



Forestry Technical Service
Providers Workshop
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Technical Service Provider Certification

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What is a Technical Service Provider?



TechReg Web Site (<http://techreg.usda.gov>)

The screenshot shows the TechReg website with several annotations:

- Site Login (USDA eAuth login):** An orange arrow points to the 'Login' link in the left sidebar.
- Online Resources:** An orange arrow points to the 'TechReg Resources' section in the left sidebar.
- Upcoming Training:** An orange arrow points to the 'Upcoming Training' link in the left sidebar.
- Help!:** A red circle highlights the 'I Want To...' and 'I Need Help With...' sections on the right, with an orange arrow pointing to the word 'Help!'.
- TS Payment Rates:** An orange arrow points to the 'TS Payment Rates' link in the 'Spotlights' section.
- for TechReg:** An orange arrow points to the 'Get a Land Use Decision Count for TechReg' graphic in the bottom right.

Site Login
(USDA eAuth login)

Online
Resources

Upcoming
Training

Help!

Certification Options

Individual Record
vs
Business Records

TechReg Individual Record

Required for individual to acquire an eAuth account

Only Individuals may have electronic access

TechReg Business Record

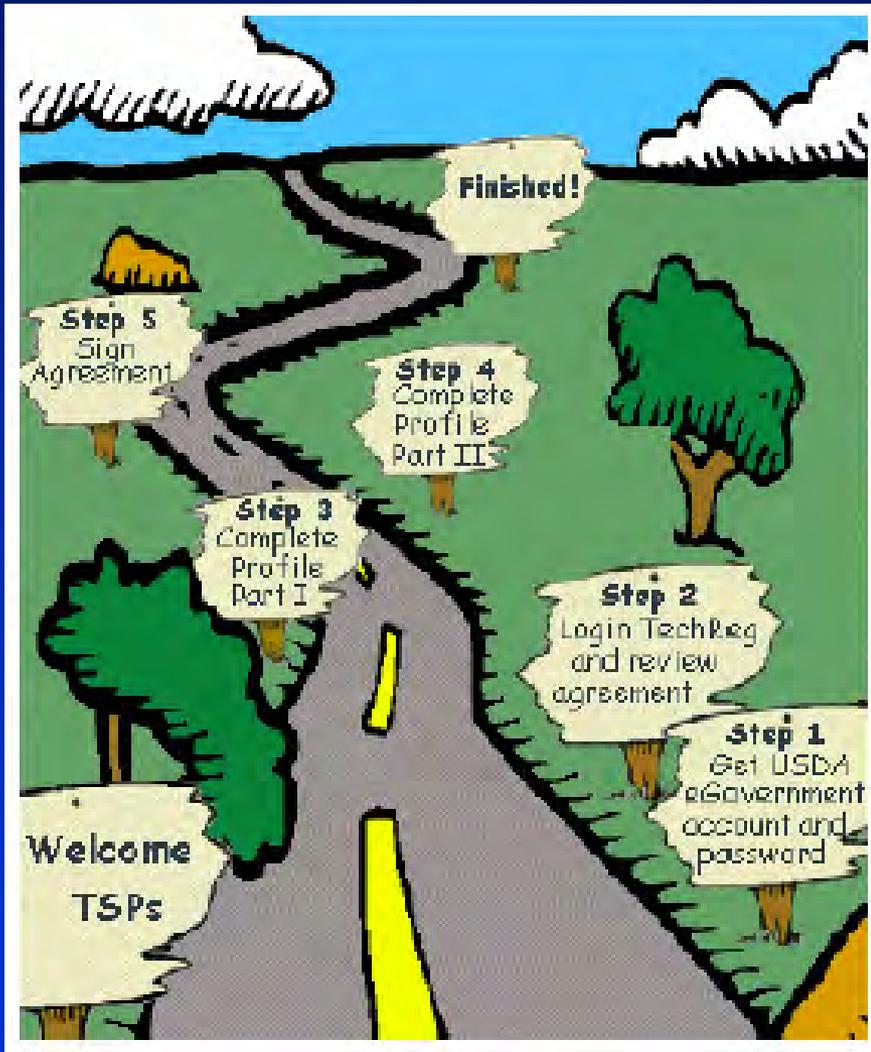
Required for TSP's that wish to have their business displayed in the registry

A business **CANNOT** be granted an electronic access account

Summary:

- TechReg individual records are required first before can have business record
- Only individual records may be linked to electronic access
- TechReg business records optional – If you want your business to be displayed in the registry
- SCIMS business records exist in the system, they are not linked to electronic access

Steps to Registration on TechReg



- Step 1- Get USDA Level 2 eAuthentication Account (User ID and password)
- Step 2- Login to TechReg Website and review Agreement
- Step 3- Complete Profile Part I: Background
- Step 4- Complete Profile Part II: Certification Categories
- Step 5- Sign Agreement

Step 1- Getting a USDA eAuthentication Account

• <http://www.eAuth.eGov.USDA.gov>

1 Use the Internet to obtain a USDA eAuthentication Level 2 account:

1. From your internet browser go to the USDA eAuthentication site at:
<http://www.eauth.egov.usda.gov/eauthCreateAccount.html>
2. Follow the steps described to request a **Level 2 account**.
 - Fill out the online registration form.
 - Create a user ID and password.
 - Respond to the confirmation e-mail the system sends to you.

