

BIOSECURITY / SECURITY CHECKLIST

For the Dairy Farmer/Owner

DAIRY INDUSTRY

Biosecurity and security are part of an all-hazards approach to Dairy Safety

BE PREPARED

- Create a Biosecurity plan for your dairy/farm operation, to be included with your Emergency Plan.
 - Review the National Milk Producers Federation website, (<http://www.nmpf.org/govIssues/index.cfm>), Biosecurity for Dairy Facilities www.mass.gov/agr/animalhealth/dairy_facility_biosecurity.htm or other websites for more information.
 - For assistance with these plans, contact the New Jersey Department of Agriculture – Division of Animal Health at 609-292-3965.

BE ALERT

- Talk with your county Emergency Management Coordinator. Let him/her know about your farm's needs and concerns, if there was a disaster or an emergency. Learn about your county's disaster and emergency procedures and incorporate the following into your plan:
 - Understand the hazards/risks associated with your area.
 - Depending on the size of your operation, understand how to and where to evacuate your animals, family and workers or how to provide care if relocation is not feasible.
 - Understand the notifications indicating this condition.
 - For appropriately sized operations, develop an emergency disaster travel kit for your animals. (See www.NJHomelandSecurity.gov/animals *Plain Talk on Protecting Livestock/Pets* brochures for more information.)
 - Develop procedures to implement if there is a breach in security concerning your farm.

Keep the Garden State Safe

BE ALERT (continued)

- ❑ Develop a list of important phone numbers, with contact names, such as the following: (keep at an on-site and off-site location)
 - Police / Fire / EMS: 9-1-1
 - Farm's/Facility's Veterinarian
 - Local Rutgers Cooperative Research and Extension Agent
 - County Emergency Management Coordinator
 - NJ Dept. of Agriculture – Division of Animal Health (609-292-3965)
 - NJ Dept. of Health and Senior Services
 - Emergency Notification List, including after hours numbers (e.g. owner, supervisors, workers, vendors, suppliers, etc.).

- ❑ Maintain awareness of the location of visitors and vendors.
 - Post signs to inform visitors of rules to follow while on the premises.
 - Monitor and document all visits and visitors to your farm/facility.
 - Avoid taking visitors to livestock areas or barns, unless necessary and then appropriately supervised.

- ❑ Notify authorities of people taking unauthorized pictures or asking questions about operations, security, etc.

- ❑ Watch for and report signs of tampering with equipment, feed, water, products, buildings and utilities.
 - Have written procedures on steps to take if you suspect or find evidence of contamination or tampering with food/feed products, equipment, etc., within your operations.

- ❑ Watch for unusual signs that may indicate possible bioterrorism.
 - Unusually high number of sick animals, deaths or abortions.
 - Abnormal or unusual signs not typically seen for a particular disease.
 - Disease occurrence outside of its normal expected season
 - Unusual route of exposure suspected.
 - Multiple animal species are sick/dead, e.g. cows, barn cats, rodents, etc.
 - Both the owner/worker and animal are ill.

- ❑ Talk with your Veterinarian or Extension Agent to become familiar with the signs of the various foreign animal and dairy diseases and pathogens.
 - If seen in your animals, immediately contact your Veterinarian, the Extension Agent and the NJDA State Veterinarian.

- ❑ Maintain situational awareness of world events and on-going threats.

- ❑ Train employees to be alert, vigilant with their surroundings, and notify you if they see suspicious activity.

