

**IOWA DEPARTMENT OF NATURAL RESOURCES  
SOLID WASTE COMPOSTING (COM) INSPECTION FORM**

<b>Permit No.:</b> -SDP- - P-COM	<b>County:</b>
<b>Facility Name:</b>	<b>Facility Address:</b>
<b>Phone Number:</b>	
<b>Responsible Official:</b>	<b>Mailing Address:</b>
<b>Phone Number:</b>	
<b>Person(s) Present:</b> 1) 2) 3)	
<b>Date of This Inspection:</b>	<b>Date of Last Inspection:</b>

*\*Be advised your facility may require, due to either SIC code or onsite management practices, an NPDES General Permit #1 (Stormwater permit).*

<b>IAC 567 Chapter 105.3: Requirements for Composting Facilities (Not Exempt per Chapter 105.2)</b>		<b>Yes</b>	<b>No</b>	<b>NA</b>
<b>Non-Exempt Composting Requirements</b>	<b>105.3(1)</b> Does the composting facility meet the following setback distance requirements: <ul style="list-style-type: none"> <li>• 500 feet from any existing inhabited residence – not including the residence of the person owning/operating the compost facility at the time the application was received by the department</li> <li>• Facility is outside of a wetland</li> <li>• 200 feet from a public well</li> <li>• 100 feet from a private well</li> <li>• 50 feet from a property line</li> <li>• 100 feet from flowing or intermittent streams, lakes, or ponds</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(2)</b> Is composting being performed in a manner that minimizes the formation of compost leachate?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(3)</b> Are measures being taken to prevent water from running onto the facility and to prevent compost leachate and runoff from leaving the facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(4)</b> Is the facility maintained so as to minimize ponding of water and is any ponding that does occur being corrected within 48 hours of ponding event?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(5)</b> Is composting being done on an all-weather surface that will permit accessibility during periods of inclement weather and prevent contamination of surface and groundwater?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(6)</b> Is solid waste that cannot be composted or removed during composting being properly disposed of?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(7)</b> Are solid waste materials being managed through the entire process to minimize odors, dust, noise, litter and vectors that may create nuisance conditions or a public health hazard?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(8)</b> Is storage of cured or finished compost limited to 18 months unless written approval was granted from the department?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(9)</b> Is compost that is offered for sale registered with IDALS?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<b>105.3(10)</b> Does the finished compost that is applied to land have human-inert materials such as glass, metal, and plastic in excess of 1.5 percent by dry weight or is larger than 13mm (0.512 inches)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Comments:**

IAC 567 Chapter 105.4: Requirements for Yard Waste Composting Facilities		Yes	No	NA
Yard Waste Composting Requirements	<p>105.4(1) Was both the department's central and field offices properly notified in writing with the following information:</p> <ul style="list-style-type: none"> <li>• The location of the composting facility</li> <li>• Legal description of the facility</li> <li>• Landowner's name, telephone number, and mailing address</li> <li>• Responsible party's name, telephone number, and mailing address</li> <li>• Annual capacity of the facility</li> <li>• Method of composting to be employed</li> <li>• Source of the yard waste and any necessary bulking agent. The description must include a description of service area defined in terms of municipalities wherein sources of the material are located</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
	<p>105.4(2) Does the composting facility have a permanent sign posted at the entrance specifying the following:</p> <ul style="list-style-type: none"> <li>• Name of operation</li> <li>• Operating hours</li> <li>• Materials which are accepted or the statement "All materials must have prior approval"</li> <li>• Telephone number of 24-hour contact person</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
	<p>105.4(3) Is the composting facility area large enough for the volume of yard waste composted?</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>105.4(4) Is the yard waste being taken out of the collection container before being composted, unless the containers are compostable?</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>105.4(5) Are aerobic conditions being maintained in accordance with best management practices?</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<p>105.4(6) Is the following information being reported to the department and maintained on file for a period of three years:</p> <ul style="list-style-type: none"> <li>• Submission of the department reporting form 542-3276C</li> <li>• All applicable sections of the form completed</li> <li>• Form 542-3276C was submitted by July 31<sup>st</sup> of each year in operation</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>