OR

The screenshot shows the TechReg website header with the USDA logo and the text "United States Department of Agriculture | Natural Resources Conservation Service". The main heading is "TechReg Technical Service Provider Registry". A navigation bar includes "Home", "About TechReg", "FAQ", "Help", "Contact Us", and "Logout". A search bar is labeled "Search USDA". A sidebar on the left lists "TechReg Resources" including "Conservation Activity Plans", "Certification Categories", "Civil Rights Responsibilities", "News", "Online Resources", "State TSP Coordinators", "Training", and "Upcoming Training". The main content area has a "Welcome to TechReg" section with a "Technical Service Provider Registry" image and text: "NRCS's online tool for Technical Service Providers to register, become certified, and manage their TSP profiles." Below this is a "How do I Access TechReg?" section with text: "Technical service provider secure access to TechReg is made possible using USDA eAuthentication. You can register for your eAuthentication account online at <http://www.eauth.egov.usda.gov/eauthCreateAccount.html>. This process is easy and starts online by creating a user ID and password and confirming your email. The final step involves visiting a local USDA Service Center to complete the eAuthentication process. Once you have your eAuthentication account, you can click on the 'Login' link on the top of this page and enter your user ID and password on the USDA login screen." A "I Want To..." sidebar on the right lists options: "Find a TSP", "Find Technical Service Provider", "Become a TSP", "Receive TSP training", "Complete TSP Renewal", "Register A Business", "Add Categories to my Profile", "Add States to my Profile", and "Update My Contact Info/Profile". A "Need Help With..." sidebar lists "Frequently Asked Questions". A "Get a Level 2 eAuthentication" button is at the bottom right.

The screenshot shows the "Create an Account" page on the USDA eAuthentication website. The header includes the USDA logo and "United States Department of Agriculture | USDA eAuthentication". A navigation bar has "Home", "About eAuthentication", "Help", "Contact Us", and "Service Centers". A "Quick Links" sidebar on the left includes "What is an account?", "Create an account", "Update your account", "Employee Links", and "Local Registration Authority Login". The main content area has a "Create an Account" heading and a "What Level of Access do you need?" section. It asks if the user is a "USDA Federal Employee" or a "customer (non USDA Federal Employee) of USDA". For customers, it lists questions about interacting with the USDA, such as "Conducting official electronic business transactions via the Internet?", "Entering into a contract with a USDA agency?", and "Submitting forms electronically via the Internet with a USDA agency?". The text states: "If you answered YES to 1 or more of the questions you will need to register for an eAuthentication account with **Level 2 Access**." Below this, it says: "If you already have an account with Level 1 Access, **log into your profile** and apply for Level 2 Access." Another set of questions follows, and the text states: "If you answered YES to 1 or more of the questions, you will need to register for an eAuthentication account with **Level 1 Access**." The footer includes "eAuthentication Home | USDA.gov | Accessibility Statement | Privacy Policy | Non-Discrimination Statement".

Step 1- Getting a USDA eAuthentication Account

Home | About eAuthentication | Help | Contact Us | Find an LRA

Create an Account

Form Approved - OMB No. 0503-0014 [Create an Account Help](#)

Level 2 Access
Step 1 of 4: User Information

If you are a USDA Federal Employee, click [Employee Create an Account](#) to continue with the USDA eAuthentication registration process.

Public customers should complete the information below to create a USDA account. Please read the eAuthentication [Privacy Act Statement](#) and [Public Burden Statement](#) for more information on how your personal information will be protected.

All required fields are marked by an asterisk (*). Enter your first and last name exactly as it appears on your government issued photo ID (e.g. state driver's license).

User ID*: 6-20 characters

Password*: 9-12 characters
[Click here for additional requirements](#)

Confirm Password*:

First Name*:

Middle Initial:

Last Name*:

Home Address*:

City*:

State*:

Home Postal/Zip Code*:

Country Name*:

Email address must be valid to complete registration

Email*:

Confirm Email*:

Home Phone: () - -

International Home Phone: (if applicable) () - -

Alternate Phone: () - -

International Alternate Phone: (if applicable) () - -

Mother's Maiden Name*:

4 digit PIN*: NOTE: You cannot use a zero as the first digit

Your Date of Birth*: mm/dd/yyyy

IMPORTANT!!!

Remember your User ID and Password!!!

Make sure the email address you enter is correct.

Remember the 4 digit PIN you create.

4 questions are used to enable TSP to reset lost or forgotten passwords

Home Postal/Zip Code*:

Country Name*:

Email address must be valid to complete registration

What city did you graduate high school?
What city was your first job in?
What city were you born in?
What is the name of the first street you remember living on?
What is the name of the university that you attended?
What is the name of your first pet?
What is the name of your first school?
What is your best friend's last name?
What is your father's middle name?
What is your favorite cartoon character?
What is your first teacher's name?
What is your paternal grandfather's first name?
What is your paternal grandmother's first name?
What was the make of your first vehicle?
What was the name of high school where you graduated?
What was your grandfather's occupation?
What was your high school mascot?
Who is your best friend from childhood?
Who was your prom date?

not use a zero as the first digit
mm/dd/yyyy

Your information will be used to question can be used only

Click the **Continue** button to go to Step 2

[Reset](#) [Continue](#)

eAuthentication Home | USDA.gov | Site Map
Accessibility Statement | Privacy Policy | Non-Discrimination Statement | www.FIRST.gov

Step 1- Getting a USDA eAuthentication Account

2 Activation Process:

1. Take your official identification (state ID, state driver's license, military ID, or passport) to your local USDA Service Center.
2. Ask to see a Local Registration Authority (LRA) – a USDA employee who can verify your identity and activate your USDA eAuthentication Account.
3. Request that the LRA ensure that you have a record in the Service Center Customer Database (known to USDA employees as the SCIMS database).

IMPORTANT!!

Make sure the LRA or USDA Employee links your eAuthentication Account to your Customer Database record.

The link is required to access TechReg and the USDA Customer Statement .

A USDA Employee will:

- Identity proof you (verify your identity) against your official identification.
- Activate your USDA eAuthentication Level 2 account.
- Check the USDA Customer Databases for your Customer Record by name. A record will be created for you if one doesn't exist currently.
- Link your USDA eAuthentication Level 2 account to your record in the Customer Database. This will allow the TechReg to locate your USDA customer records when you login to the TechReg with your USDA eAuthentication account.

