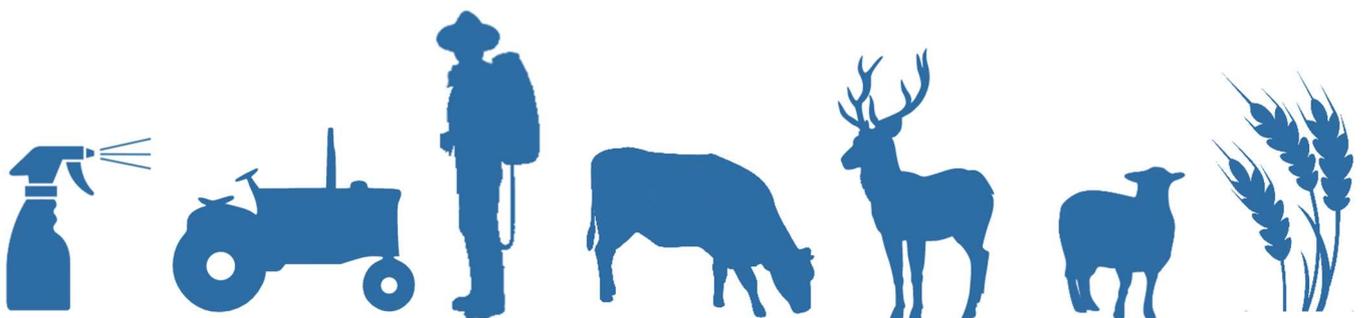


Biosecurity Farm Plan

Biosecurity is an essential part of the day-to-day operations on a farm, ensuring you can avoid costly clean-ups along the way. Use this template to develop your own farm biosecurity plan, and ensure your resilience if you have to deal with a Biosecurity threat.

BIOSECURITY FARM PLAN	
Farm Name:	
Date:	
Completed by:	
PHOTO OF PROPERTY	



Introduction

Once pests or diseases enter a farm they reduce production, are expensive to control and may result in restricted farming practises including stock movement and sales. In some cases, farmers are bound by legislation to control and meet the associated costs for controlling particular weeds or diseases under regional management strategies (eg Mycoplasma Bovis, TB, Chilean Needle Grass and Nassella Tussock).

While pest plants, insects and diseases are spread by natural means such as birds, wind and water, farming practices and other human activities are also significant factors contributing to their spread. Wherever possible the best policy for farmers, the region and the country, is to prevent these pests and diseases entering in the first place. In the unfortunate circumstances where pests and diseases do enter, the next best outcome is to ensure they are not spread further.

Farmers can control the entry of pests and diseases on to the farm by taking steps to manage the movement of people, vehicles, machinery, stock, feed and seeds as they pass through the farm gate. This template will help you develop your induction processes.

Induction is a term that comes from health and safety protocols, whereby people entering the farm are "inducted" onto the farm by learning about the health and safety risks on the farm.

The induction sheets presented here combine both health and safety and biosecurity requirements so they can both become part of the same routine induction process.

It is widely accepted that health and safety inductions are an important step in ensuring peoples' general safety, a biosecurity induction is providing the same function for your farm. To put it another way, undertaking a biosecurity induction is about protecting the health and safety of your farm.

This also outlines strategies to reduce the entry and spread of potentially damaging pests and diseases between farms. Not all boxes may be applicable to every situation (eg social visitor vs contractor drilling seed) however, the process should apply to every situation in some form and it will be applicable to many different pests and diseases, even those that may not be in the country yet, or even known of.

Biosecurity protocol can be divided into three stages. Firstly, and most importantly, there are conversations to be had prior to anyone entering the farm. Next there are biosecurity requirements on entry to the farm and during the visit. And finally, biosecurity practices to prevent pests and diseases from moving off the farm and affecting others.

Biosecurity plans and induction processes are common overseas and in other industries in New Zealand (eg vineyards, nurseries etc). Up until now we have been relying largely on the fact that we are an island to protect us from biosecurity threats, but increasingly more pests and diseases are being found on pastoral land. Increasingly biosecurity is being seen as part of the whole farm planning processes and as part of the farm auditing process. So prudent farmers will take ownership of their own biosecurity processes.

This biosecurity plan template was developed to help farmers affected by the Kaikoura earthquake. These farmers have needed many repairs to infrastructure and land which involves many potentially risky "entries" on to their properties. In addition, damage to land from the earthquake have made them more vulnerable to biosecurity incursions. For these farmers this comprehensive biosecurity template has been developed to mitigate four biosecurity risks namely Chilean Needle Grass, Nassella Tussock, Mycoplasma Bovis, and Foot and Mouth.

