

BIOSECURITY / SECURITY CHECKLIST

For the Owner/Manager

ZOOS, ANIMAL EXHIBITS, SHOWS, FAIRS, and PETTING ZOOS

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

No potential cases of significant animal disease should be ignored. Maintain increased surveillance and immediately report potential cases of suspicious or unusual conditions in an animal, herd, or flock, for rapid diagnosis, control and eradication of a disease.

BE PREPARED

- Create a Biosecurity plan for the premise, to be incorporated into your Emergency Plan.
 - For additional information on biosecurity, review the following websites:
<http://www.state.nj.us/agriculture/animal.htm>,
www.cdc.gov/healthypets/spotlight_an_exhbts.htm,
www.nasphv.org/83416/84501.html
 - For assistance with these plans, contact the New Jersey Department of Agriculture – Division of Animal Health at 609-292-3965.
- Talk with the county's Emergency Management Coordinator. Let him/her know about the premise's needs and concerns, in the event of a disaster or emergency. Learn about the county's disaster and emergency evacuation procedures, and incorporate the following into your plan:
 - Understand the hazards/risks associated with the area.
 - Depending on the size of the operation, develop plans on how to and where to evacuate the animals, visitors, and workers.
 - Understand how to shelter-in-place, if the animals cannot be relocated.
 - Develop procedures to implement if there is a breach in security concerning the facility.
- 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
 - Staff Veterinarian
 - Local Rutgers Cooperative Research and Extension Agent

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BE PREPARED (continued)

- Local Health Dept.
- County Emergency Management Coordinator
- NJ Dept. of Agriculture – Division of Animal Health, 24-hrs (609-292-3965)
- NJ Dept. of Health and Senior Services
- 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.

BE ALERT

- Maintain awareness of the location of visitors.
 - Post signs to inform visitors of rules to follow while on the premises.
 - Monitor visitors whereabouts.
 - Avoid taking visitors to sensitive areas.
- Notify authorities of people taking unauthorized pictures or asking questions about operations, security, etc.
 - Be alert for suspicious activity around animal areas and trash receptacles and watch for unattended packages, backpacks, coolers, etc.
- Watch for and report signs of tampering with equipment, feed, water, buildings and utilities.
 - Have written procedures on steps to take for suspect or evidence of, contamination or tampering with feed, equipment, etc.
- Watch for unusual signs that may indicate possible bioterrorism agent.
 - Unusually high number and/or multiple species of sick animals, or unexpected deaths.
 - Abnormal or unusual signs not typically seen for a particular disease, i.e. excessive salivation/tearing, difficulty breathing, difficulty standing, etc.
 - Illnesses/deaths occurring in a short timeframe.
 - Both people and animals are ill.
- Talk with the staff Veterinarian about the symptoms and warning signs of various foreign animal diseases and pathogens.
 - Immediately report unusual signs of disease or unexpected deaths among the animals to the staff Veterinarian, local Extension Agent, State Veterinarian, or USDA.
- Maintain situational awareness of world events and on-going threats.
- Train staff to be alert, vigilant with their surroundings, and to notify you if they see suspicious/inappropriate activity.

Keep the Garden State Safe

BE SECURE

- ❑ Limit access to the facility with gated/monitored road(s).
 - Secure entrances when not in use and lock when not open for business.
- ❑ Keep storage areas and feed bins locked.
- ❑ Limit access to the water/electrical supply.
 - If feasible, secure them to prevent tampering.
- ❑ If applicable, plan alternate means for electrical power, assessing the entire operations for generator needs, including water systems and fuel.
- ❑ Implement a security policy and security measures for deliveries.
 - Obtain feed and all other supplies from known, reputable firms/individuals.
 - ❑ Inspect feed and supplies for tampering, contamination, and spoilage.
 - ❑ Do not accept damaged or questionable deliveries or items.
 - Plan for alternate feeding strategies.
 - Require deliveries to be transported in company-identified vehicles.
 - Restrict deliveries to scheduled appointments.
- ❑ 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 completed.
- ❑ Restrict access to computers and sensitive documents.
 - Protect computer data with virus protection.
- ❑ Shred sensitive documents before discarding.
- ❑ Train staff in security procedures, notifying you if they detect a breach in security.

BE CLEAN

- ❑ Keep chemicals and hazardous materials separate from consumable products.
 - Secure and restrict these areas.

Keep the Garden State Safe

BE CLEAN (continued)

- Control access to animal contact areas and require visitors to follow posted rules.
 - Post “Please do not feed the animals” signs to discourage disease transmission by infected human food.
 - For “drive-thru” exhibitions, post signs and enforce rules to secure animals and protect visitors.

- Have everyone follow sanitary practices to eliminate the spread of disease.
 - Before animal contact areas, post signs explaining disease reduction recommendations: no food or drink allowed inside, wash hands, supervise young children, etc.
 - Provide hand-wash stations. Make sure they are accessible to children.
 - Encourage thorough hand washing with disinfectant soap: before and after handling the animals; after contact with animal products or their environment; after going to the toilet; before eating; and before preparing/handling food/feed.
 - Post signs on: hand washing instructions; reminders to wash hands; directing people to the hand-wash station.
 - Utilize dust suppression methods, if necessary.
 - Have staff wear appropriate personal protection equipment.
 - Keep vehicles away from animal areas, including trash and recyclable pickup vehicles. Provide concrete parking areas.
 - Avoid transferring dirt, mud or manure by vehicles, tools and equipment by thoroughly cleaning and disinfecting them, including tires and underbody.
 - Do not use manure-handling equipment/tools to handle or move feed.

- Minimize the animals’ direct exposure to wildlife, stray animals, insects, rodents, birds, and other animal species.

- Clean up feed spills and discarded debris.
 - Eliminate areas with standing water.

- Prevent diseases.
 - Isolate all new animals and keep separate from other animals.
 - Handle/feed susceptible stock first.
 - Observe all animals at least once daily for signs of disease, i.e. skin lesions on the mouth, tongue, or feet/hoves, an unusually high number of animals with fevers, lameness/off-balance, discolored skin, off-feed, or unusual sickness/death.
 - Call the veterinarian immediately if signs of unusual illness/sudden deaths are noticed.

- Train staff on proper risk reduction procedures and on common disease signs and patterns, to recognize discrepancies and immediately alert you.

Keep the Garden State Safe

BE CURRENT

- Train staff on the biosecurity/emergency plans and the proper response. Practice emergency drills with the entire staff.
- Review and update the plans.
 - After each event/season, but at least yearly.

NOTIFY/CALL

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