

United States Department of Agriculture



Natural Resources Conservation Service
210 Walnut Street, Room 693
Des Moines, IA 50309-2180

May 9, 2013

IOWA INSTRUCTION 180-386 – WETLAND DETERMINATIONS AND DELINEATION

IA386.0 PURPOSE

This Iowa Instruction provides guidance on Job Approval for completing Wetland Determinations and Delineations.

IA386.1 SCOPE

The National Food Security Act Manual requires that certified wetland determinations be completed by qualified employees as determined by the State Conservationist. The Iowa Wetland Determination Job Approval spreadsheet is Iowa's means of tracking individuals who are qualified to complete wetland determinations.

IA386.2 FILING INSTRUCTIONS

This Iowa Instruction will be posted on the Iowa NRCS Employee Website, which can be accessed under the Topics/People/NRCS Employees/Iowa NRCS eDirectives or at this link [Iowa NRCS eDirectives website](#). The Job Approval Spreadsheet will be located in Section III of the Field Office Technical Guide.

IA386.3 EXHIBITS

See the attachments.

/s/

Jay T. Mar
State Conservationist

Attachments

E

(IA Instruction 180-386 First Edition – May 2013)

Helping People Help the Land

An Equal Opportunity Provider, Employer and Lender

IOWA INSTRUCTION 180 -386 – WETLAND DETERMINATIONS AND DELINEATIONS

1. PURPOSE:

This Iowa Instruction provides guidance on Job Approval for completing Wetland Determinations and Delineations.

2. EXPLANATION:

Certified wetland determinations must be completed by a qualified NRCS employee, as determined by the State Conservationist. Qualified employees (i.e., agency experts) must meet all of the following criteria:

- Have completed all the required training, including update courses,
- Have the appropriate job-approval authority, and
- Have demonstrated proficiency in making certified wetland determinations.

Attached is the Certified Wetland Determination Job Approval Authority spreadsheet listing the job approval for all employees in the state with wetland determination responsibilities. It is both the employee's and the supervisor's responsibility to determine the appropriate level of competency required to meet the needs of their clients and field office.

The official Certified Wetland Determination Job Approval Authority spreadsheet will be maintained by the State Resource Conservationist and will be placed in Section III of the Field Office Technical Guide. As you gain expertise in different areas of wetland determinations, the spreadsheet will be updated upon the recommendation of the Assistant State Conservationist for Field Operations. Please take time to review this document and discuss with your supervisor the expected level of proficiency expected to be obtained.

Approved By: /s/

Date: May 13, 2013

Jay T. Mar
State Conservationist
Natural Resources Conservation Service
210 Walnut Street, Room 693
Des Moines, IA 50309-2180

(IA Instruction 180-386 First Edition – May 2013)

IOWA INSTRUCTION 180 -386 – WETLAND DETERMINATIONS AND DELINEATIONS

Iowa Food Security Act Wetland Compliance Job Approval Categories - NRCS Employees Only

Approval levels:

1. Has job approval to conduct off-site wetland determinations on Cropland.

2. Has job approval to conduct field reviews of off-site wetland determinations on Cropland.

3. Has job approval to conduct on-site wetland determinations for cropland and non-cropland areas. (Individual selected by AFO for Wetland Team)

4. Has job approval to conduct functional assessments for Pothole Wetlands to determine mitigation requirements and to determine if ME applies using the model's decision matrix

5. Has job approval to conduct functional assessments for Riverine Wetlands to determine mitigation requirements and to determine if ME applies using the model's decision matrix (Model is completed and training expected 2011)

Knowledge and/or Training Required:

NFSAM Part 514 - Wetland Determinations and Labels); Iowa Off-Site Mapping Conventions & Photo Interpretation

NFSAM Part 514 (Wetland Determinations and Labels); & NFSAM 527.4 (Wetland Criteria Indicators and Procedures); Iowa Off-site mapping conventions & Photo Interpretation; Field Indicators of Hydric Soils in U.S

NFSAM Part 514 & 527.4; ACE REG IV or NRCS equivalent and 2010 Midwest ACE Supplement for Wetland Delineation Procedures; Wetland Plant ID; Field Indicators of Hydric Soils in U.S

Iowa's Midwest Upland Depressional Functional Assessment Model and Pothole Decision Worksheets; NFSAM 515 – Part A (Minimal Effects Exemption)

Iowa Riverine Functional Assessment model and Riverine Decision Worksheets; NFSAM 515 – Part A (Minimal Effects Exemption)

Expected Positions:

SC, RC, DC, ARC

RC, DC, ARC, SS (SS can be ARSS, MLRA SS, or other field people with advanced Hydric Soil Training)

Wetland Team members (ARC, ARSS, RC, DC, AE and SO Bios)

