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 and 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.

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Welcome to the GDA Hemp Program application system. Click Apply to begin a new application. Site Reporting Notification	ns
Throughout the year, you must report crop Planting, Harvesting and/or Disposal dates for each grow site.	
13_2023 (Issued, valid until: 12/31/2022)	
Site Filed #1 Greenhouse #1 Storage Barn Field # 2 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.

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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.

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Please contact the Georgia Department of Agriculture with any questions.

You can see on our test license the names from the dropdown 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.

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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.

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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

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FSA Field Number Process to Help Growers

FSA Form, 578 (Use Producer Print)

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Tract Number 4567 Field 1 Sub Field	Irrigation Int Reported Quantity Determined Quantity Prevented Quantity Experimental Determined Quantity Experimental Determined Quantity Experimental Determined I N GR 32.20	Irrigation Int Reported Quantity Determined Quantity Prevented Quantity Prevented Quantity Experimental Reported Quantity Experimental Reported Quantity Experimental Reported Quantity Experimental Reported Quantity Experimental Reported Experimental Quantity Experimental Quantity Experimental Quantity Experimental Reported Experimental Quantity Experimental Quantity Experimental Quantity Experimental Reported Experimental Reported<	Irrigation Int Reported Quantity Determined Reported Quantity Prevented Reported Determined Experimental Reported Experimental Determined Experimental Determined Volunter Reported Volunter Determined 1 N GR 32.20	Integration Int Reported Quantity Determined Quantity Prevented Quantity Experimental Reported Quantity Experimental Reported Quantity Experimental Reported Quantity Volunteer Memory V



Next

Show 10 v 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
+ Report Planting	I	+	Report Harvest					

🔲 📔 License Licensing & Permi 🗙 🛛 🧰 doc0113902022061313040 🗙 🛛 🎁 Joi	n conversation 🛛 🗙 📔 Georgia Hemp Program - 🗇 🖹 GA - GAC	🗙 🛛 🗁 New tab x 🛛 📥 GA Ag - Hemp: Dev site x	Actions Licensin 🗙 + - 🔿 ×
← → C ᢙ ᅝ https://gaag.micorp.io/hempdev/RequiredAc	tions/Index	AN	Q t ₀ t [±] t t Not syncing
🍗 Plant Protection - G 📄 Hemp Licensing 🗼 HEMPOnline 📧 SAO Employee Se	lf 🎬 USDA Hemp 🖸 Sign in to Concur 🍥 IPHIS 🏉 CAPS Resource an	ind N National Plant Board 🗅 Approvals 🕒 PCIT 📙 Hemp News Hem 🗅 Nematode Assay	y R > 🛅 Other favorites
	s Site Sharing Site Reporting		John Tester 🗸
Site Reporting Select Grow Site Site Info Site Reporting Record FSA Field Numb License 13_2023 Grower Holder John Tester Selected Site Field # 2 County Spalding Variety Test Variety 1 Test Variety 1 Test Variety 3 Once you record FSA Field Ensure you have the correct	er(s) Lat 33.261687 Long -84.287334 Size 5 ac FSA Number 1111 222 3 A 1111 222 3 B 1111 222 3 C Numbers for this site, you may not modify Variety or FSA Field Number further information before you proceed. Record Cancel	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 Save Site Reporting

Please contact the Georgia Department of Agriculture with any questions.



Field # 2	John Tester-13_2023 Grower
Size	Variation
5 ac	varieties
Lat	
33.261687	Click here for instructions
Long	Test Variety 1: 1111 222 3 A
-84.287334	est valiety 1. 1111-222-3-A
County	Test Variety 2: 1111-222-3-B

• Test Variety 3: 1111-222-3-C

Spalding

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, harves All planting, harvesting and disposal for this site has been recorded	stings, or disposals will be recorded. I.	
1	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 Disposa	I recorded	
	 FSA Field Numbers must be recorded by July 	y 15	
	REQUIRED REPORTING IS STILL NEEDED		

Show 10 🗸 entries									
Type of Report ↓	E Report Date	↑ Acreage/SF ↓1	Variety 1	FSA Field Number	Expected Harvest Date	Test Result	Status	$\downarrow \uparrow$	Actions
Harvest	MISSING								
Plant	MISSING								
Showing 1 to 2 of 2 entries								Previo	us 1 Next
+ Report Planting			- Report Harve	et					

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.

