual problems, identify and consider options, and determine if we can agree on a solution. Unlike an appeal, mediation is private, confidential and informal. The mediator will help us work together to evaluate the information in your case and to identify alternatives that will assist us in resolving the dispute. The mediator has no decision making authority. A mediator cannot decide what is “right” or “make” anyone do anything. If the mediation is successful, the mediator will help us to reach an agreement and document the solution in writing. Each party will sign the agreement, and you may continue to pursue the appeal.

If you choose mediation, you must complete the attached **Application for Voluntary Mediation Form** and return it along with a copy of the Preliminary Technical Determination Form and return it along with a copy of the Preliminary Technical Determination Letter to:

Dr. Eric Thor or Rodica Evtuhovici
Arizona Agricultural Mediation Program
Morrison School of Agribusiness and Resource Management
Arizona State University East
7001 E. Williams Road, Bldg. Wanner
Mesa, AZ 85212
Tel (480) 727-1470
Fax (480) 727-1211
E-Mail: Eric.Thor@asu.edu or rodica@asu.edu
<http://www.east.asu.edu/msabr/research/agmediation/agmed.htm>

If you choose to use mediation, NRCS will pay up to one-half of the costs that are appropriate and reasonable which are associated with securing the services of a trained mediator, when the services are provided on other than voluntary basis. The NRCS will have final discretion over what is considered appropriate and reasonable.

This preliminary determination becomes final on {date, 30 days from now} if none of the three options are used.

If a field visit is made, a final determination will be issued within 30 days following the field visit.

If the mediation process is used, a final determination will be issued within 30 days following the completion of mediation.

The final determination, whether it is a result of the expiration of the 30-day period following receipt of the preliminary technical determination or receipt of a final determination after a field visit or mediation, may be appealed to the Farm Service Agency County Committee (COC) at the address below. If you take no action during the preliminary 30 day period, your COC appeal rights begin on {date, 30 days from now} and end on {date, 60 days from now}. Otherwise, your COC appeal rights begin when you receive your final determination and last for 30 days. We will forward a copy of our administrative record to the county committee for their use in deciding you appeal, should

you decide to appeal to the county committee.

If you are the owner of this tract and have a tenant, I urge you to discuss this letter and accompanying NRCS-CPA-026E with your tenant. Likewise, if you are tenant of this tract of land, I urge you to discuss this letter with your landlord.

I would be happy to answer any questions or discuss any concerns you might have. Please stop by the office or call me at (000)000-0000 Extension X.

Sincerely,

District Conservationist

Attachment D

Form Letter (potential violation)

Date

(Producer Address)

Dear xxxxxxxx:

The Food Security Act of 1985, as amended, requires persons to be actively applying an approved conservation plan or conservation system to produce an annually tilled agricultural commodity crop on highly erodible land (HEL) in order to be eligible for U.S. Department of Agriculture (USDA) program benefits...

The Natural Resources Conservation Service (NRCS) conducted a compliance status review on your tract XXX on xxxxxxxxx, 200x, and has determined that you are “not actively applying the approved conservation system because xxxxxxxxx
xx. This determination will cause you to be ineligible for USDA program benefits and require any benefits you have received this year to be refunded.

This information will be used in determining your eligibility for USDA program benefits. You will, in all likelihood, be determined to be ineligible for Federal USDA benefits such as: Commodity Loans, Production Adjustment Program (wheat and feed grain program), Disaster Programs (livestock feed, failed crops, drought, etc.), Federal Crop Insurance, Conservation Security Program, any Federal Cost Share Programs, RD loans and other exiting or potential USDA programs.

In most cases implementing the Basic Conservation System or Alternative Conservation System practices is all that is required for a producer to be in compliance.

You have the right to appeal this technical determination to NRCS in accordance with the laws and federal regulations set forth at 7 U.S.C. 6991, et seq., 7 CFR 614, the NRCS Appeals Procedures, 7 CFR 780, the FSA Appeals Procedures, and 7 CFR 11, the NAD Rules of Procedure, as follows:

1. Informal appeal to the NRCS State Conservationist (in the state where the decision was rendered).
 - a. Contact information for NRCS State Conservationist: David L. McKay, 230 North 1st Avenue, Suite 509, Phoenix, Arizona 85003-1733, phone number (602) 280-8810, Fax number (602) 280-8809, email David.McKay@az.usda.gov.
2. Mediation (if this option has not already been previously used).
 - b. Contact information is: Dr. Eric Thor or Rodica Evtuhovici, Arizona Agricultural Mediation Program, Morrison School of Agribusiness and Resource Management, Arizona State University East, 7001 E. Williams Road, Bldg. Wanner, Mesa, AZ 85212. Telephone number (480) 727-1470, Fax number (480) 727-1211 or email Eric.Thor@asu.edu or rodica@asu.edu.
3. Appeal to the National Appeals Division, (NAD) at the following address:
National Appeals Division, Western Regional Office
755 Parfet Street, Suite 494

Lakewood, Colorado 80215-5506
Phone: 1-800-541-0483
(303) 236-2862
TTY: 1-800-497-0253
Fax: (303) 236-2820

If you have any questions regarding this matter or need assistance to correct deficiencies, please contact me at (enter phone number)

Sincerely,

xxxxxxxxxxxxxxxx

District Conservationist

cc: xxxxxxxxxxxx, CED, FSA
xxxxxxxxxxxx Natural Resource Conservation District
xxxxxxxxxxxx, NRCS State Conservationist
xxxxxxxxxxxx, ASTC, FO Area xxxx

Attachment E

FOTG – Section I - A
Resource Management Systems
Irrigated Cropland
Erosion Control Component
For
Food Security ACT
Basic Conservation System (BCS)

The Erosion Control Component of the Irrigated Cropland Resource Management System developed during the planning process should consider the normal economic, social and practical aspects of planning and applying conservation treatment. For example, the technically feasible and practical solution normally used for controlling erosion on irrigated cropland should be planned.

The suggested sequences of practices listed on the succeeding pages should provide adequate erosion protection for the primary hazard of wind erosion.

Sheet, rill, wind, gully (both ephemeral and permanent), streambank, irrigation-induced, as well as other types of erosion must be controlled within acceptable limits.

When a resource problem is identified during planning, the Resource Management System or practice used to correct the problem must meet acceptable quality criteria. For example, steeper slopes may need practices for water erosion control.

Attachment E

FOTG – Section I - A
Resource Management Systems
Irrigated Cropland
Erosion Control Component
For
Food Security ACT
Basic Conservation System (BCS)

SAND TEXTURED SOILS (SAND, LOAMY SANDS, ETC.)

