

# Step By Step Instruction Guide for Reporting Hemp Plantings, Harvests, and Disposals.

Notes for instruction/direction are  
included in the following pages in red.

- As part of our Hemp Plan with USDA, the Georgia Department of Agriculture is required to submit an Annual Report at the end of the year to USDA. In this report, GDA is required to submit information regarding plantings, harvests, and disposals. In years past, this information was gathered via a survey that was emailed out in November. GDA is now implementing the reporting functions in the Hemp Licensing System to gather this information.
- These instructions are to assist you with reporting your plantings, harvests, and disposals for every lot (or variety) of hemp grown on your grow site
- To complete the reports, you will need the USDA FSA # (Farm, Tract, Field, Subfield) that was assigned when reporting your crop information to the USDA FSA office.
- If you did not plant on a grow site, you are still required to report that information with GDA and FSA. These instructions will also show you how to report to GDA a grow site that was not planted. For instructions on reporting to the USDA FSA office a grow site that was not planted, please contact your local USDA FSA office.
- This system works off of a “net zero” schematic. Therefore, if you report that you planted 5 acres then you must show that 5 acres have been harvested or disposed, or a combination of the two so that it equals out to a zero balance.

Welcome to the GDA Hemp Program application system.

Click [Apply](#) to begin a new application.

### Site Reporting

### Notifications

Throughout the year, you must report crop Planting, Harvesting and/or Disposal dates for each grow site.

John Tester  
13\_2023 (Issued, valid until: 12/31/2022)

- Site**
- [Filed #1](#)
  - [Greenhouse #1](#)
  - [Storage Barn](#)
  - [Field # 2](#)

**Status**  
[NEEDED](#)  
[NEEDED](#)  
[NEEDED](#)

NO ACTIONS NEEDED FOR THIS SITE TYPE

Please contact the [Georgia Department of Agriculture](#) with any questions.

Once logged into the online licensing system, there are two options you can use to access the site reporting page. You can either click on the "Site Reporting" link in the banner at the top of the page or click on the "Needed" link beside the individual sites listed under "Status" on the home page.

## Site Reporting

Select Grow Site

-- Select --

Site Info

Site Reporting

Please contact the [Georgia Department of Agriculture](#) with any questions.

Once on the "Site Reporting Page", you will select a grow site from the drop-down box above. The grow sites are pre-loaded based off the information you entered when submitting your application. The sites will be shown as the names you entered for the "Site Name" on your application.

### Site Reporting

Select Grow Site

-- Select --	
John Tester - 13_2023	Field # 2
John Tester - 13_2023	Filed #1
John Tester - 13_2023	Greenhouse #1

Please contact the [Georgia Department of Agriculture](#) with any questions.

You can see on our test license the names from the drop-down box of the grow sites that were assigned during the application. You will need to select one of the grow sites to enter the information for that site. In this case, we are selecting Field # 2

# Site Reporting Page

- After selecting the grow site, you will be directed to the “Site Reporting” page. This is the home page for all of the site reporting functions.
- You can see a sample of the “Site Reporting” on the next slide.
- On the left-hand side of the page is the grow site information pulled from the license.
- On the right-hand side of the page is the “Site Reporting Summary”. This tells you how much you have reported as Planted, Harvested, and Disposed. Notice the balance/difference at the bottom of the summary is = 0. As you report plantings, you will need to report harvests to make the balance equal zero. Also, if you have to dispose of any lots for any reason such as THC non-compliance or crop failure due to environmental conditions, this will be reflected here as well and will calculate into the balance/difference.
- Lastly, at the bottom of the page are the buttons “ + Report Planting”, “ + Report Harvest”, “ + Report Disposal” You will click on these buttons to report a planting, harvest, or disposal.

# Site Reporting

Select Grow Site  
John Tester - 13\_2023 Field

Site Info Site Reporting

Selected Site  
Field #2

Size  
5 ac

Lat  
33.261687

Long  
-84.287334

County  
Spalding

License  
John Tester-13\_2023 Grower

Varieties

[Click here for Instructions](#)

No varieties have been added for this site. To add a new variety, click the Site Info tab.

- Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.
- All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary

Total Planted:	0
Total Harvested/Disposed:	0
Difference	0

- ✓ Difference must be zero
- ✓ All Varieties must have a Planting
- ✓ All Varieties must have a Harvest or Disposal recorded
- ❗ FSA Field Numbers must be recorded by July 15
- ❗ REQUIRED REPORTING IS STILL NEEDED

Actions

Save Site Reporting

If you are not planting on this site for the current license period, you will need to select the check box at the top right-hand side of the page "Site will not be used during the license period".

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Showing 1 to 2 of 2 entries

Previous 1 Next

+ Report Planting

+ Report Harvest

+ Report Disposal

# Entering Varieties for Grow Sites

- Once on the Site Reporting Page for the individual grow site, the first step is to add all of the varieties that are being grown at this grow site
- To do this, you will need to go to the “Site Info” page as shown on the next slide.
- The “Site Info” page looks identical to the sites page you filled out when completing the application.
- You will need to scroll to the bottom of the page to locate the “Variety Information” section
- You will type in the variety that is being grown at the site, then click on the “Add >” button. You will do this for each variety being grown at this particular grow site.
- Once all the varieties have been added, click the “Save” button at the bottom of the screen.
- You then need to return to the “Site Reporting” page by clicking on the “Site Reporting” tab at the top of the page.
- The next few slides walk you through these steps.



# Site Reporting

Select Grow Site  
John Tester - 13\_2023 Field

**Site Info** Site Reporting

Selected Site  
Field # 2  
Size  
5 ac  
Lat  
33.261687  
Long  
-84.287334  
County  
Spalding

License  
John Tester-13\_2023 Grower

Varieties  
[Click here for Instructions](#)  
No varieties have been added for this site. To add a new variety, click the Site Info tab.

- Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.
- All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary

Total Planted:	0
Total Harvested/Disposed:	0
Difference	0

- ✓ Difference must be zero
- ✓ All Varieties must have a Planting
- ✓ All Varieties must have a Harvest or Disposal recorded
- ! FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

Actions  
[Save Site Reporting](#)

The first step is to add all of the varieties that will be grown at this grow site. To add a variety, you will need to go to the "Site Info" page by clicking on the "Site Info" tab.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Showing 1 to 2 of 2 entries

Previous 1 Next

+ Report Planting

+ Report Harvest

+ Report Disposal

# Site Reporting

Select Grow Site  
John Tester - 13\_2023 Field

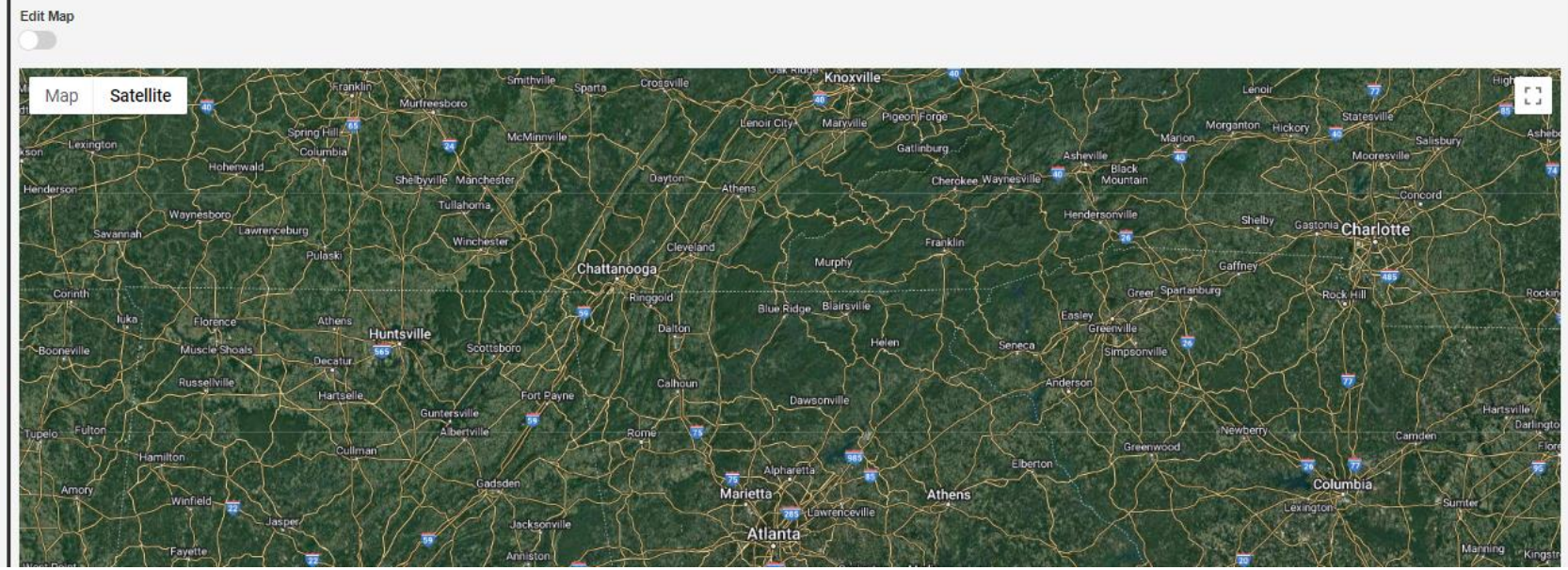
Site Info | Site Reporting

Actions  
**Save Site Reporting**

Site

<b>Site Purpose *</b> Grow	<b>Site Activity *</b> Field	<b>Site Name *</b> Field # 2
<b>Is Property Owned *</b> <input checked="" type="radio"/> Own <input type="radio"/> Lease	<b>Legal Description *</b> Enter Text <a href="#">Example Legal Description</a>	<b>Enter Text</b> All that tract of land .....
<b>Latitude *</b> 33.261687	<b>Longitude *</b> -84.287334	

Manually enter coordinates or use the map below to select your site location. Coordinates should be entered in decimal degrees with 6 decimal places (ex 34.000000, -84.000000). If using the map make sure to zoom in and pan to the correct location for best results.



You are now on the “Site Info” page. Scroll to the bottom to locate the “Variety Information” section.



**Site Address**

Street \* City \* State \* Zip \* County \*

1420 Ellis Rd Griffin GA 30223 Spalding

**Create Annotated Aerial Image**  
Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Size \* 5 ac

**Variety Information**

Each variety that is grown must have an FSA Field Number recorded by July 15 of each year.

Variety \*

Variety

Test Variety 1  
Test Variety 2  
Test Variety 3

Enter the variety that is being grown at this site and click the "Add >" button. You will need to do this for each variety that is being grown at this site. If you make a mistake when entering the variety name and need to remove a variety, click the "< Remove button". After entering the varieties for this site, click "Save". As you can see, we added 3 varieties that will be grown at this site. Once finished, scroll back up the page and click on the "Site Reporting" tab to return to the "Site Reporting" page.

# Entering FSA Numbers

- Once you are back on the “Site Reporting” page, you will see a box titled “Varieties”.
- Notice that each variety you entered has a message stating “FSA Field Number Missing”
- You will now need to enter the FSA Farm #, Tract #, Field #, and Subfield # (if FSA assigned a Subfield number) for this grow site on each variety
- We have provided an example FSA Producer Report where you can locate the needed FSA numbers on the next slide
- To record the FSA #'s, you will click on the “Record FSA Field Numbers” button in the “Varieties” box below the list of varieties you entered

## FSA Field Number Process to Help Growers FSA Form, 578 ( Use Producer Print)

Form Approved - OMB No. 0560-0004

**FSA - 578 (Producer Print)** **PROGRAM YEAR:** 2015

Queen Anne's, Maryland

Producer Name and Address  
**Producer A**

**REPORT OF COMMODITIES  
FARM AND TRACT DETAIL LISTING**

DATE: 01/26/2016  
PAGE: 1

NOTE: The following statements are made in accordance with the Privacy Act of 1974(5 USC 552a). The Agricultural Adjustment Act of 1938, as amended, and the Agricultural act of 1949, as amended, authorized the collection of the following data. The data will be used to determine eligibility for assistance. Furnishing the data is voluntary, however, without it assistance cannot be provided. The data may be furnished to any agency responsible for enforcing the provisions of the Acts.

