

**BIOSECURITY / SECURITY CHECKLIST**

For the Farmer/Owner

***SMALL RUMINANT INDUSTRY***

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

**BE PREPARED**

- Create a Biosecurity plan for your operation, to be included with your Emergency Plan.
  - Review websites, such as the following, for more information:  
[www.animalagriculture.org](http://www.animalagriculture.org), [www.utextension.utk.edu](http://www.utextension.utk.edu),  
[www.rcrc.rutgers.edu/pubs](http://www.rcrc.rutgers.edu/pubs),
  - 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, in the event of a disaster or 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](http://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 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
  - Farm's/Facility's Veterinarian
  - Local Rutgers Cooperative Research and Extension Agent
  - County Emergency Management Coordinator

# Keep the Garden State Safe

## **BE ALERT (continued)**

- 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. goats, sheep, 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

- ❑ Limit access to farm/facility and secure, entrances and sensitive areas, when not in use.
  - Limit access to farm to one gated road.
    - ❑ Keep the gate locked when not in use.
  - Restrict access to the bulk tank, milking parlor and milk tank, if applicable.
    - ❑ Lock milk house when not in use.
    - ❑ Install and use a lock on the flip-up lid to the bulk tank.
  - Keep storage areas and feed bins locked.
- ❑ Limit access to the water/electrical supply.
  - If feasible, secure them to prevent tampering.
- ❑ Depending on the size of your operation, plan for alternate means for electrical power.
  - Assess the entire operation for generator needs, including milking center, 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.
- ❑ Maintain up-to-date inventories, especially on hazardous and perishable materials. Investigate discrepancies immediately.
  - Keep invoices on file.
- ❑ Inspect feed and supplies for tampering, contamination, and spoilage.
  - Do not accept damaged or questionable deliveries or items.
  - Plan for alternate feeding strategies.
- ❑ Conduct pre-employment screening for all prospective employees.
- ❑ 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.
- ❑ Restrict access to computers and sensitive documents.
  - Protect computer data with virus protection.

# Keep the Garden State Safe

## **BE SECURE (continued)**

- ❑ 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.
  - Park vehicles away from barns and livestock areas, preferably on concrete.
  - Avoid the transfer of dirt, mud or manure by vehicles and equipment.
    - Do not use manure-handling equipment to handle or move feed.
    - Thoroughly clean and disinfect 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 animals.
  - Call your veterinarian immediately if signs of unusual illness are noticed.
- ❑ 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.

# Keep the Garden State Safe

## 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.