

Guidelines To Completing the LABORATORY OF ANTHROPOLOGY SITE RECORD

ew.doc - Microsoft Word

Format Tools Table Window Help

75% Courier New 9 B I U

LABORATORY OF ANTHROPOLOGY SITE RECORD

1. IDENTIFICATION & OWNERSHIP

LA Number: (contact ARMS for site registration) Site Update? (complete at least Sections 1-4)

Site Name(s):

Other Site Number(s): Agency Assigning Number:

Current Site Owner(s):

Site Type: Occupation Type:

2. RECORDING INFORMATION

NMCRIS Activity No.: Field Site Number:

Site Marker? (specify ID#):

Recorder(s):

Agency: Recording Date (dd-MMM-yyyy):

Site Accessibility (choose one): accessible buried (sterile overburden) flooded urbanized not accessible

Surface Visibility (% visible; choose one): 0% 1-25% 26-50% 51-75% 76-99% 100%

Remarks:

Recording Activities: sketch mapping photography
 instrument mapping (e.g., total station mapping) shovel or trowel tests; probes
 surface collection (controlled or uncontrolled) test excavation
 in-field artifact analysis excavation (data recovery)
 other activities (specify):

Description of Analysis or Excavation Activities:

Photographic Documentation:

Surface Collections (choose one): uncontrolled surface collection no surface collection
 controlled (sample: <100%) collections of specific items only
 other method (describe): controlled (complete: 100%)

Records Inventory: site location map excavation, collection, analysis records field journals, notes

FOR HISTORIC SITES ONLY

Filling out the State Historic Preservation Offices (SHPO) Laboratory of Anthropology Site Record (the LA Form). This form is required whenever cultural properties older than 50 years in age are encountered within the projects Area of Potential Effects.

The purpose of this manual is to give the reader step by step instructions to complete the Laboratory of Anthropology Site Record.

You can find the **LA Form** on the NRCS Web in Field Office Technical Guide Section II. **Do not use the form as is on the Web, download the form into a Word (.doc).**

The photographs below are examples of small historic sites located in New Mexico.



What additional information will be needed to accompany this form when complete.

1. Photographs of the site.
2. A site map, which is a hand drawn or computer generated map of the site and it's boundaries to scale.
3. A project map, this is a computer generated map at 1: 24,000. This map will include; Quad. Name, Legal Description, Surveyed Area, Projects Name, Previously Recorded Sites, new recorded sites and Isolated Occurrences.



1. IDENTIFICATION & OWNERSHIP

1. IDENTIFICATION & OWNERSHIP	
LA Number: <input type="text"/> (contact ARMS for site registration)	<input type="checkbox"/> Site Update? (complete at least Sections 1-4)
Site Name(s): <input type="text"/>	
Other Site Number(s): <input type="text"/> <input type="text"/> <input type="text"/>	Agency Assigning Number: <input type="text"/> <input type="text"/> <input type="text"/>
Current Site Owner(s): <input type="text"/>	
Site Type: <input type="text"/>	Occupation Type: <input type="text"/>

Lock your Form

LA Number: To get this Number you will have to call the State Archaeologists.

Site Name(s): None

Current Site Owner(s): Private, New Mexico State Lands, Tribal or Federal Owned.
(As Field Office Staff you are permitted on Private Owned)

1. IDENTIFICATION & OWNERSHIP

LA Number: (contact ARMS for site registration) Site Update? (complete at least Sections 1-4)

Site Name(s):

Other Site Number(s): Agency Assigning Number:

Current Site Owner(s):

Site Type: Occupation Type:

2. RECORDING INFORMATION

NMCRIS Activity No.: Field Site Number:

Site Marker? (specify ID#):

Recorder(s):

Agency: Recording Date (dd-MMM-yyyy):

Site Type: This is a drop down menu. If you don't have a drop down, LOCK YOUR FORM.

Your choices are **Structural** or **Non-Structural**.

Structural Sites include: Basically anything that has been constructed; habitation shelter, storage facility, walls, alignments, fence, dam etc.

Non-Structural Sites include: These are sites that lack a structural component; trash area, fire pit, ceramic and/or lithic scatter.

1. IDENTIFICATION & OWNERSHIP

LA Number: (contact ARMS for site registration) Site Update? (complete at least Sections 1-4)

Site Name(s):

Other Site Number(s): Agency Assigning Number:

Current Site Owner(s):

Site Type: Occupation Type:

2. RECORDING INFORMATION

NMCRIS Activity No.: Field Site Number:

Site Marker? (specify ID#):

Recorder(s):

Agency: Recording Date (dd-MMM-yyyy):

Occupation Type: This is also a drop down menu.

Your choices are **Prehistoric**, **Historic**, **Prehistoric/Historic** or **Unknown**. Choose what applies.

2. RECORDING INFORMATION

2. RECORDING INFORMATION	
NMCRIS Activity No.:	Field Site Number:
Site Marker? <input type="checkbox"/> (specify ID#):	
Recorder(s):	
Agency:	Recording Date (dd-MMM-yyyy):
Site Accessibility (choose one):	<input checked="" type="checkbox"/> accessible <input type="checkbox"/> buried (sterile overburden) <input type="checkbox"/> flooded <input type="checkbox"/> urbanized <input type="checkbox"/> not accessible
Surface Visibility (% visible; choose one):	<input type="checkbox"/> 0% <input type="checkbox"/> 1-25% <input type="checkbox"/> 26-50% <input type="checkbox"/> 51-75% <input type="checkbox"/> 76-99% <input type="checkbox"/> 100%
Remarks:	
Recording Activities:	<input type="checkbox"/> sketch mapping <input type="checkbox"/> photography
	<input type="checkbox"/> instrument mapping (e.g., total station mapping) <input type="checkbox"/> shovel or trowel tests; probes
	<input type="checkbox"/> surface collection (controlled or uncontrolled) <input type="checkbox"/> test excavation
	<input type="checkbox"/> in-field artifact analysis <input type="checkbox"/> excavation (data recovery)
	<input type="checkbox"/> other activities (specify):
Description of Analysis or Excavation Activities:	
Photographic Documentation:	
Surface Collections (choose one):	<input checked="" type="checkbox"/> no surface collection
	<input type="checkbox"/> uncontrolled surface collection <input type="checkbox"/> collections of specific items only
	<input type="checkbox"/> controlled (sample: <100%) <input type="checkbox"/> controlled (complete: 100%)
	<input type="checkbox"/> other method (describe):
Records Inventory:	<input type="checkbox"/> site location map <input type="checkbox"/> excavation, collection, analysis records <input type="checkbox"/> field journals, notes
	<input type="checkbox"/> sketch map(s) <input type="checkbox"/> photos, slides, and associated records <input type="checkbox"/> NM Historic Building Inventory form
	<input type="checkbox"/> instrument map(s) <input type="checkbox"/> other records:
Repository for Original Records:	
Repository for Collected Artifacts:	

NMCRIS Activity No.: To get this Number you will have to call the State Archaeologists.

Recorder(s): Your Name.

Agency: USDA-NRCS **Recording Date:** Date you recorded the site.

Site Accessibility: Check the box that applies. (Here again if you can't check the box, LOCK THE FORM).

Site Visibility: Check the box that applies.

Remarks: Write a brief statement of what you see of the land surface. Example – Area has large junipers with areas between trees that range from 20 feet to 50 feet. The area between consist mainly of bare ground with small grass bunches about every 3 feet.

Recording Activities: These are check boxes. The boxes for sketch mapping and photography will always be checked.

Photographic Documentation: How many photographs were taken and what of.
(Six photograph's were taken; three of the site, one of the trash area and two of ceramic sherds).