Once your USDA eAuthentication Level 2 account is activated and linked to your customer records, you will be able to logon to the TechReg and complete your Certification information.

Note: TechReg uses the email address in your Customer Database Record (SCIMS). Both e-mail address in TechReg and SCIMS must match.

Getting a USDA eAuthentication Account

IMPORTANT!!

From: eAuthHelpDesk@usda.gov [mailto:eAuthHelpDesk@usda.gov]
Sent: Thursday, September 23, 2004 1:57 PM
To: bob.smith@aol.com
Subject: Your USDA account with Level 2 access has been activated

Congratulations Bob.Smith

You have successfully completed the necessary requirements to activate your USDA eAuthentication account with Level 2 access. You now have the ability to conduct official electronic business transactions with the USDA via the Internet.

One hour after your account with Level 2 access has been activated by the USDA Service Center employee, you should have access to conduct official electronic business transactions with the USDA via the Internet.

The first time you use your account with Level 2 access, you will be asked to update your password to the Level 2 access password requirements.

You can view or update your account information by clicking [UPDATE YOUR ACCOUNT](#). You can also access your account information from the USDA eAuthentication web site at <http://www.eauth.egov.usda.gov>.

If you need further assistance, please email the USDA eAuthentication Help Desk at eAuthHelpDesk@usda.gov.

Please include the following information in your email:

- Your first and last name
- Your eAuthentication User ID
- Indicate whether you are a public customer, federal employee, state, or district employee
- If you are a federal employee, provide the name of your employing agency
- The URL (Web Address) of the Web site or application you were attempting to access
- The text of any error messages and a detailed description of the problem

After your account is activated by the USDA employee:

1. You will receive an email notification that your account was activated.
2. Your account will be ready to conduct official business within 1 hour after the activation.
3. The first time you use your account, you will be forced to change your password.
4. If you have trouble with your account, contact the eAuthHelpDesk at:

eAuthHelpDesk@usda.gov

Managing Your USDA eAuthentication Account

USDA United States Department of Agriculture
USDA eAuthentication

Home About eAuthentication Help Contact Us Service Centers

Quick Links

- What is an account?
- Create an account
- Update your account

Employee Links

- Local Registration Authority Login

eAuthentication Login

User ID:

Password:

Login

I Want To...

- Change My Password
- Reset My Forgotten Password
- Update your account

Profile

User ID **bob.smith**
Credential Level 2

First Name **Bob**
Middle Initial
Last Name **Smith**

Home Address*
City*
State*
Home Postal/Zip Code*
Country*

Email*
Confirm Email*

Alternate Phone
Home Phone

Mother's Maiden Name* mother
Date of Birth* 11/22/1960
4 digit PIN Number* 1111

From the eAuthentication Login Screen you can do the following:

1. **Change your password** - if you feel it is too hard to remember or compromised.
2. **Reset a forgotten password** – using your 3 Security Attributes (Mother's Maiden Name, PIN and DOB).
3. **Update your account:**
 1. **Change your account profile** information (email, address and telephone)
 2. **View your 4 security attributes** used in the self-service Reset Forgotten Password feature.

Note: At this time, the email address TechReg uses is from the Customer Database record (SCIMS).

Step 2- Login to TechReg and review agreement

The screenshot shows the TechReg website homepage. At the top, the USDA logo and 'United States Department of Agriculture Natural Resources Conservation Service' are visible. The main heading is 'TechReg Technical Service Provider Registry'. A navigation bar includes links for Home, About TechReg, FAQ, Help, Contact Us, and Logout. On the left, a 'Search USDA' box is present, followed by a 'TechReg' menu where the 'Login' link is circled in red. Below this are 'TechReg Resources' and 'Business Opportunity' sections. The main content area features a 'Welcome to TechReg' section with a description of the tool and a 'How do I Access TechReg?' section explaining the eAuthentication process. A 'Spotlights' section is also visible. On the right, a 'I Want To...' sidebar lists various actions like 'Find a TSP' and 'Become a TSP'. A yellow callout box on the right contains a numbered list of steps for logging in.

3 Login to TechReg:

1. Use your Internet browser to locate the TechReg Web Site: <http://techreg.usda.gov>
2. Click the 'Login' button on the homepage menu bar.
3. Enter your USDA eAuthentication Level 2 Account User ID and password on the USDA eAuthentication login screen.
3. On your first visit to TechReg you will be required to review the TSP Agreement

For TechReg user assistance contact the your State TSP Coordinator or the TechReg Help Desk via email at: techreg@nrcs.usda.gov

Review Agreement

Information from your SCIMS account

You must select a registration type, individual or business
Note: Must register as an individual FIRST!

Read terms and conditions carefully before agreeing

USDA National Wildlife Conservation Service
TechReg Technical Service Provider Registry

Home | About TechReg | FAQ | Help | Contact Us | Logout

Welcome DAVID RAINE

Apply Online

DAVID RAINE's Application

Customer ID: 000014 Telephone: 304.727.3112
Address: 10001 RD Apt:
City, State Zip: SAINT ALBANS, WV 25177-6304 Email: davidraine@fda.net

Preferred Contact Method: Email Mail Display to Public: Display
Can speak Spanish: Yes

Yes I'm interested in applying to become a Registered NRC's Technical Service Provider. I'm applying for:
 Myself (an individual) Individual with a Public Agency (An Employee of Public Agency)

Terms and Conditions

I. Certification Terms:

A. USDA Standards and Specifications. I am familiar with and agree to meet all applicable USDA standards, specifications, and program requirements as set forth in USDA guides, handbooks, and manuals for the technical services I provide.

