



# NMP Online – User Update 8 – 14 March 2017

## Completing Records

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## Records – Producing and Submitting

NMP online has the facility to complete fertiliser records for Derogation Farmers. (It is planned to have a broader records facility to support Nitrates Inspections at a later stage).

### Key Points in producing records

- A separate version of a plan is required to complete records
- The year of the Record Version of the plan should be the year for which the records are submitted/required
- The records Version will remain separate for records only – Any Nutrient Management Versions (same year) or Copies (different year) should be created from the original plan.

### Where records have been entered previously

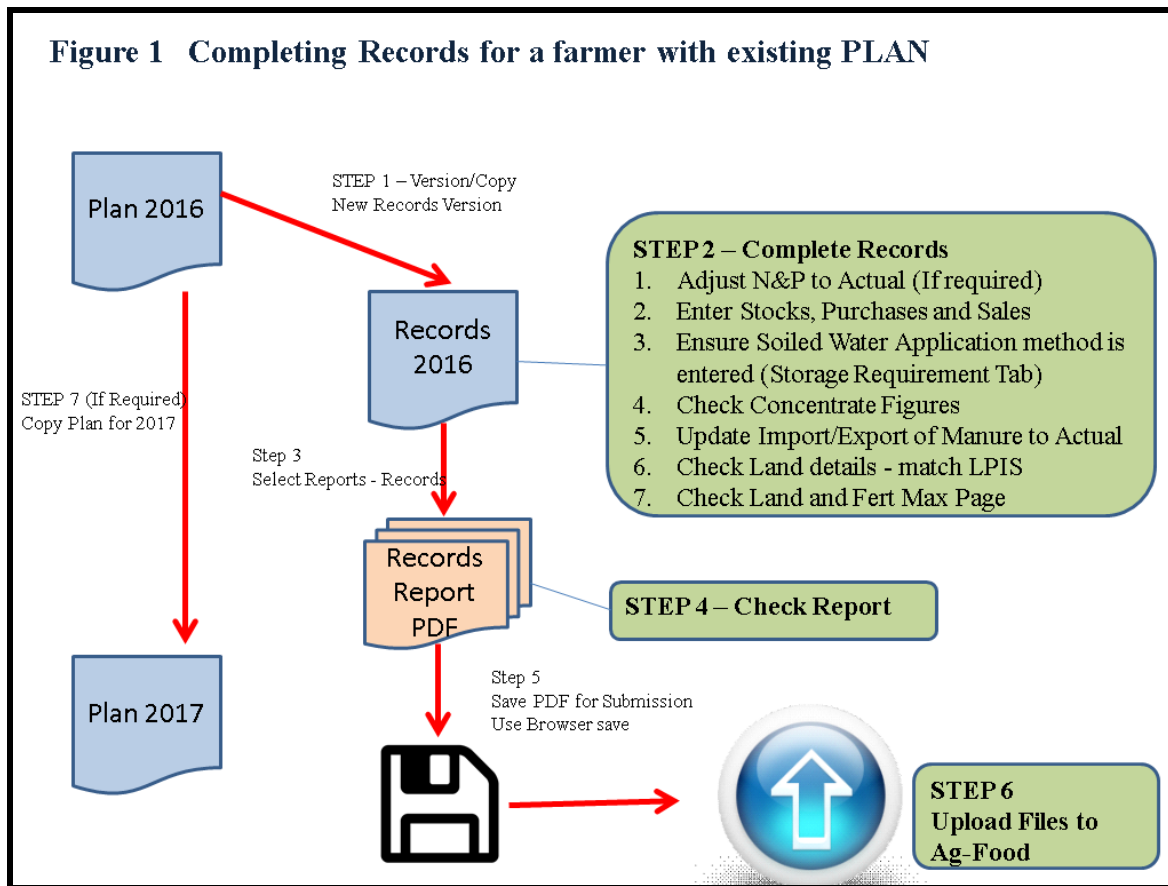
Where a user has already entered records on a Plan.

- Records remain visible on the Plan. You will be able to see that there are records on the plan by going to the records tab
- You will not be able to print a set of records from this Plan Version. Because of the functionality added (ability to use historic N&P) a separate records version needs to be created for working on the records system.
- The procedure for creating a records version is as set out below – all data entered will come through into the new records version.

