NYS Department of Agriculture & Markets

AEM

AGRICULTURAL ENVIRONMENTAL MANAGEMENT INFORMATION SHEET

Manure & Fertilizer Storage

Introduction

Manure and fertilizer storage facilities provide farms with a system to aid in the collection, storage, and recycling of valuable nutrients to the land for future crop uptake and productivity. Properly sized storage facilities allow flexibility in the timing of land applications in accordance to a Comprehensive Nutrient Management Plan. Storing nutrient rich agricultural wastes, manure, fertilizers, and potential pathogens during poor spreading conditions significantly reduces runoff contamination risks to surface and ground waters. Proper storage periods also provide farms with an opportunity to effectively apply nutrients to crops at the right growth stage, right method, and at a proper rate. Adequate storage may allow a farm to possibly incorporate manure into the soil during tillage practices, which may have been difficult under daily spreading conditions. Well-designed, constructed, and managed manure storages could also accept other wastes from around the farm (e.g., milking center waste, silage leachate, and heavy use area runoff), thus decreasing runoff concerns from these contaminates. Manure storages and transfer systems, along with fertilizer storages, can be great management tools aiding in farm productivity, profitability, and environmental protection.

Environmental Concerns

Depending on the type, size, and infrastructure of an agricultural facility, the waste to be transferred or stored may include any combination of manure, bedding material, process wash waters, heavy use area runoff, and silage leachate. This waste stream may contain high concentrations of biodegradable organics, phosphorous, especially soluble P, nitrogen as ammonia or nitrates, pesticides, and pathogens. These nutrients may stimulate the growth of algae, degrade aquatic habitats, and potentially cause health concerns for humans and other animals if the contaminated water is used as a drinking water supply.

Farms operating with inadequate manure storage capabilities have little flexibility in application timing and may be forced to spread any combinations of the above waste stream on fields during adverse field or weather conditions. In some cases, manure may have to be temporarily stored in piles near the barn, along the field edge, or in sacrifice fields. Temporary manure piles may be located in risky areas where clean water protection and contaminated runoff control is difficult to manage. On the other hand, a poorly designed, constructed, and/or managed manure storage and transfer systems may become a very large surface and ground water contamination risk. Concentrating large quantities of nutrients in one location over time have the potential to cause environmental damage. The results of broken equipment, human error, and other emergency situations around these systems may be very dangerous and hard to control. Concentrating wastes in one location, such as in manure storages, can potentially lead to air quality and odor concerns as well.

Fertilizer storage and equipment loading areas may also pose a risk to surface and ground waters. Depending on the type of facility and any nearby Highly Sensitive Areas (HSA), there may be significant potential runoff concerns, especially if facilities are not protected from the weather, lack clean water structures or secondary containment structures in the event of a spill. Structural and cultural precautions are necessary to avoid contamination of water sources near fertilizer storages.

Potential Economic Beneftis

A properly designed, constructed, and managed waste storage and transfer system can yield significant economic benefits. Successful collection, transferring, and storing of wastes on the farm will provide valuable nutrients for future crops, reducing purchased fertilizer costs, and help preserve water resources and protect drinking water supplies from becoming contaminated. Safe land application of stored nutrients, according to a Comprehensive Nutrient Management Plan, may reduce the need for large scale water treatment systems and potentially protect contributing landowners from contamination fees. Labor, equipment, and time management in general may be improved by storing manure in contrast to daily spread. In addition, transferring agricultural wastes to the storage structure may "clean" up the farm, improving overall facility aesthetics, neighbor relations, and value of property.

Summary of Best Management Practices

- Utilize appropriate waste storage and/or transfer systems.
  - Account for animal numbers, type and volume of manure, additional waste streams, desired storage periods, existing equipment, and site constraints.
- Locate storages and transfer systems away from wells, waterbodies, and highly sensitive areas.
- Locate temporary manure pile areas in "safe" locations.
- Exclude clean surface and subsurface waters from entering the storage or waste transfer areas.
- Contain and collect manure spills at storage loading and unloading areas.
- Proper operation and maintenance of ALL structures.
- Install necessary safety features (e.g., warning signs, fences, emergency action plan, and 2-Valve storage inlet and outlet systems).
- Test nearby wells and springs for nitrates and other contaminates.
- Contain all manure in spreaders during travel.
- Fertilizer storage and loading site structural and cultural precautions/protection.
- Use natural resources conservation service approved Best Management Practices.
  - Best Management Practices (BMPs) are designed to minimize water contamination from stored or transferred nutrients.
  - Implement practices to manage manure as part of a Comprehensive Nutrient Management Plan.