Irrigation System (Required Practice)	Must have an irrigation system to apply irrigation water to meet crop needs. Document in the inventory process or planned practice schedule.
Conservation Crop Rotation (Required Practice)	One out of every two crops will be high residue crops, (i.e. small grain, grain sorghum or other grain crops where, after harvest, all crops residues are retained in the field) for all annually tilled crops. Document in planned practice schedule.
Residue Management, Seasonal (Required Practice)	Maintain residue on soil surface until seedbed preparation of next crop. For cotton, maintain residue until residue must be incorporated into the soil. Document in planned practice schedule.
Surface Roughening (If Needed)	When residues are inadequate to control wind erosion, perform tillage (listing, disking, plowing) to obtain uniform distribution of clods on the soil surface. Ridging associated with tillage is very important to control wind erosion. Tillage that creates ridging will be perpendicular to the direction of damaging wind. If ridges or clods cannot be formed then erosion must be controlled with the above practices. Document in planned practice schedule.

ALL OTHER SOIL TEXTURES (SANDY LOAMS, LOAMS, CLAY LOAM, CLAY, SILTY CLAY, etc.)

Irrigation System (Required Practice)	Must have an irrigation system to apply water to meet crop needs. Document in the inventory process or planned practice schedule.
	Additional practices are not needed for these soil types if the soils are irrigated to develop a surface crust during critical wind erosion periods.

Attachment E

FOTG – Section I - A
Resource Management Systems
Irrigated Cropland
Erosion Control Component
For
Food Security ACT
Alternative Conservation System (ACS)

The alternative conservation systems may be used under Economic or Personal Hardship conditions. This alternative may be used when substantial improvement in erosion control is accomplished but basic conservation systems are not acceptable to producer due to economic or personal hardships. The Economic Hardship request must be submitted in writing, from the producer, to the local District Conservationist. The District Conservationist will make the decision to approve or disapprove the Economic Hardship request. Personal Hardship requests require the DC to obtain the person's supporting data and submit the request to the State Conservationist for a final decision. In either case, a written response and decision will be made and sent to the producer with a copy retained in the case file.

The suggested sequences of practices listed on the following pages will improve erosion control for wind erosion.

Sheet, rill, wind, gully (both ephemeral and permanent), streambank, irrigation-induced, as well as other types of erosion will receive improved control but not as complete as in the Basic Conservation Systems.

When a resource problem is identified during planning, the Resource Management System or practice used to correct the problem must meet acceptable quality criteria. For example, steeper slopes may need practices for water erosion control. Expensive structures (ditches, pipelines, waterways etc.) will not be required under the Alternative Conservation Systems.

Attachment E

FOTG – Section I - A
Resource Management Systems
Irrigated Cropland
Erosion Control Component
For
Food Security ACT
Alternative Conservation System (ACS)

SAND TEXTURED SOILS (SAND, LOAMY SANDS, ETC.)

Irrigation System (Required Practice)	Must have an irrigation system to apply irrigation water to meet crop needs. Document in the inventory process or planned practice schedule.
Conservation Crop Rotation (Required Practice)	One out of every three crops will be high residue crops, (i.e. small grain, grain sorghum or other grain crops where, after harvest, all crops residues are retained in the field) for all annually tilled crops. Document in the planned practice schedule.
Residue Management, Seasonal (Required Practice)	Maintain residue on soil surface until seedbed preparation of next crop. For cotton, maintain residue until residue must be incorporated into the soil. Document in the planned practice schedule.
Surface Roughening (If Needed)	When residues are inadequate to control wind erosion, perform tillage (listing, disking, plowing) to obtain uniform distribution of clods on the soil surface. Ridging associated with tillage is very important to control wind erosion. Tillage that creates ridging will be perpendicular to the direction of damaging wind. If ridges or clods cannot be formed then erosion must be controlled with the above practices. Document in the planned practice schedule.

ALL OTHER SOIL TEXTURES (SANDY LOAMS, LOAMS, CLAY LOAM, CLAY, SILTY CLAY, etc.)

Irrigation System (Required Practice)	Must have an irrigation system to apply water to meet crop needs. Document in the inventory process or planned practice schedule.
	Additional practices are not needed for these soil types if the soils are irrigated to develop a surface crust during critical wind erosion periods.

