**Oregon Department of Agriculture**
**ANIMAL WASTE MANAGEMENT PLAN**

# MINIMUM REQUIRED ELEMENTS

Producer name:_____ Facility / Operation Location:_____

This guidance document is intended as a tool for producers and their plan preparers. It lists all of the minimum required elements of an AWMP. This guidance document is also available on ODA's website at http://www.oregon.gov/ODA/programs/NaturalResources/Pages/CAFO.aspx

| AWMP Minimum Required Elements | Notes |
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| **1. Summary of CAFO Operation** | |
| a) Contact name, address, phone number | |
| b) Facility address | |
| c) Type of operation | |
| (i) Number and size of animals by species, expansion? | |
| d) Manure, litter and process waste system – provide a general narrative description of each | |
| (i) Collection – How is manure, litter and process waste removed from housing, confinement lots? How is clean water diverted from storage? | |
| (ii) Storage – Types and size of manure, litter and process waste storage tanks, ponds. | |
| (iii) Transfer – How is manure, litter and process waste moved to storage, application areas? | |
| (iv) Use – How is manure, litter and process waste treated (composted, separated, anaerobic digestion or storage, aeration)? How is manure, litter and process waste water used on crops? If export is utilized, describe that process. | |
| **2. Specific descriptions and calculations** | |
| a) A description of production area and land application locations | |
| (i) Aerial photo or topographical map showing numbered field locations, production area facilities, clean water diversions, and surface water features. | |
| (ii) Soil maps of all application fields, including those not owned, and map unit descriptions. Indicate areas with application limitations. | |
| b) Manure, litter and process waste volumes | |
| (i) Manure (feces and urine), litter and process waste output that is collected and stored in this system. | |
| (ii) Bedding added and collected. | |

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| | (iii) Process and wash water collected, include footbath use when appropriate. | |
| | (iv) Silage and feed processing leachate. | |
| c) | Contaminated storm water | |
| | (i) Direct rainfall into storage. | |
| | (ii) Slab or lot runoff collected. | |
| | (iii) Overflow from gutters or other diversions. | |
| d) | Nutrient content of manure, litter and process waste water | |
| | (i) Content and volume of nutrients in manure, litter and process waste generated – can come from NRCS Animal Waste Field Handbook (chapter 4)), land grant university publications, or analyses of manure, litter and process waste. Actual test values are required of large CAFOs. | |
| e) | Farm nutrient balance | |
| | (i) Show amount of nutrients (N, P, K) generated, lost in storage, lost during application, used by crops, and/or exported off the farm on an annual basis. | |
| | (ii) Nutrient application must balance to most limiting nutrient as determined by NRCS Agronomy Technical Note #26 and the NRCS Phosphorus Index. | |
| | (iii) Include all acres required to balance nutrients owned or leased by the operator. | |
| f) | Application schedule and limitations | |
| | (i) Show scheduled applications of solids and liquids. Include date, amount and method of application to identified fields. Describe calibration of equipment used to apply manure, litter and process waste water. | |
| | (ii) Describe limitations to manure, litter and process waste applications. Indicate buffer areas and management to avoid saturated soils. Justify buffer width and management. If application to frozen soil is planned, include field descriptions, specific management/structural practices, monitoring and record keeping. | |
| | (iii) Using agronomic rates, application limitations, and scheduled applications, calculate the minimum storage required for liquids and solids. | |
| | (iv) How is irrigation water managed relative to manure, litter and process waste water application? Include general timing and application rates of irrigation water. Irrigation water management must not allow leaching of soluble nutrients or runoff. | |
| g) | Animal mortality management | |
| | (i) Describe how the farm handles mortalities. | |
| h) | Operation and maintenance | |
| | (i) Include operation and maintenance narrative for structural and mechanical | |

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| components included in this plan. | |
| **3. Record keeping and reporting requirements** | |
| a) Testing – Monitoring | |
| (i) Include the protocol for testing manure, litter and process waste. | |
| (ii) Include the protocol for testing and measuring crop nutrient removals. | |
| (iii) Include the protocol for soil testing to evaluate nutrient application and crop uptake. | |
| b) Record keeping. Include the following: | |
| (i) Date and amount of manure, litter and process waste applied by field. Calculate N and P applied. | |
| (ii) Manure, litter and process waste volume exported. | |
| c) Reporting to Oregon Department of Agriculture | |
| (i) Any discharge within 24 hours. | |
| (ii) Amount of manure, litter and process waste applied annually. | |
| (iii) Amount of manure, litter and process waste exported annually. | |
| **4. Additional requirements for Large CAFOs** | |
| a) Inspections | |
| (i) Check storm water diversions, runoff diversions, waste transport, storage structures, storage structure volume weekly. | |
| (ii) Check water lines daily. | |
| (iii) Check for application equipment leaks periodically. | |
| b) Record keeping | |
| (i) Results of daily inspections. | |
| (ii) Results of weekly inspections. | |
| (iii) Results of periodic inspections. | |
| (iv) Corrective actions taken, explain those not corrected. | |
| (v) Expected crop yields if not in the plan. | |

The plan copy for the operator could include identified sections to store soil and manure, litter and process waste test reports, field application records, crop yield records, and other records related to the plan.