Use this template to develop plans specific to the management of biosecurity risks on your property. Use the summary points and add specific details relevant to your farm, deleting non relevant protocols and identifying future actions for improvement. Add in additional biosecurity risks relevant to your properties.

When completed this plan should meet the requirements for biosecurity management plans by councils, processing companies, and industry organisations.

Useful resources

<https://beeflambnz.com/sites/default/files/new-s-docs/fact-sheet-67-drystock-biosecurity-guidelines.pdf>

<https://beeflambnz.com/knowledge-hub/module/farm-biosecurity>

<https://beeflambnz.com/knowledge-hub/PDF/biosecurity-wof-checklist>

<https://beeflambnz.com/knowledge-hub/podcast/protecting-your-patch>

<http://www.farmbiosecurity.com.au/toolkit/plans-manuals/national-farm-biosecurity-reference-manual-grazing-livestock-production/>

<https://www.dairynz.co.nz/business/biosecurity/>

Produced as part of as part
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Earthquake Recovery
Biosecurity Project
funded by MPI SFF.



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Biosecurity farm plan – Key information

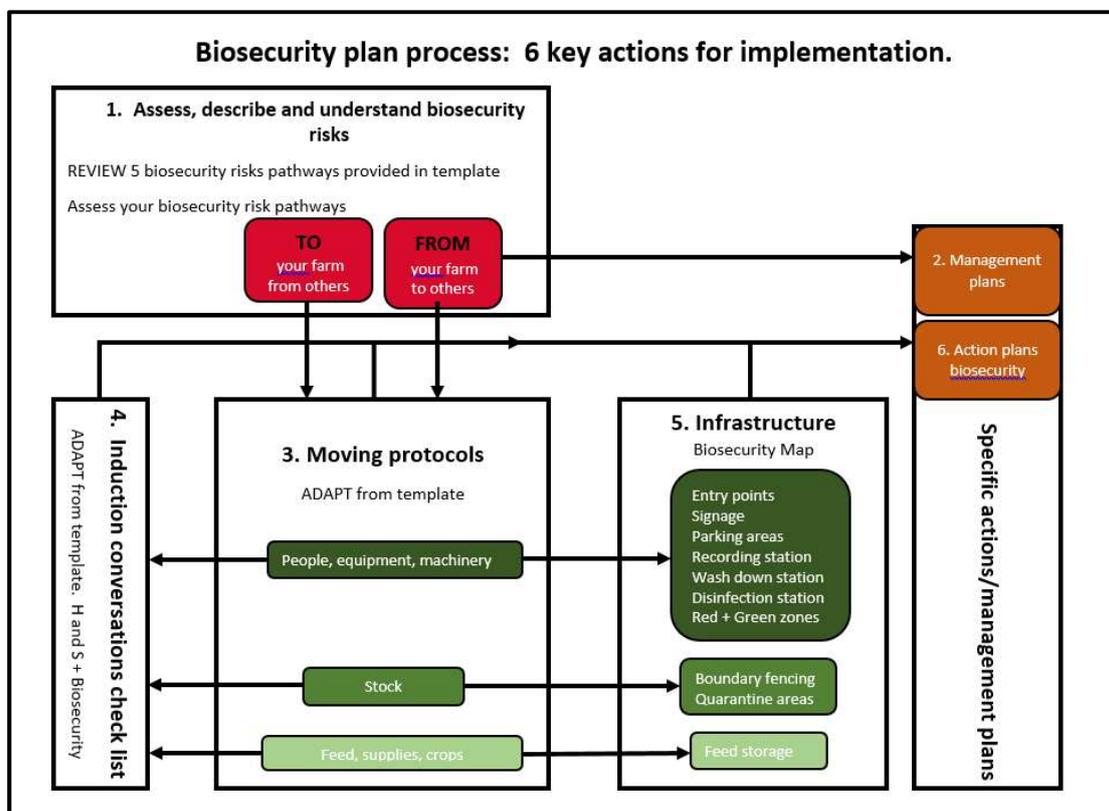
Complete the following key information.

