



Dry Manure/Litter Records

<https://www.aces.edu/blog/topics/farming/nutrient-management-forms/>



ACES AFO/CAFO QCP Annual Inspection/Evaluation Form

Submitted To ADEM By The Facility Operator/Owner Or Their Authorized Representative

REGISTRANT/OPERATOR NAME		FACILITY NAME		COUNTY	PRIMARY WASTE TYPE	
ADDRESS			CITY	PHONE NUMBER	STATE	ZIP CODE
REGISTRATION #	REGISTRATION EXPIRATION DATE		TOWNSHIP, RANGE, SECTION		GPS LATITUDE & LONGITUDE	
PRIMARY ANIMAL TYPE	CURRENT # OF ANIMALS	INSPECTION DATE	INSPECTION TIME	EVALUATION COMPLETE DATE		

<i>If more than one QCP participates in the evaluation, the responding QCP should initial the response.</i>		Yes	No	NI	N/A
1.	Comprehensive WMSP for facility operations and land application activities including required component plans prepared, PE/QCP certified, and kept current?				
2.	Any significant changes to the operation since the last QCP inspection or NOR submittal?				
3.	Construction of any new or updated structures occurred since the last inspection?				
4.	Number of animals currently confined consistent with the WMSP?				
5.	All owner/operator controlled land application sites addressed in the WMSP?				
6.	Records maintained to document proper facility operation and good housekeeping BMPs?				
7.	Weekly inspections been performed and documented by the operator?				
8.	Animal waste given/sold to CAWVs or others? If yes, indicate the % in the Yes column.				
9.	Temporary waste storage at the facility or in the field meets applicable requirements?				
10.	Detailed records maintained to document the transfer of animal waste to others				
11.	Detailed records maintained to document proper land application?				
12.	Detailed predicted and actual precipitation records for land application activities?				
13.	Soil samples taken within the last 3-years for all land application sites?				
14.	Effective erosion and sediment control BMPs implemented and maintained where needed?				
15.	Any evidence of point source or nonpoint source discharges to groundwater or surface waters from the facility or land application sites?				
16.	Applicable structures and land application buffers/setbacks implemented and followed?				
17.	Records maintained documenting animal mortality management to ADAI requirements?				
18.	Proper operation/management of drystack, composter, freezer, incinerator, etc.				
19.	Effective bio-security measures implemented to prevent disease and disease transmission?				
20.	Nuisance/vector prevention/minimization BMPs implemented to the extent practicable?				
21.	Odor prevention/minimization BMPs implemented to the extent practicable?				
22.	SPCC BMPs implemented with no evidence of any fuel/chemical spills or contaminated soils?				
23.	All contaminated stormwater contained or managed to prevent discharges of pollutants?				
24.	All liquid/dry structures/conveyances/equipment constructed and operated to NRCS TSGs?				
25.	Any evidence of irregularities/deficiencies with any dry or liquid waste structure(s)?				
26.	Any other deficiencies, irregularities, or potential concerns identified by this evaluation and/or available information not otherwise addressed by this form?				
27.	Comments page attached?				

The undersigned QCP has completed this evaluation and to the best of my knowledge, all information herein and attached is true and correct.

Printed Name of QCP	Signature of QCP	Designation & Certification # of QCP	Date
Printed Name of QCP	Signature of QCP	Designation & Certification # of QCP	Date

The undersigned operator/owner has reviewed this form and to the best of my knowledge, all information herein and attached is true and correct.

Printed Name of Owner/Operator	Signature of Owner/Operator	Date
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ACES AFO/CAFO QCP Annual Inspection/Evaluation Form

Comments Page

REGISTRANT/OPERATOR NAME	FACILITY NAME	REGISTRATION #	DATE
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Attach additional information as necessary. Detach and discard this page prior to submittal of form if not needed. Provide explanations, observations, comments, and proposed schedule of actions to correct any identified deficiencies or areas needing improvement (NI). The operator/owner should submit this report when completed and follow up with ADEM within 20 days regarding items that have been addressed and the status of any items needing further attention.

