

## Comprehensive Nutrient Management Plan Criteria

### Practice/Activity Code (102) (No.)

#### 1. Definition

- A. A Comprehensive Nutrient Management Plan (CNMP) is a conservation plan for an animal feeding operation (AFO) that:
- (1) Must include the following two components:
    - i. The production area, including the animal confinement, feed, and other raw materials storage areas, animal mortality facilities, and the manure handling containment or storage areas; and
    - ii. The land treatment area, including any land under control of the AFO owner or operator, whether owned, rented, or leased, and to which manure or process wastewater is, or might be, applied for crop, hay, pasture production, or other uses.
  - (2) Meets Natural Resources Conservation Service (NRCS) quality criteria for water quality (nutrients, organics, and sediments in surface and groundwater) and soil erosion (sheet and rill, wind, ephemeral gully, classic gully, and irrigation induced natural resource concerns on the production area and land treatment area).
  - (3) Mitigates, if feasible, any excessive air emissions and/or negative impacts to air quality resource concerns that may result from practices identified in the CNMP or from existing on-farm areas/activities.
  - (4) Complies with Federal, State, Tribal, and local laws, regulations, and permit requirements.
  - (5) Satisfies the owner's/operator's production objectives.
- Note:** If the producer forwards the CNMP to the State regulatory agency in pursuit of a National Pollutant Discharge Elimination System (NPDES) permit, the planner should include all farm acreage that could foreseeably receive manure. The additional acreage, when included in the CNMP, will increase planning options should the plan need to be altered after becoming a regulatory plan. Planning flexibility makes it less likely that the NPDES permit will need to be revised.
- B. The Producer Activity Document (PAD) is an abbreviated CNMP document for the producer's use in operation and maintenance of the system that summarizes the day-to-day activities to implement the CNMP.
- C. Miscellaneous Definitions:  
Internal transfers. These are on-the-farm relocations (transfers) of manure, litter, wastewater, by-products, etc.

#### 2. CNMP Criteria

Section 2 establishes the criteria the planner shall address, at a minimum, in the development and implementation of CNMPs.

- A. A CNMP shall be designed to assist owners/operators in taking voluntary actions to minimize potential pollutants from animal confinement facilities and land application of manure and organic by-products.
- B. The CNMP shall meet all requirements in the Definition, Section 1, above.

- C. The CNMP shall require evaluation and documentation of compliance with the National Environmental Policy Act, the Endangered Species Act, the National Historic Preservation Act, and other effects on the environment. The evaluation and documentation process WILL BE COMPLETED BY NRCS. Information on evaluation and documentation is found in the NRCS National Environmental Compliance Handbook and the NRCS National Cultural Resources Procedures Handbook.
- D. The CNMP shall be developed by persons who meet NRCS certification requirements. The specific criteria for certification of NRCS employees and conservation partners can be found in NRCS General Manual 180, Part 409. The specific criteria for certification for Technical Service Providers (TSPs) is available via the TechReg Web site: <http://techreg.usda.gov/>.
- E. The CNMP shall follow the format and content requirements in Section 4, below.
- F. All practices planned in the CNMP shall meet Illinois NRCS standards as identified in Section IV, Field Office Technical Guide, including Code 590, Nutrient Management.
- G. Delivery of the CNMP  
The CNMP shall be signed by the producer, certified planner, and appropriate specialist(s), and include other signatures as required. Once the CNMP has been reviewed and signed by the planner(s), copies of the CNMP and PAD document(s) are delivered to the producer for signature. The planner returns one copy of the finalized and signed documents to the NRCS Field Service Center, the producer retains a signed copy, as well.
- H. The NRCS review and approval process for CNMPs shall be followed.
  - (1) Submit the CNMP. (An NRCS Customer Service Toolkit (CST) Customer Folder will be required.)
  - (2) The CNMP planner submits the following to NRCS review:
    - i. Printed copy of the signed CNMP and PAD document(s).
    - ii. Electronic copy of the CNMP and PAD document(s) (using universal format such as .pdf).
    - iii. If requested from NRCS, other electronic documentation files (ex – RUSLE2 database file, .gdb extension).
- I. Archiving of the CNMP document and associated data
  - (1) Once the CNMP has been completed and accepted by NRCS, the NRCS archives the electronic copy of the CNMP and PAD.
  - (2) Before TSPs can check conservation practice information back into the NRCS National Conservation Practice Database (NCPdb), the data will need to be reviewed and accepted by NRCS designated Field Office staff.