License Licensing	& Permi 🗙 📄 doc0113902022061313040 🗙 🎁 Join co	onversation 🛛 🗙 📔 Georgia Hemp Program - 🤇 🗙	🗅 GA - GAC 🔅	K New tab	🗙 📔 📥 GA Ag - Hemp: Dev	site 🗙 📄 Require	ed Actions Licensin X	+ - • ×
\leftarrow \rightarrow C \textcircled{a}	https://gaag.micorp.io/hempdev/RequiredAction	ns/Index				A	୍ ରେ େ≦	Not syncing 🜒 😬
🍗 Plant Protection - G 📔	Hemp Licensing 🛛 🗭 HEMPOnline 🛛 🖿 SAO Employee Self	🔛 USDA Hemp 💽 Sign in to Concur 🖄 IPHIS 🧃	🥑 CAPS Resource and N Natio	nal Plant Board 🕒 Approvals 📋	PCIT 📕 Hemp News Her	m 🕒 Nematode Ass	ay R	> 🛛 🔁 Other favorite
Select Grow Site Select Site Info Site Reporting	~						Sav	Actions
Selected Site Field # 2	License	Site will not be used during this I All planting, harvesting and dispo	icense period. No plantings, harvestir osal for this site has been recorded.	gs, or disposals will be recorded.				
Size 5 ac Lat 33.261687 Long -84.287334 County Spalding You can s Planting F enter a pl Report Pl Show 10 v entrie	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 ee below we are missing Report and a Harvest Rep lanting report, click on the anting" button.	Site Reporting Summary Total Planted: Total Harvested/Disposed: Difference I Difference must be All Varieties must I All Varieties must I FSA Field Numbers REQUIRED REPOR	e zero have a Planting have a Harvest or Disposal n s must be recorded by July 1 RTING IS STILL NEEDED	ecorded				
Type of Report	It Report Date: 11 Acreage/SF	1 Variety 1 FSA Field Number	LT Expected Harvest Date	↓† Test Result	↓† Status	11 Actions		
Harvest	MISSING							
Plant Showing 1 to 2 of 2 entries	MISSING				1	Previous 1 Next		
+ Report Planting	1	+ Report Harvest						
		+ Report Disposal						

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Site Reporting

Select Grow Site

-- Select --

Site Info	Site Reporting						Actions
		Report Planting/Harvesting - Plant			-	Sa	ve Site Reporting
		License 13_2023 Grower Holder John Tester Selected Site Field # 2 County Spalding Variety / FSA Field Number * Select Type * Plant Plant Planting Method/Source * (What are you planting?) Select	•	Lat 33.261687 Long -84.287334 Size 5 ac Total Acreage/SF * 0 Date * MM/DD/YYYY Mother Plants * Will any plants be used as Mother Plants? Select	After clicking "+ Planting Report page will appear. Fill in the boxe provided with the necessary information.	" this es	
					Record Cancel		

Please contact the Georgia Department of Agriculture with any questions.

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Select Grow Site



Please contact the Georgia Department of Agriculture with any questions.

Select Grow Site

Site Reporting				Actions
	Report Planting/Harvesting - Plant-			Save Site Reporting
	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 Plant Plant Current of the second seco	Lat 33.261687 Long -84.287334 Size 5 ac Total Acreage/SF * 1 Date * MWDD/YYYY Mother Plants * 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.	
	Site Reporting	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 Plant Planting Method/Source * (What are you planting?) Select	Site Reporting Report Planting/Harvesting - Plant License 13_2023 Grower Holder Lat John Tester 33.261687 Selected Site Long Field # 2 -94.287334 County Size Spalding 5 ac Variety / FSA Field Number* Total Acreage/SF* Test Variety 1: 1111-222-3A 1 Type* Date * Plant MM/DD/YYYY Planting Method/Source* Will any plants be used as Mother Plants? Select Select	Site Reporting Report Planting/Harvesting - Plant License 13_2023 Glower Holder Lat John Tester 33.261687 Selected Site Long Field # 2 -84.287334 County Size Spaining 5 ac Varley / FSA Field Number* Total Acreage/SF* Test Varley 1: 1111-222-3-A 1 Type* Date* Plant Mother Plants? Will any plants be used as Mother Plants? Vield = - VMether / Select - -

Please contact the Georgia Department of Agriculture with any questions.