Farm name	
Farm Owner	
Name	
Address	
Landline	
Mobile	
Email	
Alternative contact	
Name	
Address	
Landline	
Mobile	
Email	
Important info	
NAIT number	
Earmark	
Earmark No.	
Veterinarian	
Name	
Company	
Landline	
Mobile	
Email	

Biosecurity plan process

This flow chart outlines the key 6 key actions to establish a biosecurity plan using this template.

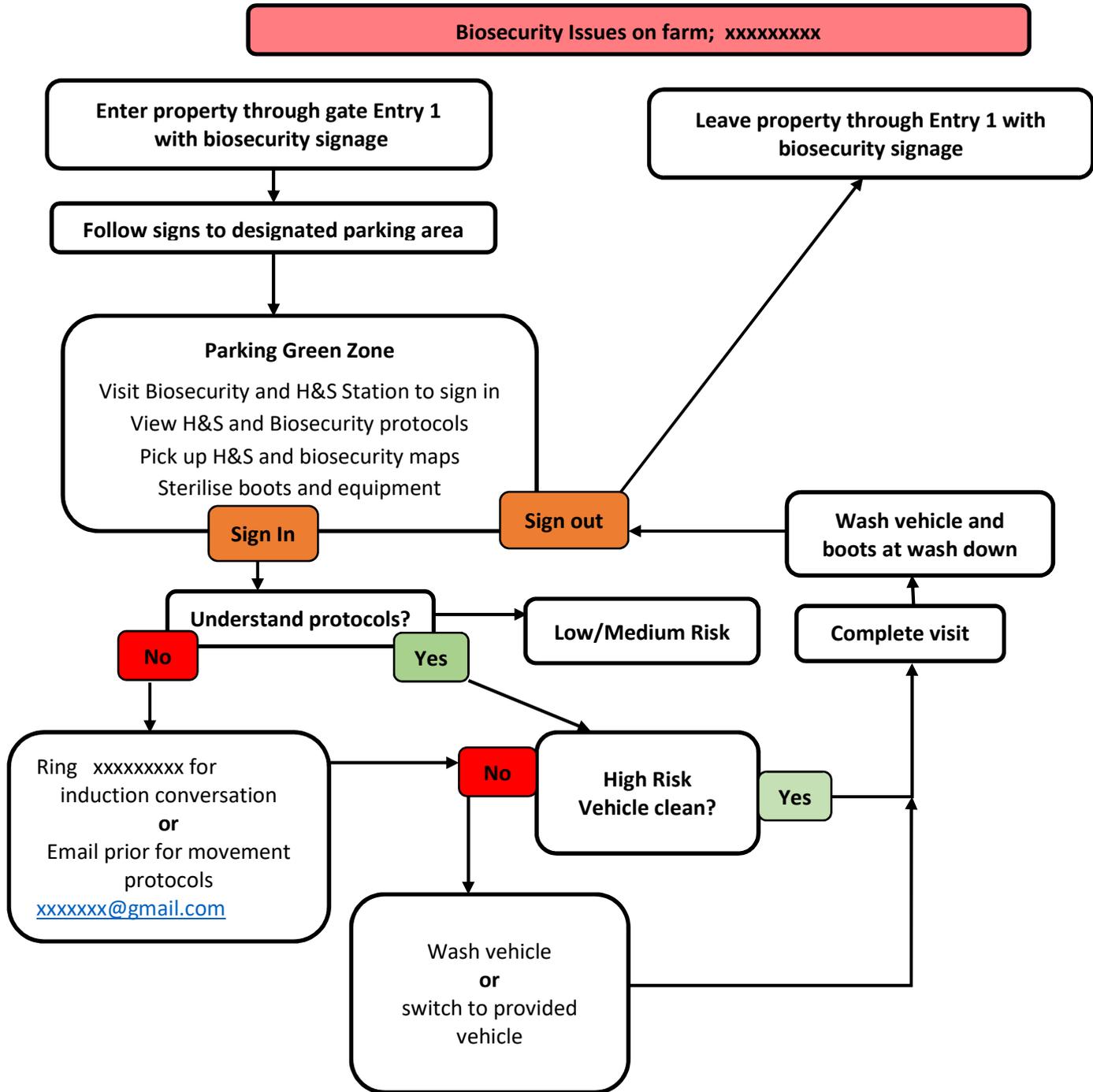
- 1. Understand biosecurity risks.** The 5 “Chosen” biosecurity risks (3 weed pest, 2 animal diseases) cover most potential routes (air borne, carried by machinery/animals, wild animals etc) that biosecurity risk may enter or leave your farm. The template moving and induction protocols have been developed for these 5 Chosen biosecurity risks. You are asked to consider and rank your biosecurity risks for your plan.
- 2. Develop management plan for existing risks.** For existing biosecurity risks on your farm you will develop a management plan to prevent the spread to others and also hopefully reduce its presence on your farm. These management plans should align with any requirements from councils or MPI.
- 3. Develop moving protocols.** The optimum moving protocols have been developed for the 5 “Chosen” biosecurity risks. To develop your own moving protocols simply ADAPT the existing protocols in the template for your farm. This might involve adding specific detail, keeping, deleting or moving the template protocols you don’t currently do but want to implement to future Action plans.
- 4. Develop induction conversations check lists.** These check lists represent the day to day implementation of your moving protocols. To develop your own checklists simply ADAPT the existing protocols in the template for your farm. These have been combined with Heath and Safety Induction protocols.
- 5. Implement the required infrastructure.** There may be new infrastructure required to implement your moving protocols eg wash down station. And you will need a biosecurity map to show where the necessary biosecurity infrastructure and risks are located on the farm.
- 6. Develop action plans.** It is unlikely you will have the perfect biosecurity plan in place immediately as so you will need to create an Action plans to achieve the necessary changes.