### **3. CNMP Elements**

Minimum specific elements for a CNMP include:

- A. Cover and Signature Page
- B. Background and Site Information
- C. Manure and Wastewater Handling and Storage
- D. Farmstead Safety and Security
- E. Land Treatment Practices
- F. Soil and Risk Assessment Analyses
- G. Nutrient Management

- H. Feed Management (Optional)
- I. Other Utilization Options (Optional)
- J. Recordkeeping
- K. References
- L. Producer Activity Document

**Note:** “Feed Management” and “Other Utilization Options” are not required elements of a CNMP. However, the “Feed Management” element and/or “Other Utilization Options” should be included in the CNMP, if needed, to help manage the farm nutrient balance.

**Note:** Where air quality has been identified as a resource concern due to agricultural operations, an air quality element may be needed.

#### 4. CNMP Format and Content

The following items shall be included in the CNMP in the order listed:

- A. Cover and Signature Page.
  - (1) Title (Comprehensive Nutrient Management Plan)
  - (2) Owner/Farm Information
    - i. Farm Name
    - ii. First and Last Name and mailing address of owner/operator in control of the site
    - iii. Facility location and mailing address
    - iv. Section, Township, and Range of facility
    - v. Latitude and longitude of the production area entrance
  - (3) Type and size of AFO: brief listing of animal types and numbers
  - (4) Plan Period (the years spanning the planned crop rotation for all fields where manure is applied)
  - (5) Signature(s) and date(s) of CNMP developer(s). If more than one CNMP developer, the signature page shall specify which parts of the CNMP were completed by each individual. Include Illinois TSP registration number(s), if applicable.
  - (6) Signature of producer/landowner, with a statement of concurrence such as, *“I have read and understand the contents of the Comprehensive Nutrient Management Plan for my animal feeding operation and concur with the practices and plan alternatives selected.”*
  - (7) A space should be available for an approval signature by NRCS.
- B. Section 1 – Background and Site Information (Current and Proposed)
  - Section 1.1 General Description of Operation
    - a. Producer’s AFO and manure management objectives
    - b. Class, number and types of animals
    - c. Summary of current and proposed livestock management system, including a description of waste collection and transfer, and normal mortality management
    - d. Summary of cropping and pasture management systems, including spreadable acres
  - Section 1.2 Sampling, Calibration, and Other Statements
    - a. Manure and soil testing frequency
    - b. Equipment calibration and frequency
    - c. Clean water diversion strategies

- d. Measures taken to prevent animal contact with water
- e. Measures taken to prevent watering and feed spillage
- f. Other similar statements as needed

Section 1.3 Natural resource concerns, including those that may arise from the implementation of the CNMP

**C. Section 2 – Manure and Wastewater Handling and Storage**

**Section 2.1 Maps of Production Area**

- a. Accurate, scaled drawing or scaled aerial photo (preferably a GIS-produced map) of the confinement areas, marked to identify production buildings, waste storage, handling and treatment locations, feedlot areas, feeding facilities, clean water diversions, and feed storage areas, as well as any other existing and proposed conservation practices, at a scale where the map information required can easily be read. Include information where items that require setbacks are near the production or storage area (e.g. wells, non-farm residences, etc.)
- b. For operations in which the proposed condition includes outdoor lots and/or outdoor waste storage, transfer or treatment systems, include a contour map(s) of the site adequate to delineate source and direction of clean water flow through and around the system. The contours shall be at a maximum 2 ft contour interval. If the contours do not adequately show direction of flow, draw arrows indicating flow direction to supplement the contours.