B. Compliance with Applicable Laws and Regulations. I agree to comply with all applicable federal, state, tribal and local laws and requirements for the technical services I provide, including but not limited to, 7 CFR part 552. I further agree that I must be familiar with any unique criteria required at the county level for particular conservation practices or technical services before providing technical services in a particular county. I acknowledge that I must be aware of these local criteria and agree to familiarize myself with any such criteria by contacting the appropriate NRC's State official before providing technical services.

C. Work Quality. I agree to represent in writing on each plan or other technical service document submitted to USDA or the program participant that the technical services rendered: (1) comply with all applicable Federal, State, Tribal, and local laws and requirements; (2) meet applicable USDA standards, specifications, and program requirements; (3) are consistent with and meet the particular conservation program goals and objectives for which the program agreement or contract was entered into by the program participant or USDA, respectively; and (4) incorporate, where appropriate, lowest-cost alternatives that address the resource issues.

3. Disclosure of On-line Information. I agree that the personal information (excluding private information like Social Security Number) I enter into my application for certification will be available on-line for public access. I understand that program participants seeking the services of a Technical Service Provider will have access to this information as well as other members of the public that access the Technical Service Provider Web site, TechReg.

II. Additional Terms Applicable to Private Sector Entity or Public Agency.

In addition to the terms set forth above, **(Insert name of private sector entity / public agency)** agrees to the following terms:

A. Certified Individual. **(Insert name of private sector entity / public agency)** will have, at all times, an individual who is a certified technical service provider authorized to act on its behalf.

B. Changes to List of Certified Individuals. **(Insert name of private sector entity / public agency)** will promptly provide to NRC's an amended Certification Agreement for NRC's approval whenever there is a change in the identity of the certified individuals working under its auspices.

C. Work Performed by Entity or Agency. I agree that all work performed by non-certified individuals employed by **(Insert name of private sector entity / public agency)** will be assumed and verified by a certified individual authorized to act on behalf of the **(Insert name of private sector entity / public agency)**.

D. Work Performed by a Subcontracted Entity or Agency. I agree that all subcontractors of **(Insert name of private sector entity / public agency)** will employ at least one certified individual who will assume responsibility for and verify any work completed by a non-certified individual employed by **(Insert name of private sector entity / public agency)**.

E. Responsibility for Individuals Performing Work under Auspices. **(Insert name of private sector entity / public agency)** assumes all legal responsibility for the work performed by an individual working under its auspices.

I have reviewed the above terms and conditions and understand I must agree to the terms and conditions to become certified.

Agree Disagree

NRC's Home | USDA.gov
FOIA | Accessibility Statement | Privacy Policy | Nondiscrimination Statement | Information Quality | USA.gov | White House

Step 3 - Complete Profile Part 1 (Background)

USDA United States Department of Agriculture
Natural Resources Conservation Service

TechReg
Technical Service Provider Registry

Home | About TechReg | FAQ | Help | Contact Us | Logout

Welcome **Timothy Pilkowski**
TechReg State: **Maryland**

Profile Part 1 (Background)

Instructions: Please fill out all relevant sections of the profile, both page 1 and page 2 in order to become a certified TSP. ...[More Help](#)

A—Contact Information [Update Contact Info](#) [Update TSP Info](#)

The following information is associated with your TSP account:

Name: [Redacted]
 TSP Number: TSP-04-2875 Telephone: [Redacted]
 Address: 11 W PARK PL Extension: [Redacted]
 City, State Zip: MIDDLETOWN, DE 19709 Email: [Redacted]

Preferred Contact Method: Email Display to Public: Yes
 Spanish Speaker: No
 TSP Type: Myself (an Individual)

B—Associated Companies/Agencies [Business/Agency Profile](#)

Instructions: Use this section only if you are the official representative of the business or agency. Official representatives are not required to be certified TSPs. Creation of a business or public agency will require that at least one certified individual be associated. ...[More Help](#)

Business	Official Representative

C1—Relevant Accreditations/Licenses [Add Certification/License](#)

Instructions: Enter the licenses or certifications that are required to satisfy the criteria for certification in the categories of service you wish to provide. ...[More Help](#)

Licensing Organization	License Name	Licensing Number	License Expiration Date	State	Edit
American Society of Agronomy	Certified Crop Advisor	20431	Dec 31 2006	Delaware	Edit

C2—Organic Qualification [More Help](#)

Instructions: Indicate organic qualification. ...[More Help](#)

Organic Qualification	Edit
No	Edit

D—Education and Training [Add Education](#)

Instructions: Enter the Bachelors or Graduate degrees, NRCS training, or other training required to satisfy criteria for certification. ...[More Help](#)

Institution Name	Area of Study	Degree	Completion Date	Edit
University of Delaware	Agricultural Science	BS.	May 31 1985	Edit

E—Relevant Work Experience [Add Work Experience](#)

Instructions: Enter information (one item per entry) regarding your work experience as it relates to providing technical services. ...[More Help](#)

Description	Start Date	End Date	Edit
Certified in MD, DE, to write nutrient management plans and CNMPS. Certified Crop Advisor (Mid-Atlantic CCA). Experienced in soil sampling, agronomic fertility recommendations, farm recordkeeping, scouting. Experience in conducting agricultural research (>10 yrs).	Apr 2 1992		Edit

E1—Professional References [Add Reference](#)

Instructions: Provide at least two non-USDA references (one per entry) that can verify your experience and qualifications (not a recommendation). ...[More Help](#)

Description	Edit
Nutrient Management Planner for University of Delaware Research Farm 2005-present	Edit
Completed various plans in Maryland and Delaware. References provided upon request.	Edit

F—Familiarity with NRCS Guidelines, Criteria, Standards, and Specifications [Add NRCS Familiarity](#)

Instructions: Enter a brief description (one item per entry) of your familiarity with NRCS Guidelines, Criteria, Standards, and Specifications. ...[More Help](#)

Description	Edit
Modules 1-7.	Edit

F1—NRCS Conservation Planning Training Requirement [Add NRCS Training](#)

Instructions: Answer questions (one item per entry) regarding your NRCS Training Modules.