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Site Reporting

Select Grow Site

-- Select --

Actions Site Info Site Reporting Save Site Reporting -Report Planting/Harvesting - Plant-License Select the type of report from 13_2023 Grower Holder Lat the "Type" drop-down box. John Tester 33.261687 In this case, we selected Selected Site Long Field # 2 -84.287334 "Plant" in order to record a County Size planting. 5 ac Spalding Variety / FSA Field Number * Total Acreage/SF Test Variety 1: 1111-222-3-A ~ Date * Type * Plant MM/DD/YYYY Plant Mother Plants * Harvest (What are you planting?) Will any plants be used as Mother Plants? -- Select --~ -- Select --Record Cancel

Please contact the Georgia Department of Agriculture with any questions.

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Select Grow Site



Site Reporting

Please contact the Georgia Department of Agriculture with any questions.

Select Grow Site



Site Reporting

Please contact the Georgia Department of Agriculture with any questions.

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Select Grow Site

Select 🗸	
Site Info Site Reporting	Actions
Report Planting/Harvesting - Plant-	Save Site Reporting
Report Planting/Harvesting - Plant License 13_2023 Grower Holder Lat John Tester 33.261687 Selected Site Long Field # 2 -84.287334 County Size Spalding 5 ac Variety / FSA Field Number* Total Acreage/SF * Test Variety 1: 1111-222-3-A 1 Type * Date * Plant 07/05/2022 Planting Method/Source * Mother Plants *	Lastly, Select if any of the plants will be used for mother plants from the "Mother Plants" drop- down box.
(What are you planting?) Will any plants be us Transplants/Clones Select Select Select Yes No	Sed as Mother Plants?

Record

Cancel

Please contact the Georgia Department of Agriculture with any questions.

ect			
nfo Site Reporting			Action
Report Planting/Harvesting - Plant—			Save Site Re
License 13_2023 Grower			
Holder John Tester	Lat 33 261687	Once finished entering	
Selected Site Field # 2 County Spalding	Long -84.287334 Size 5 ac	information in the required fields, click "Record" at the bottom of the screen.	
Variety / FSA Field Number *	Total Acreage/SF *		
Test Variety 1: 1111-222-3-A	• 1		
Type *	Date *		
Plant	• 07/05/2022		
Planting Method/Source * (What are you planting?)	Mother Plants * Will any plants be used as Mother Plants?		
Transplants/Clones	No		

Please contact the Georgia Department of Agriculture with any questions.

Site Sharing

Site Reporting

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Site Reporting

Select Grow Site



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Save Site Reporting All planting, harvesting and disposal for this site has been recorded. As you can see from 0 the "Site Reporting Summary" box and the 1 list of reports at the bottom of the screen, we recorded a planting All Varieties must have a Planting 0 of 1 Acre for this grow All Varieties must have a Harvest or Disposal recorded 0 ✓ FSA Field Numbers must be recorded by July 15 site. **REQUIRED REPORTING IS STILL NEEDED** 0 1 Acreage/SF 11 Variety FSA Field Nur Expected Harvest Date 1 Test Result 11 Status 11 Actions 1 Acre Test Variety 1 1111-222-3-A View/Edit Remove

Show 10 v entries

Report Date

MISSING

07/05/2022

Type of Report

Harvest

Plant

Actions

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- 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.





Clanton Marion Selma Camden Le Camden Le Camden Luverne Luverne Luverne	Auburn Tuskegee Fort Benning Union Springs Lufaula Toy Abbeville Ozark Entermise Blakely	Warr Fort.Valley Per 75 nericus Cordel Leesburg Albany	e Fitzgerald	Dublin Swainsboro To Vidalia Hazlehurst Hazlehurst Baxley Jesup	sania Savanna Richmone tary esville
Google Bourton Site Address Street *	Dothan Keyboa	ard shortcuts i Ma	p data ©2022 Imag Zip *	ery ©2022 TerraMetrics Terms of Use County *	Report a map error
405 Cowart St	Griffin	GA 🗸	30223	Spalding	*
Greate Annotated Aerial Image Growers are required to submit an aerial m be uploaded on the Attachment page. The field, covered growing facility, storage, or The license fee will not be prorated for fraction to the next whole number for fee calculation r	hap or photograph (satellite imagery) that clearly link above is being provided to Georgia Hemp Ge processing site(s). Use of this tool is optional, ho ns of acres. Fractional acreage will be rounded up purposes.	shows the boun rower and Proces owever an aerial i Size *	daries and dimens ssor applicants to nap or photograpi	ions of each grow site (field or greenh assist in creating an aerial image with h (satellite imagery) is still required.	ouse). This must boundaries of a
Each covered growing facility (e.g. greenhous	e or other structure) in which hemp is cultivated	3		ac	
will be considered a separate acre for fee cal	culation purposes.				
Variety Information Each variety that is grown must have an FSA Variety *	Field Number recorded by July 15 of each year.		ſ	Teet Variety 4	*
Variety		< Remove		lest variety 4	*

