

Part 504 – Special Investigations, Studies, and Reports

Subpart A – Problems and Deficiencies

AL504.2 Reporting Problems, Deficiencies, and Failures

A. Problems, deficiencies, or failures as identified in NEM 504.2 A. will immediately be elevated through chain of command to the state conservationist (STC) and state conservation engineer (SCE).

B. When a structure deficiency other than those described in NEM504.2 A. comes to the attention of an employee, they should immediately notify the assistant state conservationist for field operations (ASTCFO). When there is reason to believe that delay will cause loss of valuable physical evidence, the ASTCFO will immediately dispatch an NRCS employee to make documentary photographs and assemble any apparent physical evidence at the site. The ASTCFO will immediately notify the STC and SCE of the deficiency.

When an obviously significant deficiency occurs, the STC will appoint an Investigating Committee, not directly connected with the job to proceed immediately with an investigation. In all other situations the SCE will designate an engineer to make an immediate evaluation of the situation and determine whether a full committee investigation is warranted. The designated engineer will make his verbal recommendation expeditiously; normally, that day or the following day. If a committee study is not warranted, the designated engineer will make a formal report to the SCE following the general guidelines of NEM Part 504.5. The designated engineer will be a member of, or consultant to, the Investigating Committee if a committee report is required.

Subpart B – Emergency Spillway Performance

AL504.14 Procedure

The district conservationist (DC) is responsible for determining when emergency spillway flow has been experienced for project structures within their county(s). A determination will be made along with assistance from the resource engineer if any of the conditions identified in NEM 504.11 has occurred, and if so, the DC will inform the ASTCFO of such flows and aid in securing engineering assistance. The ASTCFO will then notify the STC and SCE when such an event occurs. The SCE will contact the Director of the Conservation Engineering Division to determine if a study is warranted. If so, the SCE will coordinate an emergency spillway performance study team and make arrangements for analysis and preparation of reports.

For sites requiring reporting, documentation will begin immediately with the DC or a representative taking photographs of flow damages. The DC will also immediately determine or mark the depth of flood flow through the emergency spillway(s). Additional pictures will be made of erosion and sediment damage after flow has subsided. Records on rainfall, duration, runoff, etc., will be secured from available sources such as weather service records, private records, and NRCS measurement records. If flow measuring devices are located in the watershed, the field office should utilize them.

For sites requiring reporting, a detailed survey to accurately assess damages, flood depths, widths and measurement for needed repair and cost estimates will be required.