Surface Collections: These are check boxes. The only box that will be checked is the no surface collection.

Records Inventory: These are check boxes. The boxes for site location map, sketch map(s) and photos, slides and associated records will always be checked. All three of these items are required to be included.

Repository for Original Records: ARMS (Archaeological Records Management Section)

3. CONDITION

3. CONDITION	
Archaeological Status:	<input type="checkbox"/> surface collection <input type="checkbox"/> test excavation <input type="checkbox"/> partial excavation <input type="checkbox"/> complete excavation
Disturbance Sources:	<input type="checkbox"/> wind erosion <input type="checkbox"/> water erosion <input type="checkbox"/> bioturbation <input type="checkbox"/> vandalism <input type="checkbox"/> construction/land development
	<input type="checkbox"/> other source (specify): _____
Vandalism:	<input type="checkbox"/> defaced glyphs <input type="checkbox"/> damaged/defaced building <input type="checkbox"/> surface disturbance <input type="checkbox"/> manual excavation
	<input type="checkbox"/> mechanical excavation <input type="checkbox"/> other vandalism (specify): _____
Percentage of Site Intact (choose one):	<input type="checkbox"/> 0% <input type="checkbox"/> 1-25% <input type="checkbox"/> 26-50% <input type="checkbox"/> 51-75% <input type="checkbox"/> 76-99% <input type="checkbox"/> 100%
Observations on Site Condition:	_____

Archaeological Status: These are check boxes. None of these will ever be checked.

Disturbance Sources: These are check boxes. Use these check boxes to list what the surface of the site looks like. Has wind or water erosion taken place? Bioturbation, this is damage to the site through animal burrowing/ digging. Vandalism, has this site been dug by shovel or back-hoe? Construction, road through site or building taken place at one time.

Vandalism: These are check boxes. Check the appropriate box.

Percentage of Site Intact: These are check boxes. Check the appropriate box.

Observations on Site Condition: Describe what the damage to the site looks like.
Example- Badger has dug up large holes within the structure.

4. RECOMMENDATIONS

4. RECOMMENDATIONS (for Performer/Recorder use only)			
National Register Eligibility (choose one):	<input type="checkbox"/> eligible	<input type="checkbox"/> not eligible	<input type="checkbox"/> not sure
Applicable Criteria:	<input type="checkbox"/> (a)	<input type="checkbox"/> (c)	
	<input type="checkbox"/> (b)	<input type="checkbox"/> (d)	
Basis for Recommendation:	_____		
Assessment of Project Impact:	_____		
Treatment Recommendations:	_____		

National Register Eligibility: These are check boxes. You will always check the last box, not sure.

Application Criteria: These will be left uncheck if you checked not sure above.

Basis for Recommendation: This will be left blank.

Assessment of Projects Impact: Here you will describe how the project will or will not affect the site. Example – Pipeline project is located 100 feet east of the site and will not affect the integrity of the site.

Treatment Recommendations: Here being the NRCS avoids sites you will state that the site will not be affected.

5. SHPO CONSULTATIONS (FOR SHPO's USE ONLY)

5. SHPO CONSULTATIONS (for SHPO and Sponsor use only)			
Sponsor NR Determination:	<input type="checkbox"/> eligible	<input type="checkbox"/> not eligible	<input type="checkbox"/> not determined
Applicable Criteria:	<input type="checkbox"/> (a)	<input type="checkbox"/> (b)	<input type="checkbox"/> (c) <input type="checkbox"/> (d)
Sponsor Staff: _____	Date (dd-MMM-yyyy):	_____	_____
	day	month	year
Sponsor Remarks: _____	_____		
_____	_____		
_____	_____		
_____	_____		
SHPO NR Concurrence:	<input type="checkbox"/> eligible	<input type="checkbox"/> not eligible	<input type="checkbox"/> not determined
Applicable Criteria:	<input type="checkbox"/> (a)	<input type="checkbox"/> (b)	<input type="checkbox"/> (c) <input type="checkbox"/> (d)
HPD Staff: _____	Date (dd-MMM-yyyy):	_____	_____
	day	month	year
HPD Log No: _____			
Register Status:	<input type="checkbox"/> listed on National Register	<input type="checkbox"/> listed on State Register	<input type="checkbox"/> formal determination of eligibility
State Register No.: _____			
SHPO Remarks: _____	_____		
_____	_____		
_____	_____		
_____	_____		

7. PHYSICAL DESCRIPTION

7. PHYSICAL DESCRIPTION	
Site Dimensions: <input type="text"/> x <input type="text"/> meters	Basis for Dimensions (choose one): <input type="checkbox"/> estimated <input type="checkbox"/> measured
Site Area: <input type="text"/> sq m	Basis for Area (choose one): <input type="checkbox"/> estimated <input type="checkbox"/> measured
Elevation: <input type="text"/> feet	
Site Boundaries Complete? (choose one): <input type="checkbox"/> Yes <input type="checkbox"/> No (explain): <input type="text"/>	
Basis for Site Boundaries: <input type="checkbox"/> distribution of archeological features & artifacts <input type="checkbox"/> modern features or ground disturbance	
<input type="checkbox"/> property lines <input type="checkbox"/> topographic features <input type="checkbox"/> other (specify): <input type="text"/>	
Depositional/Erosional Environment: <input type="checkbox"/> alluvial <input type="checkbox"/> aeolian <input type="checkbox"/> colluvial <input type="checkbox"/> residual <input type="checkbox"/> no deposition (on bedrock)	
<input type="checkbox"/> other process (describe): <input type="text"/>	
Stratigraphy & Depth of Archeological Deposits (choose one): <input type="checkbox"/> unknown/not determined	
<input type="checkbox"/> no subsurface deposits present <input type="checkbox"/> subsurface deposits present <input type="checkbox"/> stratified subsurface deposits present	
Estimated Depth of Deposits: <input type="text"/>	
Basis for Depth Determinations: <input type="checkbox"/> estimated <input type="checkbox"/> shovel/trowel tests <input type="checkbox"/> core/auger tests <input type="checkbox"/> excavations	
<input type="checkbox"/> road or arroyo cuts <input type="checkbox"/> rodent burrows <input type="checkbox"/> other observations (describe): <input type="text"/>	
Observations on Subsurface Archeological Deposits: <input type="text"/>	

Site Dimensions: Enter in the maximum length and width of the site. This will include associated artifacts that are scattered around the sites structure.

Basis for Dimensions: These are check boxes, choose one.

Site Area: Meters **Basis for Area:** These are check boxes, choose one. **Elevation:** Feet

Site Boundaries Complete?: These are check boxes, choose one. If the site's boundaries were not completely defined check No and explain why not. Example – Property line.

Basis for Site Boundaries: These are check boxes, choose one.

Distribution of archaeological features & artifacts – Extent of features & artifacts.

Modern features – Ended where modern activities have destroyed part of the site.

Topographic features – Boundary defined by cliff wall, arroyo, water etc..

Property line – Boundary defined by ownership.

Depositional/Erosional Environment: These are check boxes, choose one.

Stratigraphy & Depth of Archaeological Deposits: These are check boxes, generally you will choose the first chose, unknown/not determined.

Estimated Depth of Deposits: If you can tell put down the depth below the surface.

Basis for Depth Determinations: These are check boxes, the only chooses we will use with NRCS are estimated, road or arroyo cuts and rodent burrows. We do not dig.

Observations on Subsurface Archaeological Deposits: Record you observations here.

Example – An arroyo cuts across the southwest corner of the site. Along the cut there is masonry stone extending approximately 20 inches below the soil surface.

