

## MANURE MANAGEMENT PLAN (MMP) ADMINISTRATIVE COMPLETENESS REVIEW GUIDE

<b>Operation Name</b>		Does plan include all properties under the management control of the operator? <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Location Address</b>		
Place a checkmark in the appropriate box for all items listed. Any "No" items are deficiencies that should be addressed with the owner/operator.		
1.	Contact Information (check all provided in plan) <input type="checkbox"/> Owner <input type="checkbox"/> Operator <input type="checkbox"/> Plan preparer	
2.	Date of plan development (or update) indicated and current with farm management practices	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.	Acres available for manure application (rented and owned) identified	<input type="checkbox"/> Yes <input type="checkbox"/> No
4.	Animal Information (type, number, number of days on farm per year) provided	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
5.	Environmentally Sensitive Area worksheet is completed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.	MMP summary is completed which includes (as applicable) crop group and anticipated yield, manure groups, application seasons, planned application rates, incorporation timing, supplemental fertilizers, and field identifiers.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.	Plan must include map(s) that identify the following features, for both owned and rented lands:	
	• Farm Boundaries	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Individual field boundaries for all fields in plan	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Field identifiers and acreage for each field	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Identification of average slopes for fields used for winter application	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Location of Environmentally Sensitive Areas and manure application setbacks	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Location of Proposed or Existing Manure Storage Facilities	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Location Manure Stockpiling or Stacking Areas	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Location of all pastures	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Location of all Animal Concentration Areas (ACAs)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Location and names of all roads adjacent to or within farm	<input type="checkbox"/> Yes <input type="checkbox"/> No
8.	Crop yield, manure transfer, and monthly manure storage inspection records (as applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No
9.	Descriptions are provided for all manure management activities and storage facilities, including: <ul style="list-style-type: none"> <li>a. Types, sizes, and volumes of liquid/semi-liquid structures (e.g. concrete/metal tanks, under building structures, lined lagoon or pond)</li> <li>b. A Water Quality Management Permit or copy of Professional Engineer (PE) certification must be maintained for any liquid or semi-liquid storage constructed after January 29, 2000.</li> <li>c. Solid Manure Stockpiling or Stacking Facilities</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  <b>WQM/PE Certification:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
10.	Description of pasture management practices	<input type="checkbox"/> Yes <input type="checkbox"/> No
11.	Description of ACAs including associated BMPs that are implemented or planned (with schedule)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
12.	Winter manure application worksheet (as applicable) included	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

**Note:** The MMP works together with the Agricultural Erosion and Sediment Control Plan. Certain sections of information in the MMP (e.g. maps) may be used, as applicable, to satisfy Ag E&S Plan requirements and vice versa.

## AGRICULTURAL EROSION AND SEDIMENT (Ag E&S) CONTROL PLAN ADMINISTRATIVE REVIEW GUIDE

<b>Operation Name</b>		
<b>Location Address</b>		
<p>A written Ag E&amp;S plan is required for agricultural plowing and tilling activities (including no-till practices) and animal heavy use areas (AHUAs) that disturb 5,000 square feet or more of land. Place a checkmark in the appropriate box for all items listed. Any "No" items are deficiencies that should be addressed with the owner/operator.</p>		
1.	For plowing and tilling activities, documentation is provided that the soil loss will be limited to the soil loss tolerance (T) over the planned crop rotation.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
2.	For plowing and tilling activities on fields with less than 25% plant or crop residue cover and within 100 feet of a river or stream (perennial or intermittent), additional BMPs to minimize accelerated erosion and sedimentation are described.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.	For AHUAs, the plan identifies BMPs that minimize accelerated erosion and sedimentation.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
4.	Plan includes a map(s) that identifies the following features, for both owned and rented lands:	
	• Surface waters of the Commonwealth	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Drainage patterns (topographic)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Field and property boundaries	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Buildings and farm structures	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• AHUAs	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Roads and crossroads	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• BMPs, existing and proposed	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	• Soil Maps	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
5.	Existing and Proposed BMP descriptions, including AHUA practices and procedures, tillage systems, schedules, and crop rotations.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
6.	Plan is consistent with the operation's current NMP or MMP.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.	Plan is consistent with both existing and proposed conditions and activities on the operation, including surface waters, drainage patterns, and field boundaries.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
8.	Plan contains an acceptable BMP implementation schedule.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
9.	Plan contains operation and maintenance criteria for the BMPs.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

**Note:** The Ag E&S Plan generally works together with the Manure Management Plans (MMP) required for operations that land apply manure and agricultural process wastewater. Certain sections of the Ag E&S Plan (e.g. maps) may be used, as applicable, to satisfy MMP requirements and vice versa.