Montana Department of Environmental Quality

WATER PROTECTION BUREAU

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FORM
AR-CAFO

Annual Report Form
General Permit for Concentrated Annual Feeding Operations (CAFO GP)
MTG010000

This form is to be completed by all Concentrated Animal Feeding Operations (CAFO) authorization under a Montana Pollutant Discharge Elimination System (MPDES) permit. This form must be completed, signed, and submitted to the Montana Department of Environmental Quality (DEQ) by the 28th day of January following each year in which a CAFO had MPDES discharge coverage. Please read the attached instructions before completing this form. You must print of type legibly; forms that are not legible or are not complete will be rejected. Do not leave blank spaces; if a question is not applicable put and 'NA' in the space provided. If additional space is needed, the permittee may attach additional pages with specific reference to the section of the form being elaborated on. A CAFO must maintain a copy of the completed annual report form in its records.

Section A - Facility or Operation Information

Permit Authorization Number: MTG01 _ _ _ _

Facility or Operation Name _____

Physical Location, Mailing address, or directions to location

_____

Nearest City or Town _____ **Zip Code** _____ **County** _____

Latitude _____ **Longitude** _____

Township/Range /Section (optional) _____

Operation Contact Person/Position

Name and Title, or Position Title _____

Company Name (if different than the facility or operation _____

Mailing Address _____

City, State, and Zip Code _____

Phone Number ( ) _____ **E-mail** _____

Authorized Representative ☐ **Same as facility contact**

Name and Title _____

Company Name (if different than the applicant) _____

Mailing Address _____

City, State, and Zip Code _____

Phone Number ( ) _____ **E-mail** _____

Section B – Summary of Findings

Type and Number or Animals:

Report the maximum number of each type of animal confined at this facility at any one time during the 12 month reporting period.

TYPE	NUMBER IN OPEN CONFINEMENT	NUMBER HOUSED UNDER ROOF
Mature Dairy Cows		
Veal Calves		
Cattle including dairy Heifers		
Swine (55 lb. or over)		
Swine (55 lb. or under)		
Horses		
Sheep or Lambs		
Turkeys		
Chicken broilers -includes juveniles		
Chickens layers – includes juveniles		
Ducks		
Other (specify)		
Other (specify)		

Manure, Litter and Process Wastewater

Waste Production:

Estimate the amount of manure, litter and process wastewater generated by your facility during the last calendar year

a. Liquid/Slurry manure, litter and process wastewater _____Gallons.
b. Dry manure and litter _____Tons.

Waste Transfer

Estimate the amount of manure, litter and process wastewater transferred from your facility, to other persons, during the last calendar year.

a. Liquid/Slurry manure, litter and process wastewater _____Gallons.
b. Dry manure and litter _____Tons.

Land Application

a. Report the total number of acres of land that are covered by this facility's Nutrient Management Plan (NMP), developed in accordance with the applicable technical standards. Include all land application acres covered by the NMP, whether or not they were used for land application during the calendar year covered by this report. _____Acres.
b. Report the total number of acres, under the control of the CAFO, that were actually used for land application of manure, litter, or process wastewater in the past calendar year covered by this report. _____Acres

Discharge Summary

Summary of Manure, Litter, and Process Wastewater Discharges from the Production Area

Provide a summary of each discharge of manure, litter, and/or process wastewater from the production area that occurred in the past year covered by this report. Attach additional sheets, if needed.

Date	Time	Volume

Land Application Summary

A. Report the nitrogen (N) and phosphorus (P) content of manure, litter, and process wastewater using the results of the most recent representative manure, litter and process wastewater tests for N and P. Report the form of N and P used for nutrient management plan used for nutrient management planning purposes in the Nutrient form column

Note: Large CAFO using the linear approach and all CAFOs using the narrative rate approach must present results taken within 12 months of the date of land application of the manure, liter and processes wastewater.

			Nutrient form
Manure N Content	_____	lbs/ton	as_____
Manure P Content	_____	lbs/ton	as_____
Litter N Content	_____	lbs/ton	as_____
Litter P Content	_____	lbs/ton	as_____
Process Wastewater N Content	_____	lbs/1,000 gal.	as_____
Process Wastewater P Content	_____	lbs/1,000 gal.	as_____

B. For each field, report the actual crop(s) planted, the season (for multiple crops planted in one field), the actual crop yield, and the amount of manure, litter, process wastewater, and supplemental fertilizer applied to each field during the previous 12-month period. Attach additional sheets if necessary.

