

# Information about Environmental Management Agricultural Operation Planning Certificate (For Producers)

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## Infosheet

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### INTRODUCTION

You need an Agricultural Operation Planning Certificate (AOPC) if you plan to prepare a nutrient management strategy and/or plan (NMS/P) for a phased-in agricultural operation you own, operate, or if you are an employee of the operation. An AOPC number will be issued to you once you are certified. All NMS/Ps submitted to OMAFRA for approval must be prepared by a certified individual and include the certificate number. Forms used to register a farm operation under the Nutrient Management Act must also include the certificate number.

If owners/managers of agricultural operations choose to hire a consultant to develop their NMS/P, the consultant must have an Agricultural Operation Strategy or Plan Development Certificate.

### Certification Requirements for Producers:

Farm owners, managers or employees must complete current versions (please call the Nutrient Management toll free information line listed below to determine if the courses you have to take are current) of the following courses:

- Fundamentals of Nutrient Management or Introduction to Nutrient Management, or equivalent\*
- Nutrient Management Regulation and Protocols Course.

You have two options for taking the Regulation and Protocols training:

#### Option 1 - Regulation and Protocols Course – Online version

The Nutrient Management Act, Regulation and Protocols course is also available online. The online course is

equivalent to the in-class course, but allows you to work through the information at your own pace. It gives you an overview of the Nutrient Management Act, including key definitions and requirements of the Act, Regulation and Protocols. You are also given tools to create your own Nutrient Management Strategy and/or Nutrient Management Plan.

Upon completion of the online Regulation and Protocols course, you will be required to take the online quiz and obtain a score of 70%. Participants are given three attempts at successful completion of the final quiz. If, after three attempts 70% is not obtained, the participant must contact the Nutrient Management Information Line to reactivate your access to retake the course.

The course has specific technology requirements. To participate in this course, we recommend you have a minimum 56K internet connection. Once you are connected, the course is viewable through a web browser, such as Microsoft Internet Explorer, Netscape Navigator or Firefox. You should also have access to a printer.

The cost of the online course is the same as the classroom course.

#### Option 2 - Regulation and Protocols Course – In-class version

This classroom course is delivered by the Ontario Ministry of Agriculture, Food and Rural Affairs and is offered on a seasonal basis. To register for courses, call the Nutrient Management Information Line.

We also strongly recommend participating in the "Introduction to NMAN" course or "How to Prepare

an NMS/P Using NMAN". All courses are available in English and French.

\*Until June 30, 2012, we will accept the following as an equivalency:

- Participation at a 3rd Edition Environmental Farm Plan course and completion of a peer reviewed Environmental Farm Plan. The producer must submit a letter from their local Peer Review Committee verifying their Third Edition EFP has been deemed appropriate, and,
- Pass a quiz. Quizzes can be written at OMAFRA Resource Centres. To arrange a quiz, contact the Nutrient Management Information Line at 1-866-242-4460.

### Applying for the Certificate

To apply for this certificate, you must complete all of the requirements before applying. Dates and locations of courses and quizzes will be required on the application form. A completed application form, including dates and locations of courses, supporting documents (such as an EFP letter and quiz mark) and an original signature must be submitted to:

Training, Education and Communications Unit  
Environmental Management Branch  
1 Stone Road West, Third Floor  
Guelph, ON  
N1G 4Y2

We grant certificates once we verify the applications. Applications for the Agricultural Operation Planning Certificate are available on the OMAFRA website or by calling the Nutrient Management toll free information line listed below. Individuals will receive a confirmation letter and certificate once the application is approved.

### Certificate Renewals

Certificates are valid for five years from the date of issue. Requirements for the renewal of certificates will be available on the OMAFRA web site by 2008.

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*The information contained in this document is derived from the **Nutrient Management Act, 2002 and O. Reg 267/03 as amended**. Every effort has been made to make it as accurate as possible, but it is not authoritative. Please refer to [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca) or the official volumes printed by Publications Ontario for the authoritative text of the act.*

**Nutrient Management Information Line:**  
**1-866-242-4460**  
**E-mail: [nman.omafra@ontario.ca](mailto:nman.omafra@ontario.ca)**

**[www.ontario.ca/omafra](http://www.ontario.ca/omafra)**