**Section 2.2 Production Area Conservation Practices (other than waste storage/treatment)**

- a. If determined that excessive negative impacts to air quality resource concerns arise from existing or planned production activities, then air quality impact mitigation is required in the CNMP.
- b. Document the conservation alternatives considered and the conservation practice decisions.
- c. For each proposed production area conservation practice, provide a concept plan which includes the following:
  - 1. Practice identification, correlating to map
  - 2. Type of practice (diversion, roof runoff structure, underground outlet, concrete reception pit, transfer line on confinement site, off site transfer line, manure agitator, etc.)
  - 3. Description of planned practice, adequate to determine the appropriate NRCS payment schedule category
  - 4. Quantity estimate with types, sizes and approximate quantities of components required to implement the practice
  - 5. Operation and maintenance requirements

**Section 2.3 Waste Storage and Treatment**

- a. Annual manure and wastewater production (existing and proposed; reference Section 2.4)
- b. Number of days of existing waste storage for the current animal type(s), animal numbers, and other on-site conditions
- c. For existing practices for storage or treatment of manure, wastewater and organic by-products, include the following information:

1. Structure identification (name of structure), correlating to map
  2. Type of structure (e.g. earthen holding pond, dry stack, solid separation basin, etc) and physical condition
  3. Total volume of structure (in cubic feet)
  4. For waste storage facilities or lagoons, list the working volume of the structure (in cubic feet,) not including additional capacity required for un-pumpable volume, freeboard or rainfall on the surface of the storage volume
  5. Provide a statement specific to any practices which may pose a risk to human safety, including fencing or covering of open pits, toxic gas concerns, etc.
- d. Document the conservation alternatives considered and the conservation practice decisions.
- e. For each proposed new waste storage and treatment facility, provide a concept plan which includes the following:
1. Practice identification, correlating to map
  2. Location and elevation of 100 year floodplain relative to the proposed structure site
  3. Type of proposed facility
  4. Dimensions of proposed facility
  5. Total volume of proposed facility (in cubic feet)
  6. For waste storage facilities or lagoons, list the working volume of the structure (in cubic feet,) not including additional capacity required for un-pumpable volume, freeboard or rainfall on the surface of the storage volume
  7. Suitability of foundation materials for type of facility or infiltration area proposed, as identified in the applicable NRCS Conservation Practice Standard and in the Illinois Livestock Management Facilities Act (LMFA).
  8. Quantity estimate with types and approximate quantities of materials required to build facility (e.g. cu yds concrete or earthfill)
  9. Operation and maintenance requirements (including safety considerations)
- f. Provide a brief narrative explaining how waste is or will be collected and/or transferred from each storage facility and applied (e.g. – slurry pumped from Pit #1, transferred to utilization field in a slurry wagon, and surface applied with incorporation in 24 hours).

- Section 2.4 Animal Inventory (existing and proposed, for each type of livestock in the animal feeding operation)
- a. Animal type and production phase (e.g. milk cow, dry cow, calf, etc)
  - b. Number of each animal type
  - c. Average weight of animals, in pounds.
  - d. Location(s) of animals (e.g. feedlot, barn, pasture, etc)
  - e. Confinement period for each location (e.g. months per year, hours per day, etc)
  - f. Percentage of annual manure collected for each location (days of confinement in that location/365x100)
  - g. Volume (cubic feet) of manure produced per time unit (e.g. day/week/month/year) for each location. In the absence of documented site

specific data, the manure volume should be calculated using current NRCS Agricultural Waste Management Field Handbook, Chapter 4 values.

- h. Volume of additional waste added to the waste stream (e.g. bedding, wash water, silage leachate) for the same time unit as in item g.

**Section 2.5 Normal Animal Mortality Management**

- a. Concise description of current method for managing normal mortality, along with proposed method, if different from current method.
- b. For each proposed new mortality management facility, provide a concept plan which includes the following:
  - 1. Practice identification, correlating to map
  - 2. Location of 100 year floodplain relative to the proposed structure site
  - 3. Type of practice (e.g., static bin composting facility, etc)
  - 4. Expected normal mortality rate (%) and total (pounds) per time unit (day/month/year) for each type of livestock that will supply the facility
  - 5. Dimensions and working capacity of proposed facility
  - 6. Type and quantity of bulking materials used for composting, if applicable
  - 7. Quantity estimate with types, sizes and approximate quantities of components required to implement the practice installation
  - 8. Operation and maintenance requirements