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate, or any other aspect of this collection of information, including suggestions for reducing this burden, to the Department of Agriculture, Clearance Officer, Ag Box 7630, Washington, D.C. 20250, and to the office of Management and Budget, Paperwork Reduction Project (OMB No. 0560-0004), Washington, D.C. 20503. RETURN THIS COMPLETED FORM TO YOUR FSA COUNTY OFFICE.

Farm Number	Tract Number	CLA Field	Irrigation Practice	Crop/Commodity	Var/Type	Int Use	Act Status	Organic	C/C	Reporting Status Unit	Reported Quantity	Determined Quantity	Crop Land	Planting Date	Planting Period	End Date	Producer Share	Producer Name	RMA Unit	NAP Unit
1234	4567	1A	N	WHEAT	SRW	CO	C	I	A	32.20			Yes	9/25/14	01		100.00	Producer A		219
		1B	N	SOYBN	COM	GR	C	D	A	32.20			Yes	5/24/15	01		100.00	Producer A		219
Photo Number/Legal Description: Not Applicable													Cropland 32.20		Farmland: 34.11					

Crop/Commodity	Var/Type	Irrigation Practice	Int Use	Reported Quantity	Determined Quantity	Prevented Reported Quantity	Prevented Determined Quantity	Experimental Reported Quantity	Experimental Determined Quantity	Volunteer Reported Quantity	Volunteer Determined Quantity	N/A Reported Quantity	N/A Determined Quantity
SOYBN	COM	N	GR	32.20									
WHEAT	SRW	N	CO	32.20									

**Farming Operation Totals**

Crop/Commodity	Var/Type	Irrigation Practice	Int Use	Reported Quantity	Determined Quantity	Prevented Reported Quantity	Prevented Determined Quantity	Experimental Reported Quantity	Experimental Determined Quantity	Volunteer Reported Quantity	Volunteer Determined Quantity	N/A Reported Quantity	N/A Determined Quantity
SOYBN	COM	N	GR	32.20									
WHEAT	SRW	N	CO	32.20									

CERTIFICATION: I certify to the best of my knowledge and belief that the acreage of crops/commodities and land uses listed herein are true and correct and that all required crops/commodities and land uses have been reported for the farms as applicable. Absent any different or contrary prior subsequent certification filed by any producer for any crop for which NAP coverage has been purchased, I certify that the applicable crop, type, practice, and intended use is not planted if it is not included on the Report of Commodities for this crop year. The signing of this form gives FSA representatives authorization to enter and inspect crops/commodities and land uses on the above identified land. A signature date (the date the producer signs the FSA-578) will also be captured.

Producer's Signature (By) \_\_\_\_\_ Date \_\_\_\_\_

This program or activity will be conducted on a nondiscriminatory basis without regard to race, color, religion, national origin, sex, age, marital status, or disability.

For this grower the complete FSA field number will be as follows.

Farm Number 1234 Tract Number 4567 Field 1 Sub Field Number B

So they should report the number as: 1234-4567-1-B

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

**Selected Site**  
Field # 2

**License**  
John Tester-13\_2023 Grower

**Size**  
5 ac

**Lat**  
33.261687

**Long**  
-84.287334

**County**  
Spalding

**Varieties**  
[Click here for Instructions](#)

- ❗ Test Variety 1: FSA Field Number Missing
- ❗ Test Variety 2: FSA Field Number Missing
- ❗ Test Variety 3: FSA Field Number Missing

[Record FSA Field Numbers](#)

To record FSA #'s for each variety, click the "Record FSA Field Numbers" button

- Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.
- All planting, harvesting and disposal for this site has been recorded.

**Site Reporting Summary**

Total Planted:	0
Total Harvested/Disposed:	0
Difference	0

✔ Difference must be zero

- ❗ All Varieties must have a Planting
- ❗ All Varieties must have a Harvest or Disposal recorded
- ❗ FSA Field Numbers must be recorded by July 15
- ❗ REQUIRED REPORTING IS STILL NEEDED

Actions  
[Save Site Reporting](#)

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Showing 1 to 2 of 2 entries Previous 1 Next

[+ Report Planting](#)

[+ Report Harvest](#)

## Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

Record FSA Field Number(s)

License	13_2023 Grower		
Holder	John Tester	Lat	33.261687
Selected Site	Field # 2	Long	-84.287334
County	Spalding	Size	5 ac

Variety	FSA Number			
Test Variety 1	<input type="text" value="1111"/>	<input type="text" value="222"/>	<input type="text" value="3"/>	<input type="text" value="A"/>
Test Variety 2	<input type="text" value="1111"/>	<input type="text" value="222"/>	<input type="text" value="3"/>	<input type="text" value="B"/>
Test Variety 3	<input type="text" value="1111"/>	<input type="text" value="222"/>	<input type="text" value="3"/>	<input type="text" value="C"/>

Once you record FSA Field Numbers for this site, you may not modify Variety or FSA Field Number further. Ensure you have the correct information before you proceed.

After clicking "Record FSA Field Numbers" button, this box will appear. Enter the required FSA numbers in the boxes provided for each variety. Once finished, click on the "Record" button below.

As you can see, we have entered all the required FSA numbers for our example grow site.

Actions

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

**Selected Site**  
Field # 2  
Size 5 ac  
Lat 33.261687  
Long -84.287334  
County Spalding

**License**  
John Tester-13\_2023 Grower

**Varieties**  
[Click here for Instructions](#)

- ! Test Variety 1: 1111-222-3-A
- ! Test Variety 2: 1111-222-3-B
- ! Test Variety 3: 1111-222-3-C

Once back on the "Site Reporting" page, you can see the FSA numbers are now showing for each variety.

- Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.
- All planting, harvesting and disposal for this site has been recorded.