Process text

Modify this diagram to suit your farm. Use the snipping tool to highlight it and save as a jpeg file and this file can be sent out via text as an attached photo.

Biosecurity TEXT Diagram for to Visitor : XXXXXXXX



Map

Suggested items to include on your biosecurity map

- Entry point(s) to farm.
- Sites where biosecurity signage is located.
- Boundary fences and locked gates.
- Any boundary fences, laneways, fenced with two-metre strips to prevent nose to nose contact of stock.
- Areas in boundary fences that are not stock proof.
- Quarantine areas for new or stray stock.
- Gravelled parking area for visitors to park.
- Wash down for cleaning machinery and vehicles.
- Disinfecting stations for boots, or small equipment.
- Red (no-go) and green (unrestricted access) zones on the farm
- Location of plant biosecurity risks such as pest plants (eg Chilean needle grass, nassella tussock wilding conifers).
- Areas targeted for specific biosecurity risk control.
- Blocks restricted for bought in cattle grazing.

Biosecurity protocols

Generic protocols for moving people,
machinery and equipment

Generic protocols for moving stock

Generic protocols for moving feed, supplies
and crops

Generic protocols for moving people, machinery and equipment

Summary points for potential inclusion in biosecurity plan, add to table on next page and delete/rewrite as applicable.

Farm name
<p>Signage: We display biosecurity signs with clear instructions and contact details at all vehicle access points that inform visitors of our biosecurity status and processes. Entry, cleaning and restricted areas are identified by signage and on the biosecurity map.</p>
<p>Induction: We carry out combined health and safety and biosecurity induction conversations with visitors, and contractors at the appropriate time.</p>
<p>Entry points: We only allow access to the farm for machinery and equipment visiting the farm through identified entry areas.</p>
<p>Arrival: People bringing on machinery and equipment on the farm are asked to sign in and out on the register, and pick up the biosecurity and health and safety hazards map. People are asked to arrive in clean clothes.</p>
<p>Threats: We ask contractors and visitors to inform us where and when the equipment and/or machinery was last used and what biosecurity risks were on that property.</p>
<p>Farm zones: The farm has been divided into risk areas. Green zone allows unrestricted access to visitors if they remain on tracks or parking area. Stock are restricted from this area. The red area is “no go” areas without our permission and the biosecurity processes are applied here. Stock are grazed in these areas.</p>

<p>Parking: Non-essential vehicles are to be left in green zone in designated metalled parking areas. When necessary alternative transport is provided at this point.</p>
<p>Cleaning: All vehicles, machinery and equipment is cleaned before and after leaving entering the red zone at the farm wash down station. The wash down area contains a high pressure hose, is constructed of non-porous material and the waste water is collected in a sump and is disposed of away from yards, paddocks, crops and waterways. The wash down area is kept clear of pest plants. At the wash down facility there is also disinfectant scrubbing brushes, foot baths and sprayers to disinfect (1 percent Virkon) all equipment and footwear. Brooms are provided for the cleaning of internal vehicle spaces. There is a cleaning record form that is to be filled in by all visitors and contractors at the wash down station. An air compressor is used for cleaning engine components and shearer’s hand pieces to ensure pest seeds are removed. Please don’t be offended when we inspect the machinery, equipment, clothes or footwear for cleanliness.</p>
<p>Lending: We are careful in the lending and borrowing of our own equipment and machinery between properties and apply the same processes as for visitors and contractors.</p>
<p>Footwear: Contractors and visitors are all required to wear foot wear protected with putties and to carefully inspect their footwear and clothing before entering and leaving the farm.</p>
<p>Inspection: When appropriate (eg in core Chilean needle grass area, during disease outbreak) vehicles, machinery and equipment has been independently assessed by designated inspector to be clean before leaving the property.</p>

