

# PROCEDURE FOR SUBMITTING A PHOSPHORUS REPORT FOR OPERATORS WHO OWN SPREADING LOCATIONS IN MULTIPLE RCMS

- This procedure applies **exclusively** to owned **spreading sites**.
- This procedure **does not apply** to **livestock operations** or rented **spreading locations**. This procedure allows multiple owned spreading locations to be included in a single phosphorus report.
- Upon submission of the phosphorus report, it will automatically be associated with the main spreading location listed in Section 1.4 and the secondary spreading locations listed in Section 3.1.1.2.

## Steps to follow

1. When preparing the phosphorus report, enter the **main spreading location** owned by the **operator** in Section 1.4. Example :

### 1.4 Description du lieu d'épandage (lieu principal visé par ce bilan) (voir la définition dans le *Guide du bilan de phosphore*)

Numéro de lieu :	Code de la MRC :
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2. In Section 3.1.1.2, enter the **secondary spreading locations** owned by the **operator** in other RCMS, specifying the phosphorus load that can be spread at each of these secondary locations. Example :

### Autres lieux d'épandage de l'exploitant dans une autre MRC

Numéro du lieu :	MRC :	kg P <sub>2</sub> O <sub>5</sub> total
Cadastre rénové du Québec :		

3. When submitting via the Electronic service delivery (ESD) platform, the following question will be asked :

**“Does the phosphorus report for this spreading location include the phosphorus load applied to other spreading locations owned by the same operator?”**

**You must answer “YES” to this question.**

A prompt will appear, and you will be required to **check** the numbers of the other locations you have listed in Section 3.1.1.2 of the form.

The screenshot shows the 'enviroWEB > BILAN DE PHOSPHORE' interface. It includes the Québec logo and navigation links like 'Accueil', 'Portail Québec', 'Pour nous joindre', 'Aide', 'Accessibilité', and 'Fermer la session'. The main form is titled 'Transmettre un bilan de phosphore' and contains the following fields:

- Bilan de phosphore**: Année du bilan : 2024
- Mode de transmission**:  Par fichier XML
- Exploitant agricole**: No intervenant : Y2204410 Nom : Lieu d'épandage 1 et 2 (with 'Consulter cet intervenant' button)
- Lieu**: Lieu : X2204880 - Lieu d'épandage 1, Lac St-Jean est (épandage) (with 'Consulter ce lieu' button)
- Question: \* Le bilan de phosphore de ce lieu d'épandage contient-il la charge de phosphore disposée en propriété sur d'autres lieux d'épandage du même exploitant?  Oui  Non
- Response: Si oui, lesquels?  X2138504 - Lieu d'épandage 2, Maria-Chapdelaine (with 'Consulter ce lieu' button)

4. 4. Fill in the phosphorus report as if it were a balance sheet for a single spreading location.