**Site Reporting Summary**

Total Planted:	0
Total Harvested/Disposed:	0
Difference	0

- ✓ Difference must be zero
- ! All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

Actions  
[Save Site Reporting](#)

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Showing 1 to 2 of 2 entries

+ Report Planting

+ Report Harvest



# Planting Report Instructions

- Once you have entered the varieties that will be grown at this site along with the FSA #'s for each variety, you can now enter a Planting Report
- To enter a Planting report, scroll to the bottom of the “[Site Reporting Page](#)” and click on the “[+ Report Planting](#)” button
- After clicking on the “[+ Report Planting](#)” button, the Planting Report page will appear
- Complete the form by entering/selecting the proper information from the drop-down boxes.
- Once completed filling out the Planting Report form, click “[Record](#)” at the bottom of the screen.
- You will need to fill out a Planting Report for each variety that was planted at each grow site.

Select Grow Site

-- Select --

Site Info Site Reporting

Selected Site: Field # 2, License: John Tester-13\_2023 Grower

Size: 5 ac, Lat: 33.261687, Long: -84.287334, County: Spalding

Varieties: [Click here for instructions](#)

- Test Variety 1: 1111-222-3-A
- Test Variety 2: 1111-222-3-B
- Test Variety 3: 1111-222-3-C

Site Reporting Summary:

- Total Planted: 0
- Total Harvested/Disposed: 0
- Difference: 0

✓ Difference must be zero

- ! All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

Actions

Save Site Reporting

You can see below we are missing a Planting Report and a Harvest Report. To enter a planting report, click on the “+ Report Planting” button.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Showing 1 to 2 of 2 entries

Previous 1 Next

+ Report Planting

+ Report Harvest

+ Report Disposal

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

Actions  
Save Site Reporting

**Report Planting/Harvesting - Plant**

<b>License</b> 13_2023 Grower	
<b>Holder</b> John Tester	<b>Lat</b> 33.261687
<b>Selected Site</b> Field # 2	<b>Long</b> -84.287334
<b>County</b> Spalding	<b>Size</b> 5 ac
<b>Variety / FSA Field Number *</b> -- Select --	<b>Total Acreage/SF *</b> 0
<b>Type *</b> Plant	<b>Date *</b> MM/DD/YYYY
<b>Planting Method/Source *</b> (What are you planting?) -- Select --	<b>Mother Plants *</b> Will any plants be used as Mother Plants? -- Select --

After clicking "+ Planting Report" this page will appear. Fill in the boxes provided with the necessary information.

Record Cancel

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

Actions  
Save Site Reporting

### Report Planting/Harvesting - Plant

**License**  
13\_2023 Grower

**Holder**  
John Tester

**Selected Site**  
Field # 2

**County**  
Spalding

**Lat**  
33.261687

**Long**  
-84.287334

**Size**  
5 ac

**Variety / FSA Field Number \***  
-- Select --  
-- Select --  
Test Variety 1: 1111-222-3-A  
Test Variety 2: 1111-222-3-B  
Test Variety 3: 1111-222-3-C

**Total Acreage/SF \***  
0

**Date \***  
MM/DD/YYYY

**Planting Method/Source \***  
(What are you planting?)  
-- Select --

**Mother Plants \***  
Will any plants be used as Mother Plants?  
-- Select --

Select the Variety you intend to report a planting for from the "Variety/FSA Field Number" drop-down box.

Record Cancel

Please contact the [Georgia Department of Agriculture](#) with any questions.

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

Actions  
Save Site Reporting

**Report Planting/Harvesting - Plant**

<b>License</b> 13_2023 Grower	
<b>Holder</b> John Tester	<b>Lat</b> 33.261687
<b>Selected Site</b> Field # 2	<b>Long</b> -84.287334
<b>County</b> Spalding	<b>Size</b> 5 ac
<b>Variety / FSA Field Number *</b> Test Variety 1: 1111-222-3-A	<b>Total Acreage/SF *</b> 1
<b>Type *</b> Plant	<b>Date *</b> MM/DD/YYYY
<b>Planting Method/Source *</b> (What are you planting?) -- Select --	<b>Mother Plants *</b> Will any plants be used as Mother Plants? -- Select --

Record the amount of acreage in the "Total Acreage/SF" box that will be grown for this specific variety at this grow site.

Record Cancel

Please contact the [Georgia Department of Agriculture](#) with any questions.

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

Actions  
Save Site Reporting

**Report Planting/Harvesting - Plant**

<b>License</b> 13_2023 Grower	
<b>Holder</b> John Tester	<b>Lat</b> 33.261687
<b>Selected Site</b> Field # 2	<b>Long</b> -84.287334
<b>County</b> Spalding	<b>Size</b> 5 ac
<b>Variety / FSA Field Number *</b> Test Variety 1: 1111-222-3-A	<b>Total Acreage/SF *</b> 1
<b>Type *</b> Plant Harvest	<b>Date *</b> MM/DD/YYYY
(What are you planting?) -- Select --	<b>Mother Plants *</b> Will any plants be used as Mother Plants? -- Select --

Select the type of report from the "Type" drop-down box. In this case, we selected "Plant" in order to record a planting.

Record Cancel

Please contact the [Georgia Department of Agriculture](#) with any questions.

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

**Report Planting/Harvesting - Plant**

**License**  
13\_2023 Grower

**Holder**  
John Tester

**Selected Site**  
Field # 2

**County**  
Spalding

**Variety / FSA Field Number \***  
Test Variety 1: 1111-222-3-A

**Type \***  
Plant

**Planting Method/Source \***  
(What are you planting?)  
-- Select --

**Lat**

July 2022						
Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Today

MM/DD/YYYY

**Mother Plants \***  
Will any plants be used as Mother Plants?  
-- Select --

Select the date of the planting in the "Date" box

Actions  
Save Site Reporting

Record Cancel

Please contact the Georgia Department of Agriculture with any questions.

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

Actions  
Save Site Reporting

### Report Planting/Harvesting - Plant

<b>License</b> 13_2023 Grower	<b>Lat</b> 33.261687
<b>Holder</b> John Tester	<b>Long</b> -84.287334
<b>Selected Site</b> Field # 2	<b>Size</b> 5 ac
<b>County</b> Spalding	<b>Total Acreage/SF *</b> 1
<b>Variety / FSA Field Number *</b> Test Variety 1: 1111-222-3-A	<b>Date *</b> 07/05/2022
<b>Type *</b> Plant	<b>Mother Plants *</b> Will any plants be used as Mother Plants? -- Select --
<b>Planting Method/Source *</b> (What are you planting?) -- Select -- Seeds Transplants/Clones Cuttings from Mother Stock	

Select the Planting Method/Source from the "Planting Method/Source" drop-down box. In this box, you are selecting what you are planting.

