

SOIL CONSERVATION SERVICE  
PRACTICE GUIDELINES  
RECORD KEEPING  
(No.)  
CODE 991

### DEFINITION

The recording of management operations such as tillage, agrichemical applications, incidence of pests and their control on fields connected with production of crops and livestock on a field by field basis.

### PURPOSE

To encourage agricultural producers to maintain written records of agrichemical use and field activities, test results, and crop production which can be used to: comply with the 1988 Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA), state pesticide laws and regulations, and the 1990 Farm Bill.

### GUIDELINES

Records should be kept on a field by field basis and should include as appropriate:

1. General Information- operators name, address, farm number and tract number.
2. Field Information- field number, crop varieties, acres, date planted, date harvested, crop yield, soil test and recommendations.
3. Field Operations- date of operation, type of tillage, cultivation,

irrigation, and other field operations including time spent on field activity.

4. Fertilizer Application- date, grade, amount, and method of application.

5. Pesticide Application- date, form, target pest, rate, acres treated, and method of application.

6. Livestock and Other Acres- date, form, amount, and method of agrichemical applications in livestock and commodity processing areas; date, location and severity of pest and disease incidents.

### CONSIDERATIONS

The following items should be considered in planning a record keeping system:

1. Consider records required by FIFRA, state pesticide laws and regulations, and the 1990 Farm Bill.
2. The records will be kept for a period of 2 years or a period of time which will satisfy federal or State regulations, whichever is longer.
3. The form, type and method of records being kept should parallel input data needed for nutrient budgets, water quality models, pesticide screening tools,

erosion prediction and other assessment tools.

## SPECIFICATIONS

Specifications for record keeping should be, consistent with these guidelines and should describe the requirements for applying the practice.

## OPERATION AND MAINTENANCE

Records are to be collected and maintained for the period of a minimum of 2 years or a period of time specified by federal or state regulations, whichever is longer for the material applied.

WQPI -RECORDKEEPING  
SHEET

GENERAL INFORMATION

Name \_\_\_\_\_ Date \_\_\_\_\_  
 Address \_\_\_\_\_  
 ASCS Farm number\* \_\_\_\_\_ Tract Number\* \_\_\_\_\_

FIELD INFORMATION

Field number\* \_\_\_\_\_ Description \_\_\_\_\_  
 Crop\* \_\_\_\_\_ Acres \_\_\_\_\_  
 Soil type \_\_\_\_\_  
 Soil Test: P<sub>2</sub>O<sub>5</sub> \_\_\_\_\_ K<sub>2</sub>O \_\_\_\_\_  
 Soil Test recommendations \_\_\_\_\_  
 Planting date \_\_\_\_\_ Variety \_\_\_\_\_  
 Harvest date \_\_\_\_\_ Yield \_\_\_\_\_

FIELD OPERATIONS

Date	Operation	Hours Spent
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\* Items required for Certified Applicators Records of Restricted Use Pesticides

FERTILIZER/LIME APPLICATION

Date	Grade	lbs/ac	Application Method	Acres	Cost
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

MANURE APPLICATION

Date	Type	Analysis	Amount	Application Method
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PESTICIDE APPLICATION

Date\* \_\_\_\_\_

Target Pest \_\_\_\_\_

Brand name\* \_\_\_\_\_

Formulation \_\_\_\_\_

EPA registration number\* \_\_\_\_\_

Application rate\* and % active ingredient Name of certified applicator \_\_\_\_\_

Applicator certification number \_\_\_\_\_

Acres treated\* \_\_\_\_\_

. \*Items required for Certified Applicators Records of Restricted Use Pesticides

Date\* \_\_\_\_\_  
Target Pest \_\_\_\_\_  
Brand name\* \_\_\_\_\_  
Formulation \_\_\_\_\_  
EPA registration number\* \_\_\_\_\_  
Application rate\* and % active ingredient Name of certified applicator \_\_\_\_\_  
Applicator certification number \_\_\_\_\_  
Acres treated\* \_\_\_\_\_

Date\* \_\_\_\_\_  
Target Pest \_\_\_\_\_  
Brand name\* \_\_\_\_\_  
Formulation \_\_\_\_\_  
EP A registration number\* \_\_\_\_\_  
Application rate\* and -10 active ingredient Name of certified applicator\* \_\_\_\_\_  
Applicator certification number\* \_\_\_\_\_  
Acres treated\* \_\_\_\_\_

Date\* \_\_\_\_\_  
Target Pest \_\_\_\_\_  
Brand name\* \_\_\_\_\_  
Formulation \_\_\_\_\_  
EPA registration number\* \_\_\_\_\_  
Application rate\* and % active ingredient Name of certified applicator \_\_\_\_\_  
Applicator certification number \_\_\_\_\_  
Acres treated\* \_\_\_\_\_