Ohio | Department of Agriculture
Governor John R. Kasich • Lt. Governor Mary Taylor
Director James Zehringer

**Livestock Environmental Permitting Program**
A.B. Graham Building
8995 East Main Street, Reynoldsburg, OH 43068
Phone: 614-387-0470 • Fax: 614-728-6335
www.agri.ohio.gov • lepp@agri.ohio.gov

# CERTIFIED LIVESTOCK MANAGER APPLICATION FORM

Instructions: In order to become a Certified Livestock Manager in the State of Ohio, through the Ohio Department of Agriculture, this form must be completed. A Certified Livestock Manager (CLM) certification is required for any of the following:

1. For a Major Concentrated Animal Feeding Facility (MCAFF) as defined in Ohio Revised Code Section 903.01. Examples of MCAFFs include facilities with more than 10,000 cattle; more than 7,000 mature dairy cattle; more than 10,000 veal calves; more than 25,000 swine over 55 lbs. or 100,000 swine under 55 lbs.; more than 550,000 turkeys, or more than 820,000 laying hens with other than a liquid manure handling system.

2. For a person who is a livestock manure broker who buys, sells, or land applies annually more than 4,500 dry tons of manure, or more than 25 million gallons of liquid manure.

3. For a person who is a livestock manure applicator who land applies and transports annually more than 4,500 dry tons of manure, or more than 25 million gallons of liquid manure.

Other requirements for a CLM are set forth in Section 903.07 of the Ohio Revised Code (ORC) and Rules 901:10-1-06 of the Ohio Administrative Code (OAC).

The space provided in this form may not be sufficient to allow for a thorough response to all questions. Please supplement this form with any additional pages of information.

This form must be accompanied by a check made payable to the Ohio Department of Agriculture for the amount of $50.00.

PART 1: CERTIFIED LIVESTOCK MANAGER

## CLM AND FACILITY INFORMATION

**CLM APPLICANT INFORMATION:**

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Cell: _____

E-Mail: _____

**CLM APPLICANT'S FACILITY OR BUSINESS INFORMATION:**

Business or Facility Name: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Fax Number: _____

E-mail: _____

PART 2: CERTIFIED LIVESTOCK MANAGER

# CERTIFIED LIVESTOCK MANAGER CREDENTIALS

1. Are you a Certified Crop Advisor, in cooperation with the American Society of Agronomy?

   ☐Yes ☐No

   If "yes", please specify date of certification and/or date of successful completion of the program: [Rule 901:10-1-06(D)(4)(a)]

   _____

2. Are you a certified planner in accordance with the United States Department of Agriculture Natural Resource Conservation Service and thus certified to prepare comprehensive nutrient management plans?

   ☐Yes ☐No

   If "yes", please specify date of certification and/or date of successful completion of the program:

   _____

3. Are you trained and certified by another state?

   ☐Yes ☐No

   If "yes", please provide the following information:

   State: _____

   Certification Number: _____

   Testing Organization: _____

   Proctor Contact Person: _____

   Proctor Address: _____

   Proctor Telephone Number: _____

   *Unless the Ohio Department of Agriculture has entered into a cooperative agreement with any official agency of the federal government or other academic or private institution or unless the department has recognized other training and*

*examination programs, the department reserves the right to assess the training and certification conducted and to verify that the training and certification meets the requirements of this program, as well as its laws and rules.*

4. To receive Certified Livestock Manager licensing through ODA, a farmer or custom applicator must attend three "core" training sessions and three "elective" sessions. List the Certified Livestock Manager Core and Elective Courses taken: (*See alternative qualifying training on last page.*)

| Course Name | Date of Course | Course Location |
|---|---|---|
| **CORE:** | | |
| • ODA Rules and Regulations | | |
| • Nutrient Management - Practice Standard 590 & 633 | | |
| • Manure Storage and Handling | | |
| **ELECTIVES: (need three)** | | |
| • Water Quality Issues | | |
| • Soil Testing | | |
| • Manure Application on Frozen or Snow Covered Ground | | |
| • Stockpiling | | |
| • Emergency Action Plans – Spill Reporting | | |
| • Value of Manure Nutrients | | |
| • Record Keeping | | |
| • Biosecurity | | |
| • Liability | | |
| • Applying Manure to Growing Crops | | |
| **OTHER COURSES NOT LISTED:** | | |
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# CERTIFIED LIVESTOCK MANAGER COMPREHENSION

**Questions that need to be answered by all applicants.** [Rule 901:10-1-06(D)(1)]

1. Describe in detail your knowledge of calculating nutrient values in manure:

2. Describe in detail how to implement a plan for land applying manure:

3. Describe in detail practices to remove manure held in storage ponds, lagoons, treatment cells, compost buildings or pits:

4. Describe in detail best management practices for controlling odor:

5. Describe in detail best management practices that protect both surface water and ground water:

**Questions that only need to be answered by employees of a Major Concentrated Animal Feeding Facility:** [Rule 901:10-1-06(D)(1)]

6. Describe in detail best management practices for dead animal disposal or mortality management:

7. Describe in detail how to (a) develop and (b) implement an Insect and Rodent Control Plan:

# CERTIFIED LIVESTOCK MANAGER EXPERIRNCE

List places of employment, dates of employment, as well as a contact person at the establishment that the Ohio Department of Agriculture may contact to verify your information.

**Questions that need to be answered by all applicants.**

1. Experience in Calculating Nutrient Values in Manure:

2. Experience in Implementing a Manure Land Application Plan:

3. Experience in Manure Removal held in storage ponds, lagoons, treatment cells, compost buildings or pits:

4. Experience in Techniques Used for Odor Control:

5. Experience in Environmental Protection Both Surface and Ground Water Protection:

**Questions that only need to be answered by employees of a Major Concentrated Animal Feeding Facility:**

6. Experience in Using Best Management Practices for Mortality Management:

7. Experience in Controlling and Eliminating Insects and Rodents:

**All Applicants:**

8. Attach a detailed resume of your work history, your education, and references with contact information (if available).

PART 5: CERTIFIED LIVESTOCK MANAGER

# CERTIFIED LIVESTOCK MANAGER AUTHORIZATIONS

## AUTHORIZATIONS

1. "I authorize the Soil and Water Conservation District having authority over any operation or facility that I own or control, or with whom I have contracted as a livestock manure broker or livestock manure applicator, to disclose to the Ohio Department of Agriculture any and all information that may be on file with the local soil and water district and the Division of Soil and Water within the Ohio Department of Natural Resources. I understand that I may claim confidentiality for any information in the local or division files if that information is a trade secret, confidential business information, or confidential financial information."

Signature _____ Date Signed _____

Print Name _____

2. "I acknowledge that the following records must be kept by me and made available to the Ohio Department of Agriculture.
    a. A record and a list or description of acres for each land application of manure, and notation if the land is owned or leased by the owner of the manure.
    b. If applying liquid manure on land with subsurface drains, record periodic observations of any drain outlets during and after application.
    c. If applying liquid manure on land with subsurface drains, record use of drain outlet plugs or other such devices during and after application.
    d. A record of all soil tests results within the last five years.
    e. Record site inspections to inspect setbacks used to maintain vegetative cover and to protect stream channels or areas adjacent to stream channels.
    f. Record date, rate, quantity and method of application of the nutrient, the form and source of manure or commercial fertilizer or other organic by-products.
    g. Record the total amount of nitrogen and phosphorus actually applied to each field and document the calculations for the total amount applied.
    h. Record the condition of soil at the time of application including, but not limited to, available water capacity and evidence of soil cracks and related information on soil conditions.
    i. Record temperature, including general weather conditions at the time of application and for 24 hours prior to and following application."

Signature _____ Date Signed _____

Print Name _____

3. "I certify under penalty of law that this document and any attachments were prepared under my direction. To the best of my knowledge and belief, the information is true, accurate, and complete. I am aware there are significant penalties for submitting false information."

Signature _____ Date Signed _____

Print Name _____

PART 6: CERTIFIED LIVESTOCK MANAGER

# CERTIFIED LIVESTOCK MANAGER PAYMENT INFORMATION

**PAYMENT INFORMATION**

Remittance of $50.00 fee is enclosed payable to the Ohio Department of Agriculture. (*Payment by check or money order only.*)

**Payment Method**: ☐Check ☐Money Order Check Number: _____

**Amount: $50.00**

PART 7: CERTIFIED LIVESTOCK MANAGER

# CERTIFIED LIVESTOCK MANAGER CONTINUING EDUCATION

In order to maintain the certification, an additional 10 hours of training is required every three years.

ODA – Livestock Environmental Permitting Program will have certification courses available periodically in cooperation with the OSU Extension, ODNR – Division of Soil and Water Conservation, Natural Resource Conservation Service, and other organizations. These courses will be advertised on the Livestock Environmental Permitting Program's web site at http://www.ohioagriculture.gov/lepp/.

Training is also provided through a variety of training opportunities. The Certified Livestock Manager is required to obtain verification of attendance.

1. Ohio Department of Agriculture
   Certified Livestock Manager Training Sessions
   www.ohioagriculture.gov/lepp

2. Ohio Livestock Coalition
   Livestock Environmental Assurance Program (LEAP) Level I and Level II, or other manure application training
   www.ohiolivestock.org/

3. OSU/Midwest Plan Service
   Livestock and Poultry Environmental Stewardship Curriculum - manure storage and land application training listed by chapter
   www.lpes.org/les_plans.html

3. Ohio Agricultural Research and Development Center (OARDC)
   Ohio Composting and Manure Management Lecture Series (OCAMM)
   www.oardc.ohio-state.edu/ocamm

4. Ohio Agricultural Research and Development Center (OARDC)
   Manure Management Seminars
   www.oardc.ohio-state.edu/ocamm

5. Ohio Agricultural Research and Development Center (OARDC)
   Manure Science Review
   www.oardc.ohio-state.edu/ocamm

6. Ohio AgriBusiness Association
   Certified Crop Advisor Training
   www.oaba.net

7. Local, Regional or State
   Extension Service or Soil and Water Conservation District
   Manure Management and Application Training

8. Penn State webinar series: http://aec.cas.psu.edu/news/manurewebinar.asp

9. National Livestock and Poultry Environmental Center Webcasts:
   http://www.extension.org/pages/Livestock_and_Poultry_Environmental_Learning_Center_Webcast_Series

To obtain credits from other training that you have attended, contact the Livestock Environmental Permitting Program to see if it meets the required credentials.

By Mail: Ohio Department of Agriculture
LIVESTOCK ENVIRONMENTAL PERMITTING PROGRAM
8995 East Main Street
Reynoldsburg, OH 43068-3399

By Phone: (614) 387-0470

By E-mail: LEPP@agri.ohio.gov