LIST NAMES OF OTHER PARTICIPANTS:

ACES AFO/CAFO QCP Annual Inspection/Evaluation Form

Completion Considerations

Detach and discard form Completion Considerations page(s) prior to submittal of form.

While submission of a detailed report prepared by a QCP based upon a comprehensive evaluation of the facility, operations, records, land application, etc. is required by ADEM Admin. Code Ch. 335-6-7, use of this ACES form is voluntary. Submission of this completed form will address ADEM's regulatory requirements for submission of an annual inspection by a QCP. However, the operator/owner is free to submit a comprehensive, detailed report prepared by a QCP using a different format with equivalent content which addresses applicable ADEM regulatory requirements.

ACRONYMS

ACES-Alabama Cooperative Extension System **ADAI**-Alabama Department of Agriculture & Industries **ADEM**-Alabama Department of Environmental Management **AFO**-Animal Feeding Operation **BMP**-Best Management Practices **CAFO**-Concentrated Animal Feeding Operation **CAWV-ADAI** Certified Animal Waste Vendor **NI**-Needs Improvement **NOR**-Notice of Registration **NRCS**-Natural Resources Conservation Service **PE**-Professional engineer registered in the State of Alabama **QCP**-Qualified credentialed professional consistent with ADEM Admin. Code Ch. 335-6-7 **TSGs**- Technical standards & guidelines **WMSP**-Waste Management System Plan

ITEMS THAT ADEM STAFF EVALUATES/CONSIDERS DURING INSPECTIONS & ENFORCEMENT

WMSP COMPONENTS

Potentially applicable WMSP component plans: • Record keeping • TSH- Manure/wastewater treatment, storage, & handling • EDRP- Emergency and natural disaster plan • Animal mortality management • Bio-security and disease transmission prevention • NMP-Nutrient management for all fields, including NRCS P-Index as applicable • Composter, freezer, incinerator operation • SPCC-Spill prevention control & countermeasures for stored fuels and chemicals • Feed management • Potable water management • Irrigation system • CBMPP-construction best management practices for land disturbance activities • Equipment maintenance? • Other applicable component plans? • NMP include phosphorous?

RECORD KEEPING

- Have detailed records been maintained to document that facility operation and any land application is consistent with WMSP, and meets/exceeds NRCS TSGs and ADEM requirements? • Is waste land applied on land owned or leased by the owner or operator?
- Is animal waste given/sold/contracted to CAWVs or others? If CAWV, check ACES website to ensure certification was valid when waste was transferred. • Have detailed records been maintained to document the transfer of animal waste to CAWVs and others for all waste not accounted for in the operator's land application records? • Have detailed land application records been maintained, including NWS weather Forecast or Farmers Map, documenting compliance with requirements for rates, timing, location, buffers, etc.? • Have representative soil samples been taken within the last 3-years for all land application fields/sites and the NMP updated as needed to reflect the results?
- Records maintained to document proper construction/management of animal mortality equipment/structures/wastes?

FACILITY OPERATION & MANAGEMENT

- Detailed, complete records? • Operator fully implemented/maintained effective BMPs that meet/exceed NRCS TSGs & ADEM requirements? • Vegetation established/managed on all slopes and erodeable areas at the facility and land application fields? • Are applicable production building, waste storage/treatment structure, well, surface water, occupied dwelling, and other buffers implemented or waivers from affected landowners documented? • BMPs to minimize odor generation to the extent practicable been implemented for all waste storage/treatment/transport, production buildings, and other aspects of the facility? • Any evidence of spillage/leachate from drystack/composter? • Carcasses fully covered? • Incinerator operation? • Have BMPs to minimize fly production, rodents, and other nuisances or potential disease vectors to the extent practicable been implemented/maintained for all waste storage/treatment/transport, buildings, and other aspects of the facility? • All contaminated stormwater diverted to a treatment/storage structure or managed to prevent discharges of pollutants? • On-site wells being maintained to prevent contamination from facility operations and contaminated stormwater runoff?

