



Form ID-TCH-001b will be used to summarize completed spot-checks. When deficiencies are noted during the spot-check, the letters D, N, T, PG, and S will be used on Form ID-TCH-001b to denote the type of deficiency:

D – This includes items such as incomplete designs or plans, error in design or plan, incomplete field investigation, incomplete construction drawings, and/or specifications, incomplete or incorrect documentation of certified practice.

N – This includes items such as incomplete and improper survey notes, format or computations, use of forms or job sheets, job class, approval authority, notes for “as built” changes, and cooperator signature where needed.

S – This includes items such as improper practice certification (certified practice fails to meet minimum plans and specifications), error in measurements or computations for certified quantities.

T – This includes items such as whether the practice certified was the best choice conservation practice to be applied.

PG – This includes items that due to Federal or State guidance were unimplementable according to policy.