4

Local Vegetation (list species in decreasing order of dominance):

Overstory:

Understory:

Vegetation Community (choose one or two): forest woodland grassland scrubland desert scrubland marshland

other community (specify):

Topographic Location:

<input type="checkbox"/> bench	<input type="checkbox"/> dune	<input type="checkbox"/> low rise	<input type="checkbox"/> ridge
<input type="checkbox"/> alluvial fan	<input type="checkbox"/> blowout	<input type="checkbox"/> flood plain/valley	<input type="checkbox"/> mesa/butte
<input type="checkbox"/> arroyo/wash	<input type="checkbox"/> canyon rim	<input type="checkbox"/> foothill/mountain front	<input type="checkbox"/> mountain
<input type="checkbox"/> badlands	<input type="checkbox"/> cave	<input type="checkbox"/> hill slope	<input type="checkbox"/> open canyon floor
<input type="checkbox"/> base of cliff	<input type="checkbox"/> cliff/scarp/bluff	<input type="checkbox"/> hill top	<input type="checkbox"/> plain/flat
<input type="checkbox"/> base of talus slope	<input type="checkbox"/> constricted canyon	<input type="checkbox"/> lava flow (malpais)	<input type="checkbox"/> playa
<input type="checkbox"/> other location (describe): <input type="text"/>			

Observations on Site Setting:

Local Vegetation: List overstory and understory. Example Junipers and Short to mid. Grasses

Vegetation Community: These are check boxes, choose one.

Topographic Location: These are check boxes, choose one.

Observations on Site Setting: Document the area around the site. Example - The site sets at the base of a cliff. The cliff faces to the south over looking a narrow valley. The cliff face is sandstone and approximately 20 feet in height.

NOTES

8. ASSEMBLAGE DATA

8. ASSEMBLAGE DATA							
Assemblage Content (all components):		Prehistoric Ceramics			Other Artifacts and Materials:		
Lithics:		<input type="checkbox"/> whole ceramic vessels			<input type="checkbox"/> bone tools		
<input type="checkbox"/> lithic debitage		<input type="checkbox"/> diagnostic ceramics			<input type="checkbox"/> faunal remains		
<input type="checkbox"/> chipped-stone tools		<input type="checkbox"/> other prehistoric ceramics			<input type="checkbox"/> macrobotanical remains		
<input type="checkbox"/> diagnostic projectile points		Historic Artifacts:			<input type="checkbox"/> perishable artifacts		
<input type="checkbox"/> non-local lithic material		<input type="checkbox"/> diagnostic glass artifacts			<input type="checkbox"/> ornaments		
<input type="checkbox"/> stone-tool manufacturing items (cores, hammerstones, etc.)		<input type="checkbox"/> other glass artifacts			<input type="checkbox"/> figurines		
<input type="checkbox"/> ground-stone tools		<input type="checkbox"/> diagnostic metal artifacts			<input type="checkbox"/> mineral specimens		
<input type="checkbox"/> other stone tools		<input type="checkbox"/> other metal artifacts			<input type="checkbox"/> architectural stone		
		<input type="checkbox"/> whole ceramic vessel			<input type="checkbox"/> burned adobe		
		<input type="checkbox"/> diagnostic ceramics			<input type="checkbox"/> fire-cracked rock/burned caliche		
		<input type="checkbox"/> other historic ceramics					
<input type="checkbox"/> Other items (specify): _____							

Assemblage Size (all components): artifact class	estimated frequency						*Counts (if <100)
	0	1s	10s	100s	1000s	>10,000	
lithic artifacts (choose one): <small>(include debitage)</small>	<input type="checkbox"/>	_____					
prehistoric ceramics (choose one):	<input type="checkbox"/>	_____					
historic artifacts (choose one):	<input type="checkbox"/>	_____					
total assemblage size (choose one):	<input type="checkbox"/>	_____					

Dating Potential: radiocarbon dendrochronology archeomagnetism obsidian hydration
 relative techniques (e.g. seriation, diagnostics, etc.) other methods (specify): _____

Assemblage Remarks: _____

Assemblage Content: These are check boxes, choose all that apply. You will be using.

Historic Artifacts:

Diagnostic glass artifacts: Whole/ broken glass containers with documented dates of manufacture, such as Purple Glass (1900 to 1917).

Other glass artifacts: Non-diagnostic (no way to tell).

Diagnostic metal artifact: Documented dates of manufacture.

Other metal artifacts: Non-diagnostic.

Whole ceramic vessels: Self explanatory.

Diagnostic ceramics: Documented dates of manufacture (historic plates etc.).

Other historic ceramics: Non-diagnostic.

Other Artifacts and Materials:

Architectural stone: Natural stone used in construction (foundations, walls etc.).

Fire Cracked Rock: Rock used around fire.

Assemblage Size: These are check boxes, choose all that apply and enter numbers of each.

Dating Potential: These are check boxes. The box you will check is relative techniques or other methods such as oral history from the landowner.

Assemblage Remarks: Describe what you see at the site. Example – The assemblage consists of purple glass, white porcelain ceramics and metal sardine cans.

9. CULTURAL/TEMPORAL AFFILIATIONS

9. CULTURAL/TEMPORAL AFFILIATIONS

TOTAL NUMBER OF COMPONENTS DEFINED: 1

COMPONENT #1 (EARLIEST)

Cultural Affiliation: _____

Basis for Temporal Affiliations (choose one): not applicable based on associated chronometric data or historic records
 associated diagnostic artifact or feature types based on analytically derived assemblage data or archeological experience

*Period of Occupation: (*see NMCRIIS Guidelines for valid periods, default occupation dates, and phase/complex names)

	Period Name	Begin Date	End Date
Earliest Period:	_____	_____	_____
Latest Period (if any):	_____	_____	_____

Dating Status: radiocarbon dendrochronology archaeomagnetism obsidian hydration
 relative techniques (e.g. seriation, diagnostics, etc.) other methods (specify): _____

Basis for Cultural/Temporal Affiliation: _____

Component Type: _____

Remarks: _____

*Associated Phase/Complex Name(s): _____

COMPONENT #2

Cultural Affiliation: _____

Basis for Temporal Affiliations (choose one): not applicable based on associated chronometric data or historic records
 associated diagnostic artifact or feature types based on analytically derived assemblage data or archeological experience

*Period of Occupation: (*see NMCRIIS Guidelines for valid periods, default occupation dates, and phase/complex names)

	Period Name	Begin Date	End Date
Earliest Period:	_____	_____	_____
Latest Period (if any):	_____	_____	_____

Dating Status: radiocarbon dendrochronology archaeomagnetism obsidian hydration
 relative techniques (e.g. seriation, diagnostics, etc.) other methods (specify): _____

Basis for Cultural/Temporal Affiliation: _____

Component Type: _____

Remarks: _____

*Associated Phase/Complex Name(s): _____

Total Number of Components Defined: This is a number, One, Two etc.

Components are defined as the different cultures that are associated with that particular site. For example you may have a pre-historic Anasazi site, that is considered One component. However you can have that same Anasazi site, but was later used by Euro-American settlers. This site now has Two components.

Basis for Temporal Affiliations: These are check boxes. Generally you will check the third box associated diagnostic artifact or feature types.

***Period of Occupation:** Here you will fill in the Period Name. Earliest if you are dealing with one period, both if you have two periods. Then you will apply the Begin Date and the End Date. Listed below you will find your period chooses and associated dates.