NUTRIENT MANAGEMENT & LAND APPLICATION

- Detailed, complete records? • QCP should briefly evaluate selected fields representative of land application practices. It is not necessary to inspect all fields where wastes/wastewater has been applied. • Vegetation or cover crop consistent with WMSP and amount of waste/wastewater being applied? • Temporary waste storage located to prevent runoff? • All piles covered? • Are the crops/grasses grown on all land application sites consistent with WMSP and NRCS TSGs? • Are buffers and filter strips implemented/maintained at all land application sites? • All wastes/wastewater permanently/temporarily stored, transported, and managed according to NRCS TSGs? • Tons per acre applied noted? • Spreader calibration records? • Any evidence of spreading of incompletely composted mortality?

LIQUID WASTE MANAGEMENT

- Detailed, complete records? • Have all liquid waste storage/treatment/conveyance structures been evaluated within the last 5-years by an Alabama registered PE? PE certification is required to be submitted by the Operator of all defined/designated liquid waste CAFO operations. • Liquid level markers/gauges located in structures? • Liquid level records maintained? • Storm retention volume maintained to prevent discharges? • Any visible irregularities or deficiencies with any storage, treatment, conveyance structures (design freeboard, burrowing, trees, overgrown vegetation, eroded areas, wet spots, "green" vegetation spots, embankment settling/slumping/erosion, etc.)? • Any evidence of leakage of confinement structures/buildings or storage/treatment structures? • Any evidence of groundwater or surface water discharge, or other potential/noted problems, irregularities, or deficiencies, considering structure siting, operation, and/or maintenance? • Woody or unmanaged vegetation on embankment prevents full access to entire structure? • Liquid structure fenced with warning signs?



Poultry Litter/Animal Manure Responsibility/Liability Transfer Form

I, _____, have received approximately _____ tons of poultry litter/animal manure from _____ who is (CHECK ONE):

- the original poultry litter/ animal manure producer; OR
- a third party who obtained the poultry litter/ animal manure from the producer; OR
- An Alabama Certified Animal Waste Vendor (CAWV).

The poultry litter/ animal manure came from _____ farm located near _____ in _____ County, Alabama.

I am accepting this poultry litter/ animal manure with the understanding that I am responsible for making sure that the litter/ animal manure is used in accordance with all regulations pertinent to ADEM Animal Feeding Operation/ Concentrated Animal Feeding Operation Rules. *If I have a current Alabama CAWV #, I am also accepting liability for this poultry litter/animal manure byproduct under these same ADEM Rules (see Rule 33567 excerpt page 2, R9).*

These rules state, among other things, that:

1. the litter/ animal manure by-product must remain covered and positioned to ensure no contact with stormwater until it is spread,
2. a soil sample of the planned application field for the intended crop, following Auburn University Soil Testing Lab recommended procedures, will be taken no earlier than 3 years prior to planned litter application, and submitted to AU Soils Testing Lab (or an AU-approved soils testing lab),
3. a Phosphorus Index for Alabama (NRCS Agronomy Tech Note AL-72 Sept 2014) will be calculated for each planned application field prior to land application,
4. AU Soils Testing Lab (or AU-approved soils testing lab) recommendations based on the soil sample test in _____.
5. Other NRCS 590-required land procedures will be used, along with the application field Phosphorus Index (PI), to determine litter application rates and timing that will be in accordance with NRCS Conservation Practice Standard "Nutrient Management Code 590", other NRCS590-required land application procedures, including buffer/ set-back distances from surface water, water wells, public roads, property lines etc., appropriate vegetation type and height at application, and at-least-annual spreader truck calibration, will be followed.

