CAFO RECORDKEEPING CALENDAR

2021

SMALL AND MEDIUM CAFOs

Name of Operation ________________________________
HAPPY NEW YEAR!

**REMINDER**
Manure application to saturated soil is prohibited.

Review your approved AWMP to determine appropriate manure application areas, rates and buffer widths for this time of year.

**All manure applications must be done in accordance with your AWMP.**

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JANUARY 2021

In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.

**INSPECTIONS**
- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

**MANURE APPLICATION AND MANURE EXPORTATION RECORDS**
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### Monthly Report

**FEBRUARY 2021**

**MANURE APPLICATION AND MANURE EXPORTATION RECORDS**

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**IN THE EVENT OF A DISCHARGE, CONTACT YOUR LOCAL LIVESTOCK WATER QUALITY SPECIALIST OR CAFO PROGRAM AT (503) 986-4699 WITHIN 24 HOURS**

- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

**INSPECTIONS**

- Waterlines
- Stormwater diversion devices
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**IMPORTANT REMINDER**

The 2020 annual report is due for facilities registered to the NPDES permit to ODA by March 15, 2021.

If you were registered to the NPDES for any part of 2020 you need to complete a report for that time period.

Annual reports were mailed with this calendar. If you did not receive one please contact ODA @ 503-986-4699 or go online to https://www.oregon.gov/ODA/programs/NaturalResources/Pages/CAFO.aspx.

Please contact your local inspector if you need assistance completing your report.
In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.

**INSPECTIONS**

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- Depth of liquid manure storage facility
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**2020 Annual Report Due**

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**Note:**

When calculating the amount of nutrients applied, CAFOs may use book values. Book values can be found in your AWMP or at the back of the calendar.

All liquid storage facilities must be operated in a manner to maintain the designed freeboard.
### APRIL 2021

**IN THE EVENT OF A DISCHARGE, CONTACT YOUR LOCAL LIVESTOCK WATER QUALITY SPECIALIST OR CAFO PROGRAM AT (503) 986-4699 WITHIN 24 HOURS.**

**INSPECTIONS**

- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

**MANURE APPLICATION AND MANURE EXPORTATION RECORDS**

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**DID YOU SUBMIT YOUR 2020 ANNUAL REPORT?**

**EVERY FACILITY PERMITTED TO THE NPDES PERMIT IS REQUIRED TO SUBMIT AN ANNUAL REPORT.**

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**Reminder**
Control undesirable vegetation on lagoons by spraying or mowing lagoon berms. All manure application equipment must be calibrated.
### MAY 2021

**In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.**

#### INSPECTIONS

- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

#### MANURE APPLICATION AND MANURE EXPORTATION RECORDS

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#### REMINDER

The following records are to be maintained on-site and readily available upon request:

AWMP, Oregon NPDES CAFO permit or WPCF CAFO permit, permit summary, inspections of facility made by operator, land application of manure and/or wastewater, manure export, and soil sample results.

The CAFO permit requires that all records be kept for a minimum of five years.

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**Inspections**

- Waterlines
- Diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

**Manure Application and Manure Exportation Records**

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**In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.**

**June 2021**

The CAFO Permit Annual License Fee is due on June 30, 2021 for 2021/2022.
CAFO Permit Licenses expire on June 30th each year.

To pay your license fee online go to:

https://mylicense.oda.state.or.us

JUNE 2021
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**Reminder**

In May you should have received a postcard with instructions on how to pay your CAFO permit online. If you didn't receive a postcard, please contact your local livestock Quality Specialist or the CAFO Program at (503) 986-4699. If your license is expired you are in violation of your CAFO permit.
**REMINDER**

MANAGE LIQUID MANURE STORAGE FACILITIES TO ENSURE THESE FACILITIES ARE OPERATING AT DESIGN CAPACITY.

WOODY VEGETATION OR AN ACCUMULATION OF CRUST ON TOP OF THE LIQUID MANURE STORAGE FACILITY IS UNACCEPTABLE.

TRACK FRESH WATER/IRRIGATION ADDITIONS MADE TO THE MANURE SYSTEM.