Field ID	
Season	
Crop Planted	
Crop Yield (specify units)	
Amount to be applied as calculated according to the NMP methodology	
Manure (tons)	
Litter (tons)	
Process wastewater (gallons)	
Actual amount supplied	
Manure (tons)	
Litter (tons)	
Process wastewater (gallons)	

C. Comments (Eg., "Actual amounts of manure applied are greater than the planned amounts due to a drop in the amount of N analyzed in the manure test")

_____

_____

_____

D. CAFOs with NMPs developed using ***the narrative rate approach only***: For each field used for land application, report the results of the most recent soil nutrient analyses for any soil test taken in the last 12 months.

Field ID	Most recent soil test results					Supplemental fertilizer (lbs/acre)	
	nitrogen		Phosphorus				
	ppm	N form	ppm	p form	method	N applied	P applied
		as		as			
		as		as			
		as		as			
		as		as			
		as		as			
		as		as			
		as		as			

Section C - Certification

Authorized Signatories: This form must be completed, signed, and certified as follows:

- For a corporation, by a principal officer of at least the level of vice president;
- For a partnership or sole proprietorship, by a general partner or the proprietor, respectively; or
- For a municipality, state, federal, or other public facility, by either a principal executive officer or ranking elected official.

All Applicants Must Complete the Following Certification:

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information; including the possibility of a fine and imprisonment for knowing violations.

Name (Type or Print)	
Title (Type or Print)	**Phone Number**
Signature	**Date Signed**

INSTRUCTION FOR Form AR2-CAFO – Annual Report Form for General Permit for Concentrated Animal Feeding Operations.

You may need the following items in order to complete this form:

- A copy of your most recently submitted NOI and NMP-CAFO:
- Results of you most recent manure test and if doing narrative rate approach;
- If doing narrative rate approach, the results of your most recent soil test for nitrogen and phosphorus.

Please type or print legibly; forms that are not legible will be considered incomplete.

SPECIFIC ITEM INSTRUCTIONS

Section A – Facility or Operation Information.

Enter your permit Authorization number. Enter the most current information about the facility. Please note this is not the place where a permit transfer would be completed. If permit transfer please refer to the 2018 CAFO General Permit. Enter the current Operation Contact Person and/or the current Authorized Representative.

Section B – Summary of Findings

Type and number of Animals.

Enter the maximum number of animals confined at this facility. Please note this is not the total number of animals but the one-day max held in the facility in the past year.

Manure, Litter and Process Wastewater

Estimate the amount of manure, liter and process wastewater generated at your facility in the last year. This value is not based on what is transferred and/or what was spread on fields but what the facility generated as a whole.

Waste Transfer

Estimate the amount of liquid and dry manure that you transferred to others from the facility.

Land Application

If the facility does not land apply then you can skip the section. For "a" you will need to add up all of the area that you have submitted in your NMP as location in which you plan on submitting manure for the permit cycle. For "b" enter the number of acres in which you apply manure, litter or process wastewater in the past year.

Discharge Summary

This is where you enter any discharges that you had in the previous year. These discharges should already be documented using the CAFO Area Discharge Event Form.

Land Application Summary

For "A" take the information directly from the sampling results of your most recent manure, litter and/or process wastewater. For "B" you may need several pages because you applied to more than one field in the past year. Use the field id that you reported in your most recent NMP. If the crop has not be harvested like winter wheat you still need to fill out a table you will just enter Fall in the "Season" row and enter "not yet harvested" in the "Crop Yield" row. If the crop is planted in the fall please make sure to keep a record of the harvest from the following year.

For "D" this table is only used for those that used the Narrative Rate Approach in your NMP. If you used the Linear Approach you will skip this section. Enter the information for each field, reported in your most recent NMP, in which you have taken soil samples from in the past year whether you applied manure, litter and/or process wastewater to them or not. If you applied manure, litter or process wastewater you must include manure analysis in the supplemental fertilizer total.

Section C- Certification

If Form AR2-CAFO is filled out by one person and signed by another, the person signing the document should read it thoroughly. Always retain a copy of all of the documents that you send to the Department of Environmental Quality.

If you have any questions concerning how to fill out this form, or other forms related to the Concentrated Animal Feeding Operations permitting program, please contact the Department's Water Protection Bureau at:

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Fax: (406) 444-1374
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