**Section 2.6 Planned Manure Exports off the Farm (month/year, amount)**

**Section 2.7 Planned Manure Imports onto the Farm (month/year, manure type, amount, manure destination)**

**Section 2.8 Planned Internal Transfers of Manure (month/year, manure type, amount, manure destination)**

**D. Section 3 – Farmstead Safety and Security**

**Section 3.1 Emergency Response Plan**

General emergency procedures to follow in response to leaks or spills of manure, chemical, fuel, or other substances that may pose a threat to the environment, and appropriate contact information. Include information for emergency service personnel, showing 911 address of site, map showing route from an easily identifiable location, contact information for important personnel, and other pertinent information needed for fire, power outage, medical attention, etc.

**Section 3.2 Biosecurity Measures, including Biosecurity Protocol for Farm Visitors and Disposal of Animal Veterinary Waste**

**Section 3.3 Catastrophic Mortality Management**

Procedures to follow in the event of catastrophic mortalities.

**Section 3.4 Chemical Handling**

The EPA agreed-to Chemical Handling Checklist (such as the one generated by MMP) shall be included if the operation plans to submit the CNMP document for NPDES permits.

**E. Section 4 – Land Treatment Conservation Practices**

**Section 4.1 Maps of Fields and Conservation Practices (under the landowner/operator's control, including fields which the operator has written permission to utilize)**

- a. Accurate, scaled aerial maps of land application areas including soils maps (GIS-developed maps are preferred,) at a scale where the map information required can easily be read.
- b. Field and subfield identification, correlating to soil loss calculations in Section 4.2
- c. Percent slope and slope length used to represent each conservation management unit, correlating to soil loss calculations in Section 4.2 (See Illinois Agronomy Technical Note 3, in IL FOTG Section I, for guidance)
- d. Predominant soil (dominant critical) type for each conservation management unit
- e. Fields delineated with setbacks, buffers, waterways, existing and planned erosion control practices and other site-specific features important to nutrient management planning, (risers, inlets, wells, etc.)
- f. Identification of locations in the field where ephemeral and gully erosion is a resource concern, and marked to identify proposed erosion control practices
- g. Identification of sensitive areas such as sinkholes, streams, springs, lakes, ponds, wells, and other drinking water sources
- h. Identification of areas where application restrictions exist (steep slopes, floodplains, organic soils, etc)
- i. Other site information features of significance to nutrient management planning, such as property boundaries or occupied dwellings

#### Section 4.2 Land Treatment Conservation Practices

Section 4.2 addresses the need for and implementation of appropriate conservation practices for each land application field under the landowner/operator's control, including fields which the operator has written permission to utilize. To achieve the desired soil erosion, water and air quality improvements on land treatment areas, adjacent fields may also require conservation treatment.

- a. Sheet and Rill Erosion – The plan developer shall document, for each field or conservation management unit where manure or waste water may be utilized:
  1. RUSLE 2 soil loss calculations for present crop rotation, tillage management and enduring practices. RUSLE2 calculations shall be documented using the "Profile Erosion Calculation Record," or other report acceptable to NRCS.
  2. RUSLE 2 calculations for the selected conservation treatment alternative (may be existing) which results in predicted sheet and rill erosion equal to or less than "T". RUSLE2 calculations shall be documented using the "Profile Erosion Calculation Record," or other report acceptable to NRCS.
  3. Description of planned practice(s), adequate to determine the appropriate NRCS payment schedule category.
  4. Quantity estimate with types, sizes and approximate quantities of components required to implement the proposed practice installation.
  5. Operation and maintenance requirements
- b. Ephemeral and Gully Erosion – The plan developer shall document, for each field or conservation management unit where manure or waste water may be utilized:
  1. A narrative outlining the feasibility of the erosion control alternatives considered (e.g., grassed waterway, terrace, water and sediment control basin, grade stabilization structure, etc) and identifying the producer's decisions.
  2. Description of planned practice(s), adequate to determine the appropriate NRCS payment schedule category

