The ReadyAG©: Disaster and Defense Preparedness for Production Agriculture workbook is designed to help farm and ranch owners plan for and manage disasters that can occur on their operation such as power outages, drought, flood, severe snow or ice storms, but also catastrophic events, for example tornadoes, hurricanes, fires, disease outbreaks, and other events, including acts of terrorism or a nuclear accident. We encourage you to review this workbook with family members, employees, and with emergency personnel in your community.

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PENNSTATE

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Where trade names appear, no discrimination is intended, and no endorsement by Penn State Cooperative Extension is implied.

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The intent of **ReadyAG©** is to help farmers and ranchers become better prepared for disasters, so they can continue to be viable even in the face of disastrous events.

The **ReadyAG©** preparedness process directs farmers and ranchers to take a critical look at their agricultural operation, guiding them to determine areas that need improvement, thus helping them to become better prepared for any event that could disrupt their operation.

The **ReadyAG©** workbook contains questions for farmers and ranchers to consider and answer about various segments of their agricultural operation that may be vulnerable or at risk for disasters.

ReadyAG© on-line at http://readyag.psu.edu/

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How this ReadyAG© Workbook is Organized

The preparedness and planning **GENERAL** worksheets are divided into four sections. The majority of functions on your operation will fit into these major areas. Your operation may be unique and include additional areas of concern. We encourage you to identify any additional or unique functions within your agricultural enterprise and address the vulnerability and risk associated with those production and management functions that are not included in this workbook. All producers should complete the GENERAL section, and the commodity section that represents your operation.

FACILITIES and MATERIALS.
This section represents the structures, equipment, supplies, and other real property associated with your farming enterprise. All buildings, fields, orchards, animal areas, plant nursery area, feed storage and handling equipment, vehicles, equipment, supplies, product handling, and storage areas would be included in this section. The variety of supplies, materials, raw ingredients, feed, feed additives, fertilizer, pesticides, medicines, water, and other items and areas required for normal function of your agriculture business should be included in this section.

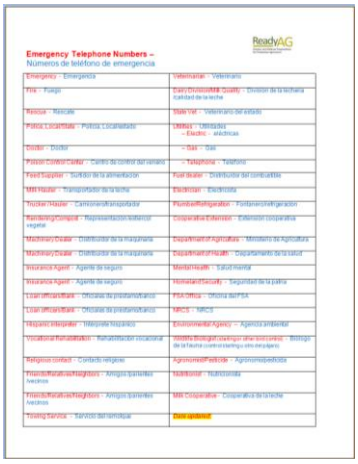
PEOPLE.
This section includes anyone who has access, provides some service or function for you, works for you, or otherwise moves onto and from your agricultural enterprise. Included would be all employees, family members, service personnel, sales persons, delivery people, veterinarians, consultants, Extension Educators, customers, the general public, and invited and uninvited visitors.

PLANNING and PRACTICE.
This section represents what takes place at your location. It includes the day-to-day activities, the routine function, and those activities that occur only at certain times such as harvest, or shipment of animals to another facility or to market. The activities of your business and the management for production practices are included such as use of footbaths for animals or visitors, use of quarantine areas, limited access to facilities, and the development and use of other security practices.

REVIEW and UPDATE.
This section includes the items and practices that you should periodically check, review and update. Included would be insurance, how product and people move on your operation, locks, doors, gates, lights, security cameras, electronic monitoring equipment, gauges, inventories of pesticides, medicines, chemicals and other hazardous materials, worker protection standards training, pesticide training, first aid training, lists of critical contacts and phone numbers, emergency response plans, and other important functions and areas of concern that should be evaluated on a regular basis.

By taking a critical look at each of these areas, you can determine the areas and functions that need improvement to help you become better prepared for any event that could disrupt your operation. The intent is to help you become better prepared for all disasters, so you can continue to be a viable even in the face of disastrous events. The investment of time and resources to plan is significantly less than the costs of a disaster on those who are not prepared. Although it is not possible to plan for all possible scenarios, the plans and activities that you develop will help to reduce your level of risk and, therefore, improve your sustainability.

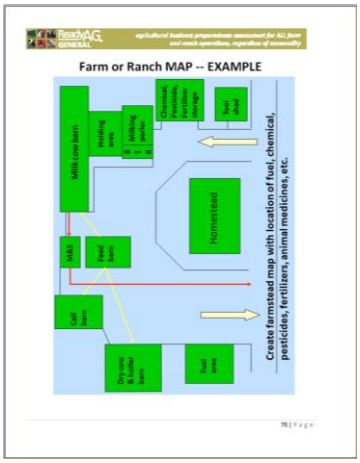
Additional information contained in the workbook includes:



A pull out sheet for **EMERGENCY NUMBERS** –
to post near telephones or on office doors. Laminate this sheet and use an erasable marker to update these as needed, but at least on an annual basis.

SAMPLE ACTION PLAN –
use this simple form to create a list of priority actions to improve your ability to better manage all disasters and emergencies on your farm or ranch.

If you complete the questions on-line, an action plan will be developed for you based on your response to the questions.
If you complete the questions on a printed copy of the workbook, you will need to hand record the priority items onto a blank action plan.



FARM or RANCH MAPS information –
where to find maps of your operation, what information you should include on the map, and who should get a copy of your map.

REFERENCES and ADDITIONAL RESOURCES –
where you can go on the web to download this material and where you can get additional valuable information for disaster and emergency planning for your farm or ranch.

How to fill out the ReadyAG© Worksheets

The worksheets in this workbook list questions about various segments of your agricultural operation that may be vulnerable or at risk. The questions in each section are intended to guide you through the most important functions of your agriculture enterprise. This workbook is a guide to make you aware of potential vulnerabilities and how you might address them, whether these factors are naturally occurring, human error, or intentional acts. Each question asks for your response about the **STATUS, and PRIORITY,** for each issue and provides space for **COMMENTS.**

TOPIC QUESTION	STATUS	PRIORITY	COMMENTS
Question . . . . . ?	☐ Done ☐ Not Done	☐ High ☐ Low	

The **STATUS** column is answered "Done" or "Not Done". If the question being asked is something that you are already doing and have in place on your operation, then answer "Done". If you have not adopted the practice, then respond "Not Done".