Useful resources

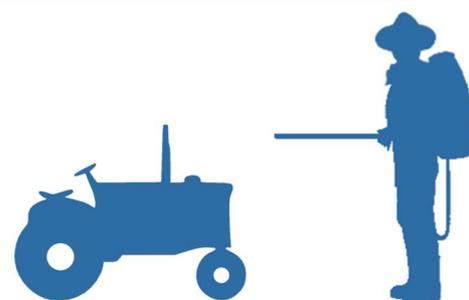
<https://waikatoregion.govt.nz/assets/WRC/Services/plant-and-animal-pests/Keepitclean.pdf>



Induction conversations - for moving people, machinery and equipment

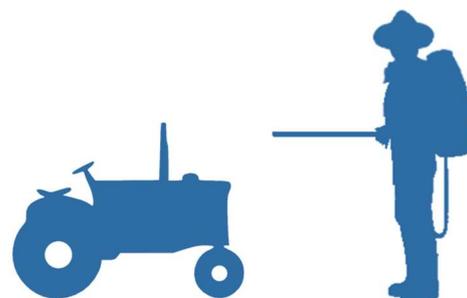
Items to cover for Health and Safety	Tick
<i>Before arriving at your property, have you:</i>	
Confirmed where they will be going and what they will be doing.	<input type="checkbox"/>
Got an approximate time they will be entering and exiting.	<input type="checkbox"/>
Advised them of any risks to their safety on the way to, and in the area, that they will be working.	<input type="checkbox"/>
Confirmed they have a safety management system that covers the work they are there to do.	<input type="checkbox"/>
Confirmed they are competent and equipped to do the work.	<input type="checkbox"/>
Advised them not to interfere with plant or equipment or enter any work areas or farm buildings that they have not been authorised/have no reason to visit. eg shearing shed, yard, milking parlour	<input type="checkbox"/>
Advised them not to disturb or unnecessarily approach farm animals, or work activities, and to leave gates as they found them.	<input type="checkbox"/>
Established an agreed method for communicating while on the farm should additional hazards develop during the day.	<input type="checkbox"/>
Advised farm staff of the visitors pending visit; their activity, location, timing and duration of visit.	<input type="checkbox"/>
<i>On arrival on your property, have you:</i>	
Noted their arrival. Have they sign in and given you an estimated time for departure and contact details.	<input type="checkbox"/>
Identified for them hazards in their working area and provided them with a hazard map. Arranged signage for any significant hazards.	<input type="checkbox"/>
Advised them of any farm activities on the day that may pose them a risk.	<input type="checkbox"/>
Discussed how an emergency event would be managed.	<input type="checkbox"/>
Asked visitor/contractor to explained any risks that their work poses to others and how that will be managed to ensure safety.	<input type="checkbox"/>
Determined a means to communicate with them while they are on farm.	<input type="checkbox"/>
<i>On leaving your property, have you:</i>	
Noted their departure. Have they signed out and let you know that they, their staff and their equipment has left the property.	<input type="checkbox"/>
Have you asked them about and noted down any new or created hazards.	<input type="checkbox"/>
Have you asked them about and noted down any accidents or near misses that occurred whilst the work was done.	<input type="checkbox"/>

