

The list below is an overview of the key items included in the inspection process with one of our KDHE staff. Inspectors routinely perform walkthroughs of production and land application areas, and review records. In an effort to assist producers in preparing for an inspection, the information below can be used to help ensure your operation is in compliance.

The inspection will include viewing the entire operation, a records review, and an exit interview to provide you with information on the operation's compliance status with the permit and regulations. We will do our best to identify any deficiencies noted during the inspection at the exit interview.

1. **Do you understand your permit?** It is important to read the facility's permit and implement the requirements. The permit is a valuable tool to assist in reviewing the operation's requirements. The KDHE inspector will be happy to review the permit with you.
2. **Is the waste going to the approved waste system?** Answering this question is one of the primary purposes of an inspection. Every owner and operator of a livestock facility should be evaluating their facility to determine if any waste or production area is not being managed properly. Contact the local district office or if after hours, call the spill hotline, at 785-296-1679 within two hours of discovery of an overflow or discharge.
3. **Is runoff managed from the feed storage areas?** Inspectors are required to evaluate runoff from all of the production area, including feed storage areas.
4. **Is runoff managed from manure/bedding stockpiles?** These temporary stockpiles are considered part of a facility's production area even if they are located outside the facility's footprint. Care should be taken to prevent runoff to neighboring properties or from entering into nearby streams and rivers.
5. **Do you have pens on adjacent property?** Pens placed on property adjacent to the permitted operation will also be viewed. If the operation confines enough animals of one species type to be considered a federal operation, then all animals at the operation must be counted and runoff from all production areas must be contained. EPA differs from Kansas in the way certain animals are accounted for in the permit process.
6. **Are complete and accurate monthly operation reports maintained?** Required information includes the maximum animal inventory record for each month, rainfall, land application, and available storage. Maintain records for land application of manure solids and liquids. Follow the approved nutrient management plan/waste management plan in the application of any manure. These records are vital to demonstrating that you are implementing appropriate land application practices.
7. **Are lagoons properly maintained?** Lagoon berms should be free of trees, shrubs, and erosion features, staff gauges installed and clearly marked, and maintain required storage levels by following pump-down level requirements.
8. **Are you a federal-sized facility?** If so, there are additional requirements for managing the manure with the required Nutrient Management plan documents and if a swine facility, this includes operation specific plans to keep on site and utilize. This information will be included in the inspection.
9. **What is your permitted capacity?** Your permit specifies the maximum animal capacity for your operation. You cannot expand operations beyond the capacity listed in your current permit, modify the facility layout or capacities of structures without authorization from KDHE. This application process takes time, so plan ahead.