Record Cancel

Please contact the [Georgia Department of Agriculture](#) with any questions.



# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

Actions  
Save Site Reporting

**Report Planting/Harvesting - Plant**

<b>License</b> 13_2023 Grower	<b>Lat</b> 33.261687
<b>Holder</b> John Tester	<b>Long</b> -84.287334
<b>Selected Site</b> Field # 2	<b>Size</b> 5 ac
<b>County</b> Spalding	<b>Total Acreage/SF *</b> 1
<b>Variety / FSA Field Number *</b> Test Variety 1: 1111-222-3-A	<b>Date *</b> 07/05/2022
<b>Type *</b> Plant	<b>Mother Plants *</b> Will any plants be used as Mother Plants? -- Select -- Yes No
<b>Planting Method/Source *</b> (What are you planting?) Transplants/Clones	

Lastly, Select if any of the plants will be used for mother plants from the "Mother Plants" drop-down box.

Record Cancel

Please contact the [Georgia Department of Agriculture](#) with any questions.

# Site Reporting

Select Grow Site  
-- Select --

Site Info Site Reporting

**Report Planting/Harvesting - Plant**

<b>License</b> 13_2023 Grower	
<b>Holder</b> John Tester	<b>Lat</b> 33.261687
<b>Selected Site</b> Field # 2	<b>Long</b> -84.287334
<b>County</b> Spalding	<b>Size</b> 5 ac
<b>Variety / FSA Field Number *</b> Test Variety 1: 1111-222-3-A	<b>Total Acreage/SF *</b> 1
<b>Type *</b> Plant	<b>Date *</b> 07/05/2022
<b>Planting Method/Source *</b> (What are you planting?) Transplants/Clones	<b>Mother Plants *</b> Will any plants be used as Mother Plants? No

Actions  
Save Site Reporting

Once finished entering information in the required fields, click "Record" at the bottom of the screen.

Record Cancel

Please contact the Georgia Department of Agriculture with any questions.

# Site Reporting

Select Grow Site  
John Tester - 13\_2023 Field #

Site Info Site Reporting

Actions  
Save Site Reporting

### Selected Site

Field # 2

### Size

5 ac

### Lat

33.261687

### Long

-84.287334

### County

Spalding

### License

John Tester-13\_2023 Grower

### Varieties

Click here for instructions

- ! Test Variety 1: 1111-222-3-A
- ! Test Variety 2: 1111-222-3-B
- ! Test Variety 3: 1111-222-3-C

All planting, harvesting and disposal for this site has been recorded.

**Site Reporting Summary**

Total Planted:	1
Total Harvested/Disposed:	0
Difference	1

- ! Difference must be zero
- ! All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

As you can see from the "Site Reporting Summary" box and the list of reports at the bottom of the screen, we recorded a planting of 1 Acre for this grow site.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	07/05/2022	1 Acre	Test Variety 1	1111-222-3-A				View/Edit Remove

- If you recall from Slide #5 of these instructions, we had multiple grow sites listed on our “[Site Reporting Page](#)”. One was a 5-acre Field Grow Site (Field #2) with 3 different varieties being grown on it. One was a 3-acre Field Grow Site (Field #1) with 1 Variety growing on it. The last site was a Greenhouse Grow Site (Greenhouse #1) with one variety growing in it.
- We will now record the 3-acre Field Grow Site the same way we recorded the 5-acre grow site.
- You will first need to select the grow site that you intend to submit a report for. In this case Field #1.

# Site Reporting

Select Grow Site

John Tester - 13\_2023 Filed # ▼

Be sure to select the proper grow site you intend to submit a report for. In our example, we selected Field #1

Site Info Site Reporting

Selected Site  
Filed #1

License  
John Tester 13\_2023 Grower

Varieties

[Click here](#) for instructions

No varieties have been added for this site.  
To add a new variety, click the Site Info tab.

- Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.
- All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary

Total Planted:	0
Total Harvested/Disposed:	0
Difference	0

- ✓ Difference must be zero
- ✓ All Varieties must have a Planting
- ✓ All Varieties must have a Harvest or Disposal recorded
- ! FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

Actions

Save Site Reporting

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							



First add the varieties and FSA for each variety being grown at this grow site. In this case we are only growing one variety.

#### Site Address

Street \*  City \*  State \*  Zip \*  County \*

#### Create Annotated Aerial Image

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

Size \*  ac

#### Variety Information

Each variety that is grown must have an FSA Field Number recorded by July 15 of each year.

Variety \*

Save

Save Site Reporting

## Selected Site

Filed #1

## License

John Tester-13\_2023 Grower

## Size

3 ac

## Lat

33.262352

## Long

-84.287238

## County

Spalding

## Varieties

[Click here for Instructions](#)

! Test Variety 4: 1111-222-4

- Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.
- All planting, harvesting and disposal for this site has been recorded.

## Site Reporting Summary

Total Planted: 0

Total Harvested/Disposed: 0

Difference 0

- ✓ Difference must be zero
- ! All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

As you can see from the "Varieties" section above, I have entered the variety that is being grown at this site along with the USDA FSA numbers for this grow site. You can also see below that I am missing my "Planting" and "Harvest" Report below

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Long  
-84.287238  
County  
Spalding

! Test Variety 4: 1111-222-4

Total Harvested/Disposed: 0  
Difference 0

- ✓ Difference must be zero
- ! All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

To report my planting for this site,  
click on "+ Report Planting" below.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Showing 1 to 2 of 2 entries

Previous 1 Next

[+ Report Planting](#)

[+ Report Harvest](#)

[+ Report Disposal](#)



John Tester - 13\_2023 Filed: ▾

Site Info Site Reporting

Actions

Save Site Reporting

**Report Planting/Harvesting - Plant**

**License**  
13\_2023 Grower

**Holder** John Tester **Lat** 33.262352

**Selected Site** Filed #1 **Long** -84.287238

**County** Spalding **Size** 3 ac

**Variety / FSA Field Number \*** -- Select -- ▾ **Total Acreage/SF \*** 0

**Type \*** Plant ▾ **Date \*** MM/DD/YYYY

**Planting Method/Source \*** (What are you planting?) -- Select -- ▾ **Mother Plants \*** Will any plants be used as Mother Plants? -- Select -- ▾

This page will appear after clicking on the "+ Report Planting"

Record Cancel

Save Site Reporting

Report Planting/Harvesting - Plant

License

13\_2023 Grower

Holder

John Tester

Selected Site

Filed #1

County

Spalding

Variety / FSA Field Number \*

Test Variety 4: 1111-222-4 ▾

Type \*

Plant ▾

Planting Method/Source \*

(What are you planting?)