3. Quantity estimate with types, sizes and approximate quantities of components required to implement the practice installation.
4. Operation and maintenance requirements
- c. Water Quality Considerations – If needed to preclude direct, untreated runoff from fields where manures or waste waters may be utilized to streams or other water bodies, the plan developer shall document:
  1. Description of planned practice (e.g., buffer or filter strips, diversions, constructed wetlands, etc), adequate to determine the appropriate NRCS payment schedule category.
  2. Quantity estimate with types, sizes and approximate quantities of components required to implement the practice installation.
  3. Operation and maintenance requirements
- d. If excessive negative impacts to air quality resource concerns are determined to arise from existing or planned land treatment activities identified in the CNMP, then air quality impact mitigation is required in the CNMP:
  1. Description of planned practice adequate to determine the appropriate NRCS payment schedule category.
  2. Quantity estimate with types, sizes and approximate quantities of components required to implement the practice installation.
  3. Operation and maintenance requirements

F. Section 5 – Soil and Risk Assessment Analyses

Section 5.1 Soil Information

The CNMP shall include all needed soil information to allow completion of required nutrient loss risk assessments as required by Illinois Conservation Practice Standard (CPS) 590 – Nutrient Management.

Section 5.2 Predicted Soil Erosion

The protection of local water quality requires that nutrient movement by soil erosion be minimized. The assessment of the potential for soil loss, in consideration of climate, soil, topography, crop rotation, cultural practices, etc. is accomplished through use of the RUSLE2 software. The yearly erosion rate must be calculated on an individual crop/field basis (T/A/Yr). The RUSLE2 analysis from Section 4.2 may be referenced.

Section 5.3 Nitrogen and Phosphorus Risk Analyses

The plan developer shall perform Nitrogen and Phosphorus Risk assessments for each land application field under the landowner/operator's control, including fields which the operator has written permission to utilize for nutrient management. See IL CPS 590 for detailed information on how to accomplish the assessment. Nitrogen and Phosphorus risk assessment results shall be considered in the manure rate calculation for each field.

Section 5.4 Additional Field Data Required by Risk Assessment Procedure(s)

The CNMP shall include any additional field data required by State regulations for the determination of risk of nitrogen, phosphorus, or sediment movement to local water resources.

G. Section 6 – Nutrient Management

Section 6 shall meet Illinois Conservation Practice Standards 590 and 633, and address the use and management of all nutrients applied on cropland, hayland, or pastureland under the landowner/ operator's control, including fields for which the operator has written permission to utilize for nutrient management. Planners shall document the rationale when using custom recommendations in the CNMP. Section 6 shall include the following:

- Section 6.1 Field Information
- a. Accurate, scaled maps of all fields where manure or fertilizer may be utilized, as identified in Section 4.1. Maps need not be reprinted for section 6.1.
  - b. Field information – Table of field names, total acres, and spreadable acres of all fields, using field identification as in Section 4.1.
- Section 6.2 Manure Application Setback Distances
- Planners shall follow all Federal, State, tribal, or local setback requirements in the determination of spreadable acres. Setbacks for each field shall be identified on the maps and table in Section 6.1.
- Section 6.3 Soil Test Data
- Provide a table containing soil test data for each field, using field identification as in Section 4.1. The CNMP shall include soil testing schedules for all fields where manure may be applied, and information indicating the requirement for soil tests to be taken at 4 year intervals or less and sample size shall be no more than 2 ½ acres unless approved by NRCS. The zone soil sampling procedure in Illinois Agronomy Technical Note 22 (when developed) may also be used, if approved by NRCS. The CNMP shall include all analytical results required to assure the calculation of appropriate application rates of manure to fields. Soil test analyses shall be performed by laboratories successfully meeting the requirements and performance standards of the North American Proficiency Testing Program (NAPT) Proficiency Assessment Program (PAP) <http://www.naptprogram.org/pap/> under the auspices of the Soil Science Society of America or State-recognized program that considers laboratory performance and proficiency to assure accuracy of test results.
- Section 6.4 Manure Nutrient Analysis (in accordance with IL CPS 590 and CPS 633 for each waste source)
- a. Include a table of most recent manure/wastewater analysis.
  - b. Include a narrative for manure testing frequency, timing, and content, including the following requirements:
    1. Manure tests for liquid manure will be taken before each major spreading time from each type of storage until average nutrient values can be determined.
    2. Manure tests for solid manure will be taken before each major spreading time such as spring and fall until average nutrient values can be determined.
    3. Manure tests will include Total N, ammonium N, P<sub>2</sub>O<sub>5</sub>, and K<sub>2</sub>O.
    4. Information on procedures for manure sampling, storage and shipping.
  - c. If the plan developer does not use MMP, provide a listing of manure nutrient values used for CNMP planning. If no manure test is available, use values in the NRCS Agricultural Waste Management Field Handbook or other source acceptable to NRCS and indicate source of data used.
- Section 6.5 Planned Crops and Fertilizer Recommendations
- Supplemental nutrients to meet crop needs, not provided by manure, shall also be identified to include setback areas, etc. within the fields where manure is not applied and the entire field in years when manures are not applied. The following shall be included using criteria found in IL CPS 590 and the current University of Illinois Agronomy Handbook:
- a. Planned crops
  - b. Crop rotations
  - c. Reasonable yield expectation
  - d. Fertilizer recommendations
  - e. Crop nutrient removal rates