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

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Save

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Save Site Reporting

8:59 AM

7/6/2022

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□ 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
	S STILL NEEDED

Expected Type of **FSA Field** Report Date Acreage/SF 1 Variety Harvest Date Test Result Actions Report Number Status MISSING Harvest Plant MISSING 0 ∐i e T P 0 0 w \mathcal{Y} lype here to search



9:09 AM

7/6/2022

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Select Grow Site

Site Reporting				Ac
Report Planting/Harve	sting - Plant			Save Site
License				
13_2023 Grower				
Holder		Lat	This page will appear after	
John Tester		33.262352	clicking on the "+ Report	
Selected Site		Long	Planting"	
Filed #1		-84.287238		
County		Size		
Spalding		3 ac		
Variety / FSA Field Num	ber *	Total Acreage/SF *		
Select	~	0		
Type *		Date *		
Plant	~	MM/DD/YYYY		
Planting Method/Source	*	Mother Plants *		
(What are you planting?)		Will any plants be used as Mother Plants?		
Select	~	Select V		

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Record

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9:14 AM 7/6/2022

Site Reporting		
Report Planting/Harvesting - Plant—		
License		
13_2023 Grower		
Holder	Lat	Fnter the required
John Tester	33.262352	
Selected Site	Long	linformation and click
Filed #1	-84.287238	
County	Size	"Record" at the
Spalding	3 ac	
		bottom of the screen
Variety / FSA Field Number *	Total Acreage/SF *	
Test Variety 4: 1111-222-4	03	
Туре *	Date *	
Plant ~	07/06/2022	
Planting Method/Source *	Mother Plants *	
(What are you planting?)	Will any plants be used as Mother Plants?	
Transplants/Clones	No 🗸	

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Record

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Cancel

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9:16 AM 7/6/2022 I.S

Site Info Site Reporting

Spalding

Show

Harvest

Plant



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.

Acreage/SF

3 Acre

Variety

Test Variety 4

1111-222-4

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 $\hfill\square$ All planting, harvesting and disposal for this site has been recorded.

–Site R	Reportir	ig Summary						
Total F	Total Planted: Total Harvested/Disposed:				3			
Total H				0				
							_	
Differe	ence				3			
0	Diffe	ence mus	t be zero)				
~	All Va	arieties mu	ust have	a Pl	anting			
Ð	All Va	arieties mu	ust have	a Ha	arvest or D)isp	osal reco	rded
~	FSAI	Field Num	bers mu	st b	e recorded	by	July 15	
0	REQ		PORTING	s IS	STILL NEE	DE	D	
				14		14	Otatua It	A ations
d Numb	er	Expected Ha	arvest Date		Test Result		Status	ACTIONS

Actions

Save Site Reporting

(6. 5)

View/Edit

Remove

10 🗸 entries

Report Date

MISSING

07/06/2022

Type of Report

9:16 AM

7/6/2022

- 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.

Select Grow Site

John Tester - 13_2023	Greer	~
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Site Reporting Site Info

Selected Site License Greenhouse #1 John Tester-13_2023 Grower Size -Varieties-15000 sf Lat Click here for Instructions 33.26469 Long No varieties have been added for -84.286263 this site. To add a new variety, click County the Site Info tab. 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 I	S STILL NEEDED			



Actions

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Save Site Reporting

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Greenville	y Eùfaula	Dawson	rdele	Hazlehurst Baxley	+
Google	Abbeville	Albany Shortcuts Map data ©2022 I	Fitzgera magery ©2022 Ter	raMetrics Terms of Use Re	Jesup eport a map error
Site Address					
Street *	City *	State *	Zip *	County *	
325 Woodroof Dr	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 *	
15000	

sf

Each variety that is grown must have an FS Variety *	Field Number recorded by July 15 of each year.		
Variety	Add >	Test Variety 5	*
	< Remove		-