NMCRIS list of Historic Periods

PERIODS	DATES
Unspecified Historic	AD 1539 – present
Mexican/Santa Fe Trail	AD 1821 – 1846
US Territorial	AD 1846 – 1912
Statehood to WWII	AD 1912 – 1945
Recent	AD 1945 – present

COMPONENT #1 (EARLIEST)

Cultural Affiliation:

Basis for Temporal Affiliations (choose one): not applicable based on associated chronometric data or historic records
 associated diagnostic artifact or feature types based on analytically derived assemblage data or archeological experience

*Period of Occupation: (*see NMCRIS Guidelines for valid periods, default occupation dates, and phase/complex names)

	Period Name	Begin Date	End Date
Earliest Period:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Latest Period (if any):	<input type="text"/>	<input type="text"/>	<input type="text"/>

Dating Status: radiocarbon dendrochronology archaeomagnetism obsidian hydration
 relative techniques (e.g. seriation, diagnostics, etc.) other methods (specify):

Basis for Cultural/Temporal Affiliation:

Component Type:

Remarks:

*Associated Phase/Complex Name:

COMPONENT #2

Cultural Affiliation:

Basis for Temporal Affiliations (choose one): not applicable based on associated chronometric data or historic records
 associated diagnostic artifact or feature types based on analytically derived assemblage data or archeological experience

*Period of Occupation: (*see NMCRIS Guidelines for valid periods, default occupation dates, and phase/complex names)

	Period Name	Begin Date	End Date
Earliest Period:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Latest Period (if any):	<input type="text"/>	<input type="text"/>	<input type="text"/>

Dating Status: radiocarbon dendrochronology archaeomagnetism obsidian hydration
 relative techniques (e.g. seriation, diagnostics, etc.) other methods (specify):

Basis for Cultural/Temporal Affiliation:

Component Type:

Remarks:

*Associated Phase/Complex Name:

10. FEATURE DATA

Dating Status: These are check boxes. Here you will check the fifth box, relative techniques.

Basis for Cultural/Temporal Affiliation: Here you will describe what you recorded to tie this site to a specific period. Example – Located within this site was a 1932 New Mexico license plate, historic ceramic sherd, non-galvanized corrugated metal and various metal cans.

Component Type: This has a drop down list to choose from, refer to page 14 for a reference view of this list. Choose one of these that apply to your specific site.

Remarks: Here you're going to record your reasoning for your choice above. Example – Above in Component Type you chose "single residence". Under Remarks now you're going to state how you came to that decision. This is a three room structure measuring approximately 20 foot by 20 foot. Construction is wood frame that includes an exterior doorway and two openings that at one time held windows.

***Associated Phase/Complex Name(s):** For historic periods with this form there are no recognized Phases or Complexes.

10. FEATURE DATA

10. FEATURE DATA				
+ (see NMCRIS User's guide for a list of valid feature types)				
Feature Type	Reliable ID ?	# Observed	Assoc. Comp. #s	Feature ID, Notes

Feature Type: Located on page 15 is a list of acceptable feature type names to be used.

NOTES

Feature Types

Ash Stains	Barn
Bridge	Car body
Cistern	Cemetery
Church/ Religious Structure	Corral
Depression	Dump
Fence	Grain Mill
Hearth	House
House Foundation	Irrigation Ditch
Isolated Room	Kiln
Log Cabin	Milled Lumber Structure
Mine Shaft	Mine Waste
Mound	Outbuilding
Outhouse	Quarry
Railroad Tracks/Bed	Road/Trail
Rockshelter	Sawmill
Shed	Shrine
Soil Control Structure	Stage Stop
Tower	Trailer
Undefined Rock Alignment	Wall
Water Catchment Device	Water Control Device

Reliable ID ?: If the identification of a feature is questionable, enter a question mark (“?”) in this field. Otherwise enter (“yes”). Example – A shallow depression could be entered as a cistern with a “?” here or, as a depression with “yes” entered.

Observed: Enter the number of each type of feature located within your sites boundaries.

Assoc. Comp. #s: List the component numbers from Section 9 (Cultural/Temporal Affiliations) of the site record that are associated with each individual feature. Example – This site consists of two components; #1 Navajo-Recent Period and #2 Statehood-WWII Period. Indicate that the brush corral is associated with Component #1 by placing a “1” in the field. Indicate that the Barn and shed are Associated with Component #2 by placing a “2” in each of those respective fields.

Feature ID, Notes: Either use this field to refer the reader to a specific narrative description elsewhere on the form or add your own brief descriptive notes on the feature. Example – 15 foot by 12 foot, or sandstone masonry.

Feature Remarks: This field is located on the next page below the fill in boxes. Here you will provide the best descriptive assessment of the feature itself. Discuss in detail the spatial distribution, construction details, size and associated material. Example – The shed measures 15 feet on its east/west axis and 12 feet on the north/south axis. The shed is constructed of milled lumber and has a door way on the east side. Describe everything.

11. REFERENCES

11. REFERENCES
Written Sources of Information: <input type="text"/>
Additional Sources of Information: <input type="text"/>

Written Sources of Information: Here you would reference any additional written materials resulting from your recording of this site. In other words if you write a report on a separate document. It's not likely you will be doing this.

Additional Sources of Information: Here you will document any additional written or oral materials resulting from your recording of the site. The landowner talked about what he/she knows about this site.

12. NARRATIVE DESCRIPTION

12. NARRATIVE DESCRIPTION
<input type="text"/>

Use the provided space to describe the site. Provide as much information as possible, your thoughts as well as those of the landowners can be included here. This should be more than one paragraph.

13. SITE RECORD ATTACHMENTS

13. SITE RECORD ATTACHMENTS
<input checked="" type="checkbox"/> site location map (USGS 7.5' topo; required) <input checked="" type="checkbox"/> sketch map or site plan (required) <input type="checkbox"/> continuation forms?
<input type="checkbox"/> other materials (itemize): <input type="text"/>

These are check boxes, and pertain to what attachments you are including with this site form. You will check site location map (USGS 7.5' topo; required and to scale 1:24,000) and sketch map or site plan (required).

The pages that follow will deal with an example survey of a historic homestead site. The photographs below apply to this following example.



Structure #1



Structure #2



Depression #1

Your Field Office is conducting a cultural resource survey for a 1500 foot livestock pipeline. You have done the records search and there were no previously recorded sites. Upon conducting your survey you come across an old abandoned homestead, (refer to photographs above). This archaeological site contains two building foundations and one depression. What do you need to do?

1. Fill out Section 106 Form.
2. Fill out Laboratory of Anthropology Site Record.
 - a. Photograph all structures and some of the artifacts.
 - b. Draw a map of the site. This has to be accurate.
 - c. Call the State Office for the Site Registration Number and Activity ID Number, (These are two different numbers).
 - d. Create in ArcGIS a 1:24,000 project map, or copy the map that is also needed for the Section 106 Form.

For this Guideline Booklet we will be only dealing with the **Laboratory of Anthropology Site Record** form.

EXAMPLE

LABORATORY OF ANTHROPOLOGY SITE RECORD

1. IDENTIFICATION & OWNERSHIP

LA Number: 123456 (contact ARMS for site registration) Site Update? (complete at least Sections 1-4)

Site Name(s): _____

Other Site Number(s): _____

Agency Assigning Number: _____

Current Site Owner(s): Private

Site Type: Structural Occupation Type: Historic

2. RECORDING INFORMATION

NMCRIS Activity No.: 98765 Field Site Number: _____

Site Marker? (specify ID#): _____

Recorder(s): Indiana Jones

Agency: USDA-NRCS Recording Date (dd-MMM-yyyy): 25-Aug-2005

Site Accessibility (choose one): accessible buried (sterile overburden) flooded urbanized not accessible

Surface Visibility (% visible; choose one): 0% 1-25% 26-50% 51-75% 76-99% 100%

Remarks: Juniper trees are spaced between 30 and 50 feet apart with the area between populated with small bunches of grass spaced approximately every 3 feet apart.

