

# ***Record Keeping For CNMP's and NMP's***

## **Record Keeping Forms**

(Fill out and Keep on file with annual records to document management activities)

- 1      Reviews by third parties, (consultants or regulatory agencies.)
- 2      Manure Containment Liquid Level and Berm Inspection Report
- 3      Internal Inspections; Manure and Wastewater Storage and Handling
- 4      Fertilizer and Manure Application Record, Daily Log
- 5      Transfers of Manure off-site to third Parties.
- 6      Crops Record Keeping
- 7      Calibration of Spreading Equipment
- 8      Monthly Animal and Mortality Count

## 1. **REVIEWS by NRCS, Third Parties (e.g. Consultants) or regulatory Agencies.**

[illegible]

## **2. Manure Containment Liquid Level and Berm Inspection Report** **For Lagoons and Earthen Storage Basins**

**Dates: FROM:** \_\_\_\_\_ **THRU:** \_\_\_\_\_, **YEAR:** \_\_\_\_\_

- *Perform Bi-Weekly for IL LMFA regulations or Weekly for NPDES Permits*
- *Record measurements in feet or inches.*
- *Checkmark (✓) if needs attention and write comments below,*
- *Write (OK) if condition is in compliance.*

[illegible]

### **3. Storm Water Drainage Plan Inspection Report**

**Dates: FROM: \_\_\_\_\_ THRU: \_\_\_\_\_, YEAR: \_\_\_\_\_**

- Perform Weekly for NPDES Permits.
- Checkmark (✓) if needs attention and write comments below;

Record measurements in feet or inches.

Write OK if condition is in compliance.

[illegible]

**Applicator Name:** \_\_\_\_\_

[illegible]

## 5. Transfers of Manure off-site to third Parties.

[illegible]

## 6. Crops Record Keeping. (Year \_\_\_\_\_)

[illegible]

## 7. Weekly Checklist

### Below Grade Concrete Storages and Treatment Storages

Form 11-B

(Separate page for each facility)

Month/Year: \_\_\_\_\_ Storage Name: \_\_\_\_\_ P = Pass F = Fail

<b>Date &amp; Time of Inspection</b>	<b>Deficiency noted*</b>					
<b>Inspected by (Name)</b>						
<b>Freeboard (ft)—height to overflow</b>						
<b>Staff or Level gauge visible</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
<b>Any evidence of manure leaking</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
<b>Footing drains—evidence of manure</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
<b>Ponding next to pit</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
<b>Gutters &amp; downspouts drain away from storages</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
<b>Pumpouts broken near grade</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
<b>Other water entry routes to storages</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
<b>Cracks in concrete</b>	<input type="checkbox"/>	P F	P F	P F	P F	P F
	<b>Hairline</b>					
	<b>1/8 inch</b>					
	<b>¼ inch</b>					
	<b>&gt; ¼ inch</b>					

Date of Corrective Action \_\_\_\_\_ Date Finished \_\_\_\_\_

If corrective action took longer than 30 days to complete, then state reason(s) why.

Comments:



## 8. Calibration of Spreading Equipment

[illegible]

## **9. Monthly Animal and Mortality Count**

**YEAR:** \_\_\_\_\_

Animal Type: \_\_\_\_\_

Production Phase: \_\_\_\_\_

<b>Month</b>	<b>Animal Mortalities Count and Weight</b>	<b>Mortality %</b>	<b>Storage Method / Storage Facility</b>	<b>Method (s) of Disposal</b>
<b>January</b>				
<b>February</b>				
<b>March</b>				
<b>April</b>				
<b>May</b>				
<b>June</b>				
<b>July</b>				
<b>August</b>				
<b>September</b>				
<b>October</b>				
<b>November</b>				
<b>December</b>				

