



# Producers Experience

This section of the document explains the intended producer experience

## Renewing a workbook

The workbook login for producers <https://www.albertaefp.com/> from this page producers can select to either register to create an account or sign in if they have already created an account.

One of the advantages of the online system is the ability to update the EFP without starting from scratch, this helps to reduce the administrative burden and time requirement associated with updating the workbook.



**WORKSHOPS & EVENTS   ABOUT   RESOURCES   CONTACT**

Selecting Sign In (<https://webbook.albertaefp.com/login/>) will allow producers to log in with their email address (username) and the password they selected upon registration. This will take them to the following menu where the producer can click the yellow bar or choose 'My Workbooks' on the left side menu;

**Getting Started**

Use either option to access workbook list.

Click here to start or renew a Workbook.

All major browsers have been tested. Internet Explorer 7 and below are not supported.

Your Farm. Your Plan. Your Future

Producers will be presented with a listing of the workbooks they have associated with this email. From here the producer can either select renew or click on the link to open the workbook.

**My Workbooks**

Create New Workbook

To create a workbook, enter a name for the workbook and click Create Workbook.

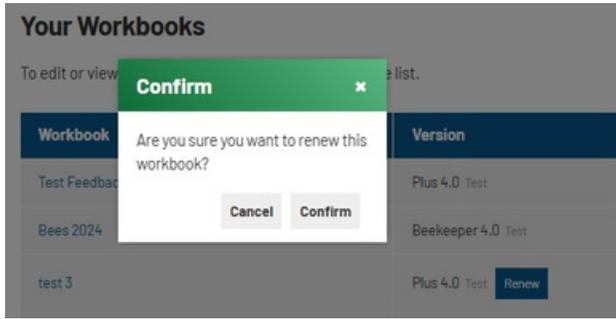
Producers can select to renew by pressing this button

Your Workbooks

To edit or view a workbook, select a workbook from the list.

Workbook	Version	Status	
test 4	Plus 4.0 Test	Denied	
#3A Test	Plus 4.0 Test <b>Renew</b>	Approved	
Letter test	Plus 4.0 Test <b>Renew</b>	Approved	

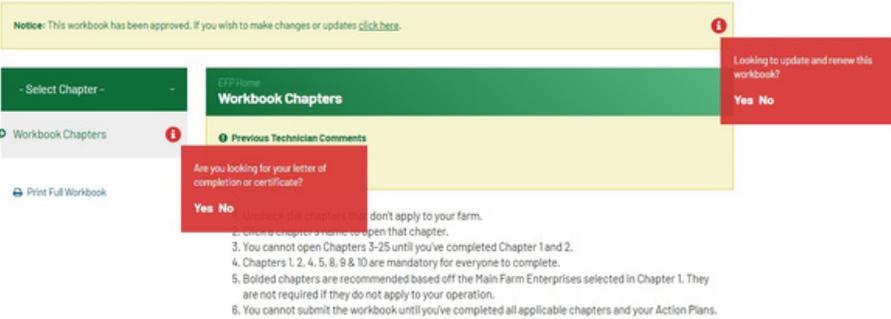
Producer who select the workbook link will be prompted again to ensure correct action



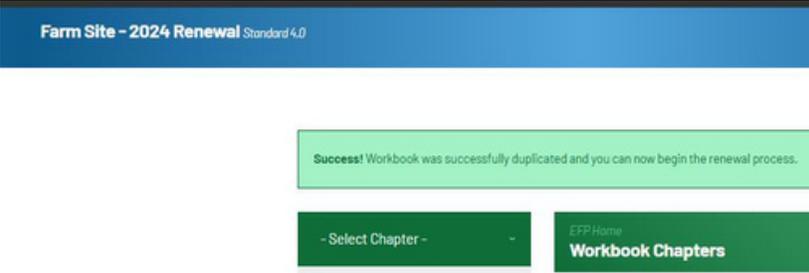
This text box will appear when producers select the renew function to ensure that this is what they wish to do.

If the producer selects renew, a new workbook is created with a default [name of the workbook they are updating]-2025 Renewal (example for user Sonja Shank workbook: EFP+ - 2025 Renewal) and it will now be displayed on the list of their current workbooks.