Recording Activities: sketch mapping photography
 instrument mapping (e.g., total station mapping) shovel or trowel tests; probes
 surface collection (controlled or uncontrolled) test excavation
 in-field artifact analysis excavation (data recovery)
 other activities (specify): _____

Description of Analysis or Excavation Activities: N/A

Photographic Documentation: Photos were taken of the two structures, the depression and several of the diagnostic artifacts.

Surface Collections (choose one): no surface collection
 uncontrolled surface collection collections of specific items only
 controlled (sample: <100%) controlled (complete: 100%)
 other method (describe): _____

Records Inventory: site location map excavation, collection, analysis records field journals, notes
 sketch map(s) photos, slides, and associated records NM Historic Building Inventory form
 instrument map(s) other records: _____

Repository for Original Records: ARMS

Repository for Collected Artifacts: _____

3. CONDITION

Archaeological Status: surface collection test excavation partial excavation complete excavation

Disturbance Sources: wind erosion water erosion bioturbation vandalism construction/land development
 other source (specify): _____

Vandalism: defaced glyphs damaged/defaced building surface disturbance manual excavation
 mechanical excavation other vandalism (specify): _____

Percentage of Site Intact (choose one): 0% 1-25% 26-50% 51-75% 76-99% 100%

Observations on Site Condition: The site contains the rock foundations of the two structures no remains of walls. There are a few boards and nails present. Artifacts are scattered through out the specified site boundary.

4. RECOMMENDATIONS (for Performer/Recorder use only)

National Register Eligibility (choose one): eligible not eligible not sure

Applicable Criteria: (a) (c)
 (b) (d)

Basis for Recommendation: _____

Assessment of Project Impact: This site will not be affected by the proposed livestock pipeline which will be trenched approximately 150 feet to the west of the western site boundary line.

Treatment Recommendations: This site will be avoided.

5. SHPO CONSULTATIONS (for SHPO and Sponsor use only)

Sponsor NR Determination: eligible not eligible not determined Applicable Criteria: (a) (b) (c) (d)

Sponsor Staff: _____ Date (dd-MMM-yyyy): / /
day month year

Sponsor Remarks: _____

SHPO NR Concurrence: eligible not eligible not determined Applicable Criteria: (a) (b) (c) (d)

HPD Staff: _____ Date (dd-MMM-yyyy): / / HPD Log No: _____
day month year

Register Status: listed on National Register listed on State Register formal determination of eligibility

State Register No.: _____

SHPO Remarks: _____

6. LOCATION

Source Graphics:

- USGS 7.5' (1:24,000) topo maps rectified aerial photos [Scale: _____]
- other topo maps [Scale: _____] unrectified aerial photos [Scale: _____]
- GPS unit GPS accuracy (choose one): < 1.0 m 1-10 m 10-100 m >100 m
- other source (describe): _____

UTM Coordinates (@ center of site; at least one set of coordinates required):

Map-based Coordinates Datum: NAD27 **Zone:** E: _____ N: _____

GPS-based Coordinates Datum: NAD83 **Zone:** 13 **E:** 345,678 **N:** 1,234,567

Directions to Site: _____ **In highway R-O-W?**

Town (if in city limits): Wagon Mound **State:** NM **County:** Mora

USGS Quadrangle Name	Date	USGS Code
<u>Wagon Mound</u>	<u>1983</u>	<u>35109-E4</u>
_____	_____	_____

PLSS

Meridian	Unplatted	Township	Range	Section	¼ Sections	Protracted?
<u>New Mexico</u>	<input type="checkbox"/>	<u>T 6 N</u>	<u>R 17 E</u>	<u>21</u>	<u>E 1/2</u>	<input type="checkbox"/>
<u>New Mexico</u>	<input type="checkbox"/>	<u>T _____</u>	<u>R _____</u>	<u>_____</u>	<u>_____</u>	<input type="checkbox"/>
<u>New Mexico</u>	<input type="checkbox"/>	<u>T _____</u>	<u>R _____</u>	<u>_____</u>	<u>_____</u>	<input type="checkbox"/>
<u>New Mexico</u>	<input type="checkbox"/>	<u>T _____</u>	<u>R _____</u>	<u>_____</u>	<u>_____</u>	<input type="checkbox"/>

7. PHYSICAL DESCRIPTION

Site Dimensions: 15 x 20 meters **Basis for Dimensions** (choose one): estimated measured

Site Area: 300 sq m **Basis for Area** (choose one): estimated measured **Elevation:** 5280 feet

Site Boundaries Complete? (choose one): Yes No (explain): _____

Basis for Site Boundaries: distribution of archeological features & artifacts modern features or ground disturbance
 property lines topographic features other (specify): _____

Depositional/Erosional Environment: alluvial aeolian colluvial residual no deposition (on bedrock)
 other process (describe): _____

Stratigraphy & Depth of Archeological Deposits (choose one): unknown/not determined

- no subsurface deposits present
- subsurface deposits present
- stratified subsurface deposits present

Estimated Depth of Deposits: Unknown

Basis for Depth Determinations: estimated shovel/trowel tests core/auger tests excavations
 road or arroyo cuts rodent burrows other observations (describe): _____

Observations on Subsurface Archeological Deposits: Unable to determine.

LA 123,456

Local Vegetation (list species in decreasing order of dominance):

Overstory: Juniper

Understory: Short to mid grasses

Vegetation Community (choose one or two): forest woodland grassland scrubland desert scrubland marshland
 other community (specify): _____

Topographic Location:

<input type="checkbox"/> bench	<input type="checkbox"/> dune	<input type="checkbox"/> low rise	<input type="checkbox"/> ridge
<input type="checkbox"/> alluvial fan	<input type="checkbox"/> blowout	<input checked="" type="checkbox"/> flood plain/valley	<input type="checkbox"/> mesa/butte
<input type="checkbox"/> arroyo/wash	<input type="checkbox"/> canyon rim	<input type="checkbox"/> foothill/mountain front	<input type="checkbox"/> mountain
<input type="checkbox"/> badlands	<input type="checkbox"/> cave	<input checked="" type="checkbox"/> hill slope	<input type="checkbox"/> open canyon floor
<input type="checkbox"/> base of cliff	<input type="checkbox"/> cliff/scarp/bluff	<input type="checkbox"/> hill top	<input type="checkbox"/> plain/flat
<input type="checkbox"/> base of talus slope	<input type="checkbox"/> constricted canyon	<input type="checkbox"/> lava flow (malpais)	<input type="checkbox"/> playa
<input type="checkbox"/> other location (describe): _____			

Observations on Site Setting: The site sets on the east side of a wide north to south running valley. The east side of this valley has numerous arroyos coming off the hill slope.

8. ASSEMBLAGE DATA

Assemblage Content (all components):

Lithics:

- lithic debitage
- chipped-stone tools
- diagnostic projectile points
- non-local lithic material
- stone-tool manufacturing items (cores, hammerstones, etc.)
- ground-stone tools
- other stone tools
- Other items (specify): _____

Prehistoric Ceramics

- whole ceramic vessels
- diagnostic ceramics
- other prehistoric ceramics
- Historic Artifacts:
- diagnostic glass artifacts
- other glass artifacts
- diagnostic metal artifacts
- other metal artifacts
- whole ceramic vessel
- diagnostic ceramics
- other historic ceramics

Other Artifacts and Materials:

- bone tools
- faunal remains
- macrobotanical remains
- perishable artifacts
- ornaments
- figurines
- mineral specimens
- architectural stone
- burned adobe
- fire-cracked rock/burned caliche

Assemblage Size (all components):

artifact class	estimated frequency						*Counts (if <100)
	0	1s	10s	100s	1000s	>10,000	
lithic artifacts (choose one): (include debitage)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
prehistoric ceramics (choose one):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
historic artifacts (choose one):	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>24</u>
total assemblage size (choose one):	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<u>24</u>

Dating Potential: radiocarbon dendrochronology archeomagnetism obsidian hydration
 relative techniques (e.g. seriation, diagnostics, etc.) other methods (specify): _____

Assemblage Remarks: The assemblage consists of one coffee pot, spoked wheel, Axe head and various glass and metal artifacts, refer to attached photographs.

