

STATEWIDE PIPING PLOVER HABITAT CONSERVATION PLAN
PLAN PARTICIPANT GUIDE FOR PREPARING ANNUAL SITE REPORTS
Version: 28 September 2022

Contact for all submissions and communications is: coastal.waterbirds@mass.gov.

The following information must be included in plan participants' annual reports to MassWildlife. (See HCP Table 4-7 on p 4-17, 5-17.) Appendices are also required as described. Sites that have a COI/CMP but did not implement the HCP in the reporting year must still provide a report (Section 1 and Appendix A).

Instructions

To the best of your ability, follow the format below (including the numbering and lettering). You must also include a completed information checklist that indicates on what page of your report the required information can be found.

Please do not reorganize, eliminate, or combine the standard sections. You may add sections as long as (1) the standard sections contain the basic required information and the new section contains additional information that does not fit easily into standard sections, and (2) the new section is added to the checklist.

If a section is not applicable to your site, indicate "n/a."

- If an entire section is not applicable (e.g., if you did not implement), there is no need to indicate "n/a" for each sub-section; indicate "n/a" for the section and do not list sub-sections.
- However, if some sub-sections within a section are applicable and others are not, list all of them and address individually.

The format also includes **standardized tables** (available from MassWildlife) that mimic the reporting tables in the statewide report to USFWS. Please do not delete columns, although adding explanatory columns is acceptable as long as the standard columns are filled out.

The **checklist** (available from MassWildlife) allows the COI-holder to ensure a complete submission and MassWildlife to locate information more easily. Remember to add any new sections you included in your report.

Section 1 (Refer to Appendices A and E)

Introduction

- I. A brief summary describing the implementation of the covered activities, including how many take exposures were implemented under each covered activity, and the effects on recreation.
- II. A description of any DFW-approved changes made to the site-specific IAMP during the reporting period.

- III. Description of general shorebird management carried out in accordance with the Guidelines. The purpose of this section is to demonstrate that the COI-holder broadly implemented the Guidelines and appropriately managed, responded to, monitored, and documented observations and interactions related to beach and plover management in a manner consistent with the Guidelines. Briefly summarize relevant beach rules and policies that should have been detailed in your Request for COI before providing details specific to the field season.
- This should include, as applicable: types and locations of relevant signage; installation dates and locations of symbolic fencing; area/road closure locations and dates; examples of beach/parking access communications; pet rules including effective dates; bird monitoring staff numbers, start/end dates, specific roles, and duties carried out; bird monitoring schedule and frequency; beach patrol, enforcement, or other relevant staff numbers, start/end dates, specific roles and duties carried out; beach patrol/enforcement schedule and frequency; example completed data logs, NestStory screenshots or notebook entries for nest checks, colony surveys/tern chick movements, brood locations, behavioral observations, road crossings, public interactions, incident reports, etc.; beach raking purpose, areas, dates, monitoring, and management; trash management; events that occurred and event management; beach-/water- sports/activities (including kites and kiteboards) policies, locations, effective dates, and management; OSV policies, dates, locations of use, and management; essential vehicle policies, types, locations of use, and management; and any other relevant information.
 - Provide supporting maps to increase clarity.
 - Reference Appendices A and E for lengthy details, example logs, detailed rules/policies, and maps.
- IV. In your report, provide abundance and reproductive data in the table formats below. **If your COI covers multiple sites, provide separate tables by site.**

No. index pairs	
No. total pairs	
No. of pairs that laid nests	
No. nests laid	
No. eggs laid	
No. chicks hatched	
No. nests hatched	
Nest success (chicks hatched/nests laid)	
Hatching success (chicks hatched/eggs laid)	
No. fledglings	
Fledging success (fledglings/chicks hatched)	
Site productivity (fledglings/total pairs)	

- V. In paragraph form, provide a description with details of nest loss in addition to completing the following table.

Cause of Nest Loss*	No. nests lost	Nest identifiers
Predation - Likely	3	3A, 12A, 12B
Predation - Suspected		
Abandonment - Likely		
Abandonment - Suspected	1	16A
Overwash / flooding		
Failure to hatch	1	4A
Sanded-over		
Vandalism		
Trampling		
Run-over		
Mortality of both adults		
Substrate collapse		
Multiple causes		
Unknown	2	5A, 10A
Other		
TOTAL	7	

*as defined in PIPODES

- VI. Include a section in report stating that census data were submitted to PIPODES/TERNODES.

Section 2 (Refer to Appendices B and C)

Implementation of Covered Activities

- I. Provide tables in the following formats summarizing covered activities, exposures, territories/pairs/nests/broods affected, habitat affected, and productivity.

# Permitted Take Exposures	# Take Exposures Used	% of Total Pairs Exposed	Productivity of Exposed Pairs (fledglings/pair)	Productivity of Unexposed Pairs (fledglings/pair)	Overall Site Productivity (fledglings/pair)	Nesting Habitat Affected (acres)
5	3	15	1.6	1.4	1.45	0.33

Covered Activity	Brief Description of How Covered Activity Was Implemented	# Territories/ Pairs/ Nests/ Broods Exposed to Covered Activity	Area of Habitat Affected (acres)
Use of roads & parking lots in the vicinity of unfledged chicks	n/a	0	0
OSV use in the vicinity of unfledged chicks	Up to 100 vehicles were escorted past broods twice per day through 10 m-wide corridor over distance of 100 m.	1	0.25
Recreation & beach operations: reduced proactive symbolic fencing	Nesting habitat left unfenced 10' from toe of dune to high tide line. Raking and coverboards used as deterrents.	2	1.3 ac total. 1.3 ac left unfenced, 1.2 ac raked, coverboards placed over 0.1 ac.
Recreation & beach operations: reduced fencing around the nest	n/a	0	0
Recreation & beach operations: nest moving	n/a	0	0

