

Conservation Plan Review Worksheet

Planner:		Client Name:	
Date:	/ /	Basin & Field Office:	
Tract(s) & Field(s):			

It is the planner's responsibility to ensure that the plan documentation is coherent, logical, and complete. Inventory documentation must be adequate to support resource condition determinations. If inventory documents other than those listed are used, they must contain sufficient information to support decisions regarding Planning Criteria. When inventory tools are not used, planner will document planner/client observations or other data and client objectives relating to that resource. It may also be noted if additional inventory is needed to fully support the RMS alternative.

		Planner Box: If the first box is checked, documentation is included.
		Reviewer Box: If the second box is checked, additional documentation is needed as described by the reviewer.

Part One – All Land Uses

		Business/Client Information (e.g., Name, Address, Telephone, Location Map)
		Landowner Authorization for Release of Conservation File Information
		Contract Documents Appropriate to Case File

Part Two – All Land Uses

		Assistance Notes (Objectives, Technical, Decisions/Alternatives, etc.)
		Correspondence

Part Three – All Land Uses

		Conservation Plan Map and Legend (see NPPH 600.31)
		Soil Map and Legend (Symbols, Map Unit Names)
		Soil Reports (Appropriate for identified land uses and landowner objectives.)
		Environmental Evaluation/Inventory CPA-52 form and Cultural Resources documentation guide sheet: FOTG Section III, Oregon Conservation Planning Documents.
		Must complete CPA-52 Wetland Evaluation Procedure Guide. Document references used on either CPA-52, the procedure guide, or an assistance note in the plan file.
		Request for Cultural Resources Review/T&E Species List (OR-EVT-1CR/TE) Draft Biological Evaluation or Assessment. If there are any effects to any T&E Species identified, a biological evaluation or assessment may be needed. (If Federally listed and proposed threatened and endangered species, designated critical habitat, or essential fish habitat identified in T&E Request. Final version required if practices are scheduled for implementation within six months of date when plan is submitted.)
		Completed species guide sheets for T&E Species as outlined Wildlife Technical Note 52.
		Oregon Threatened & Endangered Plant Survey Form (If Federal T&E plant species are identified on the T&E Request and affects to any plant species are identified when completing the species guide sheets.)
		Stream Inventory (Stream Visual Assessment Protocol II SVAP II) for intermittent or perennial streams.

	Not completed at this time. Reason:	
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		Nutrients: Recent Soil Test, Appropriate Land Grant University Fertilizer Guide	
		Not completed at this time. Reason:	
		Nutrients: Landowner Nutrient Records (Rate, Form, Timing, Application)	
		Not completed at this time. Reason:	
		Nutrients: Planner statement evaluating soil test, fertilizer guide, and nutrient records.	
		Not completed at this time. Reason:	
		Windows Pesticide Screening Tool where pesticides are used (used with next worksheet).	
		Not completed at this time. Reason:	
		Pest Management Considerations in Conservation Planning Worksheet (FOTG Sec. 4).	
		Not completed at this time. Reason:	
		Oregon Irrigation-Water Savings Estimator when irrigation water is applied.	
		Not completed at this time. Reason:	
		Irrigation self-certification and water rights submitted and signed by the landowner and the water master.	
		P Index (Ag Tech Note #26 dated June 2013) when any form of phosphorus is applied.	
		Not completed at this time. Reason:	
		Nitrogen Leaching Index from RUSLE-II when any form of nitrogen is applied.	
		Not completed at this time. Reason:	
		► Associated Agricultural Land	Not Present
		Narrative Inventory or Map Describing Site(s)	
		Not completed at this time. Reason:	
		► Land uses with Wildlife modifier	Not Present
		Narrative or map identifying historic strategy habitat(s) for site and relationship to any Conservation Opportunity Area (COA) using ODFW Conservation Strategy (GIS shapefiles available at F:\geodata\ecological for use in Toolkit)	
		Wildlife Habitat Inventory (Wildlife Habitat Evaluation Guide or Species-Specific Habitat Assessment)	
		► Farmstead	Not Present
		Feedlot & Dairy Inventory in Conservation Records Workbook or Ag Tech Note #20 for AFO/CAFO operations	
		Not completed at this time. Reason:	
		Animal Waste Management Planning	
		Not completed at this time. Reason:	
		Personal Water Systems Check Up	
		Not completed at this time. Reason:	