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

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Save

Selected Site License

Greenhouse #1

John Tester-13 2023 Grower

Size	
15000 sf	-Varieties
at	Click have for Instructions
33.26469	Click here for instructions
ong	Test Variety 5: 1111-222-5
-84.286263	•
County	
Spalding	1

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. □ 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 Repo	rting Summary————					
Total Plante	ed:	0				
Total Harve	ested/Disposed:	0				
Difference		0				
🗸 Dif	ference must be zero					
	All Varieties must have a Planting					
	All Varieties must have a Harvest or Disposal recorded					
V FS	FSA Field Numbers must be recorded by July 15					
I RE		S STILL NEEDED				

Show 10 v entries		/												
Type of Report	Report Date	1t	Acreage/SF	ļ†	Variety	1	FSA Field Number	Expected Harvest Date	Tes	st Result 🛛 🗐	1	Status 🕼	Act	tions
Harvest	MISSING													
Plant	MISSING													
Showing 1 to 2 of 2 entries	5											Previous	1	Next

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Select Grow Site

-- Select --

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Site Info Site Reporting

Actions

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Save Site Reporting Report Planting/Harvesting - Plant License 13_2023 Grower You can see we have Holder Lat completed the 33.26469 John Tester information on the Selected Site Long -84.286263 Greenhouse #1 Planting Report Page County Size 15000 sf Spalding Variety / FSA Field Number * Total Acreage/SF * Test Variety 5: 1111-222-5 500 \sim Type * Date * Plant 07/06/2022 \sim Planting Method/Source * Mother Plants * (What are you planting?) Will any plants be used as Mother Plants? Yes Seeds \sim \sim

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Record

Cancel

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7/6/2022



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

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Total Planted:		500			
Total Harvested/Di	sposed:	0			
Difference		500	_		
Differen	ce must be zero				
✓ All Varie	ties must have a	Planting			
All Varie	ties must have a	Harvest or Disp	osal reco	rded	
FSA Fiel	d Numbers must	be recorded by	July 15		
		IS STILL NEEDE	D		
- REGUIK					
eld Number 👫 Exp	pected Harvest Date	It Test Result It	Status 🗍	Actions	

Showing 1 to 2 of 2 entries

Show

Harvest

Plant

10

Type of Report 🛛 💵

✓ entries

Report Date 🛛 🗍

MISSING

07/06/2022

Acreage/SF

500 SquareFoot

Variety

Test Variety 5

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Selec	t Grow	Site
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-- Select --

Actions

Save Site Reporting

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-Report Planting/Harvesting - Plant-License 13_2023 Grower Holder Lat 33.26469 John Tester Selected Site Long -84.286263 Greenhouse #1 County Size Spalding 15000 sf Variety / FSA Field Number * Test Variety 5: 1111-222-5 \sim Type * Plant \sim

 \sim

Planting Method/Source *

(What are you planting?)

Cuttings from Mother Stock

 \sim

Total Acreage/SF *
500
Date *
07/06/2022
Mother Plants *
Will any plants be used as Mother Plants?

 \sim

No

process to add an additional planting to this grow site.

We repeat the same

Record

Cancel

Selected Site License

Greenhouse #1

John Tester-13_2023 Grower

Size 15000 sf Lat 33.26469 Long -84.286263 County Spalding	Click here for Instructions Test Variety 5: 1111-222-5
As you ca	an see below, we have no
recorded	I to plantings for this site

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

023 Grower		☐ ^{Site Reportir}	ng Summary				
uctions ety 5: 1111-222-5]	Total Planted: Total Harveste	d/Disposed:	1000 0			
		Difference		1000			
w, we have gs for this	e now site	 Differ All Value 	rence must be zero	Planting			
		 All Va ✓ FSAI ■ REOL 	arieties must have a Field Numbers must	Harvest or Disp be recorded by	July 15	rded	
Acreage/SF 1	Variety 1	FSA Field Number $\downarrow\uparrow$	Expected Harvest Date	Test Result 🔱	Status 🔱	Actions	
500 SquareFoot	Test Variety 5	1111-222-5				View/Edit	Remove
500 SquareFoot	Test Variety 5	1111-222-5				View/Edit	Domour

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View/Edit

Previous

Remove

Next

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Showing 1 to 3 of 3 entries

Show

Harvest

Plant

Plant

10

Type of Report 🛛 💵

✓ entries

Report Date

MISSING

07/06/2022

07/06/2022

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9:41 AM 7/6/2022 Ę

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.