Summary of Regulations

State Regulations

NYS DEC - CAFO Permit

NYS DEC - Environmental Conservation Law (ECL) – Subpart 360-4: Land Application Facilities

Federal Regulations

EPA - General Information on CAFOs

EPA - Clean Water Act – Part 503 Rule – Standards for the Use and Disposal of Sewage Sludge

Background Information for Worksheets

Does your farm store manure?

A waste storage and transfer system is any system which collects, transfers, and/or stores agricultural livestock waste and/or recognizable process waste. This question simply identifies if a farm is operating under daily spreading management or utilizes a structure to store and manage manure. Many farms, especially farms operating under daily spreading management, may have temporary manure stacking areas for short-term storage. Be sure to identify all areas where manure is stored or stacked.

Be sure to take inventory of the different possible sources of manure on the farm. Not all manure is the same; manure varies in nutrient value, density, moisture and liquid content and by species, housing, handling, and treatment. Examples of different manure include but are not limited to the following: bedded pack, composted bedded pack, calf hutch, tie-stall barn, poultry litter, separated solids, compost, semi-solid, liquid, and sand-laden manure. The type of manure will play a role in the appropriate storage and transfer system suited to the facility.

For More Information

NRCS - Waste Storage Facility (313) Standard

NYS AEM - Agricultural Waste Storage Facility Screening Tool

Cornell University Waste Management Institute – Compost Fact Sheet #6

How many months of manure storage capacity does your farm have (including temporary manure piles)?

Manure storage allows flexibility in timing manure applications. Short-term storage using temporary manure storage piles allows farmers using daily spreading practices to store manure. This allows farmers to avoid spreading when the potential for runoff losses is high, such as, when the ground is covered with snow, frozen, saturated, or flooded. Longer-term storage allows for proper timing of manure applications to supply crop nutrient needs more effectively, reduce environmental risks, and coincide with availability of labor and equipment. Applying manure to haylands and other forage acres after each cutting is a great way to manage manure volumes during the growing season and supply nutrients for future plant uptake.

All storage facilities should be managed to provide environmental, agronomic, and economic benefits to the farm. Apply manure held in short-term storage to fields as soon as conditions permit. Emptying long-term storage structures in early spring can provide a high risk for contaminated runoff because of saturated soil conditions. Emptying these structures in late spring can increase labor needs or delay timely crop production activities. Avoid spreading during risky field conditions and during periods of high labor/equipment demands by emptying long-term storages regularly and in accordance to a Nutrient Management Plan.

Background Information for Worksheets

Has your manure storage system been certified by a professional engineer? If yes, when was it certified? Are as-built plans on file?

Essentially a yes or no questions providing insight that the storage and transfer system is or once was up to some form of standards and specifications. Many farm waste storage facilities may not have been designed or installed under the direction of a qualified professional (Professional Engineer or NRCS employee with appropriate job approval authority). If possible, utilize the as-built plans to locate the system and examine if the system is still functioning or requires adjustments or repairs. Many older systems may need significant alterations to meet present NRCS standards and specifications. In other cases, an improvement in operation and maintenance may be all that is required to make the system effective once again**.**

Note – NYS CAFO permits require that all CNMPs meet NRCS standards, thus all previously installed waste storage facilities shall be evaluated by a P.E. or NRCS employee with appropriate job approval authority.

For More Information

NYS AEM - Tool for the Evaluation of Un-designed Waste Storage Facilities

What is the approximate distance from the relative location of the storage facility to water wells or springs?

Locate manure storage facilities away from water wells and springs to help protect against contamination of drinking water. To reduce the risk of contaminating a water source, manure storages and temporary stacking areas should be located down slope from the drinking water source. If runoff leaves the storage, loading/unloading areas, or temporary stacking areas, it more likely will be travelling away from the water supply. Earthen waste storage structures should be located at least 300 feet from sources of water. Liquid tight manure storage structures should be located at least 100 feet from sources of water. Temporary manure stacking areas should be located at least 250 feet from sources of water.

Is the manure storage located in a floodplain?