I also understand that:

1. field conditions and land application activities must be recorded to show compliance with ADEM rules.
2. litter/ animal manure by-products can only be spread when weather conditions are appropriate and this must be validated by the spreader truck operator having a printout of the current National Weather Service forecast showing the chance of rain for the planned application field being less than 50% for the next three days after the day the litter/animal manure by-product is applied.

Signature of individual receiving litter

Date

Address of individual receiving litter: _____

City, State, Zip: _____

Daytime phone number of individual receiving litter: _____

CAWV number (if applicable): _____

CAWV expiration date: _____

A Alabama Department of Environmental Management Field Operations Division Water Quality Program Chapter 33567

National Pollutant Discharge Elimination System (NPDES)

33567.02 Definitions

(0) “Certified Animal Waste Vendor” (CAWV) means any person certified by the Department, or certified by another agency in cooperation with the Department, to accept liability and responsibility for AFO waste, obtain required continuing education, keep required records, and effectively manage, handle, transport, store, and properly land apply AFO waste in a manner that meets or exceeds NRCS technical standards and guidelines, manage animal mortality in a manner that meets or exceeds ADAI requirements, prevents discharges, and ensures protection of groundwater and surface water quality in accordance with the requirements of this Chapter, and the requirements of the AWPCA, CWA, and regulations promulgated pursuant thereto. The CAWV is responsible, in cooperation with the AFO owner/operator generating the waste/ wastewater or land owner(s) receiving the waste/wastewater, for ensuring the suitability of each site prior to applying waste/ wastewater, including but not limited to, proper timing of waste/wastewater application, proper calibration of equipment, ensuring that required waste/wastewater characterization and soil testing have been properly performed, ensuring that required inspections are properly performed, ensuring that required sampling of any discharges are properly performed, and ensuring that the land owner(s) or others receiving the waste/ wastewater are informed of the requirements of this Chapter.

33567.26 Land Application And Manure Management Requirements

(d) Unless responsibility for wastes are properly assumed by a CAWV, the owner/operator shall ensure that the land owner of any offsite land application site not owned or controlled by the registrant, abides by the applicable requirements of this Chapter.

Unless responsibility for wastes is properly assumed by a CAWV in writing, or the owner / operator properly sells or gives away in good faith the waste to another person, AFO owners/ operators shall keep complete records of all surface and subsurface application of waste and wastewater. A detailed log shall be kept of all surface and subsurface applied waste/ wastewater, which will include the date, weight and/or volume, and destination and acreage over which the load was spread. All records and logs shall be kept at the facility and provided to the Department upon request. These records shall be kept in sufficient detail to determine application rates. If the waste is sold or given away in good faith, the owner/operator shall retain detailed, complete records of the transaction and provide the receiver of the waste information explaining the requirements of this Chapter. Unless responsibility for wastes is properly assumed by a CAWV in writing, to the extent allowed by law, the owner/operator shall remain responsible for the proper disposition of the waste.

Farmers can utilize the local forecast of their choice if it provides sufficiently detailed information on (1) the predicted percent chance of rain and (2) the predicted amount of rainfall to prevent discharges of pollutants after land application and to ensure compliance with ADEM Admin Code R. 335-6-7-.26(k). Significant predicted precipitation is considered to be greater than a 50 percent chance of precipitation of 0.5 inches or more in any 24-hour period over the next 72 hours.



AFO/CAFO Litter/Manure System Maintenance Log

For recording weekly visual inspections of litter/animal manure/wastewater control facilities (cleaning separators, catch basins, etc.).

**ANR-2652
ACES Form R-10**

Calendar Year: _____

Farm Operation Name _____ Farm Operator _____ CAFO # _____

Complete date of inspection and initials of inspector. Check "OK" box if no problems found. Describe any problems found and how they might be corrected in "NOTES" column. Complete "DATE CORRECTED" column when problem is corrected.

Week	Date	Initials	OK	Notes	Date Corrected
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
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20					
21					
22					
23					
24					
25					
26					



AFO/CAFO Litter/Manure System Maintenance Log cont.