- Section 6.6 Manure Application Planning Calendar
  - a. When manure applications are planned/available
  - b. Crops to be grown in each field during that season
  - c. Manure application rates planned
  - d. Any restrictions that would prevent application (frozen ground, etc.)
- Section 6.7 Planned Nutrient Applications (for all fields to be fertilized, including manure-spreadable and non-manure spreadable areas)
  - a. Timing
  - b. Rate
  - c. Source
  - d. Method of application
- Section 6.8 Field Nutrient Balance
  - a. Document on a per field basis, the following field nutrient balance information for manure-spreadable areas and for non-manure spreadable areas, for nitrogen, phosphorus and potassium:
    - 1. Recommended nutrient amounts
    - 2. Nutrients applied
    - 3. Balance after recommended amounts applied
    - 4. Balance after crop removal
  - b. Document each field where phosphorus application in excess of crop uptake is recommended. For each such field, the plan will predict the rate at which soil test phosphorus will increase and number of years until soil test Phosphorus exceeds 300 pounds per acre
- Section 6.9 Manure Inventory Annual Summary (document annual manure production by source and storage facility)
- Section 6.10 Fertilizer Material Annual Summary (document the amount and type of commercial fertilizer needed each crop year)
- Section 6.11 Farm nutrient balance

A summary of primary nutrients applied from all nutrient sources by crop, year, and field. The net excess or shortage of nitrogen, phosphorus, and potassium shall be displayed by crop year and field.

**H. Section 7 – Feed Management**

Section 7 shall be included only if a Feed Management Plan is required to reduce the total nutrients excreted by the livestock on the farm. Do not include discussions of optional feed management.

When Feed Management conservation practice (code 592) is included in the CNMP, diets and feed management strategies shall be developed by professional animal scientists, independent professional nutritionists, or other comparably qualified individuals. When required by State policy or regulation, animal nutritionists shall be certified through any certification program recognized within the State.

**I. Section 8 – Other Utilization Options**

Include only if utilization options other than land application are planned (example – composting manure).

**J. Section 9 – Recordkeeping**

Provide copies of all recordkeeping documents in Section 9 of both the CNMP and the PAD. Specific records are to be kept in the PAD. Recordkeeping responsibilities are reviewed with producers when the CNMP is planned and during implementation follow-up visits.

Electronic copies of the CNMP and PAD shall be maintained at the operation headquarters for future review and potential revision. Recordkeeping documents shall include:

- Producer Activity Checklist – The producer activity checklist helps the producer schedule weekly/monthly/yearly activities that are important to the maintenance of the CNMP. The checklist also establishes a record of scheduled events, dates of completion, and individuals involved.
- Inspection/monitoring schedule and records (taken from the O&M requirements contained in each conservation practice under Sections 2 and 4).
- Annual crop records (crop and yield, by field) – Crop records help the producer maintain records regarding crops, planting dates, planting rates, tillage and harvest dates, and yields.
- Manure application records—date, rate, timing, weather, and setbacks, by manure type, manure source, storage facility, by fields receiving manure, etc.
- Other nutrient applications (e.g. commercial fertilizer, irrigation water application) records—nutrient content analysis, application rate/acre, amount of water applied, nutrient content of irrigation water, etc.
- Manure exports off the farm—date(s) and amount(s).
- Manure imports onto the farm—date(s), amount(s), and analysis (prior to application).
- Internal transfers of manure—date(s), amount(s), initial location(s) and final location(s).
- Soil testing results – date(s), field, location in field, test results
- Manure analysis results – date(s), manure type, storage facility, application method
- Calibration tests on application equipment – date, results
- Other records required by State and/or local regulations.