Pair Identifier	Covered Activity(ies) Implemented for Territory/ Pair/ Nest/ Brood	# Chicks Exposed	# Fledged from Exposed Pair	Date of Start Notification	Start Date of Implementation	End Date of Implementation	# Days Pair/ Brood Exposed to Covered Activity(ies)	Age of Chicks When First Exposed (hatch day = Day 0)
1A	Reduced proactive symbolic, OSV use	4	3	28-Mar	1-Apr	15-Jul	105	5
17B	OSV use	2	0	22-Jun	23-Jun	19-Jul	26	0

II. In paragraph form, provide additional details on how covered activities were implemented, including information on numbers and duties of staff involved in various facets of implementation and impact avoidance and minimization.

III. Include one or more maps identifying the location(s) of the covered activities, including:

- Nest/brood/territory locations

- b. Locations of symbolic fencing
 - c. Locations of roads, OSV corridors, beach raking, or other covered activities
 - d. Locations of habitat impacted by raking or other activity covered by the HCP
 - e. Other key landmarks referenced in report
- IV. Summary of impact minimization measures carried out during implementation of the specific covered activity(s) including:
 - a. Preparation, monitoring, and observations of impacts on exposed pair, nest, brood, territory, or affected habitat area
 - b. If applicable, nest success and fledgling success of impacted nests/broods and causes of mortality
 - c. Refer to Appendices B and C for additional information
- V. If applicable, describe any incidents in which mortality occurred in association with covered activities, including:
 - a. Date and time of incident
 - b. Description of the incident and incident report, if available
 - c. Any actions or changes resulting from the incident
- VI. If any additional species (least terns, diamondback terrapins) are included in your CMP, please note whether these species were exposed to take. If applicable, describe and document the impact minimizations measures and all supporting data collected on species exposed to take. Report observations of terrapins and other state-listed species to Heritage Hub.
- VII. Recommendations for changes in future years.

Section 3 (Refer to Appendix D)

Mitigation

- I. At sites where selective predator management is implemented, include the following:
 - a. Total cost of predator management (include invoice in Appendix D)
 - b. Timing of predator removal (dates and number of predator removal visits)
 - c. Predators selected for management
 - d. Effectiveness of removing the predators selected for management
 - e. Predation rates and species-specific predator activity during the season
 - f. Number of pairs benefitting from predator management
 - g. Report by USDA-Wildlife Service or another contractor, if applicable
 - h. Recommendations for changes in future years.
- II. At sites where vegetation management, increased law enforcement, or other forms of approved mitigation are implemented, include the following:
 - a. Total cost of mitigation program (include invoices in Appendix D, if applicable)
 - b. Frequency and duration of implementation
 - c. Number of pairs benefitting

- d. Description of monitoring and effectiveness results as required in the site-specific IAMP
- e. Recommendations for changes in future years.

Section 4

Recreational Benefits

- I. Description of benefits of implementing covered activity including:
 - a. Numbers of days/weeks recreational areas were opened earlier than would otherwise be allowed per the guidelines
 - b. Increased revenue as a result
 - c. Attitude/satisfaction of public
- II. Assessment of program reach and effectiveness, including:
 - a. Number of warnings and citations
 - b. Number of workshops or programs
 - c. Number of symbolic fencing violations
 - d. Measures of attitudinal change
- III. Recommendations for changes in future years.

Section 5

General program concerns, recommendations, or comments. Any information you would like to communicate that doesn't fit elsewhere.

Appendices

Please do not provide scans of all logs unless specifically requested. Retain original logs for one year after your permit expires and make them available upon request. If your logs contain information that is not suitable for summary, provide examples of completed logs or datasheets instead.

- A. Detailed descriptions, data compilations/summaries, copies of rules/policies, and example logs/datasheets documenting compliance with the Guidelines (outside of covered activities), as listed in **Section 1. I. II.I**, above, that were not included in the main body of your report.
- B. A summary of your log of covered activities should include:
 - a. Initiation date(s) for covered activities, numbers of pairs, broods, nests, chicks, territories exposed, and locations
 - b. For OSV exposures, participants must include: escort corridor length/width, documentation of any shifting/movement of corridor, daily vehicle trip counts, raking of vehicle ruts, and documentation of vehicle operator training.
- C. Standardized observations of piping plover disturbance and mortality associated with covered activities should include
 - a. Standardized datasheets documenting piping plover disturbance and/or activity (e.g., number of chicks in travel corridor, pairs disturbed by reduced symbolic fencing)

- b. Daily summary of the covered activity (e.g., number of cars allowed past exposed brood(s), travel windows, daily piping plover responses to reduced symbolic fencing, chicks missing or nests abandoned after implementation of the covered activity, etc.)
- D. Documentation of your IAMP and mitigation should include:
 - a. A summary of your activity log to document that the IAMP is being carried out properly by qualified personnel in accordance with the DFW-approved plan and budget
 - b. Copies of invoices associated with predator management or other mitigation programs
- E. Other
 - a. As appropriate, this may include any summaries of additional logs, qualifications, datasheets or any other relevant information associated with your site's specific IAMP.
 - b. These can be referenced as Appendix E, F, etc.)