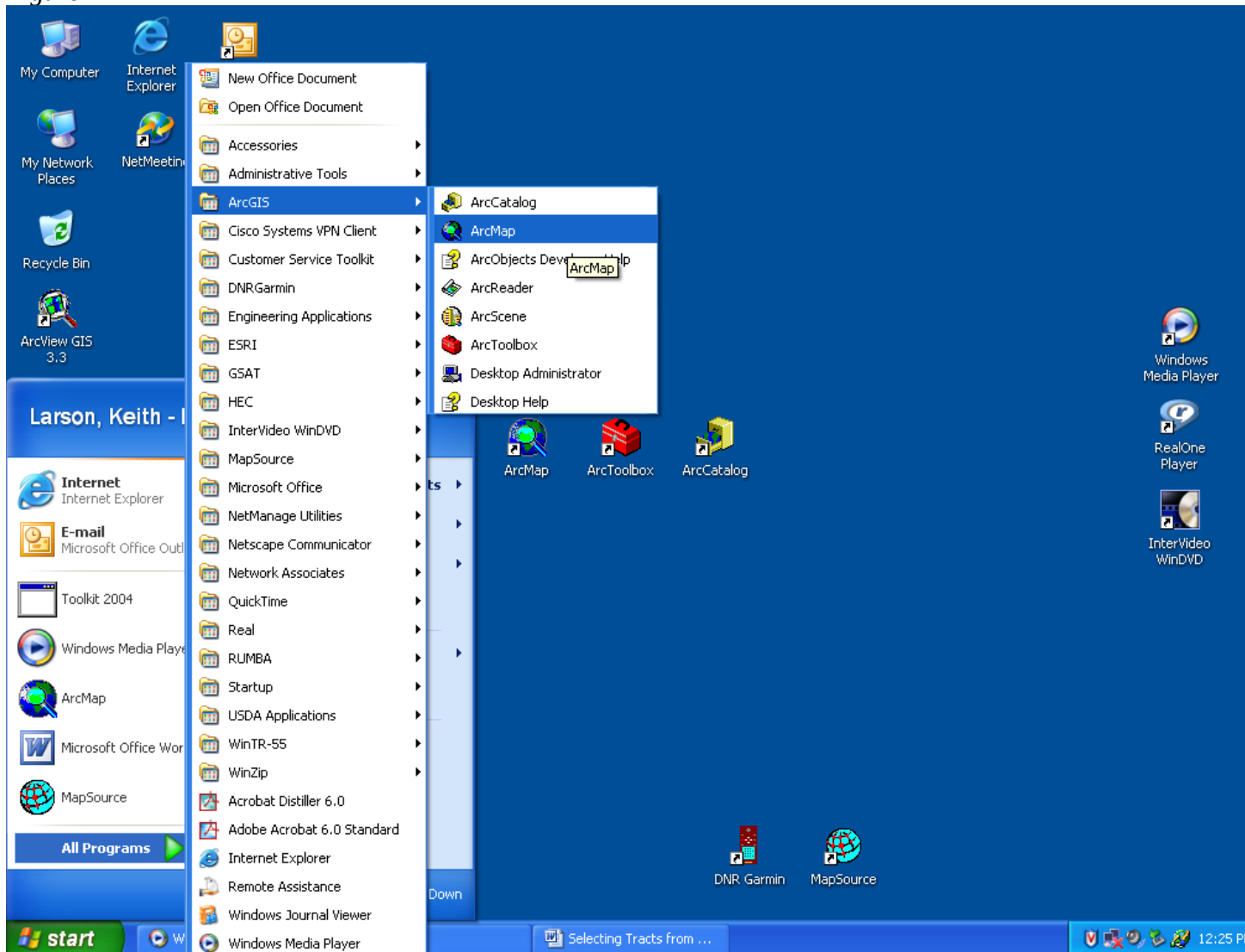
Attachment F

Selecting Tracts from CLU Data

The following process illustrates how to select tracts from the CLU datasets in ArcGIS. Since selecting tracts from CLU data is not tied to a specific customer, you do not need to use Toolkit to perform this task.

- To use ArcGIS as a standalone product, go to Start -> All Programs -> ArcGIS -> ArcMap as shown in Figure 1.

Figure 1



- From ArcMap, you will need to select the “**Add Data**” button (See Figure 2) and choose the appropriate county dataset for the Common Land Units (CLU) data. All of