If producers open an approved workbook, there are currently a number of prompts to ensure that the producer is ready to make updates or changes. Currently all approved workbooks are locked to prevent producers from making changes to older versions/workbooks.



Producers can select renew from the red prompts and a new workbook will be created with the same naming principals as above. Once the workbook creation has been successful, the following will appear and open the new workbook for producers to start working on.



This page also displays all the workbook chapters and transfers the answers from the previous workbook to the new one. Producers who have significant changes to their operations, added enterprises, bought land, or dug a new well since the last EFP was completed will need to make sure those changes are reflected in their renewal.

The workbook chapter list will display all the chapters that were completed in the last workbook, if a version change occurred, producers will need to complete any new chapters/questions.

Version 3.1

Version 4.0

Applicable	Chapter	Workbook	Action Plan	
<input type="checkbox"/>	Chapter 1: Soil and Site Characteristics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 2: Water Sources	<input type="checkbox"/>	<input type="checkbox"/>	

**Farmstead Sites**

<input type="checkbox"/>	Chapter 3: Pesticide Storage and Handling	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 4: Fertilizer Storage and Handling	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 5: Storage of Petroleum Products	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 6: Disposal of Farm Wastes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 7: Management of Household Wastewater	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 8: Manure Storage	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 9: Livestock Yards	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 10: Silage Storage	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 11: Large Predator Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 12: Energy Efficiency	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 13: Environmental Emergency Planning	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

**Field Sites**

<input type="checkbox"/>	Chapter 14: Soil Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 15: Nutrient Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 16: Manure Use and Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 17: Horticultural Production	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 18: Crop Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 19: Pasture Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 20: Livestock Wintering Sites	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 21: Irrigation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 22: Pest Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 23: Water Bodies	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 24: Trees, Shelterbelts, Woodlots and Bush	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Applicable	Chapter	Workbook	Action Plan	
<input type="checkbox"/>	Chapter 1: Soil and Site Characteristics	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 2: Water Sources	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 3: Water Bodies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 4: Environmental Emergency Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 5: Habitat Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 6: Trees, Shelterbelts, Woodlots and Bush	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 7: Beekeeping	<input type="checkbox"/>	<input type="checkbox"/>	

**Farmyard Sites**

<input type="checkbox"/>	Chapter 8: Disposal of Farm Wastes	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 9: Energy Efficiency	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 10: Management of Household Wastewater	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 11: Pesticide & Herbicide Storage and Handling	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 12: Fertilizer Storage and Handling	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 13: Petroleum Storage and Handling	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 16: Manure Storage and Livestock Yards	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 18: Silage Storage	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 19: Large Predator Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	

**Field Sites**

<input checked="" type="checkbox"/>	Chapter 17: Soil Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 18: Nutrient Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 16: Manure Use and Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Chapter 20: Pest Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 21: Greenhouse and Specialty Horticulture	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	Chapter 22: Crop Management	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 23: Pasture Management	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 24: Livestock Field Wintering Sites	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	Chapter 25: Irrigation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Producers are encouraged to review all parts of their workbook and action plans. If questions have been significantly changed or added (due to version change) the producer is required to go through the question and ratings sections to answer the new questions.

Producers should review the workbook chapter list to reassess the chapters that are relevant to their operation.

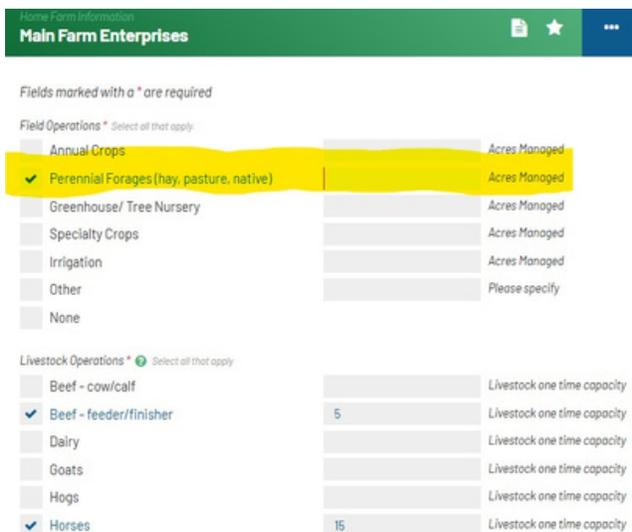
Producers looking at their table of contents (workbook Chapter list) will see that many of the chapters will now have the three dots (indicating work to be done) instead of the checkmark indicating complete. This may be indicative of a new question within that chapter or a question where the risk ratings have changed since their last approval.

