

Date Received:

Control No:

Field Office Checklist and TSP Certification Plan Review

Conservation Activity Plan – Comprehensive Nutrient Management Plan Practice Activity Code (102)

Purpose: The purpose of this checklist is to provide guidance for components that need to be addressed or included in a Comprehensive Nutrient Management Plan. This checklist is designed for use by NRCS staff as well as Technical Service Providers. Please refer to CAP Development Criteria for specific elements to be addressed.

Comprehensive Nutrient Management Plan	
State/County:	Date Plan Submitted:
Producer/Owner:	TSD:
<p>A Comprehensive Nutrient Management Plan (CNMP) is a conservation plan that is unique to animal feeding operations. It is a grouping of conservation practices and management activities which, when implemented as part of a conservation system, will help to ensure that both production and natural resource protection goals are achieved.</p> <p>Technical Guidance, Criteria, and Content for the CNMP is found at the URL: eDirectives http://directives.sc.egov.usda.gov/. Navigate to: General Manual Title 190 Part 405 – Comprehensive Nutrient Management Plans; Handbooks Title 190 Part 620 Comprehensive Nutrient Management Planning; National Instructions Title 190 NI_190_304, Comprehensive Nutrient Management Plan Technical Criteria.</p> <p>Minimum components of a CNMP shall include:</p>	
	Production Area
	Production area shall include animal confinement, feed and other raw material storage areas, animal mortality facilities, and the manure handling containment or storage areas and;
	Land Treatment Area
	Land Treatment area shall include any land under control of the AFO owner or operator, whether it is owned, rented or leased, and to which manure or process wastewater is, or might be, applied for crop, hay, pasture production or other uses.

1.	Cover and Signature Page:
	<ul style="list-style-type: none"> a. Name of operator, facility location and mailing address; b. Latitude and longitude of the production address; c. Type and size of the AFO; d. Plan period and all required signatures for the State
2.	Background and Site Information:
	<ul style="list-style-type: none"> a. General description of Operation; b. Sampling, calibration and other statements; c. Identified Natural Resource Concerns
3.	Manure and Wastewater Handling and Storage Element:
	<ul style="list-style-type: none"> a. Map(s) of the production area; b. Production area conservation practices; c. Animal Inventory and Manure storage; d. Normal animal mortality management; e. Planned manure exports/imports and internal transfers
4.	Farmstead Safety and Security:
	<ul style="list-style-type: none"> a. Emergency response plan; b. Biosecurity measures including protocol for visitors & disposal of animal veterinary waste c. Catastrophic animal mortality management; d. EPA agreed-to Chemical Handling checklist
5.	Land Treatment:
	<ul style="list-style-type: none"> a. Maps documenting fields and conservation practices including: <ul style="list-style-type: none"> 1. Aerial maps of land application areas; 2. Fields delineated with setbacks, buffers, waterways and conservation practices planned; 3. Sensitive areas such as sinkholes, streams, springs, ponds and drinking water sources; ME-WHEP and ME-ECS-1; 4. Property boundaries and occupied dwellings; b. Land Treatment Conservation Practices in accordance with NRCS conservation practice standards
6.	Soil and Risk Assessment Analysis:
	<ul style="list-style-type: none"> a. Soil information; b. Predicted Soil Erosion; c. Nitrogen and Phosphorus Risk Analysis including any additional field data required by risk assessment
7.	Nutrient Management:
	<ul style="list-style-type: none"> a. This element shall meet the technical criteria for the Nutrient Management conservation practice code (590) standard including: <ul style="list-style-type: none"> 1. Field information, manure application setback distances, soil test data, manure nutrient analysis; 2. Planned crops and fertilizer recommendations, manure application planning calendar, planned nutrient applications, field nutrient balance, manure inventory and annual summary, fertilizer material annual summary, and farm nutrient balance

8.	Feed Management (Optional):
	<p>Include only if Feed Management Plan is required to reduce the total nutrients excreted by the Livestock on the Farm. Should not include discussions of optional feed management strategies.</p> <p>Feed Management element should be developed by a professional animal scientist, independent professional nutritionists, or other comparably qualified individual. Nutritionist shall be State certified if required by Policy or Regulation.</p>
9.	Other Utilization Options (Optional):
	Included if manure utilization is different from land application.
10.	Recordkeeping:
	<p>a. At a minimum, recordkeeping shall include: Producer activity checklist, Inspection/monitoring records, Annual crop records, Manure application records, Other nutrient applications (commercial fertilizer), Manure exports and imports to the farm and Internal transfers of manure;</p> <p>b. Other records required by State and/or local regulations</p>
11.	References:
	<p>a. Publications;</p> <p>b. Software and Data Sources, including pertinent version information</p>

Yes	No	Checklist Approval
		I have reviewed this Comprehensive Nutrient Management Plan (CNMP) and it contains all items listed on this checklist.
Notes (If "No" is checked, include reasons for denial, comments, missing items that need to be added, etc.):		
NRCS Representative Name and Title (print or type):		
NRCS Representative Signature		Date: