



MISSOURI DEPARTMENT OF NATURAL RESOURCES
 WATER PROTECTION PROGRAM
CAFO RECORD KEEPING FORMS CHECKLIST

INSTRUCTIONS

1. Use the checklist to determine which of the record keeping forms are required for your operation and include them in your record keeping file. Forms for all record keeping requirements of the MOG01 (NPDES) and MOGS1 (State No Discharge) operating permits are included.
2. There will be multiple copies of some pages due to the unique characteristics of each operation. The forms can be filled out on a computer or they can be printed or copied and kept in a binder.
3. Information on the forms can be used to complete the annual report, which must be submitted by Feb. 15, of each year. Only specified forms need to be submitted with the annual report
4. All records must be retained for five years along with your operating permit, and nutrient management plan.

CHECKLIST

OPERATION NAME:	PERMIT NUMBER: MO-	YEAR
MANURE STORAGE		
1A. Spills and Overflows		<input type="checkbox"/>
1B. Liquid Manure Storage Level Readings		<input type="checkbox"/>
1C. Transfers Off-Farm		<input type="checkbox"/>
1D. Rainfall Records (Required only for operations with open liquid storage)		<input type="checkbox"/>
1E. Mortality Management		<input type="checkbox"/>
TESTING RESULTS		
2A. Manure		<input type="checkbox"/>
2B. Soils		<input type="checkbox"/>
INSPECTIONS		
3A. Production Area Visual Inspections		<input type="checkbox"/>
3B. Land Application Area Visual Inspections		<input type="checkbox"/>
3C. Problems and Repairs		<input type="checkbox"/>
LAND APPLICATION		
4A. Operational Monitoring		<input type="checkbox"/>
4B. Nitrogen		<input type="checkbox"/>
4C. Phosphorus		<input type="checkbox"/>

1B - MANURE STORAGE. Liquid Manure Storage Level Readings

MANURE SOURCE	PERMIT NUMBER MO	YEAR
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Week	Date	Level Reading - Feet Below Overflow
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Instructions: Record the liquid level weekly for each unique liquid manure storage structure. Use a separate sheet for each separate structure.

1D - MANURE STORAGE. Rainfall (Required for open liquid storage only)

PERMIT NUMBER

YEAR

MO

Day	Jan.	Feb.	Mar.	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
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31												
Monthly Total												
YTD												

Instructions: Collect rainfall data for operations with open liquid manure storages only.

1E - MANURE STORAGE. Method of Mortality Management

PERMIT NUMBER

YEAR

MO

Composting

Rendering

Sent to Landfill

Incineration

Burial¹

Other

Records²:

Notes

¹ In accordance with 10 CSR 20-8.300(14), Class I operations shall not use burial as a method of disposing of routine mortalities. Burial is allowed for disposal for mass mortalities.

² Information recorded here can include weekly/monthly mortality numbers, mortality and composting procedures, mortality by-product management, or rendering facilities information.

2A - TESTING RESULTS. Manure Test Results (Annual manure analysis is required for all CAFO's, including export only operations.)

PERMIT NUMBER	YEAR
MO	

Source of Manure ¹	Type of Manure ²	Sample Date	Moisture/Dry Matter (%) (Circle one)	Units	TKN	NH ₃ -N	P ₂ O ₅	K ₂ O	NO ₃ -N ³
				lbs./1000 gal lbs/ton					

Notes
¹ Deep pit, lagoon, basin, litter, tank, sludge, separated solids, mortality compost.
² Agitated liquid pit/tank manure, unagitated lagoon/basin effluent, agitated lagoon/basin manure, poultry litter, poultry litter cake, bedded pack manure, stacked manure with or without bedding, composted litter, mortality compost or other composted manure.
³ Report nitrate nitrogen only when applicable.

MOG01 permittees must submit a copy of the lab analysis sheets or this form with the annual report.

3A - INSPECTIONS. Production Area Visual Inspections (List any deficiencies and corrective actions taken in 3C.)

PERMIT NUMBER

YEAR

MO

Week	Stormwater¹ Date and Initial	Water Lines² Date and Initial	Manure Containment Structure³ Date and Initial
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Notes

- ¹ Record the weekly inspections of all stormwater diversion devices directing clean water away from the production area and channeling contaminated water to manure storages.
- ² Record each week the daily inspections of all wastewater lines within the production area and all drinking or cooling water lines that have the potential to leak into manure, litter or process wastewater structures. Record weekly that you inspected daily.
- ³ Record weekly inspections of all manure, litter and process wastewater storage structures.