### Procedure for Creating a set of records

Where a plan exists in the system for the year for which the records are to be submitted follow the procedure laid out in Figure 1

**Figure 1 Completing Records for a farmer with existing PLAN**



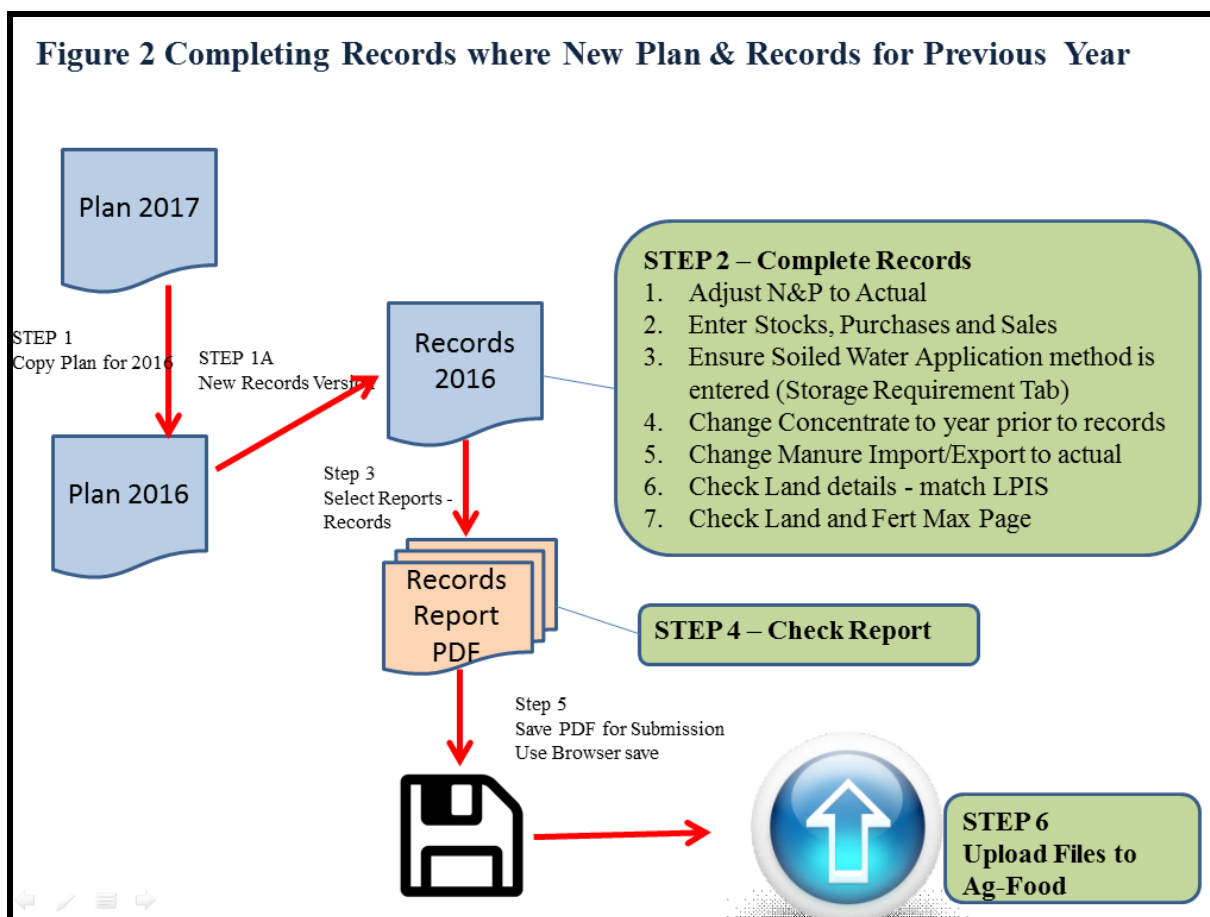
The records version of the plan will not permit other reports to be generated subsequently. It is a separate version of the plan for records only.

