



Natural Resources Conservation Service
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SUBJECT: Technical Guide Notice 143

DATE: December 18, 2009

TO: All Holders of the PA Technical Guide

FILE CODE: 450

Purpose: The purpose of this notice is to add Check Out Documents for the following Ecological Sciences practices to Section IV of the PA Tech Guide.

- 1 **314 – Brush Management**
- 2 **322 – Channel Bank Vegetation**
- 3 **327 – Conservation Cover**
- 4 **328 – Conservation Crop Rotation**
- 5 **332 – Contour Buffer Strips**
- 6 **330 – Contour Farming**
- 7 **331 – Contour Orchard and Other Fruit Areas**
- 8 **340 – Cover Crop**
- 9 **342 – Critical Area Planting**
- 10 **324 – Deep Tillage**
- 11 **647 – Early Successional Habitat Development/Management**
- 12 **592 – Feed Management**
- 13 **382 – Fence**
- 14 **386 – Field Border**
- 15 **393 – Filter Strip**
- 16 **396 – Fish Passage**
- 17 **511 – Forage Harvest Management**
- 18 **655 – Forest Trails and Landings**
- 19 **666 – Forest Stand Improvement**
- 20 **412 – Grassed Waterway**
- 21 **548 – Grazing Land Mechanical Treatment**
- 22 **422 – Hedgerow Planting**
- 23 **544 – Land Reconstruction, Currently Mined Land**
- 24 **484 – Mulching**
- 25 **590 – Nutrient Management**
- 26 **512 – Pasture and Hay Planting**
- 27 **595 – Pest Management**
- 28 **338 – Prescribed Burning**
- 29 **528 – Prescribed Grazing**
- 30 **562 – Recreation Area Improvement**



- 31 **329 – Residue & Tillage Management, No-Till/Strip Till/Direct Seed**
- 32 **345 – Residue and Tillage Management, Mulch Till**
- 33 **346 – Residue and Tillage Management, Ridge Till**
- 34 **344 – Residue Management, Seasonal**
- 35 **643 – Restoration and Management of Declining Habitats**
- 36 **391 – Riparian Forest Buffer**
- 37 **390 – Riparian Herbaceous Cover**
- 38 **646 – Shallow Water Development and Management**
- 39 **585 – Stripcropping**
- 40 **395 – Stream Habitat Improvement and Management**
- 41 **612 – Tree/Shrub Establishment**
- 42 **490 – Tree/Shrub Site Preparation**
- 43 **660 – Tree/Shrub Pruning**
- 44 **645 – Upland Wildlife Habitat Management**
- 45 **472 – Access Control (formerly Use Exclusion)**
- 46 **633 – Waste Utilization**
- 47 **658 – Wetland Creation**
- 48 **659 – Wetland Enhancement**
- 49 **657 – Wetland Restoration**
- 50 **644 – Wetland Wildlife Habitat Management**
- 51 **380 – Windbreak/Shelterbelt Establishment**

Explanation:

The new national policy GM 450 Technology Part 407 Documentation, Certification, and Spot Checking Subparts A, B, and C released in October of 2009 sets forth NRCS policy and responsibility for recording supporting data for practices applied through all NRCS programs (including CTA), certifying conservation practices installed under cost-share programs, and spot checking compliance with standards and specifications of completed conservation practices.

The above listed Check Out documents have been developed to assist line officers meet their responsibility to verify that practices applied through NRCS programs have been installed and will be operated and maintained in compliance with applicable standards and specifications.

Practices that have been installed according to applicable standards and specifications are functional and accomplish the conservation objective of an approved plan. The Check Out document contains a statement of compliance for situations that meet requirements of the practice standard and specification or that have acceptable inconsistencies.

Instructions for using the Check Out Document:

When the intended function of the practice is being met and the customer understands their operation and maintenance responsibilities, simply check the first box and sign the document as no additional supporting data is required.

The Check Out document does not need to be used to record deficiencies. Deficiencies can be optionally recorded on the Check Out document, job sheet, practice narrative, or other similar documents used to communicate specifications in “red pencil” fashion similar to completing “As-Builts” for an engineering practice.

Sampling can be used, and is encouraged, to record supporting data for jobs with a number of similar components. The sample should be taken from segments or parts that appear least likely to meet specifications. The checker is to be satisfied that the entire job meets specifications and is to record supporting data only for the selected sample. The location of the sample is to be identified on the document used to record supporting data.

Certification of practice performance for program payments is done by an NRCS designated conservationist with delegated responsibility using the appropriate program application for payment form. This document may be used to support payment certification or to communicate deficiencies to a client.

Practices may be checked by NRCS employees, Technical Service Providers (TSPs), qualified contractors and other qualified individuals (non TSPs – i.e. Nutrient Management Specialists, District Foresters, etc). However, the NRCS employee responsible for certification of the practice must be satisfied that the work of these individuals will meet specifications before accepting their statements and measurements as supporting data.

Background:

Subpart A Policy

<http://directives.sc.egov.usda.gov/viewerFS.aspx?hid=25729>

Subpart B Documentation and Certification

<http://directives.sc.egov.usda.gov/viewerFS.aspx?hid=25730>

Subpart C Spot Checking

<http://directives.sc.egov.usda.gov/viewerFS.aspx?hid=25731>

Access Instructions:

The Pennsylvania eFOTG can be accessed at the following web address and then selecting the appropriate county. http://efotg.nrcs.usda.gov/efotg_locator.aspx?map=PA

The Pennsylvania eFOTG Section IV Table of Contents can be accessed *directly* at the following link: <http://efotg.nrcs.usda.gov/toc.aspx?CatID=12487>

The official version of the FOTG is what appears in Pennsylvania’s eFOTG.

/s/ CRAIG R. DERICKSON

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State Conservationist