The **PRIORITY** column can be answered either "High", or "Low". If the management practice described in the question has not been implemented, the priority rating/ranking will allow you to determine its importance when considering its adoption. A "High" priority ranking indicates that this item could be critical to your operation and the need to adopt the practice as soon as practical. "Low" priority implies the practice is not needed, or can be adopted sometime in the future. It may be important, but it is not something that needs to be addressed in the immediate future. It is important that you provide an answer for the priority for every question.

To illustrate this important point, the **PRIORITY** column is used to indicate if a management practice is essential to keep your agriculture operation functioning. If asked if there is on–site back-up power available and you cannot continue normal operations without electricity, then the **PRIORITY** of this question is "High", as in a dairy operation. If you lose electric power for several days without having a negative effect on your operation, then the response to **PRIORITY** would be "Low". This could be the case for crop production prior to harvest and storage.

The **COMMENTS** column provides an area for your notes where you may indicate a need to adopt a practice, who to include in the decision/process, a timeframe to get it done, and possibly a time to revisit this item. This information should be used to add information to an action. The action plan is used to identify and address actions that can improve your level of preparedness and your ability to stay in business after a disaster.

The **ACTION PLAN** will be automatically generated for you if you complete the worksheets on-line. If you fill out a printed version of the worksheets, you will need to hand copy the "High" PRIORITY items from the worksheets onto a blank ACTION PLAN template – which is available to be printed from the **ReadyAG©** website. Transfer to the ACTION PLAN all questions in which your answer is "NOT Done" and "High" PRIORITY. This list will become ***your*** ACTION PLAN.

ReadyAG©

Disaster and Defense Preparedness for Production Agriculture

Every producer should complete this section regardless of what commodity is produced.

NAME OF FARM OR RANCH | PREMISES ID # (OPTIONAL)

FARM OR RANCH OWNER(S)

FARM OR RANCH OPERATOR (IF DIFFERENT THAN OWNER)

911 OR STREET ADDRESS (NO RD OR P.O. BOX)

CITY OR TOWN | STATE | ZIP

MAILING ADDRESS (IF DIFFERENT THAN 911 ADDRESS)

CITY OR TOWN | STATE | ZIP

FARM OR RANCH PHONE NO. | HOME PHONE NO. | CELL PHONE NO.

FACILITIES and MATERIALS	STATUS	PRIORITY	COMMENTS
Is your 911 address posted in 3-inch reflective numerals on your mailbox or a post at the road?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a permanently installed, well-hidden mailbox or lockbox that serves as an emergency information box for emergency personnel?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do emergency personnel know where the emergency information box is located and know how to access it?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have appropriate areas locked and/or gated?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are the locks, fences, gates, and doors in good condition?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are facility keys secure and well controlled?	☐ Done ☐ Not Done	☐ High ☐ Low	
Structures			
Do you inspect all facilities for structural deficiencies; such as cracked concrete, broken latches, loose roofing or siding, broken glass, etc., and repair as necessary?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a farm map with the contents of each building listed? *(see Farm and Ranch Maps)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Are the buildings clearly identified on the map by name, number, or GPS coordinates?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is all electrical wiring up to code?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all electrical devices in barns/sheds UL approved?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all electrical boxes and water sources secured from unauthorized access?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have lighting in the right places for security, safety, and production purposes?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all barns/sheds free of flammable debris, i.e. cobwebs, trash, etc.?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are fire extinguishers easily accessible in strategic locations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are fire extinguishers of the right size and type to combat electrical, fuel, or structural fires? *(see References and Additional Resources)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have alarms, electronic security or video surveillance cameras, as appropriate?	☐ Done ☐ Not Done	☐ High ☐ Low	

FACILITIES and MATERIALS *(continued)*	STATUS	PRIORITY	COMMENTS
Structures (continued)			
Do you know the snow load capacity of your building roofs or other structural limitations of your buildings?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have all obstructions and places of concealment near facilities been removed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Roads			
Are access roads adequate for emergency vehicles?	☐ Done ☐ Not Done	☐ High ☐ Low	
• At least 20 feet wide?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Capable of supporting vehicles weighing in excess of 40,000 lbs?	☐ Done ☐ Not Done	☐ High ☐ Low	
• At least 14 feet height clearance?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Vegetation trimmed at least 10 feet beyond the shoulder?	☐ Done ☐ Not Done	☐ High ☐ Low	
Water			
Do you have a sufficient source of water for maintenance and emergency situations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are water sources for fire suppression identified and is that information shared with employees and emergency personnel?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you marked the locations of water hoses that are used to fight fires?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is the water supply system secure? (including wellheads, pumps, and storage tanks)	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have an alternative source of water, especially for animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Vehicles and Equipment *(see Inventory Lists)*			
Are all equipment, machinery, tools, vehicles, ATV's, snowmobiles, fuel, etc. inventoried or monitored, and VIN numbers maintained in a separate location?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you lock/secure your vehicles and equipment (sprayers, etc.) daily on and off the farm?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are equipment keys secured and controlled?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are firearms in a locked area and ammunition in a separate locked area?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all farm/ranch vehicles equipped with fire extinguishers and first aid kits?	☐ Done ☐ Not Done	☐ High ☐ Low	

FACILITIES and MATERIALS *(continued)*	STATUS	PRIORITY	COMMENTS
Materials *(see Inventory Lists)*			
Are pesticides, farm chemicals and medicines stored in a secure area?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is access to pesticides, farm chemicals and medicines limited to trained personnel?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are flammable materials, such as fuels, pesticides, paints, etc., stored at a low level away from other materials so they can be effectively cleaned up if spilled?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are "Do Not Enter" signs or pictograms posted for hazardous materials and hazardous areas such as manure pits, animal areas, hazardous materials storage -- in languages understood by all employees?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have well-stocked first-aid kits?	☐ Done ☐ Not Done	☐ High ☐ Low	
Power			
Do you have an appropriately sized generator or other alternative source of electrical power? *(see References and Additional Resources)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you maintain and test your generator monthly?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have fuel for generator(s) for emergency use?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you train all employees on the safe operation of generators and associated equipment?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have battery, hand-cranked, or solar-powered flashlights and radios; and are extra fresh batteries available in case of power failure?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE *(see EMERGENCY Telephone Numbers)*	**STATUS**	**PRIORITY**	**COMMENTS**
Is there a list of emergency telephone numbers in a language understood by all personnel located in visible location near every telephone? *(This list includes all emergency personnel, animal and environmental agencies, and help networks.)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do employees and family members know where emergency telephone numbers are located?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do employees and family members know how to report an emergency on land-line phones or cell phones?	☐ Done ☐ Not Done	☐ High ☐ Low	
In case of emergency, is contact information for all farm and ranch personnel posted in several places?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are you prepared for isolation in case of severe storms over an extended period of time? *(Food, water, fuel, generator, etc., for humans and animals)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do family members and employees know how and where to "shelter in place" (interior room/shelter creating a barrier from outside contamination)? *(see References and Additional Resources)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do family members and employees know primary and alternative evacuation routes and emergency shelter locations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Family Members/Owners/Employees			
Are family members and employees trained to identify, report, and handle suspicious situations and threats, farm problems, and emergency situations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are employees and family members trained to handle threats/emergency situations *(such as: snow, power loss, flood, tornado, etc)*?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do family members and employees know the location of first-aid kits?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are family members and employees trained and up-to-date in first aid / CPR?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do employees and family members know the location of simple tools and equipment *(fire extinguishers, shovels, rakes, water pumps, buckets, hoses, ladders)* and are they trained to fight fires?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a smoking policy that everyone follows?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE *(continued)*	STATUS	PRIORITY	COMMENTS
Employee Management			
Do you hire employees with security in mind?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you screen applicants thoroughly, including checking references and background checks?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have all employees completed an I-9 form prior to employment? *(see References and Additional Resources)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you monitor new employees closely?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have employees been trained in how to report problems?	☐ Done ☐ Not Done	☐ High ☐ Low	
Visitor Policies			
Do you have a visitor policy?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do all family members and employees know and follow the visitor policy?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you sign-in and verify all visitors? *(Include names/times, purpose of visit, contact information, and recent contact with animals, in U.S. and abroad.)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all visitors closely supervised?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you require visitors, including service personnel, to wear disposable or washable boots?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you prevent the use of cell phones, cameras, and video recorders in your facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are other sanitary measures and supplies in place for visitors and for employees?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are service vehicles required to enter and leave property from one entrance/exit?	☐ Done ☐ Not Done	☐ High ☐ Low	
Could you stop people from entering your property if necessary?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Do you conduct security checks of facilities on a random basis?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a contingency plan for meeting cash-flow needs after commodity loss/failure/recall?	☐ Done ☐ Not Done	☐ High ☐ Low	
Plans			
Does your community have an emergency management plan in place that includes producers, and the agricultural industry?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a response plan in case of manure, fuel, fertilizer, pesticide, or other chemical spills?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you consult with experts for an assessment of potential hazards/risks and development of risk management plans? *(see References and Additional Resources)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you worked with your local fire department and law enforcement officials about visiting your farm for a safety and security check?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have emergency officials been given lists of pesticides/hazardous materials stored on the farm or ranch and/or instructions in dealing with farm equipment and storages facility emergencies?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you identified vulnerable areas or areas of highest risk on the farm?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you and business partners/family have an estate plan in place for business partners and family members in case of unforeseen death?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a business transfer plan in place?	☐ Done ☐ Not Done	☐ High ☐ Low	
If the primary decision makers for the farm or ranch is not available or is incapacitated, is there a plan for someone else (or multiple people) to make important decisions?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have appropriate biosecurity protocols been developed, communicated to, and reviewed with all personnel?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
Records			
Is all sensitive information stored in a secured area and shredded upon disposal?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are computer data record back-ups completed on a weekly basis?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is all computer back-up data stored off site?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are your computers properly maintained and secured from unauthorized use?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you keep computer virus protection software updated?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have an up-to-date inventory of amounts of feed, fuel, supplies, fertilizers, and pesticides? *(see Inventory Lists)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do animals have permanent identification?	☐ Done ☐ Not Done	☐ High ☐ Low	
Insurance			
Are all insurance policies reviewed on an annual basis, or sooner if significant changes are made in structures, livestock, crops, land, equipment, liability, or when business entity changes?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you review your insurance coverage with your agent annually to cover potential emergencies?	☐ Done ☐ Not Done	☐ High ☐ Low	
Facilities and Materials			
Are all farm roads posted with “No Trespassing” signs?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you mark driveways, access lanes, and other items with markers before winter (before heavy snowfall and ground freezing temperatures)?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are essential fuel reserves available at all times to operate the generator, plow driveways, and feed animals?	☐ Done ☐ Not Done	☐ High ☐ Low	

REVIEW and UPDATE	STATUS	PRIORITY	COMMENTS
Facilities and Materials			
Do you review and update annually:			
• warning signs, such as, do not enter, hazardous materials, and NO trespassing?	☐ Done ☐ Not Done	☐ High ☐ Low	
• back-up plans for water, fuel, supplies, etc?	☐ Done ☐ Not Done	☐ High ☐ Low	
• emergency lighting, alarms, motion detectors, and cameras?	☐ Done ☐ Not Done	☐ High ☐ Low	
• all facilities, equipment, and security systems?	☐ Done ☐ Not Done	☐ High ☐ Low	
• all fire extinguishers checked and charged; or replaced?	☐ Done ☐ Not Done	☐ High ☐ Low	
Planning and Training			
Are all emergency telephone numbers updated as needed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you conduct a mock emergency exercise annually including a fire drill?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you review and update on an annual basis, including when and how to implement these plans:			
• risk management and biosecurity plans?	☐ Done ☐ Not Done	☐ High ☐ Low	
• your evacuation plan, stay-in-place plan, and shelter-in-place plan?	☐ Done ☐ Not Done	☐ High ☐ Low	
• all security and emergency plans?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is there annual training on, or is there an annual review of:			
• security procedures?	☐ Done ☐ Not Done	☐ High ☐ Low	
• employee policies?	☐ Done ☐ Not Done	☐ High ☐ Low	
• safe work practices?	☐ Done ☐ Not Done	☐ High ☐ Low	
• how to handle threats and emergency situations?	☐ Done ☐ Not Done	☐ High ☐ Low	
• biosecurity protocols?	☐ Done ☐ Not Done	☐ High ☐ Low	