LA 123,456

9. CULTURAL/TEMPORAL AFFILIATIONS

TOTAL NUMBER OF COMPONENTS DEFINED: 1

COMPONENT #1 (EARLIEST)

Cultural Affiliation: Anglo/Euro-American

Basis for Temporal Affiliations (choose one): [] not applicable [] based on associated chronometric data or historic records

[x] associated diagnostic artifact or feature types [] based on analytically derived assemblage data or archeological experience

*Period of Occupation: (*see NMCRIS Guidelines for valid periods, default occupation dates, and phase/complex names)

	Period Name	Begin Date	End Date
Earliest Period:	Statehood to WWII	1912 AD	1945 AD
Latest Period (if any):			

Dating Status: [] radiocarbon [] dendrochronology [] archaeomagnetism [] obsidian hydration

[x] relative techniques (e.g. seriation, diagnostics, etc.) [] other methods (specify):

Basis for Cultural/Temporal Affiliation: Artifacts located within this site included: Metal lid from KC Baking Powder can, Glass bottle (Wildroot Men's Hair Care). These are both products that were produced during the early 20th Century.

Component Type: Single residence

Remarks: This was most likely a Homestead site due to the artifacts located in association with this site.

*Associated Phase/Complex Name(s): N/A

COMPONENT #2

Cultural Affiliation:

Basis for Temporal Affiliations (choose one): [] not applicable [] based on associated chronometric data or historic records

[] associated diagnostic artifact or feature types [] based on analytically derived assemblage data or archeological experience

*Period of Occupation: (*see NMCRIS Guidelines for valid periods, default occupation dates, and phase/complex names)

	Period Name	Begin Date	End Date
Earliest Period:			
Latest Period (if any):			

Dating Status: [] radiocarbon [] dendrochronology [] archaeomagnetism [] obsidian hydration

[] relative techniques (e.g. seriation, diagnostics, etc.) [] other methods (specify):

Basis for Cultural/Temporal Affiliation:

Component Type:

Remarks:

*Associated Phase/Complex Name(s):

10. FEATURE DATA

(see NMCRIS User's guide for a list of valid feature types)

Feature Type	Reliable ID ?	# Observed	Assoc. Comp. #s	Feature ID, Notes
House Foundation	Yes	2	1	
Depression	Yes	1	1	

Feature Remarks: Structure #1 - This structure measures 4 meters north/south by 5 meters east/west. This structure sets on the west side of the site in what appears to be a dug out level area. The structure itself is a series of rock alignments making up four sides of the structures foundation. On the south side of the structure approximately in the middle of the alignment is a opening that may have been a door way. Structure #2 - This is also a structure foundation of aligned rocks measuring 4 meters by 4 meters square. This structure sets approximately seven meters to the east of Structure #1. This structure sets upon a rised pad, approximately 30 cm above the natural landscape. Depression #1 - This is a 3 meters wide depression approximately 35 cm at its deepest point. The depression is located 15 meters northeast from Structure #1.

11. REFERENCES

Written Sources of Information: _____

Additional Sources of Information: In talking with the landowner; he remembers as a kid that this site still had some 2x4 studded walls.

12. NARRATIVE DESCRIPTION

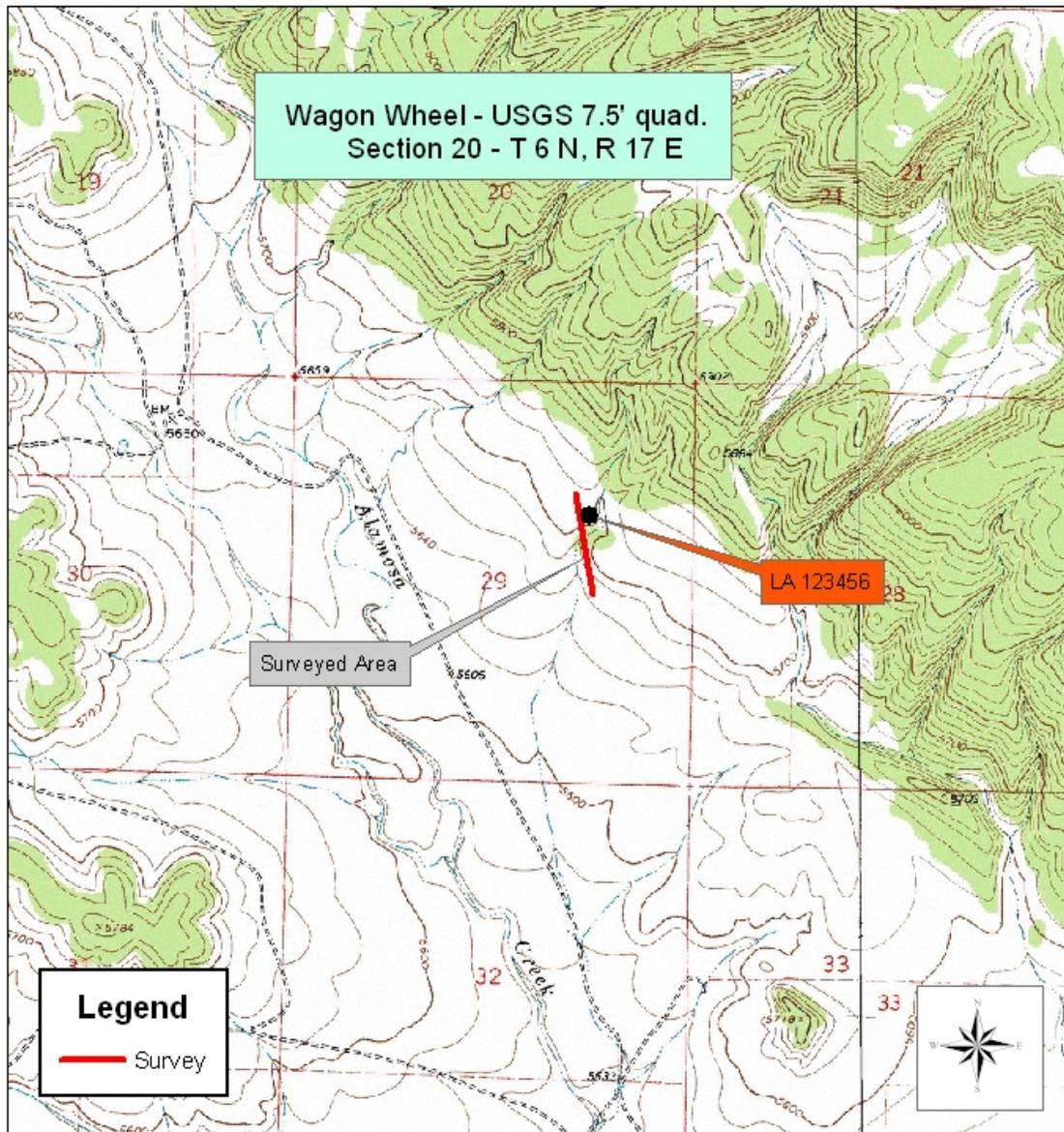
This site contains the remains of two structures and one depression. One structure the western most was most likely a habitation area. This is due to a coffee pot, hair tonic bottle and Flour tin. The second structure was probable a shed due to the artifacts located around this foundation, Axe head and other unidentifiable artifacts. The depression was most likely the outhouse. This is due to the small diameter of the depression and few artifacts around the area. This depression is also to the northeast of the house foundation.