**Comments:**

IAC 567 Chapter 105.5: Small Facilities Receiving Off-Premises Materials		Yes	No	NA
Small Facility Requirements	<p>105.5(1) Is the facility accepting yard waste, food residuals, and agricultural waste at a rate less than 2 tons per week? <i>(Note: If more than two tons per week are accepted or materials not listed above are accepted, a solid waste composting permit will need to be obtained. The two tons per week rate does not apply to any clean wood waste or other bulking agents if the amount received is appropriate for the amount composted at the facility)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IAC 567 Chapter 105.5: Small Facilities Receiving Off-Premises Materials (Cont'd)		Yes	No	NA
Small Facility Requirements	105.5(1) Is the facility accepting yard waste, food residuals, and agricultural waste at a rate less than 2 tons per week? <i>(Note: If more than two tons per week are accepted or materials not listed above are accepted, a solid waste composting permit will need to be obtained. The two tons per week rate does not apply to any clean wood waste or other bulking agents if the amount received is appropriate for the amount composted at the facility)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.5(2) Was the department properly notified in writing before operation of the composting facility commenced? Notification should have included the following:  <ul style="list-style-type: none"> <li>• The location of the composting facility</li> <li>• Legal description of the facility</li> <li>• Landowner's name, telephone number, and mailing address</li> <li>• Responsible party's name, telephone number, and mailing address</li> <li>• Annual capacity of the facility</li> <li>• Method of composting to be employed</li> <li>• Source of the feedstock and any necessary bulking agent. The description must include a description of service area defined in terms of municipalities wherein sources of the material are located</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>
	105.5(3) Is the following information being reported to the department and maintained on file for a period of three years:  <ul style="list-style-type: none"> <li>• Submission of the department reporting form 542-3276C</li> <li>• All applicable sections of the form completed</li> <li>• Form 542-3276C was submitted by July 31<sup>st</sup> of each year in operation</li> </ul>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>

**Comments:**

IAC 567 Chapter 105.6: Animal Mortality Composting Requirements		Yes	No	NA
Animal Mortality Requirements	105.6(1) Was the department notified before the composting facility commenced operation? <i>(Note: Notification is not required and does not constitute a violation)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.6(2) Were farm animals that were known or suspected to have died from an infectious disease that can be spread by scavengers or insects or that died from a reportable disease disposed of in accordance with the requirements of the Iowa department of agriculture and land stewardship and the department?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.6(3) Were transportation vehicles constructed to prevent the release of mortality contaminated materials under normal operating conditions? In addition, was the most direct haul route that avoids biosecurity risks used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.6(4) Was the composting facility designed to accommodate at least the average annual death loss for all sites using the composting facility? <i>(Note: Facility design shall also take into account space requirements for managing raw materials (e.g., additional bedding and bulking agents needed for mortality composting) and finished compost)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.6(5) In the event of a catastrophic event (such as a fire or electrical outage), were or are there plans for the animal mortalities to be composted <i>(Note: Animal mortalities must not be composted until the department field office is contacted and arrangements are approved for the appropriate treatment or disposal of the animals. The facility shall contact the department field office with jurisdiction over the facility as soon as possible after such a catastrophic event occurs to receive approval of the disposal option)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

IAC 567 Chapter 105.6: Animal Mortality Composting Requirements (Cont'd)		Yes	No	NA	
Animal Mortality Requirements	105.6(6)	Are dead farm animals being incorporated into the composting process within 24 hours of death? In addition, was an adequate base layer (from 12 to 24 inches thick, depending on the size and number of dead farm animals) with 6 to 12 inches of bulking agent between carcasses and an additional 12 inches of cover material being maintained around carcasses at all times to control mortality leachate, odors and to prevent access by scavenging domestic and wild animals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.6(7)	Is all soft tissue being fully decomposed on the dead farm animals before they are being removed from the composting pile?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.6(8)	Is the compost (including bones that have not fully decomposed) being applied to cropland in a manner that minimizes the runoff into a water of the state? <i>(Note: Application of the compost to lands other than cropland shall require prior approval by the department)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Comments:**