Consideration should be given to the location of manure storages, fertilizer storages and temporary manure stacking areas. These large quantities of potential contaminates should not be stored or stock piled within the 25-year floodplain areas. If a flood were to occur the risk of contamination would be very high. Temporary manure stacking piles would be washed away in the flood waters and the structural integrity of the storage could be compromised. Large quantities of manure or fertilizer in waterways can be extremely harmful to aquatic habitats, wildlife, and humans. If a storage structure must be located within a 100-year floodplain, it should be protected from flooding. Various websites and mapping tools (ArcGIS) can be used to determine if property is located within a floodplain.

For More Information

FEMA – Map Service Center

FEMA - Risk Assessment, Mapping, and Planning Partners – New York Mapping StatusCornell University - Cooperative Extension – Storing Manure on Small Farms

Background Information for Worksheets

Have your wells or springs tested high for nitrates (greater than 10ppm)?

Test household and barnyard wells regularly for nitrates and fecal coliform. Fecal coliform counts or over 10 ppm nitrate may indicate nutrient leaching from storage facilities or over application of manure and/or fertilizers on land near the water sources. If nitrate levels are high or coliform counts exist, check manure storage facilities for cracks or leaks and monitor manure handling practices for spills or over application of manure or fertilizers on nearby fields. In addition, any wells adjacent to manure storage or transfer systems should be evaluated for depth, construction, compliance with health department standards, and estimation of the recharge area to see if further protection measures should be installed to minimize risk.

Does your manure storage have a staff gauge?

Manure storage structures should have a staff gauge marking, at the minimum, the one-half full, three-quarters full, and full levels. Gauges should be maintained and well visible.

How is freeboard managed?

The NYS DEC requires a depth marker or staff gauge marking the maximum fill mark in a manure storage; with an appropriate freeboard of 1 foot plus the amount of precipitation from a 25-year, 24 hour storm event. The freeboard provides extra storage capacity in the event of a large rainfall event or other emergency situations. The goal is to eliminate manure from overtopping the storage. Manure overtopping the storage may lead to contamination risks, damage to the integrity of the structure, costly repairs, and possible re-evaluations of the structure from a Licensed Professional Engineer or NRCS employee with appropriate job approval authority.

How is manure storage operated and maintained?

Evaluate the operator's management style of the existing storage and transfer system. The inspection and maintenance schedule and tasks should be included in the operation and maintenance section of the system's design package. Negligence in system inspection and maintenance may result in system failure, costly repairs, and contamination risks. Listed below are just a few generic areas to inspect regarding operation and maintenance:

- Berms on earthen storages are mowed yearly. Woody vegetation such as shrubs and trees are not present. Rodent damage is not jeopardizing structure integrity, especially along the berms.
- Metal storages have required maintenance of cathodic protection with minimal signs of rust.
- Check steel or concrete structures for cracks, loss of watertight seals, or damage to liner materials each time they are emptied.
- Check the liner materials of earthen waste storage pits for erosion, agitation damage, animal burrows or cracks.
- Look for manure overtopping the structure, this reflects storage freeboard management.
- Perimeter foundation drains are monitored regularly with no signs of leaking manure, odors, dark green vegetation or algae growth.
- Inspect pumps and pipes used to transport manure regularly for leaks.
- Inspect all valves to insure they are functioning properly.
- Safety precautions in place and maintained (e.g., warning signs, fences, ladders, rails, and ropes).
- Inspection records are kept regularly and made available upon request.

Background Information for Worksheets

Does your manure storage receive silage juice and milking center waste?

A storage facility will require extra storage capacity if it is to hold silage leachate, milking center wastes, and barnyard runoff in addition to manure from the barn. Directing silage leachate, milking center wastes, and barnyard runoff into manure storage structures may minimize pollution risks from these wastes. Mixing these wastes with manure allows for these materials to be applied to cropland. Do not add silage juice to enclosed or under-the-barn storages because toxic gases may be produced when silage juice mixes with manure.

For More Information

NRCS – Animal Waste Management Software, AWM

Does human waste enter the manure storage unit?

It is very important to find out if any form of human waste (septage, bio-solids, etc.) enters the manure storage unit. Biosolids are solid, semi-solid, or liquid materials resulting from treatment of domestic sewage that have been sufficiently processed to permit these materials to be land-applied safely. Biosolids are commonly applied to cropland for Nitrogen and Phosphorus values, as well as, its liming capabilities and improvement of physical soil properties such as bulk density, aggregation, porosity, and water holding capacity. Strict state and federal regulations monitor the storage and land applications of sludges or biosolids in New York. Biosolids are classified based on the extent of pathogen treatment and regulatory limits for nine heavy metals set by the U.S. Environmental Protection Agency. Food processors and farm lenders may impose restrictions on the use of biosolids or processed waste materials from municipal sewage systems. Those operating or purchasing a farm may be concerned about the accumulation of pathogens and heavy metals on the farm. Additional restrictions apply to farms regulated under NYS SPDES General Permit for CAFOs.