the appropriate counties have been loaded onto your server in the F:\Geodata\Common_Land_Unit folder. The counties are identified through the county FIPS code as indicated in Figure 3. Eleven of Arizona’s fifteen counties are currently covered by the CLU data.

When selecting the CLU data for your county, a pre-symbolized “layer file” has been created for you to more easily use the HEL determination attribute within the CLU fields. This “layer file” will automatically link to the CLU database.

Figure 2

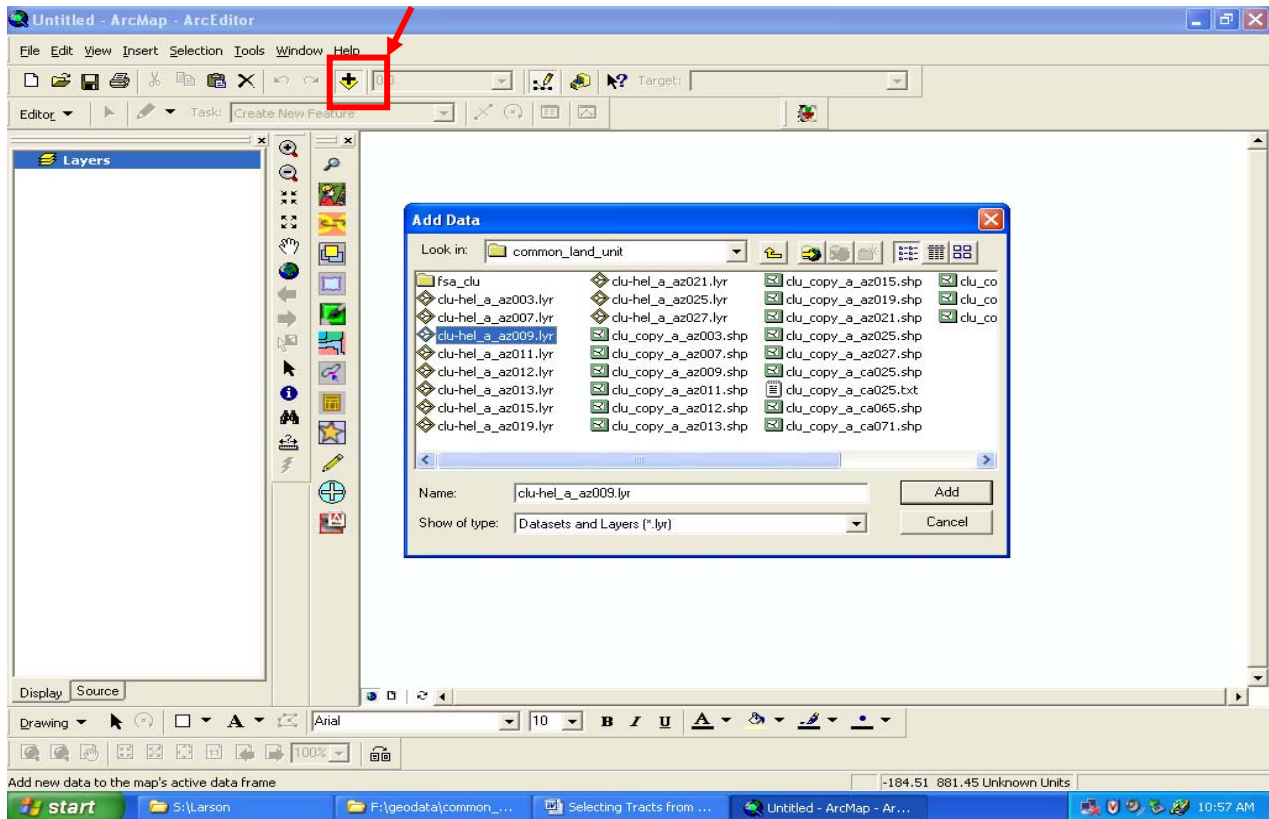
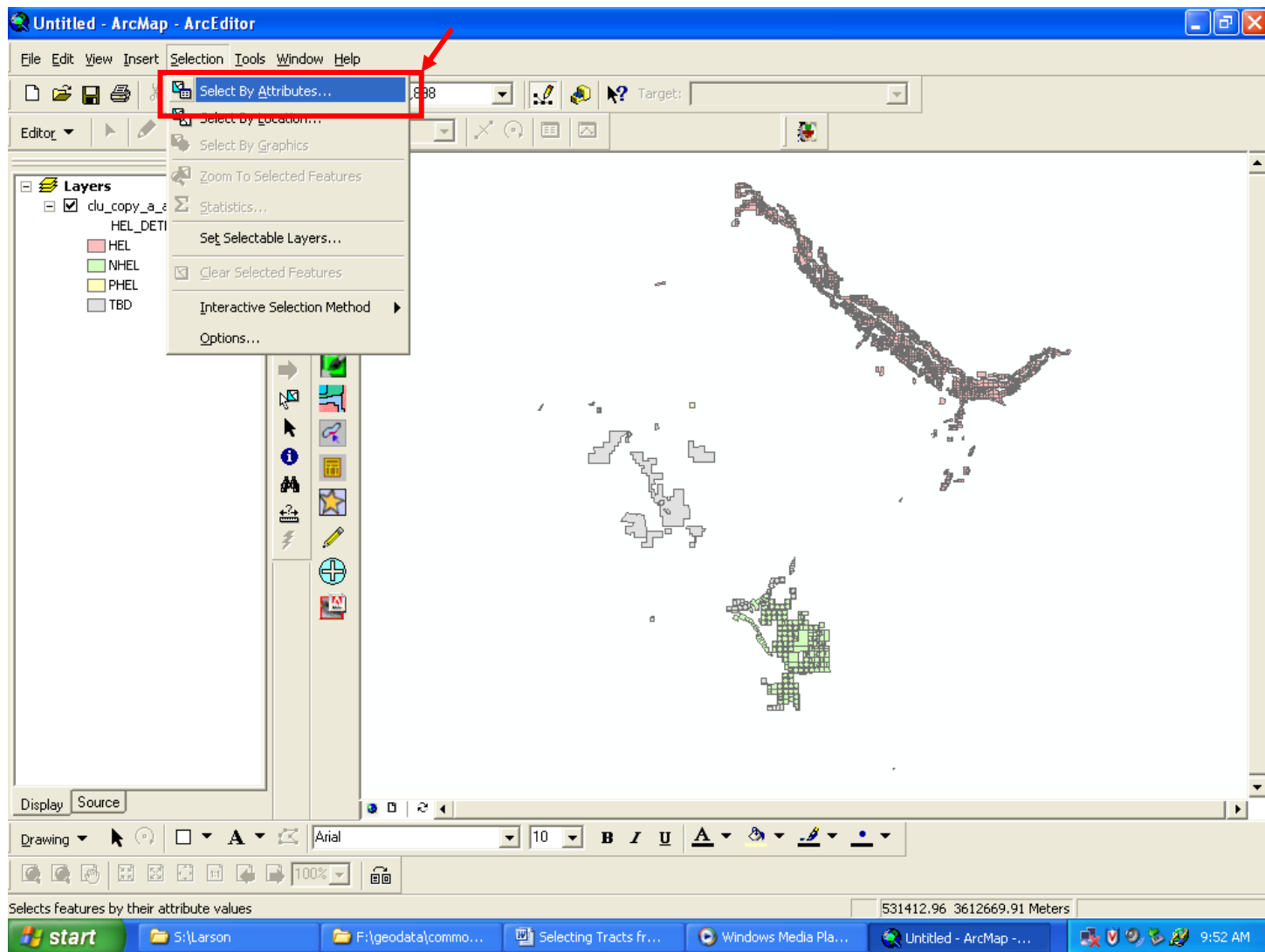