Farm Manager's Signature	Contractor's Signature



Items to cover for Biosecurity	Biosecurity Risk Category			Tick
	Low	Med	High	
<i>Before arriving at your property, have you:</i>				
Recorded any biosecurity risks they have encountered on previously visited properties.				<input type="checkbox"/>
Requested that they arrive at the farm gate clean or provided high pressure wash down facilities for them to clean vehicles, machinery and equipment. When significant disease risk apparent, brushes/hot water/disinfectant and/or steam has been applied.				<input type="checkbox"/>
Checked pets and clothing, including boots, for potential contamination and cleaned appropriately (eg sheep measles, seeds captured in pet coats).				<input type="checkbox"/>
Provided a designated parking area for a visitor to park or to be inspected for cleanliness.				<input type="checkbox"/>
Requested that only essential vehicles enter the property. Provided a designated parking area for non-essential vehicles or discussed alternative transport arrangements with them.				<input type="checkbox"/>
Advised visitors of any biosecurity risks that exist on your property.				<input type="checkbox"/>
Made a copy of your biosecurity plan available to visitors before they arrive and again at sign-in.				<input type="checkbox"/>
<i>On arrival on your property, have you:</i>				
Requested contractors records showing you where and when their machinery and equipment was last used and when it was last cleaned using appropriate wash down facilities.				<input type="checkbox"/>
Inspected machinery, equipment, animals and clothing for cleanliness.				<input type="checkbox"/>
Requested that non-essential vehicles are left in the designated parking area and/or alternative transport arrangements used.				<input type="checkbox"/>
Put up signage on the property indicating any biosecurity risks and any associated requirements.				<input type="checkbox"/>
<i>On leaving your property, have you:</i>				
Ensured any vehicles, machinery and equipment are cleaned using your high pressure wash down facility (includes pad and capture). If appropriate they have cleaned with brushes/hot water/disinfectant and/or steam.				<input type="checkbox"/>
When appropriate (eg in core Chilean Needle Grass area, disease outbreak), independently assessed (by designated inspector) that any vehicles, machinery and equipment are clean before leaving the property.				<input type="checkbox"/>

Farm Manager's Signature	Contractor's Signature

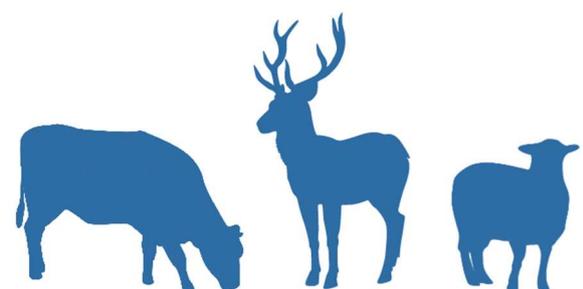


Generic protocols for moving stock

Summary points for potential inclusion in biosecurity plan, delete and rewrite as applicable

Farm name
<p>Sourcing stock: When buying and selling stock we try to develop long-term relationships to source or sell store stock with other farmers who maintain good health and biosecurity records. Examples of records we request include Chilean needle grass, nassella tussock, velvet leaf, TB, Johnes, BVD, Mycoplasma Bovis, drench resistance, footrot, pink eye, leptospirosis, salmonellosis, theileriosis, rotavirus, yersiniosis etc).</p>
<p>ASD form: We ensure that all stock leaving and entering the farm have complete and accurate ASD (animal declaration status) forms and we retain all these forms. We note any issues.</p>
<p>NAIT: We ensure all cattle and deer moving on or off the farm are individually identified and are recorded on the NAIT system. We transport stock in clean trucks, and our best endeavours are made to minimise contact with other stock during yarding and in transport.</p>
<p>Inspection: On arrival we inspect all incoming stock for seeds of pest plants (eg Chilean Needle grass).</p>
<p>Empty/quarantine: On arrival we offer stock feed and water in the yards, administer quarantine drenches and vaccinations if needed and empty them out before transferring them to a securely double-fenced quarantine area for seven days where they are regularly observed.</p>
<p>Sick stock: We separate sick animals from the rest of the mob.</p>
<p>Separation: We keep our permanent breeding stock separate (prevent nose to nose contact) from bought in stock and we keep verifiable records of this grazing system. We contain bought in</p>

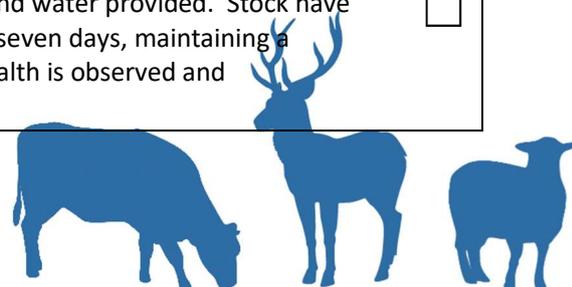
<p>stock in separate blocks (preferably with their own yards) from permanent breeding stock.</p>
<p>Records: We maintain records of all animal health treatments.</p>
<p>Boundary: We inspect boundary fences regularly and lock boundary gates. Our boundary fences prevent nose to nose contact of stock. We have established two-metre electric fence barriers for cattle along boundary/road/laneway fences using outriggers or separate electric fence.</p>
<p>Yards: We use portable ramps and yards for bought in stock or keep permanent yards clean and establish stand down periods and disinfectant processes in permanent yards to reduce biosecurity risks from bought in stock with unknown biosecurity status.</p>
<p>Dogs/horses: We ensure that farm dogs are not carrying seed and that horses' hooves and fetlocks are free of soil, mud and seed before and after leaving the property. We ensure our dogs are vaccinated and wormed before leaving the property.</p>



