

**STATEMENT OF WORK**  
**Access Control (472)**  
**Maine**

These deliverables apply to this individual practice. For other planned practice, deliverables refer to those specific Statements of Work.

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## DESIGN

### Deliverables:

1. Design documents that demonstrate criteria in NRCS practice standard have been met and are compatible with planned and applied practices.
  - a. Practice purpose(s) as identified in the conservation plan (specified products, environmental services, and/or mitigating actions to maintain resource concerns at acceptable levels)
  - b. List of required permits to be obtained by the client
  - c. Practice standard criteria-related computations and analyses to develop plans and specifications including but not limited to:
    - i. Use-regulating activities (e.g., signage, patrolling, gates, permitting) shall be monitored and achieve the intended purpose including mitigating associated resource concerns to acceptable levels
    - ii. Each activity or measure will identify the entity to be monitored and managed (animals, people, vehicles and equipment) and specify the intent, intensity, amounts, and timing of use by that entity.
    - iii. Placement, location, dimensions and materials (e.g., signs, gates), and frequency of use (e.g., continuous, specific season, or specific dates) shall be described for each activity including the frequency of monitoring.
2. Written plans and specifications including sketches and drawings shall be provided to the client that adequately describe the requirements to install the practice and obtain necessary permits.
3. Documentation of needed operation and maintenance.
4. Certification that the design meets practice standard criteria and comply with applicable laws and regulations by signing approvals on the job sheet or by signing project plan with a statement that the practice design meets NRCS standards and specs.
5. Design modifications during installation as required.
6. Completed TSP Progress Report

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## INSTALLATION

### Deliverables

1. Pre-application conference with client.
2. Verification that client has obtained required permits.
3. Layout and, as applicable, field staking or marking of the practice, measure or activity according to plans and specifications including applicable layout notes.
4. Application guidance as needed.
5. Facilitate and implement required design modifications with client and original designer.
6. Advise client/NRCS on compliance issues with all federal, state, tribal, and local laws, regulations and NRCS policies during installation.
7. Certification that the application process and materials meet design and permit requirements.
8. Completed TSP Progress Report

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## CHECK OUT

### Deliverables

1. Records of application
2. Location, extent and photo documentation of practice units applied
3. Actual mitigation measures used and applied
4. Certification that the application meets NRCS standards and specifications and is in compliance with permits through:
  - a. completing the check-out section of the job sheet or signing project plan with statement that the practice meets NRCS standard and specs; and,
  - b. providing variance documentation when applicable
5. Completed TSP Progress Report

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**REFERENCES**

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- NRCS Field Office Technical Guide (eFOTG), Section IV, Practice Standard – Access Control, 472
- NRCS National Environmental Compliance Handbook, NRCS Cultural Resources Handbook