Where the first plan in the system relates to the current year (e.g. for 2017) but you wish to use the system to produce records for a previous year (e.g.2016) the procedure is slightly different. The main differences are

- You will need to make a copy of the plan for the previous year (e.g. 2016)
- You will need to change the concentrate records to reflect the concentrate usage for the year before the records year (e.g. 2015)
- Ensure that the land area is correct

The procedure is set out in Figure 2 below

**Figure 2 Completing Records where New Plan & Records for Previous Year**



### Step 1 Detailed Instruction for Completing Records

#### Creating the Record 'Plan' Version

- Open the plan for which you want to complete the records. The plan year should be the year for which the records are being completed. If this is not the case either
  - Select the correct year if a plan exists
  - Create a copy of the plan for that year if not in existence
- Click on Copy/Version
  - Select Records version (see below). A records version of the plan will be created and will be redirected to the Records Version

## Create a new Version / Create a Copy

### New version

Create a New Version of a plan for the same farmer and the same year  
To work on Plan created by other user  
To change a plan, but leave the existing plan in place

### Create a copy

Create a **copy** of the plan for a different year

### Records version

Create a records version of the plan

## Step 2 – LPIS area, N&P

- Check the Plan Summary Farm Area on NMP online against ha's declared on BPS 2016
- Check the Grassland area against the BPS Claimed areas
- This may require editing the land details to correspond with BPS
- Check % non-grassland crops – can't have >20% tillage to apply for a derogation. Tillage lands include all arable crops and Arable silage

## Plan Summary

Grassland Stocking Rate: 209 Kg/Ha

Whole Farm Stocking Rate: 209 Kg/Ha

Farm Area: 63.2 Ha

Grass Land Area: 63.2 Ha

Non Grass %: 0

- Check NpH for 2016 (this is for cattle only so check if there are non-bovines on the holding in 2016). Farms that applied for derogation in 2016 and ended up with <170.50NpH in 2016 **do not have to submit derogation fertiliser records for 2016.**
- Nitrates under farm details in B.P.S. will direct you to N&P details, or follow points below.
- Go to client in derogation online and in either 2017 or 2016 applications “View N&P enquiry details” for the period 01/01/2016 to 31/12/2016. This may not be on the top of the list –

could be 3<sup>rd</sup> row down the page. Use the Nitrogen figure as indicated below in the 5<sup>th</sup> Column and check the land areas match the BPS areas for 2016.

Nitrogen (kg)	Phosphorus (kg)	Year	Land (ha)	Nph (N/ha)	Period From	Period To	Herd Number
4,358	653	2015	27.98	156	01/01/2015	31/10/2015	G2360038
2,603	390	2015	27.98	93	01/01/2015	30/06/2015	G2360038
5,166	775	2015	27.98	185	01/01/2015	31/12/2015	G2360038
3,488	523	2015	27.98	125	01/01/2015	31/08/2015	G2360038
3,847	576	2014	28.36	136	01/01/2014	30/09/2014	G2360038
5,195	765	2014	28.36	180	01/01/2014	31/12/2014	G2360038
2,552	382	2014	28.36	90	01/01/2014	30/06/2014	G2360038
2,631	393	2013	28.61	92	01/01/2013	30/06/2013	G2360038
3,971	593	2013	28.52	139	01/01/2013	30/09/2013	G2360038
5,262	786	2013	28.41	185	01/01/2013	31/12/2013	G2360038

- In BPS search Herd number, go to farmer details – applications and Payments Summary and click on view to get the second screen grab below

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Agent Name: SINEAD DEVANEY  
 Agent Company: TEAGASC

Current Client: STEPHEN FAHY  
 Herd Number: G2360038

Application Type	Total Submitted
BPS Application Form - Online	1

Current Year: 2015

Basic Payment Scheme Application Details

Name	STEPHEN FAHY
Scheme Year	2015
Date Application Received	21/04/2015
BPS Late Application Penalty	0%
No. of Parcels	8
No. of Plots	0
No. of Amended Parcels Submitted	0

Land Details

Crop Totals

Parcel Use	Crop Totals (ha)
Building	0
Permanent Pasture	27.98
Farmyard	0

Land Totals

Land declared for Areas of Natural Constraint (ANC) Scheme (ha)	27.98
Total Claimed Area (ha)	27.98

**Or you can go via the bullet points below:**

- BPS crops and net areas can be located in the BPS section of AgFood and by searching the herd number and the correspondence you get the screen below and select “BPS Application Form – Online” you can then view the BPS land details for 2016.