Description	Edit
I have received NRCS Training Modules or equivalent	Edit

Provide specific information about your Licenses, qualifications, and experience.

- A. Contact Information
- B. Associated Companies
- C. Relevant Accreditations and Licenses
- D. Education and Training
- E. Relevant Work Experience
- E1. Professional References
- F. Familiarity with NRCS Guidelines, Criteria, Standards, and Specifications

Step 4 - Complete Profile Part 2

USDA United States Department of Agriculture
Natural Resource Conservation Service

TechReg Technical Service Provider Registry

Home | About TechReg | FAQ | Help | Contact Us | Logout

Welcome **Timothy Pilkowski**
TechReg State: **Maryland**

Profile Part 2 (Technical Services)

Instructions: Please fill out all relevant sections of the profile, both page 1 and page 2 in order to become a certified TSP. ...More Help

G1—Certification Categories Add Category View Archived Categories

Instructions: Select a state/category combination and then use "Confirm Qualifications" to complete the criteria. You must enter records in this section before you can edit information in Section H or I. ...More Help

Category	State	Status	Date	By	Last Changed
Certified Conservation Planner	MD	Certified	May 30 2007	Timothy Pilkowski	Confirm Qualifications
Certified Conservation Planner	NJ	Submitted	Feb 13 2009	David Kann	Confirm Qualifications
Certified Conservation Planner	PA	Certified	Jul 26 2007	Travis Watkins	Confirm Qualifications
Certified Conservation Planner	WV	Submitted	Feb 13 2008	David Kann	Confirm Qualifications
CNMP Plan Approval	MD	Certified	Apr 24 2007	Timothy Pilkowski	Confirm Qualifications
CNMP Plan Approval	NJ	Submitted	Aug 13 2009	David Kann	Confirm Qualifications
CNMP Plan Approval	PA	Certified	Jul 26 2007	Travis Watkins	Confirm Qualifications
CNMP Plan Development - Land Treatment	MD	Certified	Dec 7 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Land Treatment	NJ	Certified	Dec 13 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Land Treatment	PA	Certified	Dec 7 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Land Treatment	WV	Certified	Dec 7 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Nutrient Management	PA	Certified	Dec 26 2007	Travis Watkins	Confirm Qualifications
CNMP Plan Development - Total Plan	MD	Certified	Mar 17 2008	Timothy Pilkowski	Confirm Qualifications
CNMP Plan Development - Total Plan	NJ	Submitted	Feb 13 2009	David Kann	Confirm Qualifications
CNMP Plan Development - Total Plan	PA	Certified	Dec 26 2007	Travis Watkins	Confirm Qualifications
Nutrient Management - Organic and Inorganic	MD	Certified	May 30 2007	Timothy Pilkowski	Confirm Qualifications

G2—Conservation Activity Plans Add Activity Plan View Archived Activity Plans

Instructions: Select a state/activity plan combination and then use "Confirm Qualifications" to complete the criteria. You must enter records in this section before you can edit information in Section H or I. ...More Help

Conservation Activity Plan	State	Status	Date	By	Last Changed
CAP - CNMP Plan Approval	MD	Certified	Mar 23 2009	ITC NRCS USDA	Confirm Qualifications
CAP - CNMP Plan Approval	NJ	Submitted	Aug 13 2009	David Kann	Confirm Qualifications
CAP - CNMP Plan Approval	PA	Certified	Mar 23 2009	ITC NRCS USDA	Confirm Qualifications

H—Services to be Provided

Instructions: The categories and/or activity plans listed are those you entered in Sections G1 and G2. You may not wish to provide all of the services in the category or activity plan. In which case, you can limit the list of services by using the edit button to select only those you wish to provide.

Category	Services to Provide	Edit
CAP - CNMP Plan Approval	All Services	Edit
Certified Conservation Planner	All Services	Edit
CNMP Plan Approval	All Services	Edit
CNMP Plan Development - Land Treatment	All Services	Edit
CNMP Plan Development - Nutrient Management	All Services	Edit
CNMP Plan Development - Total Plan	All Services	Edit
Nutrient Management - Organic and Inorganic	All Services	Edit

I—Servicing Areas

Instructions: The states listed are those you entered in Section G. You may not wish to provide services in all of the counties in the state. In which case, you can limit the list of counties by using the edit button to select only those you wish to provide. ...More Help

State	Servicing Counties	Edit
Maryland	ALLEGANY, ANNE ARUNDEL, BALTIMORE, CALVERT, CAROLINE, CARROLL, CECIL, CHARLES, DORCHESTER, FREDERICK, GARRETT, HARFORD, HOWARD, KENT, MONTGOMERY, PRINCE GEORGES, QUEEN ANNE'S, ST. MARY'S, SOMERSET, TALBOT, WASHINGTON, WICOMICO, WORCESTER	Edit
New Jersey	ATLANTIC, BURLINGTON, CAMDEN, CAPE MAY, CUMBERLAND, GLOUCESTER, HUNTERDON, MERCER, MIDDLESEX, MONMOUTH, SALEM, SOMERSET	Edit
Pennsylvania	ADAMS, BEDFORD, BERKS, BLAIR, CENTRE, CHESTER, CUMBERLAND, DAUPHIN, FRANKLIN, FULTON, HUNTINGDON, JUNIATA, LANCASTER, LEBANON, LEHIGH, MIFFLIN, NORTHUMBERLAND, PERRY, SCHUYLKILL, SNYDER, SOMERSET, YORK	Edit
West Virginia	BERKELEY, HAMPSHIRE, JEFFERSON, MINERAL, MORGAN, FRESTON	Edit

