## Nutrient Management Plan – Job Aid

### Key Steps to completing and managing your NMP

<table>
<thead>
<tr>
<th>Key Steps-NMP</th>
<th>Checklist</th>
<th>My Next Steps</th>
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</table>
| 1. NMP must be produced by a certified individual                            | o Hire a certified consultant  
   o Become certified to prepare my own NMP                                 |               |
| 2. Describe field Information                                                 | o Slope  
   o Soil Type  
   o Surface Water  
   o Tillable area  
   o Tile drained or not  
   o Presence or absence of know wells  
   o Field sketch                                                             |               |
| 3. Quantify and analyze soil and manure                                       | o Soil – own sample(s) or default values (1st NMP only)  
   o Manure – own sample(s) (optional) or databank                           |               |
| 4. Describe cropping practices                                                | o Crop rotation  
   o Expected planting & harvest dates  
   o Expected crop yields  
   o Previous year’s crops  
   o Keep records for annual review and update                                 |               |
| 5. Develop and describe application practices                                 | o Use of commercial fertilizer  
   o Nutrients (type and form)  
   o Expected application dates  
   o Application method  
   o Timing for incorporation  
   o Application frequency  
   o Rates & calibration  
   o Setbacks  
   o Agronomic and crop removal balances                                      |               |

Refer to the NM Protocol Part 7.2 and O. Reg. 267/03 to ensure the contents of your NMP are complete
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<td>6. Describe in detail land base information</td>
<td>○ Adequate land base for application&lt;br&gt;○ Transfer option Broker option&lt;br&gt;○ Broker option</td>
<td></td>
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<td>7. Preparing and verifying all documentation in your NMP</td>
<td>○ Contingency plan (if no NMS exists)&lt;br&gt;○ Sign off form (if no NMS exists)&lt;br&gt;○ Complete all components of an NMP&lt;br&gt;○ Records for annual review and update</td>
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<td>8. Approval by OMAFRA when required</td>
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<tr>
<td>1. Manage your operation in accordance with your NMP</td>
<td>○ Vegetated Buffers&lt;br&gt;○ Set backs</td>
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<td>2. Keep thorough and accurate records</td>
<td>○ Note implementation of the contingency plan&lt;br&gt;○ Note change in cropping plan</td>
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