



# Example

## Shallow Water Development and Management (646) Conservation Practice Jobsheet



### Definition

The inundation of lands to provide habitat for fish and/or wildlife.

### Purpose

To provide habitat for wildlife such as shorebirds, waterfowl, wading birds, fish, reptiles and other species that require shallow water for at least a part of their life cycle.

### Conditions Where Practice Applies

On lands where water can be impounded or regulated by diking, excavating, ditching, and/or flooding.

On floodplain areas that provide refuge habitats for native fish during high flow periods.

This practice does not apply to: Wetland Restoration (657), Wetland Enhancement (659), Wetland Construction (656), Wetland Creation (658), or to Fishpond Management (399).

### Practice Implementation

Implementation of this practice may include:

- installing structural measures to impound or regulate (control) water;
- actively managing the shallow water habitat by disking or managing the water level;
- planning and developing a point of access to facilitate the management (required if actively managing the habitat);
- controlling invasive and noxious plants by controlling the water level; and/or
- removing or modifying existing drainage systems.

The majority of the management actions are usually implemented via other supporting or facilitating conservation practices.

Measures to manipulate water levels for wildlife are the only type of action that may be implemented under this practice.

After practice implementation, it is the responsibility of the client to carry out the Operation and Maintenance Requirements to insure that this practice functions as

intended throughout its expected life. These actions include normal repetitive activities in the application and use of the practice (operation) and repair and upkeep of the practice (maintenance).

### **Plans and Specifications**

Plans and specifications for installing structures for water control shall be in keeping with the Standard for this practice and shall prescribe the requirements for applying the practice to achieve its intended purpose.

The plans and specifications shall be prepared or reviewed and approved by a person with appropriate training in the design and implementation of shallow water areas to benefit fish and wildlife.

The following section of this Jobsheet shall be used to prepare and record the plans and specifications for each site and reviewed with the client.

**Shallow Water Development and Management – Jobsheet**

Jobsheet Prepared for						
Client Name:	<i>Bob Farmer</i>			Business Name:	<i>Aloha Farm</i>	
Plan Name:	<i>FY-2010 WHIP Plan</i>	Contract #:	<i>123456789</i>	Program:	<i>WHIP</i>	
Tracts No.(s)	Land Unit No.(s)	Land Unit Acres	Management Area Name or No.	Size of Management Area (= amt. of practice to be installed)		
<i>100</i>	<i>20A</i>	<i>5 acres</i>	<i>1. Moorhen Wildlife Reserve</i>	<i>5 acres</i>		
Jobsheet Prepared by						
Name:	<i>Tom Planner</i>		Title:	<i>Soil Conservationist</i>	Date Prepared:	<i>2/1/2010</i>

Purpose for Client Applying Practice
To provide habitat for wildlife such as shorebirds, waterfowl, wading birds, fish, reptiles and other species that require shallow water for at least a part of their life cycle. Description of client's management goals and objectives: <i>Client would like to create and manage shallow water for Moorhen</i>

Management Area: (Name or No.)	<i>1. Moorhen Wildlife Reserve</i>	Size:	<i>5 acres</i>
Management Area Description	Current	Target or Future	
Land Use Designation:	<i>Wildlife</i>	<i>Same</i>	
Land Use Description:	<i>Seasonal ponds and associated wetlands with water at 12 inches deep for 2 months, swampy land for 6 months and dry land for 4 months, on average. Overgrown with California grass and Phragmites sp.</i>	<i>Moorhen habitat with ponded areas 12 months year rotated amongst the 5 acres</i>	
Wildlife Species: (type and species)	<i>When seasonal ponds are present, moorhen visit the site but do not nest or stay around after ponds dry up.</i>	<i>Same</i>	
Habitat Elements / Natural Resource Problems to be Addressed:	<i>Wildlife – inadequate water quantity, inadequate food, inadequate cover/shelter and endangered species present noxious and invasive plants</i>	<i>Adequate water year round, adequate food, cover and shelter</i>	

<b>Management Actions to be Implemented to Address Habitat Concerns:</b> (Also see Job Sketch)			
Management Action to be Implemented (including purpose)	Method of Implementation (including amount)	Year	Requirements for Implementation
<i>Install structural measures to impound water.</i>	<i>Follow jobsheets for Pond (378), Structure for Water Control (587), Spring Development (574) and Grassed Water (412). Eight (8) ponds should be created, each ranging from 0.25 to .75 acre in size a maximum of 18 inches deep with an average depth of 12 inches and shallow sloping sides to allow for emergent vegetation and easy ingress and egress for moorhen adults and chicks.</i>	1	<i>Pond (387), Structure for Water Control (587), Spring Development (574) and Grassed Water (412) shall only be completed after all permits are in place.</i>
<i>Grub and grade areas around ponds to remove California grass and Phragmites followed by chemical control of returning weeds</i>	<i>Follow job sheet for Herbaceous Weed Control (315)</i>		<i>Herbaceous Weed Control (315). Client is required to implement the practice Integrated Pest Management (595) to prevent or mitigate any pesticide risks to water.</i>
<i>Create and manage habitat for wildlife</i>	<i>Follow jobsheets for Conservation Cover (327) and Wetland Wildlife Habitat Management (644)</i>		<i>Conservation Cover (327) to establish native vegetation and Wetland Wildlife Habitat Management (644)</i>
<i>Raise and lower water levels for habitat management</i>	<i>See O and M below for schedule.</i>		

