

BIOSECURITY / SECURITY CHECKLIST
For the Aquaculturist

AQUACULTURE INDUSTRY

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

BE PREPARED

- Create a Biosecurity plan for your operations, to be incorporated into your Emergency Plan.
 - For additional information on biosecurity, review the Rutgers Cooperative Extension's booklet *Recommended Management Practices for Aquatic Farms*.
 - Utilize the New Jersey Department of Health and Senior Services' *Food and Drug Safety Program Self-Inspection Checklist*.
 - 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 operation's needs and concerns, in the event of a disaster or emergency. Learn about your county's disaster and emergency evacuation procedures and incorporate the following into your plan:
 - Understand the hazards/risks associated with your area.
 - Develop plans on how to and where to evacuate your workers or how to provide care if relocation is not feasible.
 - Understand how you will be notified.
 - Develop procedures to implement if there is a breach in security concerning your operations.
- 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
 - NJDEP Marine Water Enforcement (for those with open water leases)
 - County Emergency Management Coordinator
 - Local Health Dept.
 - NJ Dept. of Agriculture – Office of Aquaculture Coordination (609-984-2502)
 - NJ Dept. of Agriculture – Division of Animal Health, 24-hrs (609-292-3965)
 - NJ Dept. of Health and Senior Services

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BE ALERT (continued)

- Local Rutgers Cooperative Research and Extension Agent
- Emergency Notification List/Phone Tree, including after hours numbers (e.g. owner, supervisors, workers, vendors, suppliers, etc.). Include a list of essential employees allowed access to the facility during emergencies.

- Maintain awareness of the location of every outside individual entering your property.
 - Post signs to inform them of rules to follow while on the premises.
 - Document all visits and accompany visitors at all times.
 - Restrict access to key operations and storage areas.

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

- Watch for and report signs of tampering with aquaculture stock, equipment, feed, water, buildings and utilities.
 - Have written procedures on steps to take if you suspect or find evidence of contamination or tampering.
 - Ensure your finished products are properly packaged and labeled for traceability.
 - Be vigilant when transporting aquaculture stock or product.
 - Have a recall plan with provisions for notification and recall of products that have been shipped or sold.

- Watch for unusual signs that may indicate possible bioterrorism.
 - Unusually high number of sick or dead aquaculture stock.
 - Abnormal or unusual signs not typically seen for a particular disease.
 - Disease occurrence outside of its normal expected season.
 - Illnesses/deaths occurring in a short timeframe.
 - Multiple species of aquaculture stock/animals are sick/dead, e.g. finfish, mollusks, crustaceans, plants, birds, rodents, etc.
 - Both people and aquaculture stock are ill.

- Talk with the NJDA Office of Aquaculture Coordination for information about aquatic health issues.
 - Immediately report unusual signs of disease or unexpected deaths among your aquaculture stock to the State Veterinarian.

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

- Be aware of local or regional threats/disasters in your immediate watershed or estuary that may pose a threat to your aquaculture stock.

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

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BE SECURE

- ❑ Ensure the physical security of buildings and grounds, if applicable.
 - Limit access to your operations and secure access points and sensitive areas.
 - ❑ Consider utilizing electronic security devices and industrial-type door hardware.
 - Keep storage areas, supply bins and refrigerator/freezer doors locked.
 - Maintain adequate internal/external lighting.
- ❑ Limit access to the water/electrical supply, if applicable.
 - If feasible, secure them to prevent tampering and conduct daily security checks.
 - Test water source regularly.
- ❑ Plan alternate means for electrical power, if applicable.
 - Assess the entire aquaculture operations for generator needs, including water systems and fuel.
 - ❑ Inspect, calibrate, and test generators under load.
- ❑ Implement a security policy and security measures for deliveries.
 - Purchase aquaculture stock, feed, and all other supplies from known, reputable firms/ individuals.
 - ❑ Inspect for disease, tampering, contamination, and spoilage.
 - ❑ Do not accept damaged or questionable deliveries or items.
 - Restrict deliveries to scheduled appointments.
 - Maintain accurate records.
- ❑ Maintain accurate and up-to-date inventories, especially on hazardous and perishable materials. Investigate discrepancies immediately.
 - Keep invoices on file.
- ❑ Conduct pre-employment screening for all prospective employees.
- ❑ Keep vehicles, boats, and equipment locked and keys secured, when not in use.
- ❑ Restrict access to computers and sensitive documents.
 - Protect computer data with virus protection.
- ❑ Shred sensitive documents before discarding.
- ❑ Train employees in security procedures, notifying you if they detect a breach in security.

BE CLEAN

- ❑ Keep chemicals, medications, and hazardous materials separate from consumable products.
- ❑ Follow sanitary practices to eliminate contamination and the spread of disease.

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BE CLEAN (continued)

- Implement written Sanitation Standard Operating Procedures (SSOP).
- Implement a written rodent/pest control program.
- Provide access to sanitation and hand-washing facilities.
 - Encourage hand washing with disinfectant soap, especially after using the restroom facilities, handling hazardous materials, etc.
- Prevent the spread of disease.
 - Observe all aquaculture stock at least once daily for signs of disease.
 - Isolate suspected stock.
 - Notify the New Jersey Department of Agriculture within 48 hours if a red or yellow light disease is suspected or detected.
- Train employees on common disease signs and patterns, so they will recognize unusual illness in aquaculture.
- Train employees to be clean and to notify you if they see discrepancies.

BE CURRENT

- Train employees on your biosecurity/emergency plans and their proper response.
- Review and update your biosecurity plan.
 - After each drill, if necessary.
 - Every year.

NOTIFY/CALL

- If suspicious activity is suspected call local law enforcement and 1-866-4-SAFE-NJ.
- If unusual signs of disease or deaths are observed in aquaculture at the farm/facility, notify the NJ Dept. of Agriculture's Division of Animal Health (609-292-3965).
- Train employees to notify you if there are concerns/problems.
 - If tampering/contamination/illness are suspected, isolate the suspected aquaculture stock.
 - Monitor stock and facilities until authorities arrive.
- Train your employees to Be Alert, Be Secure, Be Clean and Notify/Call.