**Act 38 Record Keeping Checklist**

**Pennsylvania’s Nutrient Management Plans**

**The following records are required to be maintained on the operation:**

**\_\_\_\_\_ Annual Manure Production – annually; total amount of manure produced for each**

**manure group**

**\_\_\_\_\_ Manure Test Results – annually; manure analysis results for each manure group**

**\_\_\_\_\_ Soil Test Results – current within 3 years; current soil test results for each crop**

**management unit**

**\_\_\_\_\_ Land Application of Nutrients – annually; location (ID) & number of acres, date of**

**application, and application rate for each crop management unit**

**\_\_\_\_\_ Crop Yields – annually; approximate yield levels for each crop management unit**

**\_\_\_\_\_ Uncollected Manure Information – annually; number of animals, number of days,**

**and average number of hours per day on each pasture unit**

**\_\_\_\_\_ Manure Export Sheets – completed manure export sheets for each importing**

**operation (copy to importer; copy retained on exporting operation; small quantity**

**exclusion only requires name, amount of manure transferred and date)**

**\_\_\_\_\_ Exported Manure Applied Under Exporter Direction – annually; application**

**location (ID and notation of observation of application setbacks), number of acres,**

**date of application, application methods, and application rate**

**\_\_\_\_\_ Exported Manure Through Broker – Broker Responsible – annually; broker is**

**responsible for application records; application location (ID and notation of**

**observation of application setbacks), number of acres, date of application,**

**application methods, and application rate and provide copies to the importing**

**operations**

**\_\_\_\_\_ Alternative Manure Utilization Other Than Manure Export – annually; amount**

**and use of manure**