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9:46 AM

7/6/2022



Actions

Report Planting/Harvesting - H	arvest——		
License			
13_2023 Grower			
Holder		Lat	
John Tester		33.262352	
Selected Site		Long	This page will appe
Filed #1		-84.287238	after clicking on th
County		Size	"+ Report Harvest"
Spalding		3 ac	
Variety / FSA Field Number *		Total Acreage/SF *	
Select	~	0	
Type *		Date *	
Harvest	~	MM/DD/YYYY	
Intended End Use *			
(What are you harvesting for?)			
CBD			
Fiber			
🗌 Grain			
□ Seed			
Propagative Material			

0

ear e "

Record

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Cancel



Actions

License 13_2023 Grower Holder Lat John Tester 33 262352 Selected Site Long Filed #1 -84.287238 County Size Spalding 3 ac Variety / FSA Field Number* Test Variety 4: 1111-222-4 2 Type* Date* Harvest 07/06/2022 Intended End Use* (What are you harvesting for?) C SD G Sead G Fiber G Sead Propagative Material	eport Planting/Harvesting - Harvest		
13_2023 Grower Holder Lat John Tester 33 262352 Selected Site Long Filed #1 -84 287238 County Size Spalding 3 ac Variety / FSA Field Number * Total Acreage/SF * Test Variety 4: 1111-222-4 2 Type * Date * Harvest 07/06/2022 Itended End Use * Unata serve you harvesting for?) © GBD	License		
Holder Lat John Tester 33.262352 Selected Site Long Filed #1 -84.287238 County Size Spalding 3 ac Variety / FSA Field Number* Total Acreage/SF* Test Variety 4: 1111-222-4 2 Type* Date* Harvest 07/06/2022 Itended End Use* Under Size (What are you harvesting for?)	13_2023 Grower		
John Tester 33.262352 Selected Site Long Filed #1 -84.287238 County Size Spalding 3 ac Variety / FSA Field Number * Total Acreage/SF * Test Vaniety 4: 1111-222-4 2 Type * Date * Harvest 07/06/2022 Intended End Use * (What are you harvesting for?) © CBD Fiber Grain Seed Propagative Material	Holder	Lat	
Selected Site Long Filed #1 -84.287238 County Size Spaiding 3 ac Variety / FSA Field Number* Total Acreage/SF* Test Variety 4: 1111-222-4 2 Type* Date* Harvest 07/06/2022 Itended End Use* (What are you harvesting for?) CBD Fiber Grain Seed Propagative Material	John Tester	33.262352	
Filed #1 -84.287238 County Size Spalding 3 ac Variety / FSA Field Number * Total Acreage/SF * Test Variety 4: 1111-222-4 2 Type * Date * Harvest 07/06/2022 Intended End Use * (What are you harvesting for?) CBD Fiber Grain Seed Propagative Material Intended End Ise Intended End Ise * (What are you harvesting for?) CBD Fiber Propagative Material Intended End Ise * (What are you harvesting for?) Intended End Ise * (What are you harv	Selected Site	Long	Enter the required
County Size Spalding 3 ac Variety / FSA Field Number* Total Acreage/SF* Test Variety 4: 1111-222-4 2 Type* Date* Harvest 07/06/2022 Intended End Use* (What are you harvesting for?) CBD Fiber Grain Seed Propagative Material	Filed #1	-84.287238	information and click
Spalding 3 ac Variety / FSA Field Number* Total Acreage/SF* Test Variety 4: 1111-222-4 2 Type* Date * Harvest 07/06/2022 Intended End Use* (What are you harvesting for?) CBD Fiber Grain Seed Propagative Material Arrent Control at the Dottor of the screen	County	Size	"Record" at the bottom of
Variety / FSA Field Number * Total Acreage/SF * Test Variety 4: 1111-222-4 2 Type * Date * Harvest 07/06/2022 Intended End Use * (What are you harvesting for?) © CBD © Fiber © Grain © Grain © Seed ● Propagative Material Uter Screeen Item Screen Item Screeen Item Scr	Spalding	3 ac	
Variety / FSA Field Number* Total Acreage/SF* Test Variety 4: 1111-222-4 2 Type * Date * Harvest 07/06/2022 Intended End Use * (What are you harvesting for?) CBD Fiber Grain Seed Propagative Material			the screen
Test Variety 4: 1111-222-4 2 Type * Date * Harvest 07/06/2022 Intended End Use * 07/06/2022 (What are you harvesting for?)	Variety / FSA Field Number *	Total Acreage/SF *	
Type * Date * Harvest 07/06/2022 Intended End Use * O7/06/2022 (What are you harvesting for?) - CBD - Fiber - Grain - Seed - Propagative Material -	Test Variety 4: 1111-222-4 🗸	2	
Harvest 07/06/2022 Intended End Use * (What are you harvesting for?) CBD Fiber Grain Seed Propagative Material	Type *	Date *	
Intended End Use * (What are you harvesting for?) CBD Fiber Grain Seed Propagative Material	Harvest ~	07/06/2022	
(What are you harvesting for?) CBD Fiber Grain Seed Propagative Material	Intended End Use *		
 CBD Fiber Grain Seed Propagative Material 	(What are you harvesting for?)		
 Fiber Grain Seed Propagative Material 	CBD		
Carain C] Fiber		
Seed Propagative Material	□ Grain		
Propagative Material	Seed		
	Propagative Material		