J—Certification Agreement History View Expired Agreements

Instructions: Each time you change your certification categories you will be asked to sign another agreement. Each agreement is saved and can be displayed using the view button. ...More Help

Number	Agreement Format	Date	By	Last Changed
TSP-04-4509	View	12/7/2004 1:38:30 PM	DAVID KANN	
TSP-04-4509 (mod1)	View	12/7/2004 4:44:04 PM	David Kann	
TSP-04-4509 (mod2)	View	12/13/2004 6:16:19 AM	David Kann	

Certification Categories

Select the technical services you wish to provide and the locations you will work

A list of requirements you must meet for certification will be shown, indicate how you met the requirements

- G. Certification Categories
- H. Services to be Provided
- I. Servicing Areas
- J. Certification Agreement History

Certification Categories and Options

USDA United States Department of Agriculture
Natural Resources Conservation Service

TechReg

Technical Service Provider Registry

Home About TechReg FAQ Help Contact Us Logout

Search USDA [Go]

TechReg

- Login
- New User

TechReg Resources

- Conservation Activity Plans
- Certification Categories
- Civil Rights Responsibilities
- News
- Online Resources
- State TSP Coordinators
- Training
- Upcoming Training
- View Terms and Conditions

Business Opportunity

- Federal
- Grants.gov

Welcome to TechReg

NRCS's online tool for Technical Service Providers to register, become certified, and manage their TSP profiles.

TechReg also helps landowners locate and choose certified registered technical service providers who can help them meet their conservation goals.

How do I Access TechReg?

Technical service provider secure access to TechReg is managed using USDA eAuthentication. You can register for your eAuthentication account online at <http://www.eauth.egov.usda.gov/eauthCreateAccount.html>. This process is easy and starts online by creating a user ID and password and confirming your email. The final step requires visiting a local USDA Service Center to complete the eAuthentication process. Once you have your eAuthentication account, you can click on the 'Login' link on the top of this page and enter your user ID and password on the USDA login screen.

I Want To...

- Find a TSP
- Find Technical Service Payment Rates
- Become a TSP
- Renew My Certification
- Complete TSP Renewal
- Register A Business
- Add Categories to my Profile
- Add States to my Profile
- Update My Contact Info/Profile

I Need Help With...

- Frequently Asked Questions

Get a Level 2 eAuthentication Account

Spotlights

- News**
Sign up for TechReg News and NRCS
- TS Payment Rates**
Find the maximum

Technical Service Categories and Criteria Options for Certification

Note: This document lists all categories and the options for certification within each category. You only need to meet the criteria for ONE option group to satisfy the certification requirements for a category. However, you must meet ALL of the criteria within the selected option group.

Categories	Options	Criteria
Certified Conservation Planner (Current)		Start Date: 4/3/2003. End Date: 0.
	Conservation Planning Option 1 - Certification	Conservation Planning Skills Certification: Possess a current certification as a certified conservation planner from a NRCS approved training program for the states and localities to be serviced.
	Conservation Planning Option 2	Conservation Planning Knowledge: Possess and demonstrate the following knowledge, skills and abilities: a) Awareness of the specific program rules and regulations for 2002 Farm Bill program; b) Skill in applying the NRCS conservation planning process; c) Ability to plan and implement conservation practices common to the geographic area; d) Skill in applying approved erosion prediction technology (Revised Universal Soil Loss equation, Wind Erosion Equation, Wind Erosion Prediction System); e) Skill in using applicable site vulnerability assessment tools; Conservation Planning NRCS Training Modules 1-9: Complete modules 1 through 9 of NRCS Conservation Planning Course or an equivalent NRCS approved Conservation Planning Training; Conservation Planning References: Provide two locations or customer references where technical service has been provided that can verify your experience and proficiency planning, designing, installation/layout, and check-out of Certified Conservation Planner practices.
	Conservation Planning Option 3 - NAICC Certification	Conservation Planning Knowledge: Possess and demonstrate the following knowledge, skills and abilities: a) Awareness of the specific program rules and regulations for 2002 Farm Bill program; b) Skill in applying the NRCS conservation planning process; c) Ability to plan and implement conservation practices common to the geographic area; d) Skill in applying approved erosion prediction technology (Revised Universal Soil Loss equation, Wind Erosion Equation, Wind Erosion Prediction System); e) Skill in using applicable site vulnerability assessment tools; Conservation Planning NRCS Training Modules 1-9: Complete modules 1 through 9 of NRCS Conservation Planning Course or an equivalent NRCS approved Conservation Planning Training; Conservation Planning References: Provide two locations or customer references where technical service has been provided that can verify your experience and proficiency planning, designing, installation/layout, and check-out of Certified Conservation Planner practices; NAICC Certification: Crop Certification through the National Alliance of Independent Crop Consultants (NAICC).
Channel and Streambank Stabilization		Start Date: 3/1/2003. End Date: Channel Bank Vegetation (322); Channel Stabilization (384); Clearing and Snagging (326); Obstruction Removal (300); Streambank and Shoreline Protection (380);
	Channel Option 1	Channel Experience: Experience and knowledge in planning, design, layout, inspection and certification of Channel and Streambank Stabilization practices including any applicable Standards and Specifications; Channel References: Provide two locations or customer references where technical service has been provided that can verify your experience and proficiency planning, designing, installation/layout, and check-out of Channel and Streambank Stabilization practices; Conservation Planning NRCS Training Modules 1-9: Complete modules 1 through 9 of NRCS Conservation Planning course. Anyone can take the first 5 modules of the Conservation Planning Course, self-paced, off of the Internet. The web site for the course is: http://www.usdarc.usda.gov/catalog/compuln.html ; Engineer License - State: A current Professional Engineers license as required by law in the state of practice.
CNPMP Plan Approval		Start Date: 3/1/2003. End Date: Animal Mortality Facility (316); Channel Bank Vegetation (322); Closure of Waste Impoundment (360); Composting Facility (317); Conservation Cover (327); Conservation Crop Rotation (328); Contaminated Wetland (616); Contour Buffer Strips (332); Contour Farming (330); Cover Crop (340); Cross Wind Ridge (358A); Cross Wind Strip Strips (358C); Deep Tillage (324); Dissection (362); Feed Management (392); Field Border (366); Filter Strip (393); Grassed Waterway (412); Heavy Use Area Protection (361); Hedge-row Planting (423); Herbaceous Wind Barrier (603); Hillside Ditch (423); Lined Waterway or Outlet (468); Manure Transfer (634); Melching (494); Nutrient Management (590); Pumping Plant (533); Residue Management, No-Till (329B); Residue Management, No-Till Strip