ReadyAG©: Disaster and Defense Preparedness for Production Agriculture

ReadyAG© on-line at http://readyag.psu.edu/

ReadyAG© CATTLE

Disaster and Defense Preparedness for Production Agriculture

Cattle producers complete this section in addition to the GENERAL section.

NAME OF FARM OR RANCH | PREMISES ID # (OPTIONAL)

FARM OR RANCH OWNER(S)

FARM OR RANCH OPERATOR (IF DIFFERENT THAN OWNER)

911 OR STREET ADDRESS (NO RD OR P.O. BOX)

CITY OR TOWN | STATE | ZIP

MAILING ADDRESS (IF DIFFERENT THAN 911 ADDRESS)

CITY OR TOWN | STATE | ZIP

FARM OR RANCH PHONE NO. | HOME PHONE NO. | CELL PHONE NO.

FACILITIES and MATERIALS	STATUS	PRIORITY	COMMENTS
Are there a minimum of 30 days of feed for animals stored on the farm/ranch, in the event that pasture or off-farm feed access is restricted due to disaster?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are there redundant water sources/systems for cattle, in the event animals are unreachable for several days?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is an animal identification system in use that permits identification of animals in the event they are stolen, lost or mixed with animals owned by others?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are cattle handling facilities designed to minimize stress on animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are animal handling facilities designed to enhance worker safety?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are feed/forage supplies stored in multiple locations to reduce the risk of loss in fire?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are backup business records, including animal identification and production records, stored at remote locations other than the farm/ranch headquarters?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are areas adjacent to farm/ranch buildings maintained free of grass, weeds, shrubs, and other flammable material to reduce wildfire risk?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are trees and brush cleared an adequate distance from structures to reduce wild fire risk?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are permanent firebreaks to protect farm structures identified?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are potential firebreak sites for the farm/ranch identified?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all ranch properties posted appropriately for hunting/trespassing?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are livestock areas including pastures and feed areas locked to restrict unauthorized access?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are animal carcass disposal sites identified and verified with local/state authorities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are water storage facilities (ponds, dams or tanks) available and accessible to supply water for fire suppression?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are facilities available to isolate/quarantine sick animals or newly arrived animals from other animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are fire extinguisher locations clearly marked and accessible near office, feed mill and other appropriate locations?	☐ Done ☐ Not Done	☐ High ☐ Low	

FACILITIES and MATERIALS *(continued)*	STATUS	PRIORITY	COMMENTS
Are offices, feed mill, animal hospital, etc. locked daily?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are feed storage, supplies, animal hospital, and other critical areas maintained so as to minimize access by insects, rodents, and birds?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are livestock areas clearly posted with warning signs?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is visitor access controlled/monitored by security personnel or electronic security equipment?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are livestock trailers equipped with non-skid flooring?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE	STATUS	PRIORITY	COMMENTS
Are owner/operators and workers trained in proper animal handling to minimize stress and danger to the animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators and workers trained in proper animal handling during periods of extreme heat?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators and workers trained to recognize common animal disease symptoms?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators and workers trained to recognize foreign animal disease symptoms?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators and workers trained in proper action and notification procedures if a foreign animal disease is suspected?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have owner/operators and workers completed a beef quality assurance or equivalent training?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators and workers trained in proper animal carcass disposal procedures?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators and workers trained in biosecurity plans including isolation of sick animals and quarantine of newly arrived animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators aware of state/federal disaster and other assistance or risk management programs that may be available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you trained employees on Diseases that cattle can transmit to people?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you conduct proper biosecurity screening to All visitors, especially those who have recently traveled out of the country?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Can owner/operators and workers identify endemic diseases, like Anthrax, that may exist in your region?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do owner/operators and workers know the conditions under which endemic disease may re-emerge or pose an enhanced threat?	☐ Done ☐ Not Done	☐ High ☐ Low	
Can owner/operators and workers identify diseases carried by endemic wildlife that may pose a threat to domestic animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are animals counted and monitored regularly to prevent theft and evaluate health status?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a feed storage plan in place to ensure animals would have access to feed if unreachable for several days?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a plan in place to evacuate or relocate animals in advance of storms, if necessary?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a plan in place to relocate animals out of low-lying areas in the event of floods or snow accumulations, if necessary?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a plan in place to relocate animals away from high risk wildfire areas, if necessary?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are pasture/grazing records available to identify locations from which animals could be lost during storms?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are owner/operators and workers aware of the risk of fire from hay baled and stored with excessive moisture?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do owner/operators and workers know the proper management to reduce the risk of wet hay fires?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have owner/operators and workers evaluated the risk of wildfire to farm/ranch facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have owner/operators and workers evaluated the risk of wildfire to stored feed and forage supplies?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have owner/operators and workers evaluated the risk of wildfire to your animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Can owner/operators and workers identify predators that are endemic in your region and represent a threat to your domestic animals?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
Is a plan in place to reduce losses due to predators?	☐ Done ☐ Not Done	☐ High ☐ Low	
Can owner/operators and workers identify animal health threats, such as molds, aflatoxins, nitrates and prussic acid which may develop under certain environmental or management circumstances?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do owner/operators and workers know proper management techniques to reduce the risk of these animal health threats, such as molds, aflatoxins, nitrates and prussic acid?	☐ Done ☐ Not Done	☐ High ☐ Low	
Can owner/operators and workers identify poisonous plants that are endemic in your regions?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do owner/operators and workers know the conditions under which animals are at increased risk of ingesting poisonous plants?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a carcass disposal plan in place that is consistent with local/state regulations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a mutual assistance plan in place with other producers for security monitoring and fire suppression?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are sick animals routinely isolated for treatment?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a quarantine plan in place and followed for receiving new animals on the premises?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are you able to, and do you, isolate sick animals?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is an insect control program to limit disease threats in place?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a bird/rodent control plan in place to reduce disease and contamination threats?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a plan in place to delay sales and maintain animals in the event of a temporary market disruption or closure?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are records maintained to traceback animals, people and equipment that entered the property in the event that a disease is subsequently detected?	☐ Done ☐ Not Done	☐ High ☐ Low	