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**MANURE APPLICATION AND MANURE EXPORTATION RECORDS**

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**IN THE EVENT OF A DISCHARGE, CONTACT YOUR LOCAL LIVESTOCK WATER QUALITY SPECIALIST OR CAFO PROGRAM AT (503) 986-4699 WITHIN 24 HOURS.**

**INSPECTIONS**

- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

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**JULY 2021**

Waterlines
Stormwater diversion devices
Depth of liquid manure storage facility
Manure application equipment
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### AUGUST 2021

**INSPECTIONS**

- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

**MANURE APPLICATION AND MANURE EXPORTATION RECORDS**

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*In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.*
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**REMINDER**

*Winter weather is only a few months away. Make sure your storage structures are on course to be ready/emptied in time.*
SEPTEMBER 2021

IN THE EVENT OF A DISCHARGE, CONTACT YOUR LOCAL LIVESTOCK WATER QUALITY SPECIALIST OR CAFO PROGRAM AT (503) 986-4699 WITHIN 24 HOURS.

INSPECTIONS

- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

MANURE APPLICATION AND MANURE EXPORTATION RECORDS

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**REVIEW THE CURRENT PERMIT OR YOUR AWMP FOR MORE INFORMATION REGARDING SOIL SAMPLING.**

**REMEMBER**

- Soil samples for the entire farm must be completed every five (5) years. Twenty percent of the farm should be sampled each year.
- Contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.

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Don't forget to empty and prepare your manure storage facilities for winter. In addition, make sure all gutters and downspouts are functional.
In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.

**INSPECTIONS**
- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

**MANURE APPLICATION AND MANURE EXPORTATION RECORDS**

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**Tip:** In the CAFO program, the term “manure export” is used to describe manure that is transferred or exported to another entity, and the manure is no longer under the control of the CAFO operator and/or owner.

If the CAFO operator and/or owner has control over the land application of manure it is not considered an export.
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## NOVEMBER 2021

In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.

### INSPECTIONS
- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

### MANURE APPLICATION AND MANURE EXPORTATION RECORDS

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Thank you for your continued effort to stay in compliance with your CAFO permit!
DECEMBER 2021

INSPECTIONS
- Waterlines
- Stormwater diversion devices
- Depth of liquid manure storage facility
- Manure application equipment

MANURE APPLICATION AND MANURE EXPORTATION RECORDS

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In the event of a discharge, contact your local Livestock Water Quality Specialist or CAFO Program at (503) 986-4699 within 24 hours.

Happy holidays!
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<td><strong>BEEF 1</strong></td>
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<td>Dry lot (lb/ton of manure)</td>
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<td><strong>POULTRY 1</strong></td>
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<tr>
<td>Layer (liquid)</td>
<td>57 (lbs/1,000 gallons)</td>
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<td>Layer (solid) (lb/ton of manure)</td>
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<td>Broiler (lb/ton of manure)</td>
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<td><strong>SWINE 1</strong></td>
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<tr>
<td>Liquid</td>
<td>39 (lb/1,000 gallons)</td>
<td>1.059 (lb/acre-inch)</td>
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<td>Solid (lb/ton of manure)</td>
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<td>Dry stack (lbs/ton of manure)</td>
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<td>Separated solids (lb/ton of manure)</td>
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<tr>
<td>Reception tank</td>
<td>20 (lb/1,000 gallons)</td>
<td>543 (lb/acre-inch)</td>
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<td>Storage pond</td>
<td>5 (lbs/1,000 gallons)</td>
<td>135 (lb/acre-inch)</td>
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<td><strong>EQUINE 3</strong></td>
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<td>Solid (lb/ton of manure)</td>
<td>9</td>
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<td><strong>SHEEP/GOAT 4</strong></td>
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<tr>
<td>Solid (lb/ton of manure)</td>
<td>18</td>
<td>9.2</td>
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</table>