Transplants/Clones ▾

Lat

33.262352

Long

-84.287238

Size

3 ac

Total Acreage/SF \*

03

Date \*

07/06/2022

Mother Plants \*

Will any plants be used as Mother Plants?

No ▾

Enter the required information and click "Record" at the bottom of the screen

Record

Cancel

**Selected Site**  
Filed #1  
**Size**  
3 ac  
**Lat**  
33.262352  
**Long**  
-84.287238  
**County**  
Spalding

**License**  
[John Tester-13\\_2023 Grower](#)

**Varieties**  
[Click here](#) for Instructions  
! Test Variety 4: 1111-222-4

All planting, harvesting and disposal for this site has been recorded.

**Site Reporting Summary**

Total Planted:	3
Total Harvested/Disposed:	0
Difference	3

- ! Difference must be zero
- ✓ All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

You now see in the " Site Reporting Summary" box to the right that I have recorded a total planting of 3 acres but have not yet recorded a harvest or disposal. I will need to come back to this page to report the harvest or disposal once the crop has been harvested or disposed of. You can also see below that my harvest report is missing.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	<b>MISSING</b>							
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>

- Lastly, We will record a planting in a greenhouse. Note, if you are growing plants for cuttings or seeds, you will need to record that as a planting as well.
- In this Greenhouse example, we record two plantings for this greenhouse. One planting is for seeds being grown for “Mother Stock”. The second planting is for transplants being grown to sell as “Planting Stock” for other licensed growers.

John Tester - 13\_2023 Greer

Site Info Site Reporting

Selected Site License  
Greenhouse #1 John Tester-13\_2023 Grower  
Size 15000 sf  
Lat 33.26469  
Long -84.286263  
County Spalding

Varieties  
Click here for Instructions  
No varieties have been added for this site. To add a new variety, click the Site Info tab.

- Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.
All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary
Total Planted: 0
Total Harvested/Disposed: 0
Difference 0
Difference must be zero
All Varieties must have a Planting
All Varieties must have a Harvest or Disposal recorded
FSA Field Numbers must be recorded by July 15
REQUIRED REPORTING IS STILL NEEDED

Actions
Save Site Reporting

Show 10 entries

Table with columns: Type of Report, Report Date, Acreage/SF, Variety, FSA Field Number, Expected Harvest Date, Test Result, Status, Actions



#### Site Address

**Street \***  **City \***  **State \***  **Zip \***  **County \***

#### Create Annotated Aerial Image

Growers are required to submit an aerial map or photograph (satellite imagery) that clearly shows the boundaries and dimensions of each grow site (field or greenhouse). This must be uploaded on the Attachment page. The link above is being provided to Georgia Hemp Grower and Processor applicants to assist in creating an aerial image with boundaries of a field, covered growing facility, storage, or processing site(s). Use of this tool is optional, however an aerial map or photograph (satellite imagery) is still required.

The license fee will not be prorated for fractions of acres. Fractional acreage will be rounded up to the next whole number for fee calculation purposes.

**Size \***  sf

Each covered growing facility (e.g. greenhouse or other structure) in which hemp is cultivated will be considered a separate acre for fee calculation purposes.

#### Variety Information

Each variety that is grown must have an FSA Field Number recorded by July 15 of each year.

**Variety \***

First add the varieties and FSA for each variety being grown at this grow site. In this case we are only growing one variety.

License

John Tester-13\_2023 Grower

Varieties

[Click here](#) for Instructions

! Test Variety 5: 1111-222-5

Selected Site

Greenhouse #1

Size

15000 sf

Lat

33.26469

Long

-84.286263

County

Spalding

Site will not be used during this license period. No plantings, harvestings, or disposals will be recorded.

All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary

Total Planted: 0

Total Harvested/Disposed: 0

Difference 0

✓ Difference must be zero

! All Varieties must have a Planting

! All Varieties must have a Harvest or Disposal recorded

✓ FSA Field Numbers must be recorded by July 15

! REQUIRED REPORTING IS STILL NEEDED

As you can see from the "Varieties" section above, I have entered the variety that is being grown at this site along with the USDA FSA numbers for this grow site. You can also see below that I am missing my "Planting" and "Harvest" Report below. Click "+ Planting Report" to add a planting.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	MISSING							

Showing 1 to 2 of 2 entries

-- Select --

Save Site Reporting

Report Planting/Harvesting - Plant

License

13\_2023 Grower

Holder

John Tester

Selected Site

Greenhouse #1

County

Spalding

Lat

33.26469

Long

-84.286263

Size

15000 sf

Variety / FSA Field Number \*

Test Variety 5: 1111-222-5

Total Acreage/SF \*

500

Type \*

Plant

Date \*

07/06/2022

Planting Method/Source \*

(What are you planting?)

Seeds

Mother Plants \*

Will any plants be used as Mother Plants?