REVIEW and UPDATE	STATUS	PRIORITY	COMMENTS
Do you have a written herd health/vaccination plan developed and reviewed annually with the vet?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are biosecurity plans reviewed regularly with your veterinarian and with your employees?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a written agreement with other producers (locally and out-of-area) for acreage or building that might be available for alternative housing and feeding in case of emergency?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have back-up plans for water, feed, and electricity been updated annually?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are insurance policies reviewed annually?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you reviewed contingency plans with all your employees, making certain new employees are familiar with the scope and objectives of the plan?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have your facilities or operations changed in any way that will necessitate a change in the maps, diagrams or biosecurity procedures for your operation?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do owner/operators and workers annually complete disease recognition training?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are animal disease notification procedures and contact information reviewed and updated at least once per year?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are cattle holding and handling facilities inspected regularly for damage and to ensure proper function?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are livestock trailers inspected regularly, especially to ensure solid flooring?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are feed and chemical inventories inspected regularly to ensure that products are safely stored, free of contamination and not past expiration?	☐ Done ☐ Not Done	☐ High ☐ Low	

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ReadyAG CROPS ©

Disaster and Defense Preparedness for Production Agriculture

Crop producers complete this section in addition to the GENERAL section.

NAME OF FARM OR RANCH | PREMISES ID # (OPTIONAL)

FARM OR RANCH OWNER(S)

FARM OR RANCH OPERATOR (IF DIFFERENT THAN OWNER)

911 OR STREET ADDRESS (NO RD OR P.O. BOX)

CITY OR TOWN | STATE | ZIP

MAILING ADDRESS (IF DIFFERENT THAN 911 ADDRESS)

CITY OR TOWN | STATE | ZIP

FARM OR RANCH PHONE NO. | HOME PHONE NO. | CELL PHONE NO.

