Recordkeeping Forms

Producer Activity Checklist

Calendar Year _____

Activity	Jan	Feb	Mar	April	May	June	July	August	Sept	Oct	Nov	Dec
Soil Sampling												
Date / Initials												
Manure Sampling												
Date / Initials												
Spreader or Equipment Calibration												
Date / Initials												
Record Manure Volume	X	X	X	X	X	X	X	X	X	X	X	X
Storage: Volume / Initials												
Record Manure Volume												
Storage: Volume / Initials												
Record Manure Volume												
Storage: Volume / Initials												
Manure Storage Facility Inspection												
Date / Initials												
Manure Pumping Equipment Inspection												
Date / Initials												
Recordkeeping (see forms on following pages)	X	X	X	X	X	X	X	X	X	X	X	X

Notes: An X indicates that the indicated activity is scheduled for that month. Duplicate this form as needed for additional years.

Inspection/Monitoring Records

Date & Time	Activity Description	Operator/ Inspector	Activity Data

Crop Records

Field	Crop	Planting Date	Hybrid or Variety	Pop-ulation Planted	Crop Residue (%) (1)	Tillage and Dates	Harvest Date	Yield/ Acre

(1) Percent residue cover left after planting

Manure Application Records

App. #	Field	Date	Manure Source	Equipment	Days to Incorp.	Rate/A Gal or Ton	Loads	Total Applied Gal or Ton	Acres Cov.
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									

App. #	Hauler's Name (1)	Ground Cover % (2)	Soil Condition (3)	Air Temp. (4)	Wind Speed (5)	Wind Dir. (6)	Weath-er (7)	Rain Before (8)	Rain After (9)	Notes/Comments
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										
11										
12										
13										
14										

(1) Name or initials of the person who applied the manure.
(2) Percent residue or ground cover at time of application.
(3) Soil condition at time of application: Dry, Firm, Wet, Muddy, Snow-Covered, Frozen.
(4) Air temperature at time of application.
(5) Wind speed at time of application: Calm (0-2 mph), Light (2-5 mph), Breezy (5-15 mph), Windy (>15 mph).
(6) Wind direction at time of application: N, NE, E, SE, S, SW, W, NW.
(7) Weather condition at time of application: Sunny, Partly Cloudy, Cloudy, Rain, Snow.
(8) Amount of rainfall during the 24 hours prior to application.
(9) Amount of rainfall during the 24 hours after application.

Commercial Fertilizer and Irrigation Water Application Records

Field	Date	Analysis (1)	Form Dry or Liquid	Application Method	Material Rate/A Lbs or Gal	Total Applied Lbs or Gal	Acres Cov.	Notes/Comments

(1) With commercial fertilizers, enter the analysis in the form of N-P_2O_5-K_2O (examples: anhydrous ammonia is 82-0-0, diammonium phosphate is 18-46-0). With irrigation water, enter the nitrate concentration in ppm.

Manure Exports off the Farm

Manure Source	Date	Amount Gal or Ton	Receiving Operation	Address	Contact	Phone

Manure Imports onto the Farm

Manure's Animal Type and Form	Date	Amount Gal or Ton	Originating Operation	Address	Contact	Phone

Internal Transfers of Manure

Manure Source	Date	Amount Gal or Ton	Manure Destination	Purpose of Transfer

Manure Storage Pumping Levels Log

Manure Storage:_____

Date & Time	Recorded by (name)	Level before Pumping	Level after Pumping	Substantial manure additions occurred during this pumping period (Y/N)

Manure Storage Facility Inspection Log

Facility	Date	Inspected By	Action Needed	Action Taken

Manure Handling Equipment Inspection Log

Equipment	Date	Inspected By	Action Needed	Action Taken

Water Supply Inspection Log

Location	Date	Inspected By	Action Needed	Action Taken

Mortality Disposal-Record Sheet

Date	Number of Head	Average Weight	Method of Disposal	Total lbs of Mortality

Mortality Disposal-Record Summary Table

Method of Disposal:_____

Month	Number of Head	Average Weight	Total
Total			

Rainfall Records

Date & Time	Recorded By	Location	Volume

Manure Equipment Calibration

Equipment	Date	Method Used	Calibration Rate	Comments	Recorded By

Waste Storage Facility Freeboard Levels

Waste Storage	Date & Time	Lagoon Height or Ft. of Freeboard	Comments	Action Needed and Taken	Performed By

Stormwater Inspection Log

Location	Date	Inspection by (name)	Action Needed	Action Taken

Off-Site Manure Applications

Year:

Recipient	Date	Time	Rate (gal/ac OR t/ac)	Total (gal or t)	Source	App Method	Weather Conditions (Wind, Temp)	Soil Moisture (Dry, Normal)