Yes

You can see we have completed the information on the Planting Report Page

Record

Cancel



Selected Site

Greenhouse #1

License

John Tester-13\_2023 Grower

Size

15000 sf

Lat

33.26469

Long

-84.286263

County

Spalding

Varieties

[Click here](#) for Instructions

! Test Variety 5: 1111-222-5

All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary

Total Planted: 500

Total Harvested/Disposed: 0

Difference 500

- ! Difference must be zero
- ✓ All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

You can now see the planting has been recorded.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	07/06/2022	500 SquareFoot	Test Variety 5	1111-222-5				<a href="#">View/Edit</a> <a href="#">Remove</a>

Showing 1 to 2 of 2 entries

Previous 1 Next

Select Grow Site

-- Select --

Site Info

Site Reporting

Actions

Save Site Reporting

Report Planting/Harvesting - Plant

License

13\_2023 Grower

Holder

John Tester

Selected Site

Greenhouse #1

County

Spalding

Variety / FSA Field Number \*

Test Variety 5: 1111-222-5

Type \*

Plant

Planting Method/Source \*

(What are you planting?)

Cuttings from Mother Stock

Lat

33.26469

Long

-84.286263

Size

15000 sf

Total Acreage/SF \*

500

Date \*

07/06/2022

Mother Plants \*

Will any plants be used as Mother Plants?

No

We repeat the same process to add an additional planting to this grow site.

Record

Cancel

Selected Site

Greenhouse #1

License

John Tester-13\_2023 Grower

Size

15000 sf

Lat

33.26469

Long

-84.286263

County

Spalding

Varieties

[Click here](#) for Instructions

! Test Variety 5: 1111-222-5

All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary

Total Planted: 1000

Total Harvested/Disposed: 0

Difference 1000

- ! Difference must be zero
- ✓ All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

As you can see below, we have now recorded to plantings for this site

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	07/06/2022	500 SquareFoot	Test Variety 5	1111-222-5				<a href="#">View/Edit</a> <a href="#">Remove</a>
Plant	07/06/2022	500 SquareFoot	Test Variety 5	1111-222-5				<a href="#">View/Edit</a> <a href="#">Remove</a>

Showing 1 to 3 of 3 entries

Previous 1 Next

# Harvest Report Instructions

- To enter a Harvest Report, scroll to the bottom of the “[Site Reporting Page](#)” and click on the “[+ Report Harvest](#)” button
- After clicking on the “[+ Report Harvest](#)” button, the Harvest Report page will appear
- Complete the form by entering/selecting the proper information from the drop-down boxes.
- Once completed filling out the Harvest Report form, click “[Record](#)” at the bottom of the screen.
- You will need to fill out a Harvest Report for each variety that was harvested at each grow site.

Lat

33.262352

Long

-84.287238

County

Spalding

[Click here](#) for Instructions

! Test Variety 4: 1111-222-4

Total Harvested/Disposed: 0

Difference 3

- ! Difference must be zero
- ✓ All Varieties must have a Planting
- ! All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

To report a harvest, click on "+ Report Harvest" at the bottom of the "Site Reporting Page"

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	MISSING							
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>

Showing 1 to 2 of 2 entries

Previous 1 Next

+ Report Planting

+ Report Harvest

+ Report Disposal

Report Planting/Harvesting - Harvest

License

13\_2023 Grower

Holder

John Tester

Selected Site

Filed #1

County

Spalding

Lat

33.262352

Long

-84.287238

Size

3 ac

Variety / FSA Field Number \*

-- Select --

Total Acreage/SF \*

0

Type \*

Harvest

Date \*

MM/DD/YYYY

Intended End Use \*

(What are you harvesting for?)

- CBD
- Fiber
- Grain
- Seed
- Propagative Material

This page will appear after clicking on the "+ Report Harvest"

Save Site Reporting

Record

Cancel

Report Planting/Harvesting - Harvest

License

13\_2023 Grower

Holder

John Tester

Selected Site

Filed #1

County

Spalding

Lat

33.262352

Long

-84.287238

Size

3 ac

Variety / FSA Field Number \*

Test Variety 4: 1111-222-4

Total Acreage/SF \*

2

Type \*

Harvest

Date \*

07/06/2022

Intended End Use \*

(What are you harvesting for?)

- CBD
- Fiber
- Grain
- Seed
- Propagative Material

Enter the required information and click "Record" at the bottom of the screen

Save Site Reporting

Record

Cancel

Save Site Reporting

Selected Site

License

Filed #1

John Tester-13\_2023 Grower

Size

3 ac

Lat

33.262352

Long

-84.287238

County

Spalding

Varieties

[Click here](#) for Instructions

! Test Variety 4: 1111-222-4

All planting, harvesting and disposal for this site has been recorded.

Site Reporting Summary

Total Planted: 3

Total Harvested/Disposed: 2

Difference 1

- ! Difference must be zero
- ✓ All Varieties must have a Planting
- ✓ All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

You now see in the "Site Reporting Summary" box to the right that I have recorded a total planting of 3 acres, and 2 acres as harvested. It leaves a net difference of 1 acre. We will need to report if the 1 acre was harvested or disposed. You can see below that my Harvest Report has been updated to show the 2 acres that was harvested.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	07/06/2022	2 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>



# Disposal Report Instructions

- A Disposal Report is required anytime hemp is disposed, whether it be for a crop failure or a disposal order was issued for THC non-compliance.
- To enter a Disposal Report, scroll to the bottom of the “Site Reporting Page” and click on the “ + Report Disposal ” button
- After clicking on the “ + Report Disposal ” button, the Disposal Report page will appear
- Complete the form by entering/selecting the proper information from the drop-down boxes.
- Once completed filling out the Disposal Report form, click “Record” at the bottom of the screen.
- You will need to fill out a Disposal Report for each variety that was disposed at each grow site.

[Click here](#) for Instructions

! Test Variety 4: 1111-222-4

Lat 33.262352  
Long -84.287238  
County Spalding

Total Harvested/Disposed: 2  
Difference 1

To report a disposal, click on "+ Report Disposal" at the bottom of the "Site Reporting Page"

- ! Difference must be zero
- ✓ All Varieties must have a Planting
- ✓ All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! REQUIRED REPORTING IS STILL NEEDED

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Harvest	07/06/2022	2 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>

Showing 1 to 2 of 2 entries

Previous 1 Next

[+ Report Planting](#)

[+ Report Harvest](#)

[+ Report Disposal](#)

### Report Disposal

**License**

13\_2023 Grower

**Holder**

John Tester

**Lat**

33.262352

**Selected Site**

Filed #1

**Long**

-84.287238

**County**

Spalding

**Size**

3 ac

**Variety / FSA Field Number \***

**Total Acreage/SF Disposed \***

**Reason for Disposal \***

**Disposal Date \***

**Disposal Method \***

**Disposal Agent Name \***

**Disposal Agent Organization \***

This page will appear after clicking on the "+ Report Disposal"

### Attachments

Licenses reporting disposal of a Hot Crop Disposal must attach photographs of the growing site before and after disposal.