Townland	Land Parcel/ Plot Number	Commonage Fraction	Digitised Area(ha)	Reference Area(ha)	Request to Change to Reference Area	Claimed Area of each parcel(ha)	ORL Owned = O Rented-in = R Leased-in = L	Parcel Use in 2015	Area Parcel
Ballynamockagh	G23304007		3.65	3.65		3.65	O	Triticale - Spring	
Ballynamockagh	G23304021		3.14	0.00		0.00	O	Forestry	
Ballynamockagh	G23304022		1.77	0.00		0.00	O	Forestry	
Ballynamockagh	G23304049A		2.31	2.19		0.94	O	Permanent Pasture	
Ballynamockagh	G23304049B		2.31	2.19		1.25	O	Kale	
Ballynamockagh	G23304057		3.78	3.75		3.73	O	Permanent Pasture	
Ballynamockagh	G23304060		4.34	4.32		4.32	O	Barley - Spring	
Ballynamockagh	G23304061		2.38	2.38		2.36	O	Permanent Pasture	
Carrowmore	G23406043		1.94	0.00		0.00	O	Forestry	
Carrowmore	G23406055		0.12	0.00		0.00	O	Farmyard	

- Forestry parcels and farmyard areas (Non-grazed areas can be omitted); however some excel files may have these included as non-fertilised areas as these don't affect the fertiliser plan.
- Below is a crop breakdown and summary of areas from 2016 – this farmer has >20% tillage and applied for derogation in 2016 however would not be eligible for derogation due to the 20% rule.

**Compliant for Crop Diversification:**

**Overview**

	Area(ha)	Area(% of Total Claim)
<b>Total Agricultural Area</b>	<b>36.75</b>	<b>100.00</b>
<b>Of which:</b>		
<b>Tillage</b>	<b>9.22</b>	<b>25.10</b>
<b>Grassland</b>	<b>27.53</b>	<b>74.90</b>
<b>Other Eligible Usage</b>	<b>0.00</b>	<b>0.00</b>

**Crop Breakdown**

Crop Category	Crop	Area(ha)
Arable	Triticale - Spring	3.65
	Kale	1.25
	Barley - Spring	4.32
Perm Grass	Permanent Pasture	27.53
Other	Farmyard	0.00
	Forestry	0.00

## Section 2 – Soil Samples

Check soil sample results page on NMP online to ensure that the existing soil sample results are eligible for 2016 derogation fertiliser plan and parts/million are entered into the programme (samples must have been taken after the 15<sup>th</sup> September 2012).

- Soil sample results for 2017 derogation plan must have been taken after the 15<sup>th</sup> September 2013.
- Conacre land in for the second year of derogation must be soil sampled before the 2016 application can be submitted.
- 1<sup>st</sup> time derogation applicants in 2017 can submit a derogation application and a fertiliser plan based on “index 3 – no soil test” for 2017 but the entire farm must have soil results on farm before the 31<sup>st</sup> December 2017
- Previous derogations applicants that don’t have eligible soil samples before the 31<sup>st</sup> March cannot apply for derogation in 2017.
- DAFM will reject Derogation applications in 2017 if valid soil samples are not submitted. Teagasc recommendation is that all derogation applicants must have soil sample results with an average of 5Ha of lands declared with a maximum of 8Ha per sample. This includes conacre/leased land for the second consecutive year.

#### Plan - Soil Samples

Area associated with each sample shown

	Sample Id	Sample Code	Sample Date	Sampled Area	pH	Lime Req	P Value	K Value	Soil Type
✓	UNDER HOUSE	CAG/2420-(1)	22/04/2016	7.7	6.9	1.5	5.5	114.0	Clay
✓	BOTTOM FIELD	CAG/2415-(1)	22/04/2016	4.3	6.8	0.0	11.1	110.0	Clay
✓	UNDER NEW HOUSE	CAG/2421-(1)	22/04/2016	2.6	6.8	2.0	3.0	123.0	Clay
✓	KILTE FIELD	CAG/2419-(1)	22/04/2016	1.6	7.0	0.0	3.0	110.0	Clay
✓	LONG FIELD	CAG/2413-(1)	22/04/2016	6.2	6.5	1.5	13.1	266.0	Clay
✓	FIELD BY KELLYS	CAG/2414-(1)	22/04/2016	6.4	6.3	3.5	3.5	126.0	Clay
✓	2ND FIELD UNDER SHED	CAG/2418-(1)	22/04/2016	4.9	7.0	1.0	11.0	150.0	Clay
✗	FIELD UNDER SHED	CAG/2416-(1)	22/04/2012	8	6.5	1.5	6.7	138.0	Clay
✗	MIDDEL FIELD	CAG/2417-(1)	22/04/2012	7.3	6.5	0.0	10.5	144.0	Clay

## Step 2 - Concentrates



Check Concentrate usage tab

- Put in 2015 concentrate usage and **total N from 2015. If a plan was prepared for 2016 this should already have been entered**