Figure 3

<u>001</u>	<u>Apache</u>	<u>011</u>	<u>Greenlee</u>	<u>019</u>	<u>Pima</u>
<u>003</u>	<u>Cochise</u>	<u>012</u>	<u>La Paz</u>	<u>021</u>	<u>Pinal</u>
<u>005</u>	<u>Coconino</u>	<u>013</u>	<u>Maricopa</u>	<u>023</u>	<u>Santa Cruz</u>
<u>007</u>	<u>Gila</u>	<u>015</u>	<u>Mohave</u>	<u>025</u>	<u>Yavapai</u>
<u>009</u>	<u>Graham</u>	<u>017</u>	<u>Navajo</u>	<u>027</u>	<u>Yuma</u>

To select a tract in ArcGIS, choose Selection -> Select by Attributes as shown in Figure 4. Counties with shadows are not in the CLU database.

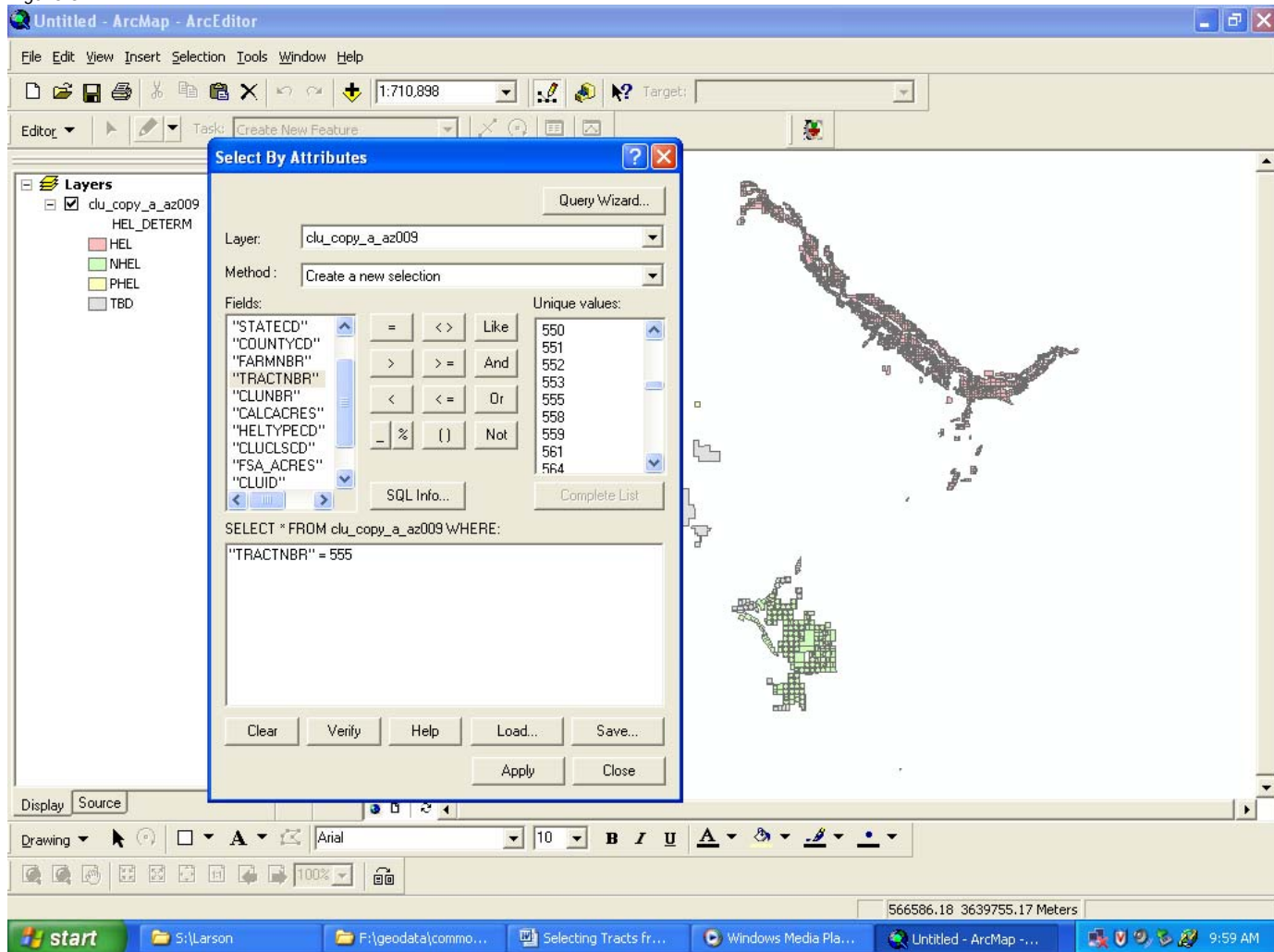
Figure 4



Note: You must be using the **Advanced Mode** in Toolkit for the Selection pulldown menu to appear. If you are using Basic Mode, you should log into **Toolkit**, go into the **Toolkit preferences**, click on the **GIS Tools** tab, choose **Advanced** and click **Save**. You **MUST** click on Advanced and click Save even if Toolkit already shows that you are in Advanced mode.

In the Select by Attributes dialog, choose the appropriate CLU dataset for the **Layer**, and interactively fill out the query expression box in the lower center part of the dialog box. The example in Figure 5 was created by double clicking the **"TRACTNBR"** field on the left side, clicking the **=** button in the middle, then clicking on the **Complete List** button on the right side and choosing **555** with a double click. If selected **"TRACTNBR"** is not listed in 'Unique Values' then type your number after the **"="** sign. When finished building the expression, you may click **Apply** to create the selection.

Figure 5



- To zoom to your selected features, you may right click on the CLU dataset in the table of contents and choose Selection -> Zoom To Selected Features (See Figure 6). This will allow you to visually identify the HEL determination by referencing the legend within the table of contents:

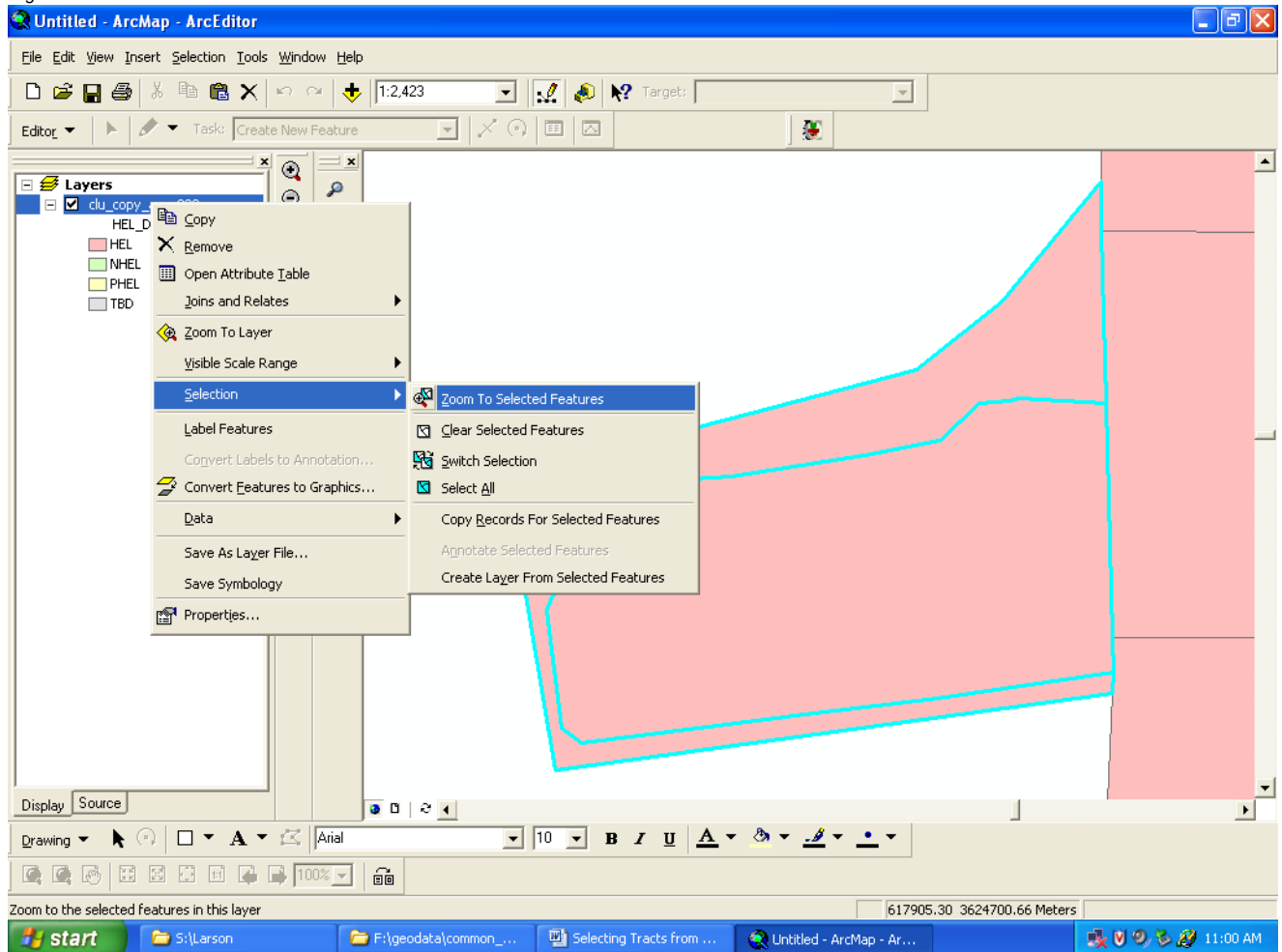
Light Red = Highly Erodible Land (HEL).

