



Water Division ePermitting System Annual Report Checklist

Concentrated Animal Feeding Operation (CAFO) Annual Report pursuant to s.
NR 243.19(3), Wisconsin Administrative Code

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Wisconsin Department of Natural Resources, Runoff Management Section

Below are the required documents to be completed and submitted to the Department as part of the Annual Report. Additional documentation may be required by the Department.

Supplemental Attached Forms: 3400-025E Annual Report Checklist

- Must be completed prior to submittal.

Upload Required Attachments: Nutrient Management Plan

- **Section 1-Additional Checklists**
 - Not Required
- **Section 2-Plan Narrative**
 - Narrative or summary describing:
 - Total amount of manure and process wastewater distributed to another person by the permittee (does not include manure applied to cropland in your NMP).
 - Summary of any proposed changes planned at facility this upcoming year.
- **Section 3-Maps**
 - Not Required
- **Section 4-Manure Analyses and Soil Test records**
 - Not Required
- **Section 5-Field Specific reports**
 - Not Required
- **Section 6-Farm Reports**
 - Form [3400-025A](#) (updated to reflect current animal units and proposed animal units).
 - [Liquid Waste Storage Volume Calculation Worksheet](#)
 - Updated based on manure and process wastewater generated in previous 12 months.
- **Section 7-Inspections, Record Keeping and Reporting**
 - [CAFO Calendar / Quarterly Monitoring Report Forms](#) or equivalent (copies). Must include:
 - Summary of any permit violations and/or spill events during previous year and corrective actions taken.
 - Summary of condition of runoff control systems and storage containment structures.
 - Date on which manure storage facilities were emptied to 180 day capacity.
 - Summary of recorded levels of materials in liquid storage facilities.
- **Section 8-Other supporting documentation**
 - Other information requested by the Department in writing or in the permit.
 - If no other information is required select the Not Applicable box.