**Plan - Concentrate Feeds**

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Straight Feed Accounting Method:  Last years total organic N:  kg Set Last Years Org. N

Compound Feed Accounting Method:  Total P Fed to Grazing Livestock:  kg

Change Feed Accounting Total P to be discounted:  kg

Net P contributing to Available Allowance:  kg

Search:

Name	Quantity (t)	P Content Data Source	P Content	Total P (kg)
Compound Ration (Default P 5 kg/t)	69.9	Default(5kg)	5.0	349.5
Soabean Meal	11.0	Book Value	6.1	66.9
	80.9			

**Step 2 – N&P**

- Go to client in derogation online and in either 2017 or 2016 applications “View N&P enquiry details” for the period 01/01/2016 to 31/12/2016. This may not be on the top of the list and look at the Total Nitrogen figure on the left hand side

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**Nitrates Derogation Scheme**  
**GCPS**

Logged In: TIMOTHY HYDE

**2017 NITRATES DEROGATION APPLICATION FORM**  
(To exceed 170kg of N/ha/yr up to a max of 250kg N/ha/yr livestock manure limit)  
**THE CLOSING DATE FOR APPLICATIONS IS 31st MARCH 2017**  
Contact [nitrates@agriculture.gov.ie](mailto:nitrates@agriculture.gov.ie) if you have any queries

Name: GREGORY & MICHAEL KIRWAN  
Address: OXGROVE, KILLIMOR, CO GALWAY  
Business Id/Partnership Id: G2480912  
Start/End Date: 01/01/1980  
Gender: Male

N&P Enquiry

Nitrogen (kg)	Phosphorus (kg)	Year	Land (ha)	Nph (N/ha)	Period From	Period To	Herd Number
21,985	3,171	2016	125.89	175	01/01/2016	31/12/2016	G2480912
11,145	1,610	2016	125.8	89	01/01/2016	30/06/2016	G2480912
20,235	2,920	2016	125.89	161	01/01/2016	30/11/2016	G2480912
18,497	2,670	2016	125.89	147	01/01/2016	31/10/2016	G2480912
14,849	2,144	2016	125.89	118	01/01/2016	31/08/2016	G2480912
14,941	2,159	2015	125.89	119	01/01/2015	31/08/2015	G2480912
22,203	3,205	2015	125.89	176	01/01/2015	31/12/2015	G2480912
18,630	2,690	2015	125.89	148	01/01/2015	31/10/2015	G2480912
11,277	1,631	2015	125.89	90	01/01/2015	30/06/2015	G2480912
21,889	3,165	2014	125.89	174	01/01/2014	31/12/2014	G2480912

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Return to Current Application

- Enter N & P
  - Adjust N&P to Actual levels on the farm by selecting “Edit Actual N&P from DAFM” – use DAFM N&P statements for bovines plus any other N&P from other grazing Livestock in question as per DAFM N&P statement.

Plan - Records

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**Actual N & P Figures**

N (kg)	P (kg)
16,874.0	2,580.0

[Edit Actual N & P from DAFM](#)

**Actual N & P Figures**

N from Cattle

P from Cattle

**Note!** DAFM N & P Figures only includes Bovines, if there are non-bovine grazing animals these figures should be adjusted accordingly. The Figures entered here will affect the Stocking Rate and could change the Maximum Chemical N & P allowances.

[Ok](#) [Cancel](#)

**Plan Summary**

Grassland Stocking Rate: 220 Kg/Ha

Whole Farm Stocking Rate: 179 Kg/Ha

Farm Area: 94.3 Ha

Grass Land Area: 76.8 Ha

Non Grass %: 18.6

This will impact on Max N and P in a couple of ways

- It will update winter N & P calculations
- It may change the Stocking rate band for max allowances
- It will switch off plan safety if it has been used
- It will switch off “Limit N&P level to 170 level”
- The Plan Summary will change at the bottom of each page

- The Land and Fert max page will update the maximum chemical N and P which will also affect the max chemical allowed on the organic and chemical fertiliser pages
- This will also update the MaxChemical Allowed at the bottom of the Records page.