Induction conversations - for moving stock

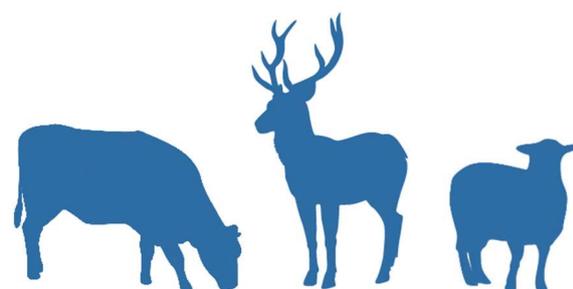
Items to cover for Health and Safety	Tick
<i>Before and on arrival at the farm, have you:</i>	
Determined approximate time they will be arriving.	<input type="checkbox"/>
Identified any health and safety risks due to bad temperament, horns, zoonotic diseases (eg scabby mouth, ring worm) and status of protective zoonotic vaccinations (eg leptospirosis).	<input type="checkbox"/>
Determined that stock handling and transport facilities pose no special risk during the transport, off-loading and containment of the stock	<input type="checkbox"/>

Items to cover for Biosecurity	Tick
<i>Before arriving at your property, have you:</i>	
Determined location of source property and any biosecurity risks associated with the source property. Or discussed the location and have supporting records on animal treatments from source farmer. (eg weed risks (eg Chilean needle grass, nassella tussock, velvet leaf etc) or animal health risks (eg TB status, Johnes, BVD, Mycoplasma Bovis, drench resistance, footrot, pink eye, leptospirosis, salmonellosis, Theileriosis, Rotavirus, yersiniosis etc).	<input type="checkbox"/>
Viewed/discussed the biosecurity plan from the source property.	<input type="checkbox"/>
Recorded and discussed farm of origin and stock movements prior to arrival. Recorded and discussed other stock movements on/off the source property.	<input type="checkbox"/>
Checked that appropriate health checks and/or vaccinations have been completed before stock movement (eg. TB, BVD, Johnes)	<input type="checkbox"/>
Discussed with trucking firm practises to minimise the risks associated with trucking (eg cleaning of stock transport truck before loading stock, risks posed by other stock on the truck).	<input type="checkbox"/>
Checked that stock have received a quarantine drench the day before the stock movement.	<input type="checkbox"/>
Discussed stock grazing history with regards to exposure to pest weeds (eg chilean needle grass, nassella tussock, velvet leaf).	<input type="checkbox"/>
Discussed that where possible, the entry of dogs on to the property is prohibited. Dogs entering the property have been wormed and treated for sheep measles as per recommended protocols.	<input type="checkbox"/>
<i>On arrival on your property, have you:</i>	
Observed stock state of health and checked for presence of weed seeds in coats and in the mud in feet.	<input type="checkbox"/>
Checked that stock have arrived with completed ASD form.	<input type="checkbox"/>
Insured that stock have received a quarantine drench, if not done prior to travelling.	<input type="checkbox"/>
Determined that NAIT stock recording has been completed by previous owner within 48 hours of the animal movement and viewed historical stock movements.	<input type="checkbox"/>
Directed stock to a special quarantine area (off pasture) which is separated from other stock on the farm by at least 3m and not to be used subsequently by stock on the farm.	<input type="checkbox"/>
Arranged for stock to be held for 24 hours to empty out with feed and water provided. Stock have been transferred to a well fenced quarantine paddock for a further seven days, maintaining a three-metre separation from other stock. During this time, stock health is observed and vaccinations applied if needed.	<input type="checkbox"/>