The Site sets on the north edge of an arroyo coming off the hill slope to the east. The site boundaries measure 15 meters wide east/west by 20 meters north/south.

13. SITE RECORD ATTACHMENTS

- site location map (USGS 7.5' topo; required) sketch map or site plan (required) continuation forms?
- other materials (itemize): Photographs of the structures, depression and artifacts.65%

Cultural Resource Inventory; 2005

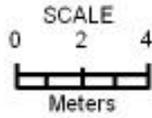


Jones - Livestock Pipeline

Prepared by: USDA - NRCS New Mexico

PROJECT MAP – 1: 24,000 scale

Indiana Jones - Livestock Pipeline
LA - 123456

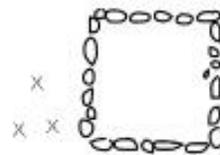


Proposed Pipeline
150 feet to the west

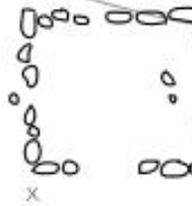
Depression #1



Structure #2



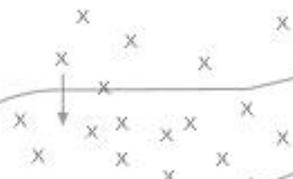
Structure #2



X X

X

X



LEGEND

- Site Boundary
- Contour Lines
- Arroyo Channel
- Masonry Rock
- Artifacts

SITE MAP



Photograph #1 – Structure #1 (Foundation) looking to the east.



Photograph #2 – Coffee pot.



Photograph #3 – Wildroot bottle.



Photograph #4 – KC Baking Powder Lid.



Photograph #5 – Structure #2 (Foundation) Facing to the southwest.



Photograph #6 – Axe Head.



Photograph #7 – Spoke Wheel.



Photograph #8 – Vlcek's Wrench set holder.

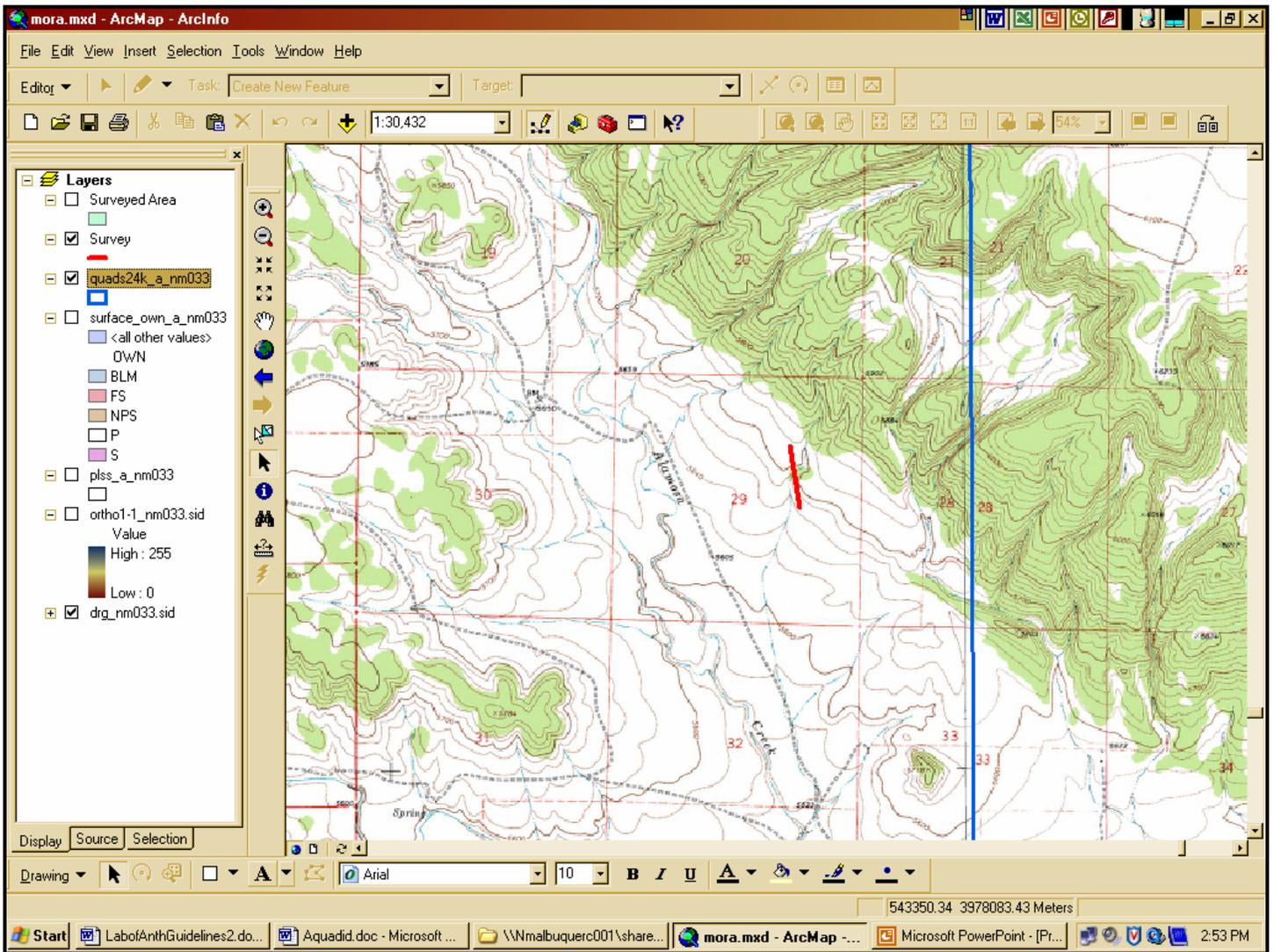


Photograph #9 – Depression #1 facing to the northeast.

