

During your FEP audit, the auditor will undertake a level of confidence assessment to determine where you are achieving the good management practice targets and objectives. Evidence of your practices will help improve the auditor's level of confidence. The list below will help give you an idea of the types of records that will be useful to have on hand either electronically or in hard copy.

Nutrient Management - (1) Use nutrients efficiently and minimize nutrient losses to water. (2) Nutrient losses do not exceed consented nitrogen loss limits.		
Target Areas	Examples of Evidence	Check
<i>Identifying Nutrient Losses</i>	Up to date OVERSEER Nutrient budget, or another approved Nitrogen Loss model	
<i>Nutrient Management</i>	Soil test results, fertiliser and application records, advisor recommendations, spreader calibration records, proof of placement, Spreadmark certification, crop calculators, GPS records, milk production (kg MS/season), imported supplementary feeds, yield or harvest maps	
Irrigation Management - The amount and timing of irrigation is managed to meet plant demands, minimise risk of leaching and runoff and ensure efficient water use.		
Target Areas	Examples of Evidence	Check
<i>New Irrigation</i>	Commissioning certification, accredited designer used, system design specifications, irrigation evaluation report	
<i>Operation/Performance of Irrigators</i>	DIY Maintenance records, winter service invoice/s, bucket test results, pressure or application spot check results, water take records, system assessment reports	
<i>Irrigation Scheduling</i>	Water application records, soil moisture records or soil water budget, rainfall and temperature records	
<i>Staff Training</i>	Staff training records, irrigation procedures, induction records, discussions with staff, workshop/course certificates	
Animal Effluent and Solid Animal Waste - Animal effluent and solid animal waste is managed to minimise nutrient leaching and run-off.		
Target Areas	Examples of Evidence	Check
<i>Application</i>	Discharge area map, effluent exclusion zone/s map, application records, soil moisture monitoring records, bucket test/calibration results of effluent irrigator	
<i>Storage</i>	Effluent storage pond specifications, Dairy Effluent Storage Calculator, System designed by an accredited designer Impermeable pad for solids or manure	
<i>Staff Training</i>	Effluent management plan, operating procedures, induction records	

Waterbodies (wetlands, riparian areas, drains, rivers, lakes) - Wetlands, riparian areas and the margins of surface waterbodies are managed to avoid damage to the bed and margins of the water body, and to avoid the direct input of nutrients, sediment, and microbial pathogens.

Target Areas	Examples of Evidence	Check
Livestock	Compliance with relevant local council and ECan rules, stock exclusion plan, fencing	
Waterways & riparian	Riparian planting plans, buffer zones, photos	
Critical Source Areas	Track or lane maintenance invoices, photos	
Mahinga Kai	Map identifying areas of significance, summary of management or of mitigations to protect the area. www.canterburywater.farm/fep/mahinga-kai	

Cultivation & Soil Structures - The physical and biological condition of soils is maintained or improved in order to minimise the movement of sediment, phosphorus and other contaminants to waterways.

Target Areas	Examples of Evidence	Check
Erosion Management	Cultivation & crop records	
Optimising soil structure	Re-grassing plan & winter grazing management plan https://www.dairynz.co.nz/publications/seasonal/wintering-standard-operating-procedure/	

Point Sources (offal pits, farm rubbish pits, silage pits) - The number and location of pits are managed to minimise risks to health and water quality.

Target Areas	Examples of Evidence	Check
Offal, silage and rubbish pits	Pit location map, compliance with the Permitted Activity rules: www.canterburywater.farm/assets/Uploads/Farmers-Guide-to-Permitted-Activities-April-2018.pdf	

Water Use (excluding irrigation water) - To use water efficiently ensuring that actual use of water is monitored and efficient.

Target Areas	Examples of Evidence	Check
Operation and efficiency	Water use data, maintenance records, dairy shed water management plan, stockwater system maintenance	