FACILITIES and MATERIALS	STATUS	PRIORITY	COMMENTS
Are storage facilities (for equipment, fertilizer, chemicals, seed) equipped with alarms?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are storage facilities equipped with video surveillance?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are fertilizer and chemical stores equipped with secure and tamper-evident locks and closures?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are storage facilities appropriate for storing seed for the expected length of time between delivery and planting?	☐ Done ☐ Not Done	☐ High ☐ Low	
If planting is delayed, are storage facilities adequate to store seed under warmer, more humid conditions for an extra month or two?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is fertilizer storage properly protected (with containment) against leakage? *(NOTE: this is in some cases a legal requirement, but not always for smaller containers such as farmers might have)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Have containment facilities been inspected to make sure they will work if needed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is equipment used to apply fertilizer maintained in good operating condition?	☐ Done ☐ Not Done	☐ High ☐ Low	
If anhydrous ammonia is used as fertilizer and on-farm storage is in place, are the storage tanks inspected and maintained in good conditions?	☐ Done ☐ Not Done	☐ High ☐ Low	
If solution nitrogen fertilizer (UAN) is used as a nitrogen fertilizer source and is stored on farm, are storage tanks maintained well and inspected as appropriate?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are harvesters (combines, forage harvesters, root crop lifters) maintained in good condition?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is drying equipment maintained well, and are safety procedures (for example, what to do if fire starts in a dryer) known to all?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all shields and other safety features in place and operating properly on all grain-handling equipment?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have removable barriers (overhead electric lines, sharp turns, etc.) to safe transport and handling of grain been removed to the extent possible?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are bins or other storage structures used to store harvested crops locked and sealed in such ways that tampering would be detected?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are dust control measures available in grain storage facilities to help prevent explosions fueled by airborne dust?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE	STATUS	PRIORITY	COMMENTS
Is there a background check, or at least a reference check, for all newly-hired operators?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all equipment operators fully familiar with the equipment they are authorized to operate?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all operators trained on the use of safety equipment?	☐ Done ☐ Not Done	☐ High ☐ Low	
Does new operator training include details on detecting mechanical problems, and on what to do when such problems arise?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do all operators have access to mobile communication equipment at all times during field operations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do spray equipment operators have appropriate pesticide operating licenses as required by law?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are operators who apply pesticides trained well on existing equipment so they can operate it safely and effectively?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do those who order pesticide applications have adequate knowledge of pests and their management to make economically and environmentally sound decisions on what to apply, and when?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do operators who a apply pesticides understand the importance of accurate, environmentally sound application?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do operators know what pest they are applying pesticides against?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are operators able to know when an error has been made with regard to the material or rate they are asked to apply?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are operators of spray equipment knowledgeable about spray drift issues (wind speed and direction, presence of sensitive plants, animals, and habitats) to the extent that they can minimize drift incident numbers and severity?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are personnel familiar with common insect pests and plant diseases, and would they be able to recognize uncommon insects or diseases?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do operators know how to use fertilizer application equipment, including rate calculations and guidelines on environmentally sound methods of application?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE *(continued)*	STATUS	PRIORITY	COMMENTS
If anhydrous ammonia is used as a fertilizer nitrogen source, have all operators and handlers been trained in the safe handling and application of this material?	☐ Done ☐ Not Done	☐ High ☐ Low	
If UAN is used as a fertilizer material, are operators familiar with its properties, and are appropriate measures and equipment in place to allow its safe handling?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are operators familiar with operating and safety procedures for all harvesting equipment? Have they been trained to use such procedures properly?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are operators able to detect things that go wrong during harvest operations, and to shut down the equipment properly?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have employees or family members who handle grain in bins been trained on safety procedures related to moving grain and grain in bins?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Is there a procedure, in addition to testing for licensure, to assure that Pesticide Applicators follow proper guidelines and procedures?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is proper monitoring of alarms or video feeds maintained?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are supplies of fertilizer and chemicals delivered in the fall, for storage in your facilities and use the next year?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are bulk seed (delivered in large containers – not plastic-lined bags) storage facilities adequate to prevent deterioration (moisture and temperature controlled)?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are identifying labels placed on <u>all</u> bulk seed and chemical containers/bags to the degree necessary to prevent mistaking one type of product from another?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are labels on bulk containers fixed in a way that they cannot be switched or altered by a person intent on doing so?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
Is there a procedure to generate and maintain a current master list for every piece of equipment and every storage unit for supplies, and the supplies stored there, for the entire operation showing the exact location, source, when delivered, placed by whom, quantity, access procedure and person responsible for access, and all other pertinent information? *(see Inventory Lists)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Are chemical and fertilizer deliveries made by known persons, from known sources? *(Note: There are increasing amounts of "internet" purchases of such inputs, often from people and places unknown to the buyer.)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Is seed purchased from and delivered by known companies and persons?	☐ Done ☐ Not Done	☐ High ☐ Low	
Does seed come with certification of seed quality and purity?	☐ Done ☐ Not Done	☐ High ☐ Low	
Does the seed label comply with the law in terms of showing germination and purity?	☐ Done ☐ Not Done	☐ High ☐ Low	
Upon delivery does seed get visually inspected to be sure it's sound, normally-looking seed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are hybrids and varieties identified by name?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is fertilizer delivered with the proper form of analysis to identify what plant nutrients it contains, and certified with regard to presence of contaminants?	☐ Done ☐ Not Done	☐ High ☐ Low	
If the seed is stated as being treated with materials like fungicide and insecticide, are materials and rates clearly stated?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do seed shipments have the proper label and MSDS sheets to show how chemically treated seed is to be handled?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is there a procedure to teach new operators how to operate equipment properly and safely?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is all operating equipment equipped with GPS in order to track all relevant operations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do operators know how to use GPS equipment to track locations of, and operations performed by, different field equipment, and do they know what to do if the GPS devises are not working properly?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
If GPS-enabled operations, such as autosteer, are used on motorized equipment, are safeguards in place and are operators trained in the use/importance of the safeguards?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is all safety equipment installed on all equipment fully operational?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are planters and planter performance monitors maintained adequately to ensure optimum efficiency?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are operators able to detect and, where applicable, to fix problems with the planting operations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is tillage equipment matched to tractor size, and maintained in good conditions?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are operators of large equipment aware of danger points along transport routes from field to field, and are appropriate actions taken to ensure safety for the operator and the public?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are pesticide application sprayers maintained well, with all safety equipment in place and functional?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are procedures in place to assure that operators use all required and recommended procedures, equipment, and clothing to minimize human exposure to pesticides?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are pesticides used in the farming operation stored, transported, and transferred in ways that are safe and that are as preventive of operator exposure and rate miscalculation as possible?	☐ Done ☐ Not Done	☐ High ☐ Low	
If aerial application of pesticides is done, is it done by experienced pilots who know how to do this safely?	☐ Done ☐ Not Done	☐ High ☐ Low	
If chemigation is done, are procedures in place to assure that the operators both know and follow regulations, including which chemical can be applied and under what conditions?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are fertilizer rates to be applied clear and unambiguous, and is it simple to set desired rates on the available equipment?	☐ Done ☐ Not Done	☐ High ☐ Low	
If anhydrous ammonia is stored on the farm, are appropriate measures in place to prevent the theft or appropriation of this material for use in illegal drug manufacture?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
Are personnel adequately familiar with different fertilizer materials to know if a delivered fertilizer material is not the one ordered?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do operators know, and have available at all times, numbers to be called in case of emergencies with pesticide or fertilizer application, storage, or handling?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are those who operate trucks to transport grain properly licensed and familiar with driving trucks off the road?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is proper illumination provided for night operations when harvesting or transporting harvested crops?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do operators know how to navigate "danger points" in the transport of grain from field to storage area?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is safety equipment (breathing apparatus, harnesses, drop ropes) available and in good condition for those entering bins?	☐ Done ☐ Not Done	☐ High ☐ Low	
If grain storage bins are treated with pesticides, are operators trained to use the correct safety procedures?	☐ Done ☐ Not Done	☐ High ☐ Low	
If fumigants are used for pest control, are operators adequately trained and licensed on their use?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is grain from crops infected with toxin-producing fungi tested properly for the presence of mycotoxins?	☐ Done ☐ Not Done	☐ High ☐ Low	
If grain tests high for mycotoxins, are alternatives to sale or use as livestock feed available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is equipment available for workers to use in handling grain to avoid inhalation of harmful dust?	☐ Done ☐ Not Done	☐ High ☐ Low	

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ReadyAG© DAIRY

Disaster and Defense Preparedness for Production Agriculture

Dairy producers complete this section in addition to the GENERAL section.

NAME OF FARM OR RANCH | PREMISES ID # (OPTIONAL)

FARM OR RANCH OWNER(S)

FARM OR RANCH OPERATOR (IF DIFFERENT THAN OWNER)

911 OR STREET ADDRESS (NO RD OR P.O. BOX)

CITY OR TOWN | STATE | ZIP

MAILING ADDRESS (IF DIFFERENT THAN 911 ADDRESS)

CITY OR TOWN | STATE | ZIP

FARM OR RANCH PHONE NO. | HOME PHONE NO. | CELL PHONE NO.