Categories, Options and Criteria



Technical Service Conservation Activity Plans and Criteria Options for Certification

Date report generated: 9/3/2009

Date of last update: 09/03/2009

Note: This document lists all conservation activity plans and the options for certification within each conservation activity plan. You only need to meet the criteria for **ONE** option group to satisfy the certification requirements for an activity plan. However, you must meet **ALL** of the criteria within the selected option group.

Conservation Activity Plans	Options	Criteria
CAP - Forest Management Plan		Start Date: 3/23/2009 ; End Date: Alley Cropping (311); Firebreak (394); Forest Site Preparation (490); Forest Slash Treatment (384); Forest Stand Improvement (666); Forest Trails and Landings (655); Fuel Break (383); Multi-Story Cropping (379); Prescribed Burning (338); Riparian Forest Buffer (391); Road Trail/Landing Closure and Treatment (654); Silvopasture Establishment (791); Tree/Shrub Establishment (612); Tree/Shrub Pruning (660); Use Exclusion (472); Windbreak/Shelterbelt Establishment (380); Windbreak/Shelterbelt Renovation (650);
	Forest Management Plan Option 1 - Certification	Certified Forester : Certification by at least one of the following. 1) Be a full-member and certified with Consulting Foresters of America, Incorporated (ACF), or 2) Certified Forester by the Society of American Foresters (SAF). Forest Management Plan Development : Develop a Conservation Activity Plan that meets the Forest Management Plan (106) criteria listed in Section III of the eFOTG. Forestry License : A current Forestry License as required by law in the state of practice. FOTG Knowledge : Knowledge of the NRCS electronic Field Office Technical Guide as related to the specific criteria to be addressed in the development and implementation of a NRCS Forest Management Plan. National Planning Procedures Handbook : Knowledge and understanding of National Planning Procedures Handbook – Title 180 - Part 600 Proficiency with Forest Inventory and Planning Tools : Provide documentation of knowledge, skills and abilities to utilize inventory and planning tools (e.g., prisms/angle gauges/relaskop, site index, stocking guides) Training : Successful completion of all the following NRCS approved training courses (available in Aglearn): Forest Management Plan Development Training: 1. Introduction to Conservation Forestry Planning. Conservation Planning Training: 1. Complete modules 1 through 5 of NRCS Conservation Planning course. 2. Complete NRCS Environmental Compliance for Conservation Assistance (EC Level 1) course 3. Complete Modules 1-6 of the NRCS Web-based Cultural Resources Training course
	Forest Management Plan Option 2 - Education & Experience	Forest Management Plan Development : Develop a Conservation Activity Plan that meets the Forest Management Plan (106) criteria listed in Section III of the eFOTG. Forestry Education : Bachelor or higher level degree in forestry or a related natural resource degree with a concentration in forestry. Forestry Experience : 5 years experience and knowledge in successful planning, design, layout, inspection, or management of forestry or agroforestry practices associated with this category. Forestry License : A current Forestry License as required by law in the state of practice. Forestry References : Provide two locations where customer references whose technical service has been provided that can verify your experience and proficiency planning, designing, installation/layout, and check-out of Forestry/Agroforestry practices. FOTG Knowledge : Knowledge of the NRCS electronic Field Office Technical Guide as related to the specific criteria to be addressed in the development and implementation of a NRCS Forest Management Plan. National Planning Procedures Handbook : Knowledge and understanding of National Planning Procedures Handbook – Title 180 - Part 600 Proficiency with Forest Inventory and Planning Tools : Provide documentation of knowledge, skills and abilities to utilize inventory and planning tools (e.g., prisms/angle gauges/relaskop, site index, stocking guides)

Options: Certification, Education or Experience

Criteria: Training, Licenses, and Knowledge

Terminology Example from TechReg

Click "Confirm Qualifications" to verify criteria

USDA United States Department of Agriculture
Natural Resources Conservation Service

TechReg
Technical Service Provider
Registry

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Welcome **Timothy Pilkowski**
TechReg State: **Maryland**

Profile Part 2 (Technical Services)

Instructions: Please fill out all relevant sections of the profile, both page 1 and page 2 in order to become a certified TSP. ...More Help

G1—Certification Categories Add Category View Archived Categories

Instructions: Select a state/category combination and then use "Confirm Qualifications" to complete the criteria. You must enter records in this section before you can edit information in Section H or I. ...More Help

