

Appendix I. NHESP Rare Species Observation Forms



Natural Heritage & Endangered Species Program

Massachusetts Division of Fisheries & Wildlife

Please submit field forms, a copy of a USGS map, and all supporting documentation to:

Database Manager

Natural Heritage and Endangered Species Program

Massachusetts Division of Fisheries and Wildlife

Route 135, Westborough MA 01581

(508) 389-6360

Rare Animal Observation Form

Species name (scientific or common): _____

Date and time of observation: _____

Amount of time spent surveying area: _____

Location Information

Town: _____ County: _____ Waterbody: _____

Please attach a photocopy of the appropriate section of a USGS topo map (or similar map if a topo map is unavailable). **Please carefully mark the site where you observed this rare species.** Topo Name: _____

Describe how to get to the site of the observation using obvious permanent landmarks such as a road intersection

(measuring to at least the nearest 1/10 mile): _____

Population Information

Number, age and sex of animals observed: _____

Evidence (if any) of breeding activity at this site (e.g. eggs, nests, carrying food to young, copulation): _____

Behavioral notes (e.g. crossing road, basking): _____

Have you observed this species at this site in previous years? If yes, please give details: _____

Species Identification

Description of the specific characteristics upon which the ID was based (including how age and sex were determined):

Photographs or slides taken (Y / N)? If yes, please submit a clear photograph or slide of the animal. Please label the back of the photograph with the date it was taken, the location, and your signature.

Specimen taken (Y / N)? If yes, where will the specimen be deposited? _____

Site Information

Description of habitat at site where the species was observed. List dominant vegetation, size of habitat, and information on the physical environment such as substrate type, hydrology, moisture regime, slope, and aspect. If possible, provide information on the surrounding land use: _____

Associated species: _____

Alteration of ecological processes (e.g. damming, logging, rip-rapping of stream)? If yes, describe: _____

Observed or potential threats to the species or its habitat at this site (e.g. land clearing, development project)? If yes, describe: _____

Landowner's name and address, if known: _____

Additional comments: _____

Observer Information

Observer: Name: _____ Phone Number: _____
Address: _____
Affiliation/Qualifications: _____
Email Address: _____

Form filled out by: Name: _____ Phone Number: _____
(if different from Address: _____
above) Affiliation/Qualifications: _____

Briefly explain your previous field experience with this species: _____

List names and qualifications of other observers (if any): _____

Certification

I hereby certify under pains and penalties of perjury that the information contained in this report is true and complete to the best of my knowledge.

Signature: _____ Date: _____

Thank you for contributing to the Natural Heritage & Endangered Species Program database. Your efforts are valuable and appreciated.



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RARE PLANT OBSERVATION FORM

SPECIES SCIENTIFIC NAME: _____ **Element Occurrence No., if known:** _____

Observation Date: _____ **Today's Date:** _____ **Population Found?** Yes ___ No ___

Observed By: _____ **Other Observers:** _____

Observer's Address: _____

Observer's Email Address: _____ **Telephone:** _____

Photograph Taken? Yes ___ No ___ (if yes, please attach, and label back with your name, date taken, and the location)

Specimen Collected? Yes ___ No ___ Collection # _____ Repository: _____

Site Name (informal): _____ **USGS Topo Name:** _____

County: _____ **Town:** _____

Directions to the rare plant population (if found), or search area (if not found). **Mark the location on a copy of the USGS topo map.**

GPS Coordinates: System used (circle one): UTM Lat-Long Mass. State Plane Datum: _____

At, or near, the center of the population: _____

Other waypoints and coordinates:

Has the full extent of the population been determined? (check one) ___ yes; ___ no; ___ uncertain whether full extent is known

Identification Problems? Yes ___ No ___ **Explain:** _____

Diagnostic Characteristics used: _____

Reference used: _____

Do other members of the genus or look-alike plants occur at this site? Yes ___ No ___

Explain: _____

Population Data

Approximate Area Occupied by the Population (circle appropriate unit): _____ sq. meters hectares sq. feet sq. yards acres

Population Size:

Total number of "genets" (i.e., genetically distinct, or clearly separate individuals): _____ (Precise count *or* estimate?)
and/or

Total number of "ramets" (e.g., stems or shoots arising from clones): _____ (Precise count *or* estimate?)

Population Structure (check all that apply):

Age Classes Present

- ___ Seedlings
- ___ Immature plants
- ___ Mature plants
- ___ Plants of unknown age

Reproductive Condition of the Population on this Date

- ___ Vegetative (in leaf)
- ___ In bud
- ___ In flower
- ___ Immature fruit
- ___ Mature fruit
- ___ Seed dispersing
- ___ Senescent
- ___ Dormant

How would you characterize the vigor of this population? Excellent Good Fair Poor

Evidence of Disease, Predation, or Injury? _____ **Pollinators:** _____

Have you observed this species at this site in previous years? If yes, please give details: _____

Environmental Setting

Describe the plant community and list the associated species: _____

List any exotic plant species present, and discuss their possible impacts: _____

Describe evidence of natural or human-caused disturbance (including changes in ecological processes) and effects on population: _____

Surrounding Land Use: _____

Elevation: _____ ft. or m? Soil Type(s): _____

Surficial Geology: _____ Bedrock Geology: _____

Circle Appropriate Habitat Descriptors:

<u>Landform/Topography</u>	<u>Aspect</u> ____°	<u>Slope</u> ____%	<u>Light</u>	<u>Soil Moisture Regime</u>	<u>Important Ecological Processes</u>
summit/crest	N NE	flat	open	xeric	seasonal or regular flooding
upper slope	E SE	gentle	filtered	dry	groundwater seepage
mid slope	S SW	average	shade	mesic	colluvial processes
lower slope	W NW	rather steep		wet	alluvial processes
rolling terrain/plain	flat/variable	steep		inundated	wind/salt spray
flood plain/terrace		very steep			erosion
wetland		abrupt			fire
shore/pond/lake/stream					none apparent

Describe Microhabitat Conditions: _____

Conservation Information

Land Owned/Managed by:

<u>Name(s)</u>	<u>Address</u>	<u>Telephone</u>
_____	_____	_____

Managed Area Name: _____ Contact Person: _____

Owner Comments: _____

What additional factors might potentially threaten the population (e.g. land clearing, development project)? If yes, describe: _____

What are your recommendations for future inventory, monitoring, research, and/or management? _____

What are your protection recommendations? _____

Additional Comments:

Certification

I hereby certify under pains and penalties of perjury that the information contained in this report is true and complete to the best of my knowledge.

Signature: _____ Date: _____

For office use only: *Relative Size:* _____ *Relative Condition:* _____ *Relative Landscape Context:* _____ *MA EO Rank:* _____

MA EO Rank Comments: _____

Global EO Rank: _____ *Global EO Rank Comments:* _____

Sketch:

Use this space to draw or diagram useful information about the rare plant occurrence, such as its location relative to landmarks and habitat features. Consider depicting, for instance, a vertical cross section of a population's position on a ledge or slope, or how a population is distributed in clumped patches in the habitat relative to boulders, stone walls, brooks, trees, etc.

Please:

Don't forget to attach a copy of a USGS topo map indicating the location of the rare plants or the search area!

Mark the location of the rare plants as precisely as possible, and label with the map source, date and species name.
