

Individual Worklog Report

Site Name:	Site 1 Name	Site 2 Name	Site 3 Name

Phase 1: Invasive Removal (this is for first time removal that has not been reported before)

First time removal <i>Estimated total area removed</i>		Square feet		Square feet		Square feet
# of Survival Rings:						

Phase 2: Planting (you do not need to include species list but keep for your own records if needed)

<i>Record # of plant type and stock type</i>	Site 1				Site 2				Site 3			
	Potted or B & B	Bare Root	Plug	Stake	Potted or B & B	Bare Root	Plug	Stake	Potted or B & B	Bare Root	Plug	Stake
Trees												
Shrubs												
Groundcovers/ Herb.												
Area Seeded				Square feet				Square feet				Square feet

Phase 2 and 3: Maintenance (this is for maintenance on areas that were already cleared and reported)

Phase 2 or 3 Weeding <i>Total area maintained</i>		Square feet		Square feet		Square feet
Laying burlap		Square feet		Square feet		Square feet
Mulch		Square feet		Square feet		Square feet
Phase 3 Water Plants	# of plants watered: multiplied by the # of times watered: ____ = ____		# of plants watered: multiplied by the # of times watered: ____ = ____		# of plants watered: multiplied by the # of times watered: ____ = ____	

Other Restoration Activities

Erosion control fabric		Square feet		Square feet		Square feet
Other Activity <i>Describe and quantify</i>						

Notes

Please add any other notes or comments that don't fit into the work log format including a brief summary of any hours spent towards GEP outside the park such as writing grants, outreach, event promotion, reporting, etc. Please note this is not a good place for any questions or concerns that require immediate attention.

Site Map (Optional)

If you are not certain of your **site name** OR the area you are working does not have a standardized site name it is helpful if you provide a map of where you worked. Consult with the GEP Project Manager if you need help figuring out the name of your site.

Essential elements to include with your map:

- North arrow
- Reference to site access
- Adjacent roads or major access trail if applicable
- Proximity to major reference points (restrooms, playground, beach, parking, etc.)

Insert copy of digital map / Draw Map Here:

Send/email/Fax along with corresponding sign in sheets to:

GEP Project Manager, Joanna Nelson de Flores

Forterra 901 Fifth Ave., Suite 2200, Seattle WA 98164

Phone: 425-238-0065 / 206-905-6913 Fax: 206-374-6835 jnelson@forterra.org

Routing: Forest Steward _____ Project Manager _____ Data Entry _____
(Initials) (Date) Forterra (Initials) (Date) Forterra (Initials) (Date)