Wetland Team members, ARCS, ARSS, DC, RC, SC, SO Bios

Wetland Team members, ARCS, ARSS, DC, RC, SC, SO Bios

IOWA INSTRUCTION 180 -386 – WETLAND DETERMINATIONS AND DELINEATIONS
Iowa Food Security Act Wetland Compliance Job Approval Categories - NRCS Employees Only

Approval levels:

Knowledge and/or Training Required:

Expected Positions:

6. Has job approval to conduct functional for Slope Wetlands to determine mitigation requirements and to determine if ME applies using the model's decision matrix (When System is developed – expected 2011/12)

Iowa Slope Wetland Functional Assessment model and Slope Wetland Decision Worksheets; NFSAM 515 – Part A (Minimal Effects Exemption)

Wetland Team members, ARCS, ARSS, DC, RC, SC, SO Bios

7. Has job approval to perform Scope and Effect analysis for wetland determinations.

NFSAM 516 (Wetland Functional Assessment Scope and Effect Determinations); Chapter 14 EFH

SO Eng, Project Eng, Area Eng, CET

8. Has job approval to develop and approve Minimal Effect Agreements if Functional Assessment Model determines action to be minimal

NFSAM Part 515 - Part A (Minimal Effects Exemption); Appropriate FA model(s) and Worksheet(s); training on developing and writing ME agreements led by SO personnel

ARC, Wetland Team members, SO Bios

9. Has job approval to approve Minimal Effect Agreements with Conditions

NFSAM Part 515 - Part A (Minimal Effects Exemption); and 7 CFR Part 512

SO Bios, SO RC

10. Has job approval to develop Mitigation Plans and Mitigation agreements.

NFSAM Part 515 - Part B (Mitigation Exemption); training on developing mitigation alternatives and writing Mitigation Agreements led by SO personnel

ARC, RC, DC, SO RC, SO Bios

IOWA INSTRUCTION 180 -386 – WETLAND DETERMINATIONS AND DELINEATIONS
Iowa Food Security Act Wetland Compliance Job Approval Categories - NRCS Employees Only

Approval levels:

Knowledge and/or Training Required:

Expected Positions:

11. Has job approval to approve Mitigation Plans and Mitigation agreements.

NFSAM Part 515 - Part B (Mitigation Exemption); 7 CFR Part 512; appropriate FA models

SO Bios, SO RC

1. Knowledge of NFSAM, Off-site Mapping Conventions, Photo Interpretations, Hydric Soil Indicators, Scope and Effect engineering tools and 7 CFR Part 12 will be gained from On Job Training.

2. Wetland Plant ID is an Ag learn course taught by SO Biologist.

3. NRCS REG IV equivalent course and the Midwest Supplement to the 1987 ACE Wetland Manual will be taught by a team composed of SO Biologists, SO Drainage Engineer, and Area Soil Scientist.

4. The Wetland Functional Assessment Models will be taught by the SO Biologists

5. SO Eco. Sci Staff with assistance from Area Staff will provide training on developing and writing ME and Mitigation plans and agreements.

EXAMPLE

WETLAND IDENTIFICATION JOB APPROVAL CATEGORIES

NAME	TITLE	AREA	1	2	3	4	5*	6*	7	8	9	10	11
Joe Conservationis	SC	1	X	X									
Jill Planner	DC	2	X	X		X				X		X	

*Denotes categories that training has not been conducted

Ransom, Ryan	WS	1	X	X	X								
--------------	----	---	---	---	---	--	--	--	--	--	--	--	--

1. Has job approval to conduct off-site wetland determinations on Cropland.
2. Has job approval to conduct field reviews of off-site wetland determinations on Cropland.
3. Has job approval to conduct on-site wetland determinations for cropland and non-cropland areas. (Individual selected by AFO for Wetland Team.)
4. Has job approval to conduct functional assessments for Pothole Wetlands to determine mitigation requirements and to determine if ME applies using the model's decision matrix.
5. Has job approval to conduct functional assessments for Riverine Wetlands to determine mitigation requirements and to determine if ME applies using the model's decision matrix (when Model and training is completed 2013/2015.)
6. Has job approval to conduct functional assessment for Slope Wetlands to determine mitigation requirements and to determine if ME applies using the model's decision matrix (When model is developed – expected 2013/2015.)
7. Has job approval to perform Scope and Effect analysis for wetland determinations.
8. Has job approval to develop and approve Minimal Effect Agreements if Functional Assessment Model determines action to be minimal.
9. Has job approval to approve Minimal Effect Agreements with Conditions.
10. Has job approval to develop Mitigation Plans and Mitigation agreements.
11. Has job approval to approve Mitigation Plans and Mitigation agreements.