# Chapter 1

Getting started video: [https://www.youtube.com/watch?v=356HJ8\\_2\\_60&t=29s](https://www.youtube.com/watch?v=356HJ8_2_60&t=29s) If it has been a significant time since producers completed their last EFP, the above video may be helpful. The main concern in Chapter 1 will be if producers have added enterprises, farmyards or field groups to their operation. Producers can work through the main farm enterprises and will be required in this version to add acres and animal numbers to that first page.



Producers can make adjustments in the Main Farm Enterprises to capture changes since the last workbook was completed.



In the farmyard and field group sections producers can add or delete parcels as necessary. For farmyards and field groups that were already carried forward, there is generally still the requirement to go in and check the Acknowledgement box located at the bottom of each page. \*\*

Area for improvement

**Natural Risk Ratings**

The following natural risk ratings (2-Low, 3-Moderate, 4-High) have been calculated for your Field Group based on the information you entered, and may potentially affect your final risk ratings. For more information on these calculations, click the tooltip icon(?)

**Potential for Water Erosion** ⓘ 4 - High

**Potential for Wind Erosion** ⓘ 4 - High

**Potential for Surface Water Contamination Rating** ⓘ 4 - High

**Potential for Ground Water Contamination Rating** ⓘ 2 - Low

**Acknowledgement \***  
 I acknowledge the natural risk ratings above may have an impact on future ratings in this workbook

## Chapter 2

Similarly to Chapter 1, producers have the opportunity in Chapter 2 to add or remove inventory from their farm plans. For all water sources that were previously accounted for, this version update will require them to look at each water source and select what type of water source each inventory item is.

**Water Source Inventory** ⓘ ⭐ ⋮

Fields marked with a \* are required

**Water Source Details**

Water Source Name/Description \* Cistern

Type of Water Source \* - Select -

Water Source is located on \*

Farmyard: Shank Farmstead

Field Group: Shank Field Group 1

**Natural Risk Ratings**

The following natural risk ratings (2-Low, 3-Moderate, 4-High) have been calculated for your Water Source based on the information you entered in Chapter 1 for the selected Farmyard and/or Field Group site(s), and may potentially affect your final risk ratings. If multiple locations have been selected, the highest risk rating value of these locations will be used.

**Potential for Surface Water Contamination Rating** ⓘ 4 - High

**Potential for Ground Water Contamination Rating** ⓘ 2 - Low

**Acknowledgement \***  
 I acknowledge the natural risk ratings above may have an impact on future ratings in this workbook

Producers are currently required to go in and click the Acknowledge box for each water source that is currently recorded in the workbook. There is also the opportunity for producers to update their water source inventory by adding new water sources and possibly deleting ones that are either decommissioned or were removed due to selling of land. The addition of new water sources will require producers to review the chapter to ensure questions are answered for this new water source.

Once inventories have been successfully updated, producers will be able to start answering the questions for chapter 2. There may be new or updated questions in this section requiring producers to review and select appropriate risk ratings for these questions. Producers should take the time to review the chapter questions and make changes as necessary based on updates to the

operation. With the updates of the water source type, producers may have to review sections of the chapter and ensure that N/A (which the system does for them) is saved.

Item	Status
All water sources	✓
All water wells	✓
Dugouts	✓
Cisterns	✓
Water sources developed from creeks, reservoirs, rivers or lakes	✓
Springs and groundwater fed dugouts	...

Denotes that producer attention is required here.

Reviewing the questions and changing the risk ratings will also update the action plan. Changes to risk ratings are captured here and producers are encouraged to update short term actions for the continued mitigation of on farm risks. This is an example of a change from risk rating 3 to risk rating 2 and no additional action plan is required.

### 31. Protection of dugout from livestock

[Go to Question](#)

#### ✔ Mitigated Risks

Congratulations! The following changes have been implemented in your operation.