IAC 567 Chapter 105.9: Solid Waste Composting Operating Requirements		Yes	No	NA	
Composting Operating Requirements	105.9(1)"a"	Is access restricted with a lockable gate at the entrance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.9(1)"b"	Is access only allowed when an employee, agent, or representative of the facility is on duty?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.9(1)"c"	Is emergency access provided and fire lanes maintained as to provide access to firefighting equipment as required by the local fire department?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.9(2)	Is a permanent sign posted with name of operation, operating hours, materials accepted, and phone number of 24-hour emergency contact?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.9(3)	Are all materials that are accepted incorporated into the composting process within 24 hours of receipt? <i>(Note: Extra time for storage is allowed for these materials if specified in the plan and approved by the department)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	105.9(4)	Is the facility, at a minimum, testing the following in accordance with the most recent version of Test Methods for the Examination of Composting and Compost or other testing procedures as approved by the department; <ul style="list-style-type: none"> <li>Twice weekly temperature readings of compost piles, batches, and windrows in order to meet "Processes to Further Reduce Pathogens", compost must be held above 55 degrees Celsius for an appropriate amount of time.</li> <li>Weekly moisture levels of compost piles, batches, and windrows</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
	105.9(4)"c"(1)	Is the compost that is land applied able to meet the following requirements: <ul style="list-style-type: none"> <li>Density of fecal coliform is less than 1000 MPN per gram of total solids (dry weight basis)</li> <li>Density of Salmonella sp. bacteria in compost shall be less than 3 MPN per four grams of total solids (dry weight basis)</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

IAC 567 Chapter 105.9: Solid Waste Composting Operating Requirements (Cont'd)		Yes	No	NA																		
Composting Operating Requirements	<p>105.9(4)“c”(2)</p> <p>Did the testing of finished product meet the following levels?</p> <p>The concentration of the following chemicals shall be less than or equal to the following:</p> <table border="1"> <thead> <tr> <th><u>METAL</u></th> <th><u>CONCENTRATION mg/kg dry weight</u></th> </tr> </thead> <tbody> <tr> <td>Arsenic (As)</td> <td>41</td> </tr> <tr> <td>Cadmium (Cd)</td> <td>39</td> </tr> <tr> <td>Copper (Cu)</td> <td>1,500</td> </tr> <tr> <td>Lead (Pb)</td> <td>300</td> </tr> <tr> <td>Mercury (Hg)</td> <td>17</td> </tr> <tr> <td>Nickel (Ni)</td> <td>420</td> </tr> <tr> <td>Selenium (Se)</td> <td>36</td> </tr> <tr> <td>Zinc (Zn)</td> <td>2,800</td> </tr> </tbody> </table>	<u>METAL</u>	<u>CONCENTRATION mg/kg dry weight</u>	Arsenic (As)	41	Cadmium (Cd)	39	Copper (Cu)	1,500	Lead (Pb)	300	Mercury (Hg)	17	Nickel (Ni)	420	Selenium (Se)	36	Zinc (Zn)	2,800	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Zinc (Zn)	2,800																					
105.10	<p>Is the person responsible for daily operation of the facility certified by a department approved program?</p> <ul style="list-style-type: none"> <li>• Kirkwood Compost Operator Training, or</li> <li>• Midwest Extension Composting School</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																		
105.11	<p>Is the following information being reported to the department and maintained on file for a period of three years;</p> <ul style="list-style-type: none"> <li>• Testing results reported on form 542-3276C</li> <li>• Types and weight of compostable material and bulking agent, in tons, accepted by the facility annually?</li> <li>• Weight of compost, in tons, removed from the facility annually</li> <li>• Are a copy of the plan, permit, annual reports, and current storm water pollution prevention plan available</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/>																		
105.12	<p>Was an annual report for the previous fiscal year beginning July 1 and ending June 30 submitted to the department by July 31 of each year by the permitted solid waste composting facility? <i>(Note: The report shall be submitted using Form 542-3276C, provided by the department, and all applicable sections of the form must be completed)</i></p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																		

Comments:

Summary of Requirements:	Compliance Date:
1)	
2)	
3)	
4)	
5)	

Summary of Reminders:
1)
2)
3)
4)
5)

Summary of Recommendations:
1)
2)
3)
4)
5)

Inspector: _____ Date: _____	Reviewer: _____ Date: _____
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**Facility Photographs (if applicable)**