APPENDIX 1. ARCGIS TOPOGRAPHIC INFORMATION

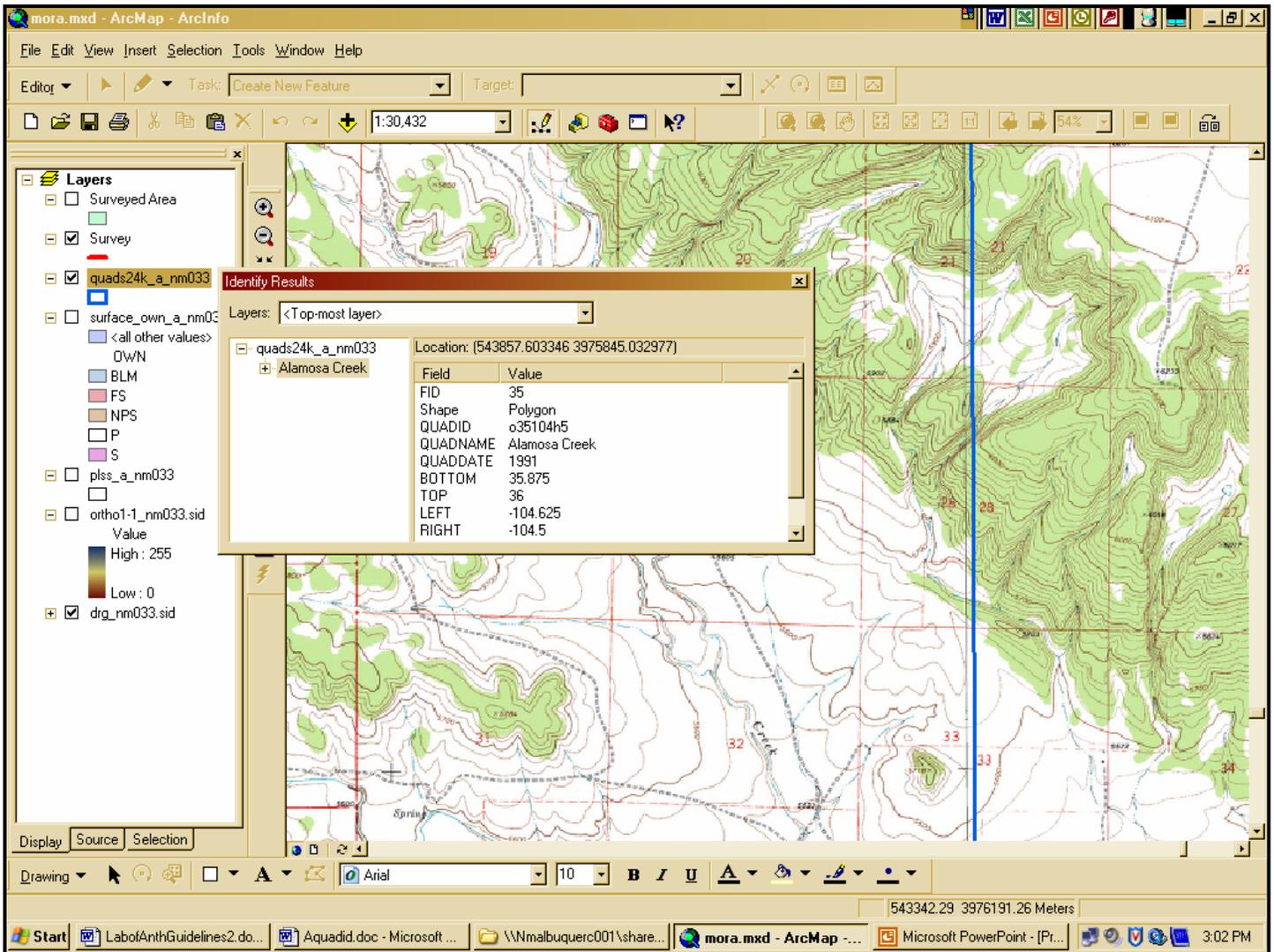
For information required on the LA Form section 6. LOCATION, USGS Quadrangle Name, Date and USGS Code.

Open Customer Service Toolkit and check out your producer that you conducted the cultural resource survey on. In ARCGIS sub-folder go to the producers conservation plan map. Once ARCGIS opens you should see a map similar to the one below.



You should see a layer named **quads24K_a_nmCounty Number** (These are a three digit from 001 to 061), use you counties number code. If you do not have this layer on your screen you will need to go get it threv ARC Catalog.

High light the quads24K layer this will put a quad. line on your map if it's near the edge of the viewed quadrangle if not you won't see a line. Then click on the Identify Tool (the blue dot with the white i inside). Now click near the projects location, you will see the Identity Results window on your screen like the example below.

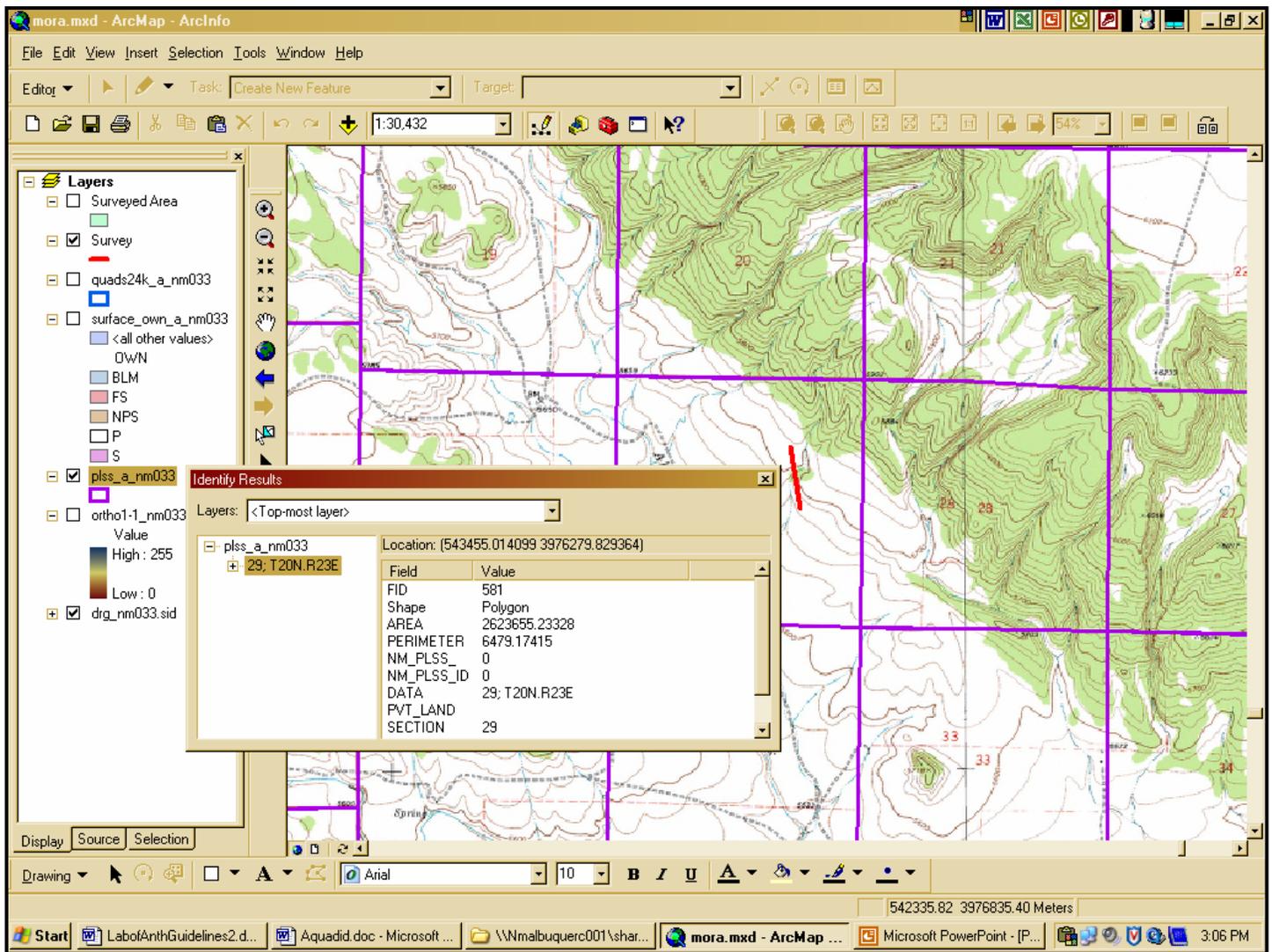


Listed within this window you will find: the **USGS Quadrangle Name** forth line down (QUADNAME) Alamosa Creek, the **Date** fifth line down (QUADDATE) 1991 and the **USGS Code** third line down (QUADID) 35104h5.

For information required on the LA Form section 6. LOCATION, PLSS Meridian.

Here you should see a layer named **plss_a_nmCounty Number** (These are a three digit from 001 to 061), use you counties number code. If you do not have this layer on your screen you will need to go get it threv ARC Catalog.

High light the plss layer this will put section lines on your map. Then click on the Identify Tool (the blue dot with the white i inside). Now click near the projects location, you will see the Identity Results window on your screen like the example below.



Listed within this window you will find: the **Township, Range and Section** on the seventh line down (DATA) **29; T20N, R23E**.