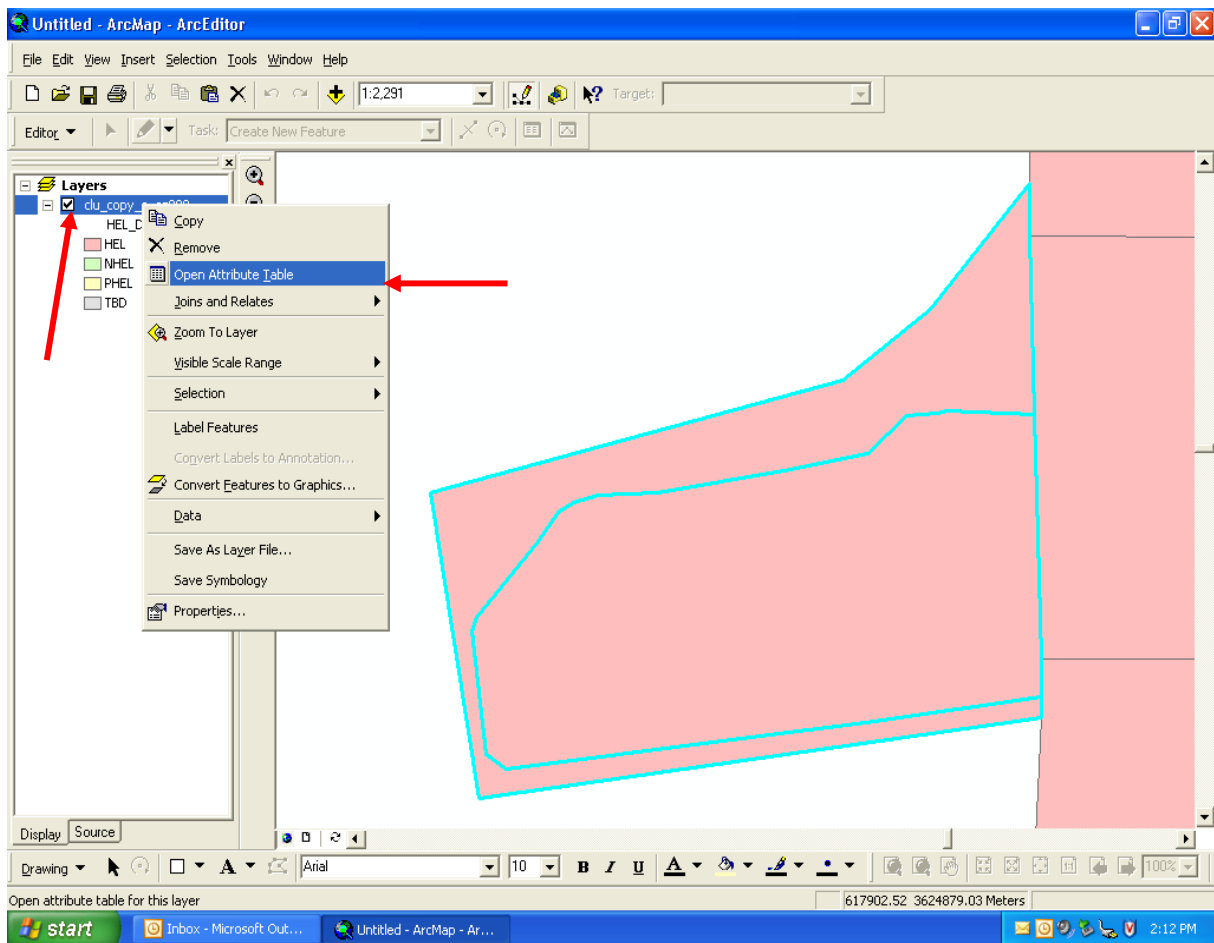
Light Green = Not Highly Erodible Land (NHEL).

Yellow = Potentially Highly Erodible Land (PHEL).

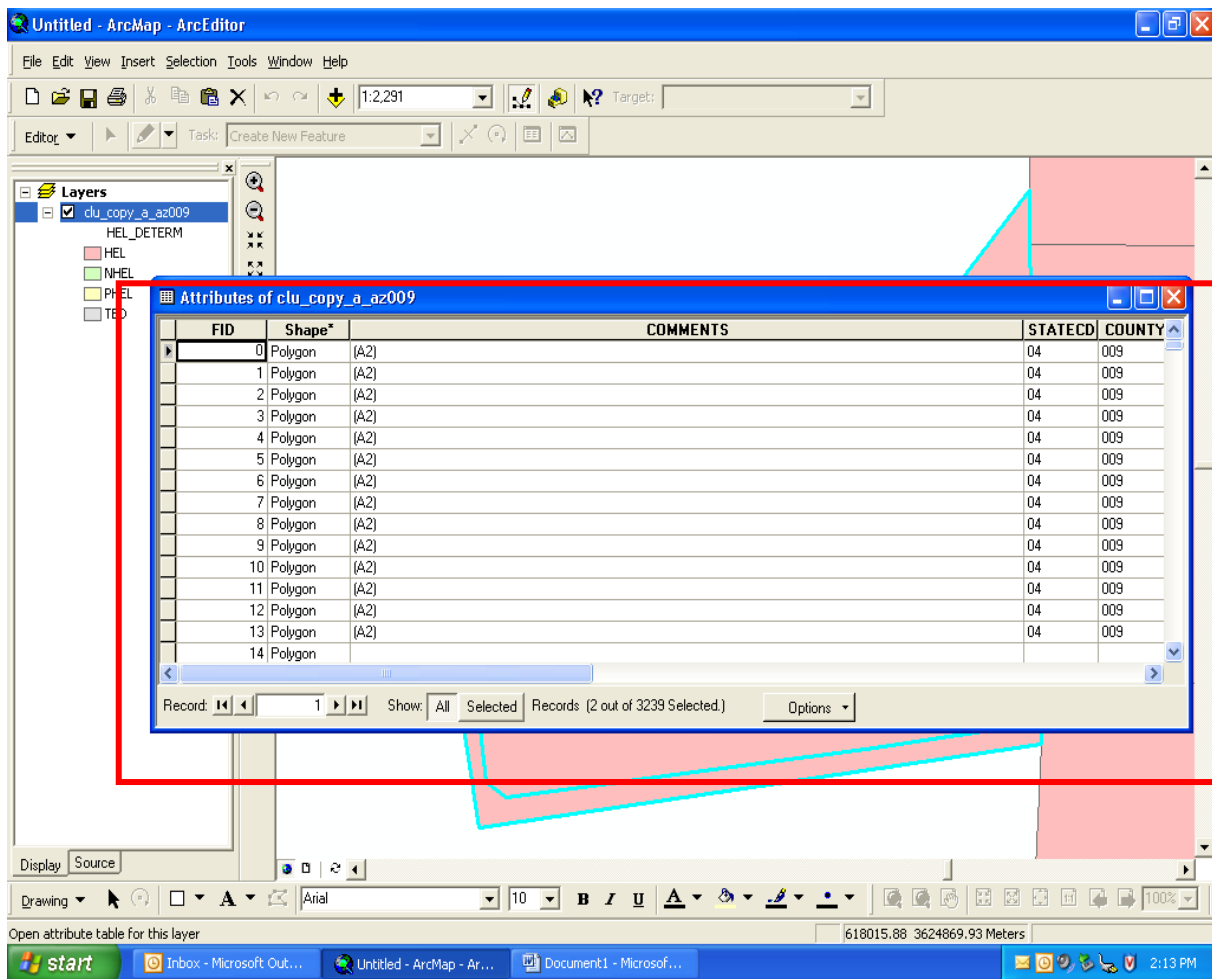
Gray = To Be Determined (TBD) - Not covered by SSURGO Soils.