<b>Operation and Maintenance</b>
<p>The following actions shall be carried out to ensure that this practice functions as intended throughout its expected life. These actions include normal repetitive activities in the application and use of the practice (operation), and repair and upkeep of the practice (maintenance).</p> <p>Waterfowl and shorebird feeding and resting areas that can be hydrologically controlled or have natural dry periods should be burned, disked or surface disturbed every 1-5 years to set back succession and control the growth of undesirable plants. Such burning, disking, or surface disturbance shall be scheduled to encourage desirable habitat plants.</p> <p>Any use of fertilizers, mechanical treatments, prescribed burning, pesticides and other chemicals shall not compromise the capability of the practice to provide habitat for the target species.</p> <p>Operation and maintenance shall include monitoring and management of structural components and habitat quality provided.</p> <p>Additional and/or site-specific operation and maintenance requirements:</p> <p>Keep 5 of the 8 ponds at 12 to 30 inches deep year round, rotating between ponds so every three years each pond is allowed to go fallow (free of water for maintenance purposes). Ponds should only be drained and allowed to be fallow outside of the moorhen breeding period (March to August in Hawaii and November to September in Guam and the CNMI). Monitoring of water control structures according to standard. Monitoring of habitat according to Wetland Wildlife Habitat Management jobsheet.</p>

Practice Location	
The practice location is shown on the following document: ("X" below)	
X	On the conservation plan map located in conservation plan file folder.
	On another job sketch, drawing, map, photo. Name: <input type="text"/>

Job Sketch
The following job sketch, drawing, maps, and/or photograph has been prepared to assist with practice implementation, operation and maintenance. (The empty box below may be used to create a job sketch or to insert a job sketch file. If separate job sketch documents are prepared they should be stapled to this Jobsheet.)

*No job sketch available for this example*

## Practice Approvals

This section documents the practice approvals and the client's acknowledgement of his/her responsibilities.

Job Approval Authority	
NRCS policy requires that the practice inventory and evaluation (I&E) data, design, and installation be approved by a NRCS or partner employee with the required Job Approval Authority (JAA) or higher.	
Required Job Approval Authority for Practice (Enter Job Class I-V.): (Refer to <a href="#">Ecological Practice JAA Worksheet</a> )	<b>Required JAA (I-V)</b>
	II

Practice I&E and Design Approvals				
Practice Approvals for	Print Name	Signature	Date	JAA of Approver (I-V)
Inventory and Evaluation*	Bill Technician	Bill Technician	2/15/10	II
Design**	Mike State Biologist	Mike State Biologist	2/30/10	V

\* The inventory and evaluation data needed to design the practice is adequate and accurate.

\*\* The practice "design" (job specifications - requirements for installation, operation, and maintenance) as documented in this Jobsheet has been prepared in accordance with the Conservation Practice Standard.

Client's Acknowledgement (To be completed after practice I&E and design have been approved.)		
By signing below, I acknowledge that I:		
<ul style="list-style-type: none"> <li>have reviewed this Jobsheet and have an understanding of its contents and requirements;</li> <li>will make no changes to this Jobsheet, without prior concurrence of NRCS;</li> <li>will install, operate, and maintain this practice in accordance with this Jobsheet; and</li> <li>will obtain all necessary permits and/or rights, comply with all ordinances and laws, and notify all utilities pertaining to the installation, operation, and maintenance of the practice.</li> </ul>		
<b>Print Name</b>	<b>Signature</b>	<b>Date</b>
Bob Farmer	Bob Farmer	3/1/10

Practice Layout Notes (Description of pre-installation layout assistance (staking and layout, conference, design modification, etc.) provided to the client, if any.)			
Description of Assistance Provided:	Met with farmer to review installation and field layout assistance provided.		
<b>Assistance Provided by:</b>	<b>Print Name</b>	<b>Signature</b>	<b>Date</b>
	Tom Planner	Tom Planner	3/15/10

Practice Checkout Notes (Documentation of field check done and/or records obtained from the client to determine the amount installed and actual materials and methods used.)			
Amount installed:	950 acres		
Was the practice installed in accordance with the job specifications in this Jobsheet? If no, how did it differ?	Yes.		
Method of checkout used? (field check and/or records from client)	Field check.		
<b>Checkout Completed by:</b>	<b>Print Name</b>	<b>Signature</b>	<b>Date</b>
	Bill Technician	Bill Technician	3/20/10

Practice Installation Approval (To be completed after practice checkout.)				
Practice Approval for	Print Name	Signature	Date	JAA of Approver (I - V)
Implementation*	Mike Smith	Mike Smith	3/25/10	III

\* The practice has been installed in accordance with the job specifications in this Jobsheet, as verified