Keep the Garden State Safe

BE SECURE

- ❑ Establish Standard Operating Procedures for all areas of your dairy operations.
- ❑ Limit access to your dairy, and secure entrances and sensitive areas when not in use.
 - Limit farm access to one gated road and keep locked when not in use.
 - Keep storage areas and feed bins locked
 - Restrict access to the bulk milk tank and milk house and lock when not in use.
 - ❑ Insist that your milk hauler utilize security locks on the bulk tanker.
 - ❑ Discuss with your milk handler disaster transportation issues.
- ❑ Limit access to the water/electrical supply.
 - If feasible, secure them to prevent tampering.
- ❑ Plan for alternate means for electrical power.
 - Assess the entire dairy operation for generator needs, including milk house, water systems and fuel.
 - ❑ Inspect, calibrate, and test generators under load.
- ❑ Install a security policy and security measures for deliveries.
 - Purchase feed and all other supplies from known, reputable firms and individuals.
 - Require deliveries to be transported in company-identified vehicles.
 - Restrict deliveries to scheduled appointments and be present for all deliveries.
 - ❑ Do not accept damaged or questionable deliveries or items.
 - ❑ Once delivered, place all feed additives and drugs in locked storage areas.
- ❑ Maintain up-to-date inventories, especially on restricted-use supplies, hazardous and perishable materials. Investigate discrepancies immediately.
 - Keep invoices on file.
- ❑ Inspect feed and supplies for tampering, contamination, and spoilage.
 - Plan for alternate feeding strategies, to minimize milk production losses.
- ❑ Conduct pre-employment screening for all prospective staff.
- ❑ Keep vehicles and equipment locked and keys secured, when not in use.
- ❑ Maintain adequate lighting and security measures.
 - Report any repairs that need to be made and follow up to see that they are done.

Keep the Garden State Safe

BE SECURE (continued)

- ❑ Restrict access to computers and sensitive documents.
 - Protect computer data with virus protection.
- ❑ Shred sensitive documents before discarding.
- ❑ Train employees to be secure and notify you if they detect a breach in security.

BE CLEAN

- ❑ Limit access to sensitive areas and enforce visitors/vendors to follow posted rules.
 - Avoid taking visitors to livestock, barns or storage areas.
- ❑ Keep chemicals, medications, and hazardous materials separate from consumable products.
 - Secure and restrict these areas.
- ❑ Follow sanitary practices to eliminate the spread of disease. This applies to people, as well as equipment.
 - Utilize clean outer garments/coveralls and rubber or disposable boots when entering farm facilities.
 - Place “dirty” coveralls in a plastic bag and disinfect rubber boots after farm work is completed.
 - Avoid the transfer of dirt, mud or manure by vehicles and equipment.
 - Park vehicles away from barns and livestock areas, preferably on concrete.
 - Have a vehicle cleaning protocol in place for all delivery and transport trucks.
 - Do not use manure-handling equipment to handle or move feed.
 - Thoroughly clean and disinfect feeding equipment and vehicles.
 - Provide hand-washing facilities.
 - Encourage thorough hand washing with disinfectant soap before and after accessing livestock areas.
 - Attend to vehicles carrying livestock at all times.
- ❑ Control animals' direct exposure to wildlife, insects, rodent, bird, and other animal species, which could be the potential source of disease transmission.
- ❑ Isolate all new animals and keep separate from other on-farm animals.
 - Call herd veterinarian immediately if signs of unusual illness are noticed.

Keep the Garden State Safe

BE CLEAN (continued)

- ❑ Feed young stock first and sick stock last to prevent the spread of disease.
- ❑ Train employees on common disease signs and patterns, so they will recognize unusual illness in animals and immediately alert you.
- ❑ Train employees to be clean and to notify you if they see discrepancies.

BE CURRENT

- ❑ Practice emergency drills with your employees.
- ❑ Review and update your plan.
 - After each drill, if necessary.
 - Every year.

NOTIFY/CALL

- ❑ If you suspect suspicious activity call local law enforcement and 1-866-4-SAFE-NJ.
- ❑ If you notice unusual signs of disease, illness or deaths in animals/agriculture, notify the farm/facility's Veterinarian, local Rutgers Cooperative Research and Extension Agent, and the NJ Dept. of Agriculture's Division of Animal Health (609-292-3965).
- ❑ Train employees to notify you if there are concerns/problems.
 - Train them on the proper response procedures.
 - If tampering/contamination are suspected, isolate the suspected food/feed/livestock.
 - Monitor livestock and facilities until authorities arrive.
- ❑ Train your employees on your plan and to Be Alert, Be Secure, Be Clean and Notify/Call.