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		► Crop		Not Present (Includes Hay)
		HEL status map: A map showing official HEL status of each crop field with a map key defining HEL labels, e.g. HEL, NHEL, UHEL		
		Not completed at this time. Reason:		
		Crop Inventory in Conservation Records Workbook or Ag Tech Note #20		
		Not completed at this time. Reason:		
		RUSLE-II (Where sheet and rill [water] erosion is most prevalent.)		
		Not completed at this time. Reason:		
		WEPS (Where wind erosion is most prevalent.)		
		Not completed at this time. Reason:		
		Soil Conditioning Index, Soil Tillage Intensity Rating (Located in RUSLE2 and WEPS.)		
		Not completed at this time. Reason:		
		► Pasture		Not Present (Includes Hay)
		Grazed Land Inventory in Conservation Records Workbook, or Benchmark Grazing Description		
		Not completed at this time. Reason:		
		FOTG, Section III, Oregon Conservation Planning documents, Grazing Land Inventory documents, either Prescribed Grazing Inventory sheets, 2003 spreadsheet – Pasture Condition Score Sheet tab, or Western Oregon Pasture Inventory Worksheets, PCS Score Sheet tab		
		Not completed at this time. Reason:		
		FOTG, Section III, Oregon Conservation Planning documents, Grazing Land Inventory documents, either Prescribed Grazing Inventory sheets, 2003 spreadsheet – Pasture Info tab, or Western Oregon Pasture Inventory Worksheets, Pasture Inventory tab		
		Not completed at this time. Reason:		
		FOTG, Section III, Oregon Conservation Planning documents, Grazing Land Inventory documents, either Prescribed Grazing Inventory sheets, 2003 spreadsheet – Forage Balance tab, or Western Oregon Pasture Inventory Worksheets, L through F, BAL tab		
		Not completed at this time. Reason:		
		► Range/Grazed Forest		Not Present
		Grazed Land Inventory in Conservation Records Workbook, or Benchmark Grazing Description		
		Not completed at this time. Reason:		
		FOTG, Section III, Oregon Conservation Planning documents, Grazing Land Inventory documents, Range Inventory spreadsheets – GEN tab and either PL-COM-WEIGHT or PL-COM-DOMINANCE tab		
		Not completed at this time. Reason:		
		If grazed by livestock, FOTG, Section III, Oregon Conservation Planning documents, Grazing Land Inventory documents, Range Inventory spreadsheets – GEN tab and TR-RHA tab		
		Not completed at this time. Reason:		

		Livestock Forage Balance (LFB) Worksheet, FOTG, Section III, Oregon Conservation Planning documents, Grazing Land Inventory documents, Prescribed Grazing Inventory sheets, 2003 spreadsheet – Forage Balance tab		
		Not completed at this time. Reason:		
		Rangeland Productivity & Plant Composition Soil Report (Web Soil Survey)		
		Not completed at this time. Reason:		
		Rangeland Erosion Evaluation (Narrative)		
		Not completed at this time. Reason:		
		► Forest (If grazed included Grazed Forest/Grazed Range items.)		Not Present
		Forest Land Inventory in Conservation Records Workbook		
		Not completed at this time. Reason:		
		Stand Inventory (Zig-Zag, Fixed Plot, Basal Area)		
		Not completed at this time. Reason:		
		Forestland Erosion Evaluation		
Part Four				
		Conservation Plan of Operations		
		Planner Certification Stamp and Signature		
		Economic Analysis: FOTG section III, Oregon Conservation Planning Documents, T-charts		
		Not completed at this time. Reason:		
		Cost Data: FOTG Section I, Cost Data		
		Documentation of Alternatives Offered and Conservation Effects & Impacts shall be recorded on the CPA-52 form with a cross reference to Section 5 of the FOTG (file CPA-52 in part three of the case file). Optional: RMS Decision Support Tool: FOTG Section V, Conservation Practice Physical Effects		
Part Five Note: All items in Part Five should be in the case file prior to implementation.				
		Practice Specifications		
		Copy of all required permits in plan file (ACE, DSL, ODF&W, and NOAA-NMFS, etc.)		
		Final Designs and Drawings for engineering practices		
		Operation and Maintenance Agreements		
Part Six				
		Redlined final drawings showing “as-built” condition and dimensions of installed structures.		
		Documentation for completed practices		
		Monitoring/Evaluation Data		
		Not completed at this time. Reason:		

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PLANNER NOTES

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for the user to write their planner notes.