



Early Detection of Invasive Plant Species Monitoring Plan

Standard Operating Procedure #10: After the Field Season

Version 1.0 (6 June 2017)

Change History

New Version	Revision Date	Author	Changes Made	Justification
1.0	6/6/17	A. Ainsworth, J. Gross	Developed.	Significant changes to draft ED narrative document.

Only changes in this specific SOP will be logged here. Version numbers will be incremented by a whole number (e.g., Version 1.3 to Version 2.0) when a change is made that significantly affects requirements or procedures. Version numbers will be incremented by decimals (e.g., Version 1.6 to Version 1.7) when there are minor modifications that do not affect requirements or procedures for publication in the series.

Purpose

This SOP explains procedures field crew members will follow after the field season is completed within Pacific Island Network (PACN) parks as part of the Early Detection of Invasive Species Monitoring Plan (Ainsworth et al. 2017).

Procedures

The following list summarizes the procedures to follow after the field season.

- Clean, inspect, repair, and decontaminate (SOP#4 “Biological Sanitation”) all equipment prior to storing at the PACN Inventory and Monitoring Program (I&M) facilities. File all reference manuals and extra data forms in their appropriate locations. Clean vehicles on the inside and out. Remove camera memory cards and batteries. Store cameras in cases in a secure cool dry location.
- Update the equipment log to include maintenance information. The log will identify all gear, the date serviced, and the type of maintenance performed.
- Organize field data forms and check that they have been filled out completely. As a rule, all data forms need to be reviewed for completeness before the crew leaves the field. However,

because of the number of field days and crew members, some deficiencies in data recording may not be identified until all data forms have been organized and reviewed as a group.

- At the earliest practicable time, the field leader and crew members will enter data into the working database, validate it, and file the field season report. Conducting these tasks in a timely manner increases the odds of identifying and correcting discrepancies and inconsistencies in the data. The field leader is responsible for filing all field reports.
- Identify and obtain ancillary data. It is of critical importance that this data be incorporated into the early detection of invasive plant species monitoring efforts. First and foremost, knowledge of management efforts in a park for that year (e.g., non-native plant control) may be used to assess the effects of these efforts on invasive species detections. Secondly, data collected by other PACN Vital Signs (e.g., climate data from the Climate Vital Sign) may provide additional information about the status of invasives detected through this monitoring plan.