> ***"Prohibition on Unauthorized Substances.*** *Sanitary waste, unless authorized pursuant to Part 360; unused pesticides; and any other material that cannot be properly handled at the CAFO, is prohibited from being stored in waste storage areas or conveyed through the waste storage transfer structures."*

For More Information

NYS DEC - Environmental Conservation Law (ECL) – Subpart 360-4: Land Application Facilities

Cornell University – Waste Management Institute – Considerations for Dairy Farms Regarding Use of Sewage Sludges, Sludge Products and Septage

Is your long-term storage adequately protected from outside water entry?

Diversion of clean water (rainwater and snowmelt) away from the storage facility will extend its storage capacity. It will also reduce the amount of material that needs to be handled/land applied. A perimeter drainage system around the structure should prevent groundwater entry into the storage. The storage should also not be located in a floodplain, unless it is adequately protected from inundation from a 100 year flood.

Background Information for Worksheets

Do you have an emergency action plan? If yes, is it posted in a visible place? Have employees been trained?

An emergency action plan provides a list of cleanup and containment practices to use in the event of a leak or spill of a hazardous material, including manure and fertilizers. The plan should include a description of the farm facilities, nearby HSAs to protect, and where appropriate farm equipment and absorption material are located. It also provides a list of phone numbers for fire departments, police, hospitals, the NYSDEC, and other emergency contacts. All employees and frequent visitors of the farm should be aware of and trained on the use of the emergency action plan. Emergency action plans are most useful when they are posted in visible areas (milking center, manure transfer areas, tractors, and shops) with additional copies in the language suited to the labor sources utilized on the farm.

For More Information
NYS AEM -Emergency Action Plan

If you utilize temporary manure pile areas, how are they designated and managed?

Short-term storage is used when conditions are not appropriate for land spreading. Manure should be spread within 30 days of piling or as soon as conditions are appropriate. Composting can allow for longer-term storage of solid or semi-solid manure.

Manure should be stacked on a concrete pad or on impermeable soils. Stacking manure on soils that are permeable, thin, have fractured bedrock, or high water tables can result in nutrient leaching, posing a threat to groundwater. Stacking manure in floodplains or areas subject to runoff can pose threats to surface water. Stacking areas may be located near fields to receive manure; however, stacking areas should be moved or rotated annually to avoid excessive accumulation of nutrients in one area.

Temporary manure storage areas should have at least a 300 feet vegetative flow path to the nearest down slope watercourse. Efforts should be made to keep clean water from mixing with the manure. Diversion ditches and other clean water practices can be used to divert clean water from the storage area. Designate a filter area down slope of the stacking pad to aid collection and absorption of nutrients in the runoff. Keep all livestock away from the manure stacking area to prevent them from coming into contact with pathogens.

For More Information
Cornell University - Cooperative Extension – Storing Manure on Small Farms

Is there engineering documentation of all permanent transfer structures?

Transfer structures include any infrastructure used to move agricultural material associated with production, processing, and/or harvesting, through a hopper or reception pit, pump, conduit, or hauling equipment to a storage, treatment facility, loading area, or agricultural land for final utilization as a resource. Waste transfer structures may be found at the milking center, silage leachate collection, manure handling, separation systems, digesters, and around manure application equipment. On-farm manure and wastewater transfer systems may have been installed without being designed by a qualified professional. NYS CAFO permits require that all previously installed waste transfer systems be evaluated by a P.E. or NRCS employee with appropriate job approval authority.

For More Information
NRCS - Waste Transfer (634) Standard
NYS AEM - Guideline for the Evaluation of Un-designed Manure and Wastewater Transfer Systems

Background Information for Worksheets

What is the approximate distance from the storage unloading facility to the nearest surface waterbody?

The distance between the storage unloading facility and the nearest surface waterbody is important when determining contamination risk levels. Separation distances below 200 feet are of higher risk and larger distances are of less risk; larger distances provide possible opportunities for runoff control, especially if there is a vegetative flow path, and manure spill containment and collection.

When manure is being transferred, are adequate safeguards in place?

