

## **PART 409 – CONSERVATION PLANNING POLICY**

### **ME409.3 Requirements for Providing Conservation Planning Assistance**

(a) All NRCS employees who have conservation planning in their position description must be certified as Conservation Planners within 24 months of their NRCS hiring date. Current NRCS employees who are reassigned into a position with conservation planning responsibilities or transfer from other states into a position with conservation planning responsibilities will become certified within 12 months of starting the new position. NRCS employees transferred into Maine who have completed certification requirements will provide documentation of accomplishments to be reviewed by their supervisor and the State Resource Conservationist. After satisfactorily fulfilling requirements, the employee will be granted certification. Achieving and maintaining the appropriate certification(s) shall be listed in the appropriate performance element for all employees with planning included as a key component of their position description. Training needed to obtain and maintain certifications should be included in an Individual Development Plan (IDP).

(b)(1) All conservation plans will be signed by NRCS Certified Conservation Planners (see Attachment A).

(d)(1) List of NRCS Certified Conservation Planners in Maine is maintained by the State Resource Conservationist

(d)(2) See Attachment H for list of positions that are required to be Certified Conservation Planners.

(d)(3) If quality of a certified individual's technical work is documented as not meeting NRCS requirements and policy, this individual may be decertified.