1 Values for manure are based on “Determining Crop Available Nutrients from Manure” (G1335).
2 Values for dairy manure are based on “Dairy Manure as a Fertilizer Source” (EM8586).
3,4 Values for manure are based on “Fertilizing with Manure” (PNW 0533).
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<th>Lbs of N/1000 Gallons</th>
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<th>0.75</th>
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<th>1.25</th>
<th>1.5</th>
<th>1.75</th>
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<td>20</td>
<td>41</td>
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<td>81</td>
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<td>136</td>
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<td>333</td>
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<td>244</td>
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<tr>
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<td>570</td>
<td>665</td>
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<td>516</td>
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<td>903</td>
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<td>Conversion Factors for Manure*</td>
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<tr>
<td>1 ton = 2,000 pounds</td>
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<tr>
<td>1 cubic foot = 7.5 gallons</td>
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<td>1 gallon = 8.3 pounds</td>
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<tr>
<td>1 yard = 27 cubic feet</td>
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<tr>
<td>1 cubic foot = 55 pounds (dry) to 62 pounds (wet)**</td>
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</tbody>
</table>

**Manure density (weight per cubic foot) varies with moisture content, primarily depending on amount of bedding/solids.

* Due to the variability of manure, using the above conversion factors will only provide an estimate. Actual manure test values will provide more accurate information.

NOTES:
### SUMMARY OF REQUIRED INSPECTIONS TO BE DONE BY THE OPERATOR:

<table>
<thead>
<tr>
<th>ITEMS</th>
<th>FREQUENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storm water diversion devices, run-off diversion structures, animal waste storage structures and devices channeling contaminated storm water to waste water and manure storage and containment structures.</td>
<td>Periodically</td>
</tr>
<tr>
<td>Water lines, including drinking water or cooling water lines.</td>
<td>Periodically</td>
</tr>
<tr>
<td>Equipment used for land application of manure, litter or process waste water.</td>
<td>Periodically when equipment is in use</td>
</tr>
<tr>
<td>Liquid impoundments for manure and process waste water.</td>
<td>Periodically</td>
</tr>
</tbody>
</table>

### SUMMARY OF RECORDKEEPING REQUIREMENTS:

- Date, amount, and nutrient loading of manure, litter, or process waste water applied to each field.
- Total Nitrogen and Phosphorus actually applied to each field.
- Method of manure application.
- Total amount of manure or waste water transferred or exported to other persons.
Visit [http://www.oregon.gov/ODA/programs/NaturalResources/Pages/CAFO.aspx](http://www.oregon.gov/ODA/programs/NaturalResources/Pages/CAFO.aspx) for more CAFO Program resources including:

**Manure Spreading Advisory**

A tool to assist operators with manure application decisions based upon projected weather data.

Visit the CAFO website to see the projected weather conditions for your area.

*CAFO General NPDES Permit*  
*CAFO General WPCF Permit*  
*CAFO Program Annual Report*  
*2021 CAFO Record Keeping Calendar*

<table>
<thead>
<tr>
<th>AREA</th>
<th>Livestock Water Quality Specialist</th>
<th>Phone Number</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Armando Macias</td>
<td>(503) 842-6278</td>
<td><a href="mailto:amacias@oda.state.or.us">amacias@oda.state.or.us</a></td>
</tr>
<tr>
<td>2</td>
<td>Charlene Olson</td>
<td>(503) 986-4780</td>
<td><a href="mailto:colson@oda.state.or.us">colson@oda.state.or.us</a></td>
</tr>
<tr>
<td>3</td>
<td>Ben Krahn</td>
<td>(503) 986-6468</td>
<td><a href="mailto:bkrahn@oda.state.or.us">bkrahn@oda.state.or.us</a></td>
</tr>
<tr>
<td>4</td>
<td>Chris Anderson</td>
<td>(541) 660-9611</td>
<td><a href="mailto:canderson@oda.state.or.us">canderson@oda.state.or.us</a></td>
</tr>
<tr>
<td>5</td>
<td>Ben Krahn, Wym Matthews</td>
<td>(503) 986-6468, (503) 986-4792</td>
<td><a href="mailto:bkrahn@oda.state.or.us">bkrahn@oda.state.or.us</a>, <a href="mailto:wmatthews@oda.state.or.us">wmatthews@oda.state.or.us</a></td>
</tr>
<tr>
<td>6</td>
<td>Hilary Collinsworth</td>
<td>(541) 881-6020</td>
<td><a href="mailto:hcollinsworth@oda.state.or.us">hcollinsworth@oda.state.or.us</a></td>
</tr>
</tbody>
</table>

*This calendar is to help document information required by the CAFO permit. It is not a replacement for the CAFO permit.*