K. Section 10 – References

Section 10.1 – Publications

List of state regulations or guidance documents and where these documents can be retrieved. These include all technical sources important to understanding the contents or implementation of the CNMP. Reference sites where useful information pertinent to the CNMP can be obtained should be included.

Section 10.2 – Software and Data Sources, including pertinent version information

List software and data sources used to create the CNMP.

## 5. Producer Activity Document (PAD)

The PAD is a document that shall be prepared to assist the producer in understanding and managing the CNMP. The PAD is essentially a condensed version of the CNMP and shall be readily available to the producer. The PAD template below shall be used in conjunction with all CNMPs developed for Illinois NRCS. Typically, the PAD will not contain sufficient information for operations choosing to seek a permit. Specific sections in the PAD refer to maps or tabular information in the CNMP.

- A. Cover and Signature Page (a copy of the cover page from the CNMP, as described in part 4.A)
- B. Section 1 – Background and Site Information (a statement that background and site information is contained in Section 1 of the CNMP document)
- C. Section 2 – Manure and Wastewater Handling and Storage
  - 2.1. Map(s) of Production Area: Sketch or aerial photo of the confinement areas, production buildings, manure storage and treatment locations, and feed storage areas.
  - 2.2. Production Area Conservation Practices: documentation of the conservation practice decisions and O&M requirements.

- 2.6. Planned Manure Exports off the Farm
  - 2.7. Planned Manure Imports onto the Farm
  - 2.8. Planned Internal Transfers of Manure
- D. Section 3 – Farmstead Safety and Security
- 3.1. Emergency Response Plan (from Section 3.1 of the CNMP)
  - 3.2. Biosecurity measures, including biosecurity protocol for farm visitors and disposal of animal veterinary waste (from Section 3.2 of the CNMP)
  - 3.3. Catastrophic mortality management including State required procedures and contact information (from Section 3.3 of the CNMP)
- E. Section 4 – Land Treatment Practices
- 4.1. Map(s) of Fields including land treatment conservation practices.
  - 4.2. Land Treatment Practices: documentation of the conservation practice decisions and O&M requirements.
- F. Section 5 – Soil and Risk Assessment Analyses (a statement that soil and risk assessment analyses are contained in Section 5 of the CNMP document)
- G. Section 6 – Nutrient Management
- 6.1. Field Information (table of fields from Section 6.1 of the CNMP)
  - 6.2. Manure application setback distances (table from section 6.2 of the CNMP)
  - 6.6. Manure application planning calendar (table from Section 6.6 of the CNMP)
  - 6.7. Planned nutrient applications (table from Section 6.7 of the CNMP)
  - 6.10. Fertilizer material annual summary (from Section 6.10 of the CNMP)
- H. Section 7 – Feed Management (a statement that feed management information is contained in Section 7 of the CNMP document, if applicable)
- I. Section 8 – Other Utilization Options (a statement that other utilization information is contained in Section 8 of the CNMP document, if applicable)
- J. Section 9 – Recordkeeping (provide forms for the producer to record data as described in Section 9 of the CNMP)
- Producer activity checklist, including inspection/monitoring schedule
  - Inspection/monitoring records
  - Crop records
  - Manure application records
  - Other nutrient applications (commercial fertilizer and irrigation water application records)
  - Manure exports off the farm
  - Manure imports onto the farm
  - Internal transfers of manure
  - Soil test results
  - Manure analysis results
  - Equipment calibration records
  - Other records required by State and/or local regulations
- K. Section 10 – References (a statement referring to Section 10 of the CNMP document for references)