## Step 2 – Enter Fertiliser Records, and Manure Import/Export

- Enter Opening Stocks, Purchases, Sales and closing stocks of fertiliser
- Ensure Soiled Water Application method is entered (Storage Requirement Tab)
- Ensure that concentrate figures are for the year prior to the record year
- Ensure that Manure Imports and Exports reflect the actual figures (submitted to DAFM)

## Step 2- Check Outputs

- Check Land and Fert Max Page for calculation of Maximum Chemical N and P
- Reports page will then look as below with a summary of fertilisers used

	N (kg)	P (kg)
<b>Total Chemical Fertiliser Usage</b>	<b>17,070.0</b>	<b>1,705.0</b>
<b>Max Chemical Allowed</b>	<b>17,241.0</b>	<b>1,963.0</b>
<b>Balance</b>	<b>171.0</b>	<b>258.0</b>

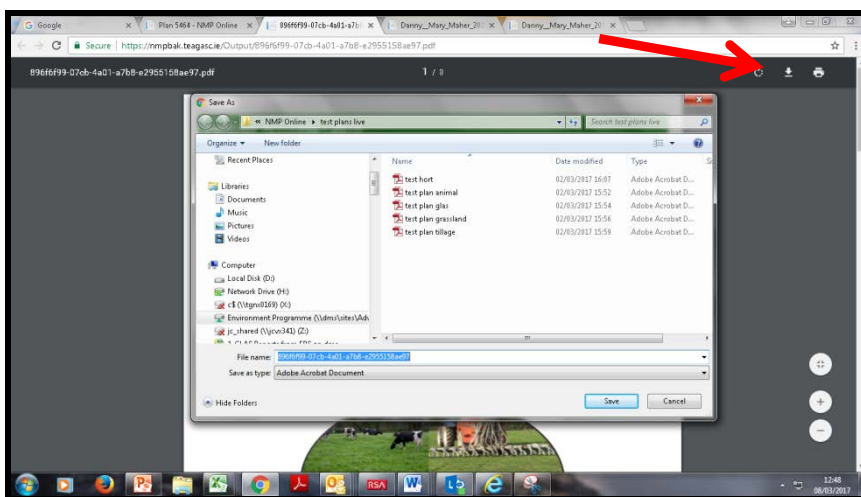
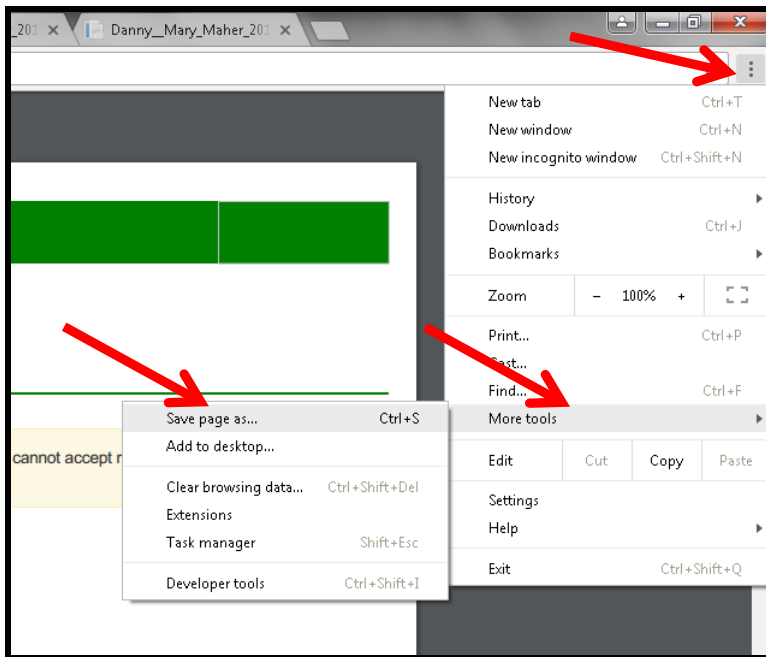
## Steps 3 & 4 – Produce Report and Check

- Click on Reports – There will only be one option - Records
  - Click on Records
  - The system will create a PDF file in a new tab
- Check the records report on screen

## Steps 5 – Save Report

- Save the report to your computer using the browser save facility.
  - In Chrome
    - Click on Menu Icon (3 Dots)
    - Click on More Tools
    - Click on Save Page As

- Or
  - Click on the download icon
- Save to appropriate location for later uploading
- In Internet Explorer (Varies with version)
  - Click on File and Save as
- Or
  - Or Click on the Tools Icon (Cog)
  - Click on File and Save as



## Steps 6 – Upload Records

- Upload the file through Ag-Food website