



Site Steward Observation & Time Report

Minnesota Scientific & Natural Areas

Save file with a new name *FIRST*, then fill in information and save. Submit report to sna.dnr@state.mn.us or print and mail to your SNA representative. Please send reports after each visit. Preferably visits should be each month, or at a minimum quarterly.

Site Name:	Steward Name:
Date of Site Visit:	Length of Site Visit:

Inspection of site facilities:

- Entrance Sign Parking Lot Boundary Signs Rules Signs Interpretive Signs Other Signs
 Fencing Exclosures Trails Other _____

Comments: (Damages, repairs required, etc.)

Assessment of work needed or completed:

Comments: (Please be specific, attach map showing locations.)

Observations of rare species and documentation of invasive species:

- Rare Species _____
 Invasive Species _____

Comments: (Attach map showing locations.)

Notation of Problems or Illegal Activities: (Any illegal activities should be immediately reported to a SNA Representative.)

- Garbage Campfires/Camping Illegal Vehicle Use Deer Stands/Other Structures Vegetation Damage/Removal
 Other Human Disturbances Natural Disturbances Other _____

Comments: (Attach photographs if warranted to document issues)

Other comments and observations: (Did you see anything interesting?)