For recording weekly visual inspections of litter/animal manure/wastewater control facilities (cleaning separators, catch basins, etc.).

**ANR-2652
ACES Form R-10**

Calendar Year: _____

Farm Operation Name _____ Farm Operator _____ CAFO # _____

Complete date of inspection and initials of inspector. Check "OK" box if no problems found. Describe any problems found and how they might be corrected in "NOTES" column. Complete "DATE CORRECTED" column when problem is corrected.

Week	Date	Initials	OK	Notes	Date Corrected
27					
28					
29					
30					
31					
32					
33					
34					
35					
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37					
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39					
40					
41					
42					
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45					
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47					
48					
49					
50					
51					
52					



AFO/CAFO Animal/Bird Mortality Disposal Log

For recording daily disposal of dead birds/animals
(For composting use NRCS AL-ENG-25J, Compost Records).

ANR-2653
ACES Form R-11

Calendar Year: _____

Farm Operation Name _____ Farm Operator _____ CAFO # _____

Incinerator/Freezer Brand _____ Model # _____ Name of Renderer (if used) _____

Day #	Date	# of Animals Disposed of	Avg. Weight	Estimated Total Weight	Disposal Method ¹	Operator Signature and Comments
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
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24						
25						

¹ I - Incinerator, R - Rendering, O – Other (Emergency Burial, etc.)



ACES AFO/CAFO Continuing Education Credit for Individual Site or On-Farm Visits

The goal of the AFO/CAFO continuing education (CE) program is to provide owners, operators, and employees involved in managing or working at an AFO/CAFO access to the most current information they need to meet waste management requirements and protect water quality. Individualized training received during on-farm visits by ADAI, ACES or NRCS personnel may qualify for credit with good records of date, time, content and length of direct contact training provided and name and position title of agency visitor. Items marked with an asterisk (*) must be completed to qualify for CE as identified in the Alabama AFO/CAFO rule. ***This form needs to be maintained on-farm as part of the AFO/CAFO records unless requested by ADEM for CE verification!***

Farm name _____ *

Person receiving On-Farm Continuing Education _____ *

Person providing On-Farm Continuing Education _____ *

Resource Agency (ACES, ADAI, ADEM, NRCS) _____ *

Subjects that may be covered in these on-farm visit situations will vary according to the individual AFO/CAFO visited and particular education needs of each AFO/CAFO operation. Typical subjects covered are listed below:

Check Continuing Education Topics Covered Below	Continuing Education Visit Content I/we discussed the following details relating to the AFO/CAFO Continuing Education topic checked in the column to the left (NOTE "OTHER" topic for any pertinent topic not listed):
ACES and NRCS recommendations	
NRCS technical standards and guidelines	
General Best Management Practices	
Construction Stormwater CBMPP and BMPs	
Waste Management System Plan (WMSP) preparation, construction and implementation	
Compliance with state environmental regulations	
AFO/CAFO registration process	
ADEM compliance/enforcement actions	
Certified Animal Waste Vendor (CAWV) program	
Applicable buffers/setbacks	
Facility self-inspection, annual QCP evaluation, and 5-year PE evaluation requirements, and corrective actions	
Odor management and minimization	
Water well siting, construction, and maintenance standards	
Liquid-waste confinement building and structure site preparation and construction standards	
Spill prevention control and countermeasures	
Surface water and groundwater evaluation and sampling	
Comprehensive waste and wastewater system management	
Nutrient budgeting, land application, soil testing	
Animal mortality management, structures, siting, and operation.	
New and innovative alternative technologies	
Necessary record keeping requirements	
Response to emergency situations (power or system failure, unpermitted discharge, etc.)	
Pollution prevention, good house-keeping practices, litter storage	
OTHER	
_____ *	_____ Hours* _____ / ____ / ____ *
Resource Agency Employee Signature	Cont. Ed. Direct Contact Time Date of Visit