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Record

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Cancel

Actions

Save Site Reporting



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.



- ✓ FSA Field Numbers must be recorded by July 15
- REQUIRED REPORTING IS STILL NEEDED

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				View/Edit	Remove
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				View/Edit	Remove

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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.



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9:49 AM

7/6/2022

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-Report Disposal-

License

13 2023 Grower

Holder		
John Tester		

Selected Site

Filed #1

County

Spalding

Variety / FSA Field Number *

-- Select --

Reason for Disposal *

-- Select --

Disposal Method *

Disposal Agent Name *

before and after disposal.

Size 3 ac

33.262352

-84.287238

Lat

Long

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Licensees reporting disposal of a Hot Crop Disposal must attach photographs of the growing site

Total Acreage/SF Disposed *

0

Disposal Date *

MM/DD/YYYY

Disposal Agent Organization *

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-Add Attachment-

Description *

1

Attachments-



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

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License		
13_2023 Grower		
Holder	Lat	
John Tester	33.262352	Enter the required
Selected Site	Long	information and clic
Filed #1	-84.287238	"Record" at the bot
County	Size	the screen
Spalding	3 ac	the screen
Variety / FSA Field Number *	Total Acreage/SF Disposed *	
Test Variety 4: 1111-222-4	1	
Reason for Disposal *	Disposal Date *	
Crop Failure	07/06/2022	
Disposal Method *		
Plow Under 🗸		
Disposal Agent Name *	Disposal Agent Organization *	
John Tester	John Tester	

	-Attachments												_				
	Licensees reporting disposal of a Hot Crop Disposal before and after disposal.	must atta	ch photog	graphs of	f the grov	wing site			l Attach	ment—		 	1				
	A the share with							Des	cription ^								
Q	Type here to search	0	Цi	6		•	=		0	0	w	x	1	•	^ 📥	🗖 🦟 ር୬)	

	-	
1		At the bottom of the
Disposal Date *		Disposal Report Page is
07/06/2022		an area to unload
		attachments. This is
		where you will need to
Disposal Agent Organizati	on *	upload photos for
John Tester		documentation.
n Jt A	Actions	Description *
o data available in table		Choose File No file chosen
o data available in table	Previous Next	Add
	Disposal Date * 07/06/2022 Disposal Agent Organizati John Tester	Disposal Date * 07/06/2022 Disposal Agent Organization * John Tester Disposal must attach photographs of the growing site

