



Concentrated Animal Feeding Operation Application Instructions for Form 780-1953

The annual report consists of seven parts. The report must be submitted by Feb. 15 for the previous calendar year. Send a separate form for each operation with a separate permit number. Do not send in the record keeping forms unless specifically requested. Maintain record keeping forms on-site for at least five years. Records will be reviewed during inspections.

Part I - Permit Information

Boxes 1 through 4 will be general information for the operation. This information may be copied from your current permit, if it is the same. Note: Completion of this form does not substitute for completing and submitting a Form F for ownership transfers or modifications.

Part II - Summary Information

Box 6

Enter the maximum number of animals housed under roof at any one time during the reporting year. Use the following for the type of animals: (a) beef cattle, (b) broilers, (c) layers, (d) swine weighing 55 pounds or more, (e) swine weighing less than 55 pounds, (f) mature dairy cows, (g) dairy heifers, (h) veal calves, (i) sheep and lambs, (j) horses, (k) ducks, (l) turkeys, (m) other (please specify).

Box 7

Complete this box like Box 6. Enter the maximum number and type of animal housed in open confinement at any one time. Do not include animals on pasture.

Box 8

Process waste includes all manure, compost, wash water, sludge, contaminated rainwater, etc. Record the amount of liquids in gallons and the amount of solids in tons. If the amount is not known exactly, the amount can be estimated. For lagoon systems or other storage basins this amount can be estimated by taking the difference between the storage structure levels at the beginning of the year and the end of the year and adding the amount of waste land applied and transferred during the year.

Box 9

Record transfers in gallons for liquids and in tons for solids. This information is the total from Sheet 1C from the concentrated animal feeding operation, or CAFO, record keeping forms.

Box 10

Enter the number of acres covered under a nutrient management plan.

Box 11

Enter the number of acres the CAFO used for land application during the reporting period. This is land the CAFO owner or operators control and must be included in the nutrient management plan.

Box 12

Include any changes to the nutrient management plan with the reporting forms. The entire updated plan may be submitted, if that is easier. The plan may be sent on a compact disc (CD) or on a paper copy (double-sided preferred.)

Box 13

If yes, Parts IV and VIII may be left blank.

Part III - Signature

Sign and date this part as indicated prior to submitting the annual report to the department.

Part IV - Land Application Summary by Field

Provide a summary of land application from the details kept on the Sheet 4A of the CAFO record keeping forms. Attach additional sheets as necessary.

Part V – Spills and Overflows**Part VI – Annual Manure Testing Results**

Manure testing is required from each unique source, each year. Operations with multiple process waste sources (i.e., multiple lagoons, lagoon and solids) need to test and report each source separately.

Part VII – Soil Testing Results

Include soil testing results only where tests were taken during the reporting period. Soil sampling for each field in the NMP is required at minimum, once every five years. More frequent testing may be required, particularly if sludge is applied. Consult the department's Nutrient Management Technical Standard, or NMTS, for further details.

For More Information

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Water Protection Program
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