Figure 6

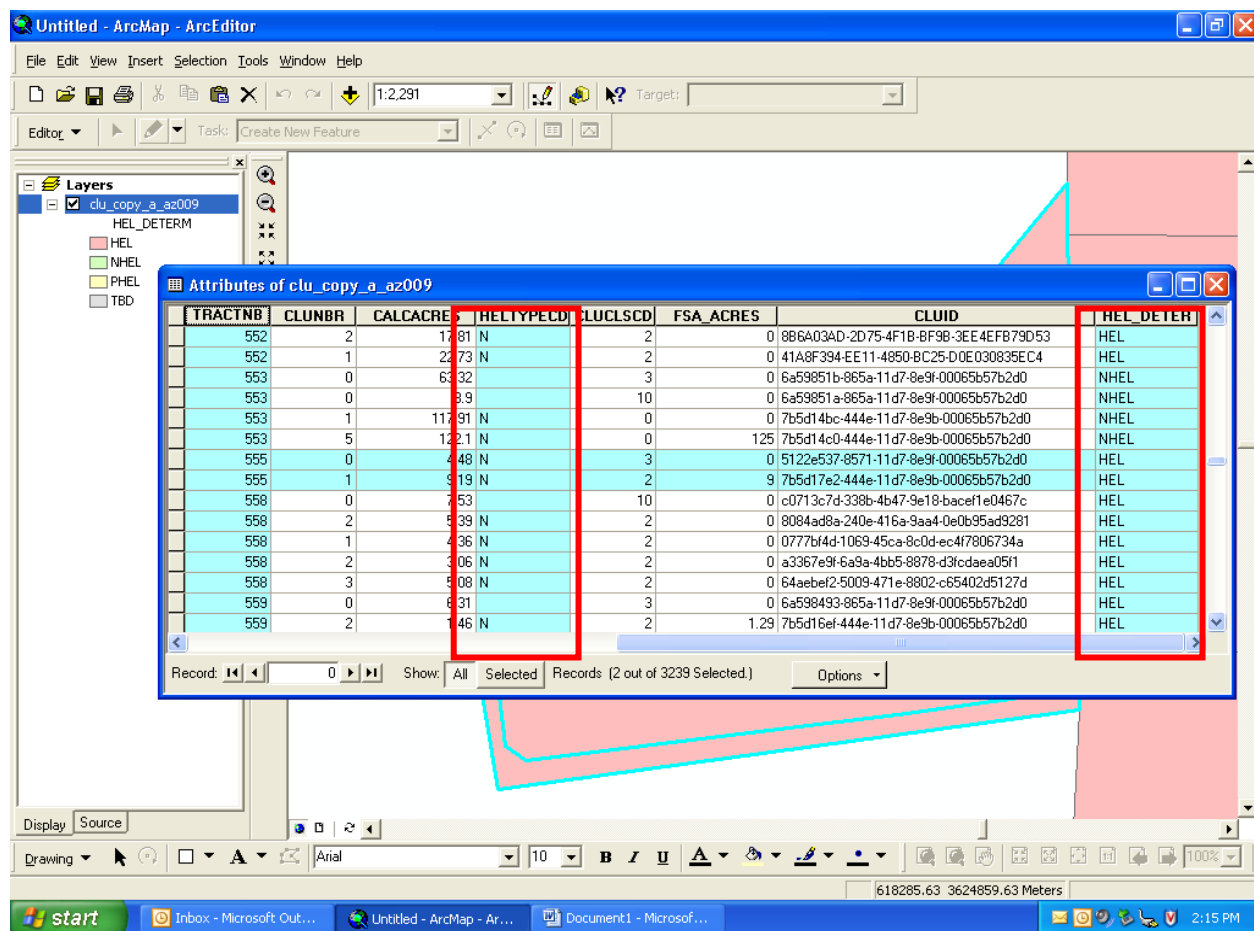




To compare the FSA HEL label to the HEL determination: right click on the CLU layer name in upper left hand column and select "open attribute table"



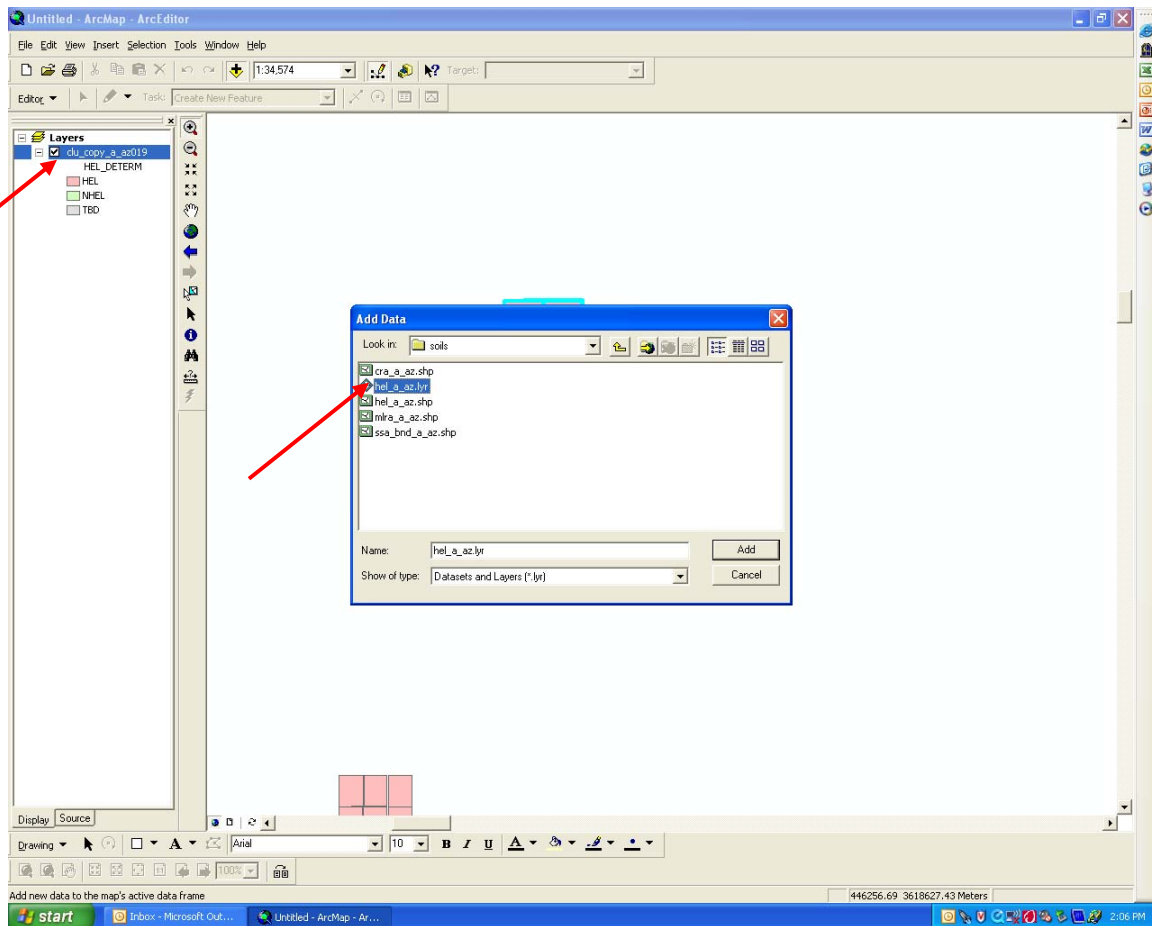
Scroll to the right in the attribute table to find the FSA HEL label (HELTYPECD) and compare to the NRCS HEL determination (HEL_DETERM) located in the far right column.