This question is focused on manure transfer structures around the facility and drag hose spreading systems used to transfer and spread manure around the agricultural fields. Pipelines, whether above or below ground, may be used to transfer manure from the main storage to satellite storages and in varying stages of a drag hose spreading system. Equipment failures, broken pipes, human error, and changing weather conditions (i.e. freezing) can lead to significant manure spills. To minimize risk, safeguards such as automatic high and low pressure shut-offs should be in place and functioning properly, pipelines should be inspected regularly, and a communication system should be in place. Good communication (phones and two way radios) between operators and farm managers will aid in system operation and response to equipment failures and possible spills. In addition, all aspects of the transfer system should be included in the emergency action plan.

For More Information

Cornell University - College of Agriculture and Life Sciences – Manure Application with a Draghose

Do loading and unloading areas contain all spills without contamination or discharge?

Manure loading and unloading areas are considered part of the manure transfer system. Manure should be contained in these areas and measures should be taken to control all spills without contamination or discharge. Ramps where manure is mechanically pushed into the storage should have containment curbs and be sloped to drain any manure or runoff into the storage. Unloading areas (e.g., barn cleaner push-off ramps into spreader, tie-stall barn conveyer system into spreader, mechanical cleanout of barns, bedded packs, and calf hutches into spreader, and manure storage pumping into spreader) should all have a firm surface and a firm foundation, whether it's paved asphalt, concrete, or simply compacted gravel with geo-textile fabric. A solid surface with curbs and/or push walls can be scraped and cleaned with collected material properly applied to the land base. If total containment of the potential spill volume is not feasible, any runoff should be diverted to a designated area or treatment system. In addition, clean water should be excluded from manure loading and unloading areas if possible.

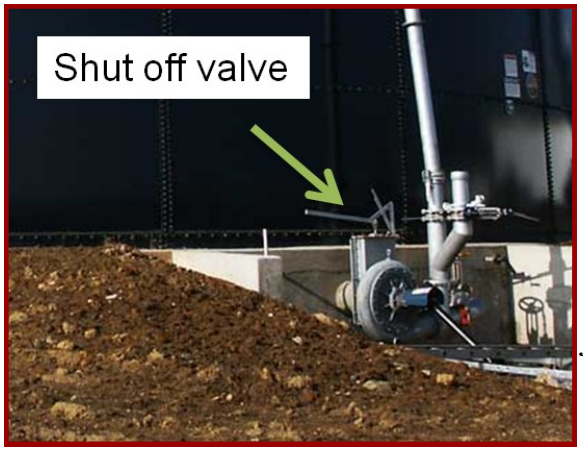
Are perimeter drains protected from spills?

Perimeter drains are designed to collect and convey clean water away from the manure storage structure. Depending on the site and structure design, the perimeter drains may be controlling both surface and ground waters. Although these drains help protect ground water contamination around the storage, they may also bypass the soil profiles and provide an un-obstructed link to ground water. Manure spills, typically associated with activities at the manure loading and unloading areas, are of concern and structural or vegetative protection measures should be considered.

Background Information for Worksheets

Do you have two independent valves for gravity outlet system and/or pumped inlet system? Do valves leak?

There should be two independent valves servicing the gravity outlet system and/or pumped inlet system. Manure storages are very large and may have considerable pressure on both the gravity outlet and pumped inlet valves. A two valve system allows for an easy, safe repair of a damaged valve while still containing manure in the storage. In contrast, equipment failure in a single valve system is very dangerous to repair and may result in a manure spill and possibly a water source contamination. Valves should be inspected frequently and repaired as necessary to avoid manure spill events. Installing a two valve system with at least one valve operated manually is a good idea.



Do spreaders adequately contain manure while traveling from the farmstead to fields?

The type of manure handling equipment and spreaders should suit the type of manure being transferred. Box spreaders should be used for transferring solid or semi-solid manure/compost and will not contain liquid manure very well. The goal is to successfully transport all nutrients to the fields without manure leaking/blowing out of spreaders onto the road, into road ditches where it has the potential to reach nearby water courses. Leaky spreaders should be repaired or replaced to avoid spill events that may lead to water source contamination, roadside accidents, and a poor public image for agriculture. Spreaders should be calibrated yearly and checked for uniform spreading.

Is fertilizer stored on the farm?

Commercial fertilizers are extremely concentrated sources of nutrients used by farms to support the growth of many crops. Many farms will purchase commercial fertilizers in advance of the growing season at a discounted price and to have on-site to fit their own planting schedule. Although uncommon, some farms may have surplus fertilizer after planting and choose to store this material for other crops later in the season or for next year. Fertilizer may arrive at the farm in pre-packaged bags, delivered in bulk in trucks and trailers, or as a liquid. Identify the type and approximate quantity of fertilizers the farm uses and where they are stored at the facility.