### Add Attachment

Description \*

### Report Disposal

**License**

13\_2023 Grower

**Holder**

John Tester

**Lat**

33.262352

**Selected Site**

Filed #1

**Long**

-84.287238

**County**

Spalding

**Size**

3 ac

**Variety / FSA Field Number \***

Test Variety 4: 1111-222-4

**Total Acreage/SF Disposed \***

1

**Reason for Disposal \***

Crop Failure

**Disposal Date \***

07/06/2022

**Disposal Method \***

Plow Under

**Disposal Agent Name \***

John Tester

**Disposal Agent Organization \***

John Tester

Enter the required information and click "Record" at the bottom of the screen

### Attachments

Licensees reporting disposal of a Hot Crop Disposal must attach photographs of the growing site before and after disposal.

### Add Attachment

Description \*

Variety / FSA Field Number \*  
Test Variety 4: 1111-222-4

Total Acreage/SF Disposed \*  
1

Reason for Disposal \*  
Crop Failure

Disposal Date \*  
07/06/2022

Disposal Method \*  
Plow Under

Disposal Agent Name \*  
John Tester

Disposal Agent Organization \*  
John Tester

At the bottom of the Disposal Report Page is an area to upload attachments. This is where you will need to upload photos for documentation.



**Attachments**

Licensees reporting disposal of a Hot Crop Disposal must attach photographs of the growing site before and after disposal.

Attachments  
Show 10 entries

Name	Description	Actions
No data available in table		

Showing 0 to 0 of 0 entries

Previous Next

**Add Attachment**

Description \*

File \*  
Choose File No file chosen

Add

Record Cancel

Variety / FSA Field Number \*  
Test Variety 4: 1111-222-4

Total Acreage/SF Disposed \*  
1

Reason for Disposal \*  
Crop Failure

Disposal Date \*  
07/06/2022

Disposal Method \*  
Plow Under

Disposal Agent Name \*  
John Tester

Disposal Agent Organization \*  
John Tester

To upload a file from your computer, click "Choose File" in the "Add Attachment" box. Once you select the proper file from your computer, it will display in the "Description" box. To upload the document to your Disposal Report, click "Add".

**Attachments**

Licensees reporting disposal of a Hot Crop Disposal must attach photographs of the growing site before and after disposal.

Attachments  
Show 10 entries

Name	Description	Actions
No data available in table		

Showing 0 to 0 of 0 entries

Previous Next

**Add Attachment**

Description \*  
Disposal Picture 1|

File \*  
Choose File Test.pdf

Add

Record Cancel

Variety / FSA Field Number \*  
 Test Variety 4: 1111-222-4

Reason for Disposal \*  
 Crop Failure

Disposal Method \*  
 Plow Under

Disposal Agent Name \*  
 John Tester

Total Acreage/SF Disposed \*  
 1

Disposal Date \*  
 07/06/2022

Disposal Agent Organization \*  
 John Tester

After clicking "Add" to upload the file, the file will be displayed as an attachment in the "Attachments" box. Once you are finished uploading attachments, click "Record"

**Attachments**

Licensees reporting disposal of a Hot Crop Disposal must attach photographs of the growing site before and after disposal.

Attachments  
 Show 10 entries

Name	Description	Actions
Test.pdf	Disposal Picture 1	Delete

Showing 1 to 1 of 1 entries

Previous 1 Next

**Add Attachment**

Description \*

File \*

Choose File No file chosen

Add

Record Cancel

Save Site Reporting

## Selected Site

Filed #1

## Size

3 ac

## Lat

33.262352

## Long

-84.287238

## County

Spalding

## License

John Tester-13\_2023 Grower

 All planting, harvesting and disposal for this site has been recorded.

## Varieties

[Click here](#) for Instructions Test Variety 4: 1111-222-4

## Site Reporting Summary

Total Planted: 3

Total Harvested/Disposed: 3

Difference 0

- ✓ Difference must be zero
- ✓ All Varieties must have a Planting
- ✓ All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ! **REQUIRED REPORTING IS STILL NEEDED**

You now see in the "Site Reporting Summary" box to the right that I have recorded a total planting of 3 acres, and 3 acres as harvested/disposed. It leaves a net difference of 0 which means all acreage has been accounted for. You can see below that I am reporting 3 acres planted, 2 acres harvested, and 1 acre disposed.

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Disposal	07/06/2022	1 Acre	Test Variety 4	1111-222-4			Submitted	<a href="#">View</a>
Harvest	07/06/2022	2 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>



## Selected Site

Filed #1

## Size

3 ac

## Lat

33.262352

## Long

-84.287238

## County

Spalding

## License

John Tester-13\_2023 Grower

## Varieties

[Click here](#) for Instructions Test Variety 4: 1111-222-4 All planting, harvesting and disposal for this site has been recorded.

## Site Reporting Summary

Total Planted: 3

Total Harvested/Disposed: 3

Difference 0

- ✓ Difference must be zero
- ✓ All Varieties must have a Planting
- ✓ All Varieties must have a Harvest or Disposal recorded
- ✓ FSA Field Numbers must be recorded by July 15
- ✓ Required reporting is complete

Save Site Reporting

Once you are finished reporting for this site click on the check box indicating "All planting, harvesting, and disposal for this site has been recorded". Then click "Save Site Reporting"

Show 10 entries

Type of Report	Report Date	Acreage/SF	Variety	FSA Field Number	Expected Harvest Date	Test Result	Status	Actions
Disposal	07/06/2022	1 Acre	Test Variety 4	1111-222-4			Submitted	<a href="#">View</a>
Harvest	07/06/2022	2 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				<a href="#">View/Edit</a> <a href="#">Remove</a>



Type here to search

10:54 AM  
7/6/2022