Ensured that risk of nose to nose contact with stock from neighbouring properties is removed by double fencing or planned paddock rotations. Boundary fences are secure and gates are locked.	<input type="checkbox"/>
<i>On leaving your property, have you:</i>	
Made sure your biosecurity plan outlines biosecurity risks and mitigating actions and shared your biosecurity plan with the new owner of the stock.	<input type="checkbox"/>
Discussed with transport agency and stock agents with regards to biosecurity any threats posed by the stock (eg weed risks, animal health risks).	<input type="checkbox"/>
Ensured that stock have received a quarantine drench within 24 hours of movement.	<input type="checkbox"/>
Filled in an ASD form accurately for the stock you are moving.	<input type="checkbox"/>
Observed stock carefully before shipping and removed any that are unwell.	<input type="checkbox"/>
Ensured any stock grazing protocols with respect to biosecurity risks (eg Chilean Needle grass) have been adhered to.	<input type="checkbox"/>
Ensured the best endeavours have been made to prevent contact between your stock and other stock during transit.	<input type="checkbox"/>
Completed appropriate health checks and vaccinations before stock movement.	<input type="checkbox"/>
Checked that dogs have current vaccinations (eg kennel cough, Lepto, Parvo etc) and dosing is current (worms, sheep measles).	<input type="checkbox"/>
Ensured that when biosecurity risks exist on the farm, horses are cleaned to remove weed seeds from coat and mud (including in hooves) before leaving the property.	<input type="checkbox"/>

Farm Manager's Signature	New Owner's Signature



Generic protocols for moving feed, supplies and crops

Summary points for potential inclusion in biosecurity plan, delete and rewrite as applicable

Farm name
Disease: We don't feed any stock feeds that contain ruminant protein to ruminant livestock. We only feed cooked or frozen meat and offals to farm dogs.
Certification: We only buy or sell certified seed with weed purity tests.
Supplements: We make our supplements for sale early before weeds have seeded. We feed out bought in supplements on cultivatable land and we observe these areas and those where new seed has been sown for new weeds and pests and these are identified ASAP using AgPest website Link and/or by contacting the local biosecurity officer. We inform purchasers of stock feed and supplies of the biosecurity risks associated with the products.
Inspection: We inspect our pastures (including the roadside) and crops for pest weeds. We inspect purchased stock feed for evidence of pests, damage and contaminants.
Source: We only purchase stock feeds (eg crops, pellets, supplements, palm kernel extract) and supplies (eg metal) from reputable suppliers who maintain good animal health and biosecurity records.
Storage: We store stockfeeds to prevent contamination by livestock, vermin, feral and domestic animals and fungal toxins.



Induction conversations - for moving feed and crops

Items to cover for Health and Safety	Tick
Unload supplies using appropriate equipment and stack using best practice.	<input type="checkbox"/>
Observe feed for mould and if needed test for toxic compounds.	<input type="checkbox"/>
Use appropriate protective gear in the handling of supplies (dust, moulds, gloves)	<input type="checkbox"/>

Items to cover for Biosecurity	Tick
<i>Before arriving at your property, have you:</i>	
Determined the source of the supplies and discussed weed and pest biosecurity risks associated with the source property and/or the location.	<input type="checkbox"/>
Viewed or discussed biosecurity plan from the source property.	<input type="checkbox"/>
Ensured that hay and silage are high quality and were harvested early before weeds are set and seeds become viable.	<input type="checkbox"/>
Carefully inspected pastures or crops cut for stock feed before harvest for pest weeds and insects that pose biosecurity risks.	<input type="checkbox"/>
Checked that seeds used for re-grassing and cropping are registered and certified.	<input type="checkbox"/>
Checked that metal used on farm tracks is guaranteed weed free.	<input type="checkbox"/>
<i>On arrival on your property, have you:</i>	
Completed records showing where feed is fed out and where seeds are sown.	<input type="checkbox"/>
Ensure that feed bought in is fed on cultivatable land. Notifiable weeds and pests are easier to control where cropping rotations can be combined with strategic herbicide use.	<input type="checkbox"/>
Carefully observed for new weeds and pests any areas where bought in feed has been fed, or seed has been sown, and these are identified ASAP using AgPest website Link and/or by contacting the local biosecurity officer.	<input type="checkbox"/>
<i>On leaving your property, have you:</i>	
Ensured that supplies are not sold from your property when they contain pest weeds or pose other biosecurity risks.	<input type="checkbox"/>
Ensured that seed produced on the farm has been sold with a weed purity test.	<input type="checkbox"/>

Farm Manager's Signature	New Owner's Signature



Action plans for improving biosecurity

Improvements in biosecurity processes	Priority 1=high, 5=low	Due Date	Estimated Cost



NOTES