What is the vegetated flow distance from fertilizer storage to the nearest watercourse or water well?

Identify all watercourses and water wells nearby the fertilizer storage. Maintaining a long vegetated flow distance with minimal slope between the fertilizer storage and the watercourse and/or water wells will help prevent water contamination from contaminated runoff. Not only does vegetation slow runoff allowing for water infiltration into the soil, there are also biological and physical processes at work helping to filter and absorb nutrients in the fertilizer. Vegetated flow distances greater than 300 feet should provide adequate protection from contaminated runoff reaching the watercourse or well, unless there are concentrated flows within this buffer zone. As flow distances decrease less than 300 feet, the potential for runoff entering the water sources increases.

Is fertilizer stored within a 100 yr. floodplain?

See Manure Storage response on page 4.

Background Information for Worksheets

What type of fertilizer storage facility is used for dry formulations?

Examine the type and characteristics of the dry formulation fertilizer storage facility. Fertilizer storage facilities that are open to the weather and on a permeable floor (i.e., gravel or dirt) shall be documented as a high risk level. Weatherproof fertilizer storage facilities on impermeable floor (i.e., sealed concrete) shall be documented as a low risk level. Carefully examine any floor drains in the fertilizer storage facility and identify the outlet of the drain. Additionally, materials should be stored on elevated shelves or pallets and in secure/locked facilities.

What type of fertilizer storage facility is used for liquid formulations?

Examine the type and characteristics of the liquid formulation fertilizer storage facility. Facilities with no secondary containment structures shall receive a high risk level due to no spill/leak control. Lower risk levels shall be documented for facilities with structures in place to contain and recover spills/leaks, especially if total containment of the volume is possible via an impermeable secondary barrier (i.e., concrete or metal). Carefully examine any floor drains in the fertilizer storage facility and identify the outlet of the drain. Additionally, store liquid fertilizers in a secure location to avoid vandalism or accidents.

What precautions are taken when loading fertilizers into field equipment (e.g., planters/drills in the field) to minimize losses to surface- or groundwater?

In many cases, the fertilizer loading area will be located adjacent to the fertilizer storing area. In these situations, the same characteristics of a low risk level storage type and a "safe" location discussed above will provide a low risk level loading/mixing site. Additional precautions should include proper techniques to collect any spilled fertilizer, as well as collecting any rinse water used to clean field equipment. A permanent agrichemical handling facility, with all appropriate BMPs, installed at the farm may improve fertilizer management and greatly reduce the risk of contaminating surface or groundwater.

On the other hand, many farms may choose to load/mix their fertilizers at several different locations throughout their farmland. Large tracts of land with spatial distances between fields and the main facility may warrant multiple fertilizer loading/mixing sites due to the economics involved with equipment travel. Some satellite loading/mixing areas may be located near ponds or watercourses for adequate water supply. The satellite locations should be examined for contamination risks; poor sites with runoff concerns should be protected or eliminated. A portable agrichemical handling facility, with all appropriate BMPs, may be transported to satellite locations and may improve fertilizer management and greatly reduce the risk of contaminating surface or ground water.

For More Information
NRCS - Agrichemical Handling Facility (309) Standard

Additional Information

For More Information Regarding All Aspects of Agricultural Waste:
NRCS - Agricultural Waste Management Handbook
NRCS - Nutrient Management (590) Standard
Cornell University – Cornell Waste Management Institute

SUMMARY

AEM Tier 2 Assessments document environmental stewardship and establish benchmark conditions on the farm. They also identify resource concerns and areas of opportunity. The AEM Tier 2 worksheets also help to further establish baseline data that can be used to prioritize issues for Tier 3 planning.

Tier 2 Assessments should be completed on-site with the farmer. When the initial assessment is completed, appropriate feedback in the form of an AEM Tier 2 Worksheet Summary should be provided to the farmer. The summary should include an overall level of concern for the worksheet, explanation of the overall ranking, a list and description of items of greatest concern, as well as, documentation of what is being done well and what areas need improvement. After the evaluation is complete, the farm should be given a ranking which will determine their priority to advance to the AEM Tier 3 planning phase. Appropriate ranking categories that could be used are: High, Medium, or Low Priority. A ranking procedure that has been approved by your local AEM Team should be used to make the ranking determinations.


AEM