Resource	Rating	Area of Concern
Water Source: Dugout (Dugout)	<div style="text-align: center;"> <span style="background-color: #e67e22; color: white; padding: 2px 5px;">3</span>            ↓  <span style="background-color: #f1c40f; color: white; padding: 2px 5px;">2</span> </div>	<b>Previous:</b> Water supply is limited to one location. <b>Updated:</b> Dugout fenced off. Water is supplied to livestock from an offsite water system.

No further action required

In this case a producer has updated his risk rating between the previous plan and the new plan, however it still needs to be addressed.

### Actionable Risks

Please complete an action plan for the following risks found in your operation.

Resource	Rating	Area of Concern
Water Source: Dugout (Dugout)	4 ↓ 3	Previous: No dugout aeration. Updated: Aeration provided near surface of dugout.

[View Previous Action Plan Responses](#)

Short Term Action \* (within 2 years)

Short Term Action Timeline \*

within 8 months	within 2 years	already being done
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Can click to see action item from previous workbook but opens in new window

If a producer encounters an action plan item that he has not been able to address, there is a requirement for a new action plan to be included. This may also occur if the producer has added a new inventory item and creates a new action plan requirement.

### 33. Ability to control water flow into dugout

Go to Question

1 All water flow can be diverted around the dugout and control gates in place.	2 All water flow can be diverted but is not managed.	3 No ability to control water flow into the dugout. All water flows through the dugout.
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### Actionable Risks

Please complete an action plan for the following risks found in your operation.

Resource	Rating	Area of Concern
Water Source: Dugout (Dugout)	4	No ability to control water flow into the dugout. All water flows through the dugout.

[View Previous Action Plan Responses](#)

Short Term Action \* (within 2 years)

Short Term Action Timeline \*

within 8 months	within 2 years	already being done
-----------------	----------------	--------------------

Producer hasn't made a change or this is new inventory.

Can click to see action item from previous workbook but opens in new window

## Chapter 3

This chapter may also be new for the new workbook, producers may have purchased or be renting property with a waterbody on it and will be required to update the inventory. This chapter is similar to chapter 2 where current inventories require producers to click through the Acknowledgement box for the risk ratings.

Once this inventory section has been completed or updated, producers will continue through the same process of reviewing and updating risk ratings and action plan items as necessary.

## Chapter 5 – HBAT

The Habitat Management Chapter includes the use of the Habitat & Biodiversity Assessment Tool. Currently, producers need to complete the HBAT to access the Questions & Ratings section. We will be consulting with our Operations Committee to decide on whether to producers should have to do the tool again from scratch upon renewal or only update the action plan. We will keep you posted on final decisions. TBD

## Other Workbook Chapters

Based on producer decisions and chapter updates, there will likely be questions requiring new risk rating answers especially if new inventories have been added in any of the first three chapters. As an example a new farmyard or field site will generate new inventory questions where applicable.

The following example demonstrates what happens when a new inventory was added to the water source. All sections need to be reviewed and new risk ratings added for each question which may result in additional action plan items as well. As this water source was added to the Farmyard – all questions in the Farmyard section of the workbook where water sources are involved will require new risk ratings to be assigned as well.

The screenshot shows a web-based interface for the Habitat & Biodiversity Assessment Tool (HBAT). On the left is a navigation menu with options like 'Overview', 'All water sources', 'All water wells', 'Dugouts', 'Cisterns', and 'Water sources developed from creeks, reservoirs, rivers or lakes'. Below this is a 'Resources List' and 'Action Plan' section. The main content area is titled '1. Knowledge of water use and supply system' and features a risk rating grid. The grid has four columns representing risk levels: 1 (Green), 2 (Yellow), 3 (Orange), and 4 (Red), plus a 'N/A' column. The rows are labeled 'Cistern', 'Dugout', and 'Well (New)'. The 'Well (New)' row shows a risk rating of 1 (Green) for the first question, with a blue arrow pointing to it from a text box on the right. A 'Check All N/A' button is visible at the top right of the grid area.

New risk ratings required throughout this section.

New well added into water source inventory- triggers new risk rating requirement for all questions about wells in Chapter 1 and all water source distance questions in the following Farmyard chapters.