Category	State	Status	Last Changed		Confirm Qualifications
			Date	By	
Certified Conservation Planner	MD	Certified	May 30 2007	Timothy Pilkowski	Confirm Qualifications
Certified Conservation Planner	NJ	Submitted	Feb 13 2009	David Kann	Confirm Qualifications
Certified Conservation Planner	PA	Certified	Jul 26 2007	Travis Watkins	Confirm Qualifications
Certified Conservation Planner	WV	Submitted	Feb 13 2009	David Kann	Confirm Qualifications
CNMP Plan Approval	MD	Certified	Apr 24 2007	Timothy Pilkowski	Confirm Qualifications
CNMP Plan Approval	NJ	Submitted	Aug 13 2009	David Kann	Confirm Qualifications
CNMP Plan Approval	PA	Certified	Jul 26 2007	Travis Watkins	Confirm Qualifications
CNMP Plan Development - Land Treatment	MD	Certified	Dec 7 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Land Treatment	NJ	Certified	Dec 13 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Land Treatment	PA	Certified	Dec 7 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Land Treatment	WV	Certified	Dec 7 2004	David Kann	Confirm Qualifications
CNMP Plan Development - Nutrient Management	PA	Certified	Dec 26 2007	Travis Watkins	Confirm Qualifications
CNMP Plan Development - Total Plan	MD	Certified	Mar 17 2008	Timothy Pilkowski	Confirm Qualifications
CNMP Plan Development - Total Plan	NJ	Submitted	Feb 13 2009	David Kann	Confirm Qualifications
CNMP Plan Development - Total Plan	PA	Certified	Dec 26 2007	Travis Watkins	Confirm Qualifications
Nutrient Management - Organic and Inorganic	MD	Certified	May 30 2007	Timothy Pilkowski	Confirm Qualifications

Terminology Example from TechReg

Update Criteria - microsoft internet explorer

Instructions: In order to be certified for this Category, select ONE group from the group(s) listed below, you must meet ALL of the criteria in the selected group:

Select Option	Criteria	How Criteria Was Met				
		License / Certificate	Education	Work Exp.	References	NRCS Fam.
<input checked="" type="radio"/> Conservation Planning Option 1 - Certification	Possess a current certification as a certified conservation planner from a NRCS approved training program for the states and localities to be serviced.	State License/Cert. Required Conservation Planning Certification (Modules1-9)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="radio"/> Conservation Planning Option 2.	Complete modules 1 through 9 of NRCS Conservation Planning Course or an equivalent NRCS approved Conservation Planning Training. Possess and demonstrate the following knowledge, skills and abilities: a) Awareness of the specific program rules and regulations for 2002 Farm Bill programs, b) Skill in applying the NRCS conservation planning process, c) Ability to plan and implement conservation practices common to the geographic area, d) Skill in applying approved erosion prediction technology (Revised Universal Soil Loss equation, Wind Erosion Equation, Wind Erosion Prediction System), f) Skill in using applicable site vulnerability assessment tools. Provide two locations or customer references where technical service has been provided that can verify your experience and proficiency planning, designing, installation/layout, and checkout of Certified Conservation Planner practices.	License from Part 1 None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="radio"/> Conservation Planning Option 3 - NAICC Certification.	Complete modules 1 through 9 of NRCS Conservation Planning Course or an equivalent NRCS approved Conservation Planning Training.	License from Part 1 None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Crop Certification through the National Alliance of Independent Crop Consultants (NAICC).	Specific License/Cert. Required None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Possess and demonstrate the following knowledge, skills and abilities: a) Awareness of the specific program rules and regulations for 2002 Farm Bill programs, b) Skill in applying the NRCS conservation planning process, c) Ability to plan and implement conservation practices common to the geographic area, d) Skill in applying approved erosion prediction technology (Revised Universal Soil Loss equation, Wind Erosion Equation, Wind Erosion Prediction System), f) Skill in using applicable site vulnerability assessment tools.	License from Part 1 None	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Provide two locations or customer references where technical service has been provided that can verify your experience and proficiency planning, designing, installation/layout, and checkout of Certified Conservation Planner practices.	License from Part 1 None	<input type="checkbox"/>	<input type="checkbox"/>	Required <input type="checkbox"/>	<input type="checkbox"/>

IMPORTANT!!

In order to be certified for a category, you must choose only ONE option but must meet ALL of the criteria within that option.

Terminology Example from TechReg

Status

USDA United States Department of Agriculture
Natural Resources Conservation Service

TechReg
Technical Service Provider
Registry

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Welcome **Timothy Pilkowski**
TechReg State: **Maryland**

Profile Part 2 (Technical Services)

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G1—Certification Categories [Add Category](#) [View Archived Categories](#)

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Category	State	Status	Last Changed		
			Date	By	
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Nutrient Management - Organic and Inorganic	MD	Certified	May 30 2007	Timothy Pilkowski	Confirm Qualifications

Status: Incomplete, Ready, Submitted and Certified

State Verification Policy

Verification of TSP Certification Applications

- A. The TSP certification process is a **national process** with ***individual state verification*** of certification criteria.
- B. ***Within 60 days*** of receiving an application for certification from an individual, private sector entity or public agency, NRCS ***in the state where the applicant is applying for certification*** will verify whether the applicant meets the certification requirements by:
 - Verify training, education and experience requirements are met;
 - Verify familiarity with NRCS technical and program requirements;
 - Contacting references to verify information;
 - Verify the individual state requirements, licensing, etc are met;
 - Verify that the applicant has not been de-certified;
 - Verify that the applicant has signed the certification agreement;

State Verification Policy

Verification of TSP Certification Applications

- C. For applicants that are applying for certification in more than one State:
 - The state where the applicant resides will verify compliance with certification criteria, as stated in (B) above, and refer to
 - Other states where applicant applies for certification to verify that applicant meets specific state requirements, licensing, etc and provide documentation to the resident state within the 60 day timeframe.

Common Mistakes Made by Applicants

- To obtain a USDA eAuthentication Account, applicants must apply online first, and then have your account activated by visiting a USDA Service Center
- Apply for a Technical Service Category but do not meet all criteria from one option
- Applicants forget to enter the licenses or certifications that are required to satisfy the criteria for certification in the categories of service they wish to provide
- After completing the application or modifying an existing TSP profile, the applicant forgets to sign the agreement form



Thank you for your attention!

Tim Pilkowski – MD State Agronomist (443-482-2962) tim.pilkowski@md.usda.gov