



Natural Resources Conservation Service
6013 Lakeside Blvd.
Indianapolis, IN 46278

September 13, 2005

INDIANA BULLETIN NO. IN180-5-5

SUBJECT: CPA – Conservation Practice Standard

Purpose: To notify employees of the Conservation Practice Standard Tool.

Expiration Date: September 30, 2005.

The Conservation Practice Standard (CPS) is a new tool which will allow field offices to manage conservation practice narratives. You will be able to access Conservation Practice Standard from the Field Tools page of my.NRCS. Click on the Conservation Practice Standard icon in the middle of the page. This will take you to the CPS website. Click on Help to receive specific instructions. Click on View Permissions to see which roles and permissions you have.

In CPS each District Conservationist has been designated as a Local Data Steward. Local Data Stewards have the authority to add, delete, or edit local narratives. Local data stewards have responsibility for county practice lists and local practice narrative tables. State data stewards have responsibility to maintain the State Practice list and state practice narratives.

Important Notes

- National Practice Narratives (00N) can only be modified by the Chair of the National Technical Guide Committee.
- All other practice narratives can be edited by the Local Data Steward at this time. If a State Narrative is added, only the State Data Steward can modify it.
- State Data Steward can NOT edit local practice narratives.

CPS features include:

- Replaces the old StanSpec.mdb database that was used by Customer Service Toolkit 4.1.
- Manage one list of conservation practices centrally. Toolkit, PRS, CSG, eFOTG, Program Ranking Tool and ProTracts will all eventually use CPS data.
- Manage conservation practice use permissions.
- Manage conservation practice narratives.
- Manage conservation practice details such as measurement units, reporting units, lifespan, names, start and end dates, which states will use the practice.
- Manage changes when one practice code replaces a previous practice code.

Questions concerning the Conservation Practice Standard should be directed to Shannon Zezula, State Resource Conservationist.

JANE E. HARDISTY
State Conservationist

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