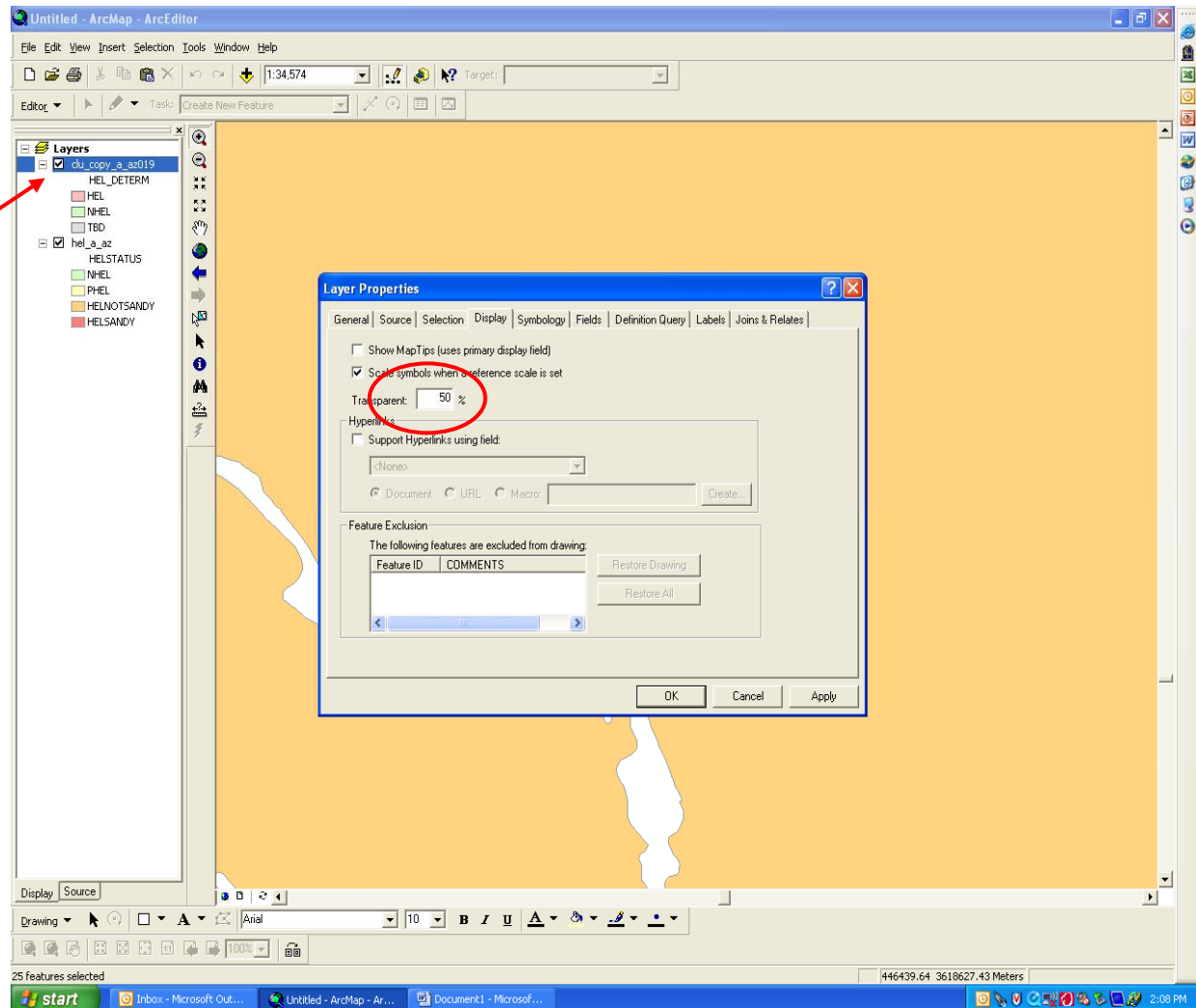
The value in the HEL_DETERM (HEL, NHEL, PHEL) is the correct HEL determination for soils in this tract and based on certified NRCS soil survey information. If the HELTYPECD value (Y=HEL, N = NHEL, E = exempt) does not agree with the HEL_DETERM value then follow directions under CHANGES in the Instructions.

Highly Erodible Soil Data Layer

Access this data layer, after you have loaded the CLU layer and located your selected tract, by going into ARCMAP > F:\geodata\soils > and adding "hel_a_az.lyr".



Since you added the HEL Soil Data layer it will be on top of the CLU data layer. Highlight the CLU data layer and drag it to the top just above the HEL Soil Data Layer. If you cannot see the HEL Soil Data Layer soil colors, check to make sure you have some level of transparency in the CLU data layer. Double click the CLU file name to bring up layer properties. Make sure the color scheme for one data layer does not match with the other data layer. To change color scheme double click on the color box in the appropriate data layer to access and change the color menu.



Below is example of a completed printable map with tract number, tract boundary, and HEL determination to be used as documentation for the Conservation Plan Case File. A copy should be placed in the paper file as well as in the Toolkit file.