FACILITIES and MATERIALS	STATUS	PRIORITY	COMMENTS
General			
Are alleys grooved or roughed up to avoid slipping by cattle and humans?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is bird access limited near bunker silos, barns, and other places where feed and livestock are located?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all fences and gates secured for cattle?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are manure storage structures protected from accidental or unauthorized access, such as by fences, and are they in excellent shape?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are "Do Not Enter" signs or pictograms posted around the manure collection and storage structures to warn of danger, and are they in languages understood by all employees?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have flotation devices, rescue devices, rowboats, if a lagoon is part of waste handling system?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are fire extinguisher locations clearly marked and accessible near the milk parlor, milk house, compressor room, and main barn?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are signs posted in livestock areas warning of dangerous animals, and are they in languages understood by all employees?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are milk houses and all milk supply areas locked daily?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are manure collection cross alleys grated, fenced off, and posted with warning signs?	☐ Done ☐ Not Done	☐ High ☐ Low	
Power			
Is lighting sufficient for illumination to avoid tripping on alley scrapers, or falling into gutters or pits?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE	STATUS	PRIORITY	COMMENTS
Family Members/Principals			
Do you and all employees watch for unusual symptoms or deaths of animals in the herd and around the farm? *(this includes wildlife that may come in contact with the herd)*	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE *(continued)*	STATUS	PRIORITY	COMMENTS
Employee Management			
Are employees trained annually on cow health issues such as: water quality, clean feed sources, proper barn ventilation, dairy records, proper milking procedures, milk quality and sanitation procedures, calf and heifer raising procedures, vaccinations, and other cattle care items?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you train family and all employees annually on the euthanasia plan?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you train family and all employees annually on the carcass disposal plan?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are cattle observed for gradual or rapid changes in appearances?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you train employees annually in how to recognize and treat heat stress symptoms in people and cattle/livestock?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you trained employees on diseases that cattle can transmit to people?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are employees trained annually on crop management, equipment maintenance, and other responsibilities they are assigned?	☐ Done ☐ Not Done	☐ High ☐ Low	
Visitor Policies			
Do you conduct proper biosecurity screening to ALL visitors, especially those who have recently traveled out of the country?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you authorize and supervise all farm and ranch visitors?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Plans			
Do you direct all visitors and service providers to designated meeting places, and do you provide disposable booties, paper coveralls, foot baths, and wash basins for them to use?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you quarantine new animals introduced into the herd for the time period recommended by your veterinarian?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are you able to, and do you, isolate sick animals?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
Plans *(continued)*			
Are post-mortem exams performed as needed in a safe, clean area?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is there a plan to feed animals for two or more days should the immediate source of feed become contaminated?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a plan to dispose of milk without polluting should it be contaminated or not able to be shipped?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are there cash-flow plans if off market or dumping milk?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a 7 day short-tem financial cash-flow plan if milk is not able to be marketed? *(Insurance, cash reserve, borrowing capacity, etc.)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a plan to dispose of crops should they be contaminated?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a plan in place to monitor changes in crop appearances?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have primary and back-up animal composting sites on and off farm or ranch?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have composting sites been reviewed with NRCS or other advisors?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have an emergency euthanasia plan in place for cattle?	☐ Done ☐ Not Done	☐ High ☐ Low	
If you must evacuate your farm or ranch without the animals, do you have a plan that provides enough hay, silage, and water for the animals for 48 hours?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a community biosecurity plan that includes other producers, veterinarians, emergency management, and allied industry?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a crisis management plan to deal with a manure spill or other disaster?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a plan to safely rescue an animal or human who falls into a waste handling lagoon?	☐ Done ☐ Not Done	☐ High ☐ Low	
Records			
Do you have animal identification?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are vaccination records maintained? *(dates, sources)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you maintain a closed herd or obtain replacement animals from herds with known health history and with appropriate testing?	☐ Done ☐ Not Done	☐ High ☐ Low	

REVIEW and UPDATE	STATUS	PRIORITY	COMMENTS
Planning and Training			
Do you have a back-up plan for labor replacement should all of your labor become unavailable and has that plan been shared with those that could be affected?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have all employees and family been briefed on the plan to dispose of the herd should a catastrophe make them unfit for food or make it impossible to market them?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a written herd health/vaccination plan developed and reviewed annually with the vet?	☐ Done ☐ Not Done	☐ High ☐ Low	
Facilities and Materials			
Do you have a written agreement with other dairies (locally and out-of-area) for acreage or buildings that might be available for alternative housing and feeding in case of emergency?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have back-up plans for water, feed, and electricity been updated annually?	☐ Done ☐ Not Done	☐ High ☐ Low	

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FRUITS & VEGETABLES

Disaster and Defense Preparedness for Production Agriculture

Fruit and vegetable producers complete this section in addition to the GENERAL section.

NAME OF FARM OR RANCH | PREMISES ID # (OPTIONAL)

FARM OR RANCH OWNER(S)

FARM OR RANCH OPERATOR (IF DIFFERENT THAN OWNER)

911 OR STREET ADDRESS (NO RD OR P.O. BOX)

CITY OR TOWN | STATE | ZIP

MAILING ADDRESS (IF DIFFERENT THAN 911 ADDRESS)

CITY OR TOWN | STATE | ZIP

FARM OR RANCH PHONE NO. | HOME PHONE NO. | CELL PHONE NO.