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	Iotal Acreage/or Disposed	
Test Variety 4: 1111-222-4	1	To upload a file from your computer, click
Reason for Disposal *	Disposal Date *	"Choose File" in the "Add Attachment" box.
Crop Failure 🗸	07/06/2022	Once you select the proper file from your
Disposal Method *		computer, it will display in the "Description"
Plow Under ~		box. To upload the document to your
		Disposal Report, click "Add".
Disposal Agent Name *	Disposal Agent Organization *	
John Tester	John Tester	
ttachments		
ttachments Licensees reporting disposal of a Hot Cru	op Disposal must attach photographs of the growing site	Add Attachment
ttachments Licensees reporting disposal of a Hot Cro before and after disposal.	op Disposal must attach photographs of the growing site	Add Attachment
ttachments Licensees reporting disposal of a Hot Cro before and after disposal. Attachments	op Disposal must attach photographs of the growing site	Add Attachment Description *
ttachments Licensees reporting disposal of a Hot Cro before and after disposal. Attachments Show 10 ~ entries	op Disposal must attach photographs of the growing site	Add Attachment Description * Disposal Picture 1
ttachments Licensees reporting disposal of a Hot Cro before and after disposal. Attachments Show 10 v entries Name L Descripti	op Disposal must attach photographs of the growing site	Add Attachment Description * Disposal Picture 1 File *
ttachments Licensees reporting disposal of a Hot Crobefore and after disposal. Attachments Show 10 v entries Name L Description	op Disposal must attach photographs of the growing site	Add Attachment Description * Disposal Picture 1 File * Choose File Test.pdf
ttachments Licensees reporting disposal of a Hot Crobefore and after disposal. Attachments Show 10 v entries Name L Description	op Disposal must attach photographs of the growing site on It Actions Io data available in table Previous Next	Add Attachment Description * Disposal Picture 1 File * Choose File Test.pdf Add
ttachments Licensees reporting disposal of a Hot Crobefore and after disposal. Attachments Show 10 v entries Name L Description Showing 0 to 0 of 0 entries	op Disposal must attach photographs of the growing site on transition to the growing site lo data available in table	Add Attachment Description * Disposal Picture 1 File * Choose File Test.pdf Add

/ariety / FSA Field Number *		Total Acreage/SF Disposed ?	<u>^</u>	
Test Variety 4: 1111-222-4	~	1		
Reason for Disposal *		Disposal Date *		
Crop Failure	~	07/06/2022		
Disposal Method *				After clicking "Add" to upload the file, the file will be displayed as an attachment in
Plow Under	~			the "Attachments" hox. Once you are
Disposal Agent Name *		Disposal Agent Organization	on *	finished uploading attachments, click
John Tester		John Tester		"Record"
tachments	of a Hot Crop Disposa	I must attach photographs of	f the growing site	-Add Attachment
tachments Licensees reporting disposal o before and after disposal. Attachments Show 10 ~ entries	of a Hot Crop Disposa	I must attach photographs of	f the growing site	Add Attachment Description *
tachments Licensees reporting disposal o before and after disposal. Attachments Show 10 v entries Name	of a Hot Crop Disposa	I must attach photographs of	f the growing site	Add Attachment Description * File *
ttachments Licensees reporting disposal obefore and after disposal. Attachments Show 10 v entries Name L C Test.pdf C	of a Hot Crop Dispose Description Disposal Picture 1	I must attach photographs of It Act	the growing site	Add Attachment Description * File * Choose File No file chosen
ttachments Licensees reporting disposal obefore and after disposal. Attachments Show 10 v entries Name L C Test.pdf C	of a Hot Crop Disposa Description	Il must attach photographs of If Act De F	f the growing site	Add Attachment Description * File * Choose File No file chosen Add

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7/6/2022



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.

entries

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



Acreage/SF 1 Type of Report Report Date 🛛 🗍 Variety 11 FSA Field Number Expected Harvest Date 1 Test Result Status 🗐 Actions 1T 07/06/2022 Disposal 1 Acre Test Variety 4 1111-222-4 Submitted View 07/06/2022 2 Acre Test Variety 4 1111-222-4 Harvest View/Edit Remove Plant 07/06/2022 3 Acre Test Variety 4 1111-222-4 Remove View/Edit Цi Type here to search Ο



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

All planting, harvesting and disposal for th	is 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 l	Planting						
✓ All Varieties must have a I	All Varieties must have a Harvest or Disposal recorded						
✓ FSA Field Numbers must	be recorded by July 15						
✓ Required reporting is com	plete						

Show 10 🗸 entries

Type of Report	Report Date 🛛 🕸	Acreage/SF \downarrow	Variety ↓↑	FSA Field Number 🏻 🕸	Expected Harvest Date 1	Test Result 🔱	Status 🕼	Actions
Disposal	07/06/2022	1 Acre	Test Variety 4	1111-222-4			Submitted	View
Harvest	07/06/2022	2 Acre	Test Variety 4	1111-222-4				View/Edit Remove
Plant	07/06/2022	3 Acre	Test Variety 4	1111-222-4				View/Edit Remove

Actions

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Save Site Reporting

10:54 AM

7/6/2022