FACILITIES and MATERIALS	STATUS	PRIORITY	COMMENTS
Is your operation in compliance with Good Agricultural Practices (GAPs) or passed a 3rd party audit? *(see References and Additional Resources)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Plant Materials			
Do you purchase plants, seed and, propagation stock that are certified as free from known insects and diseases?	☐ Done ☐ Not Done	☐ High ☐ Low	
Fields/Production Areas			
Are vulnerable areas (vegetable fields, strawberry beds, young trees, irrigation, and drainage ponds) fenced to prevent access from animals or humans?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you take steps to ensure that soil from another farm is not transported onto the farm or ranch through muddy boots, vehicle tires, or cultivation equipment?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are "No Trespassing" signs posted along crop borders to discourage off-road vehicle traffic?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are "No Entry" signs posted in areas where pesticides have been applied, and are they in compliance with worker protection and community notification rules?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are there alarms at the farm or field entry points to automatically alert you when someone enters?	☐ Done ☐ Not Done	☐ High ☐ Low	
Buildings			
Are facilities (including pesticide storage areas) locked at all times?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is there restricted entry to all storage, processing, and packing facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are signs clearly placed so that deliveries are made to the proper location?	☐ Done ☐ Not Done	☐ High ☐ Low	
Water Sources and Irrigation			
Is the potable water supply protected from unauthorized use?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are water resources secured and protected from potential contamination such as animal waste, chemical spills, or runoff?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is the irrigation system (pumps, well heads, mains) checked regularly?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Is there a back-up system and fuel available?	☐ Done ☐ Not Done	☐ High ☐ Low	

FACILITIES and MATERIALS *(continued)*	STATUS	PRIORITY	COMMENTS
Greenhouses, Packing Houses, and Cold Storage Facilities			
Are systems checked regularly:			
• ventilation system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• heating system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• lighting system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• watering system?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are back-up systems in place for:			
• ventilation system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• heating system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• emergency lighting system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• watering system?	☐ Done ☐ Not Done	☐ High ☐ Low	
Controlled Atmosphere (CA) Storage			
Are there warning signs posted on all doors?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are employees trained in CA storage facility operations and safety?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE	STATUS	PRIORITY	COMMENTS
Family Members/Principles			
Are responsible family members trained to manage greenhouses, packing and storage facilities in an emergency?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are responsible family members trained in back-up procedures?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE *(continued)*	STATUS	PRIORITY	COMMENTS
Employee Training			
Do employees receive regular training in food safety practices?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Are food safety practices monitored and enforced?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do employees receive regular training in worker protection standards?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Are worker protection standards monitored and enforced?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are employees trained in procedures to follow if they discover sick or dead wildlife, or changes in crop appearance?	☐ Done ☐ Not Done	☐ High ☐ Low	
Visitor Policies			
Do you provide visitors with disposable boots and coveralls if they enter your food processing facility?	☐ Done ☐ Not Done	☐ High ☐ Low	
Customers			
Are restrooms and hand-washing facilities readily available for U-Pick customers?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you post instructions to remind U-Pick customers to wash their hands prior to entering fields, picking fruit, and/or eating?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are signs posted that prohibit customers' pets from entering U-Pick fields?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are the containers that you provide for U-Pick customers clean and/or sanitized?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Does your liability insurance cover pollution and environmental damage?	☐ Done ☐ Not Done	☐ High ☐ Low	
If quarantined/recalled, does your insurance cover lost income or increased expenses?	☐ Done ☐ Not Done	☐ High ☐ Low	
Plant Health			
Do you maintain plant health using best management practices?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you employ IPM scouting services and/or routinely inspect crops to monitor for pests?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you maintain a current list of specialists to contact for assistance in diagnosing plant problems?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you maintain plant health records?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
Water Management			
Are water conservation plans developed to adjust to dry/drought conditions, including identifying alternative water resources?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a triage plan for plantings in the event of a severe drought where water has to be rationed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you monitor water quality and runoff?	☐ Done ☐ Not Done	☐ High ☐ Low	
To reduce the risk for contamination, do you use potable water for irrigation?	☐ Done ☐ Not Done	☐ High ☐ Low	
If using pond, stream, or well water for irrigation, are bacteria levels properly monitored?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a treatment system available to treat irrigation water if needed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you use drip/micro-irrigation to reduce the risk of contamination of edible plant parts?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you disinfect water used to wash product?	☐ Done ☐ Not Done	☐ High ☐ Low	
Food Safety/GAPs http://www.GAPs.cornell.edu/			
If fresh manure is used as fertilizer, is it applied at least 120 days prior to harvest?	☐ Done ☐ Not Done	☐ High ☐ Low	
If manure is fully composted before using as a fertilizer, is it protected from recontamination and applied at least 60 days prior to harvest?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you developed a GAP Food Safety Policy Manual and/or HACCP plan for your packing, storage, and transportation systems?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are your packed crops labeled to identify field and date of harvest?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you prohibit personal items in food handling areas?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you reassign employees with minor illnesses to duties without direct contact with produce?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are employees with open wounds or cuts provided with plastic gloves or kept from direct contact with produce?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are field sanitation facilities (restrooms and hand-washing stations) in compliance with DOL and GAP standards for field workers?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you post instructions to remind field workers to wash their hands prior to entering fields, picking produce, and/or eating?	☐ Done ☐ Not Done	☐ High ☐ Low	

REVIEW and UPDATE	STATUS	PRIORITY	COMMENTS
Are the grower/family and workers trained and updated regularly on:			
• emergency management, Worker Protection Standards and food safety practices?	☐ Done ☐ Not Done	☐ High ☐ Low	
• biosecurity protocols?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are signs of suspicious activity, crop health problems, etc., reviewed regularly with workers?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are emergency officials annually provided an updated list of pesticides and hazardous materials stored on the farm?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are agreements with back-up personnel reviewed annually? Are they trained?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are written agreements in place with other growers and updated annually for emergency supplies of fuel, etc.?	☐ Done ☐ Not Done	☐ High ☐ Low	

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Poultry producers complete this section in addition to the GENERAL section.

NAME OF FARM OR RANCH | PREMISES ID # (OPTIONAL)

FARM OR RANCH OWNER(S)

FARM OR RANCH OPERATOR (IF DIFFERENT THAN OWNER)

911 OR STREET ADDRESS (NO RD OR P.O. BOX)

CITY OR TOWN | STATE | ZIP

MAILING ADDRESS (IF DIFFERENT THAN 911 ADDRESS)

CITY OR TOWN | STATE | ZIP

FARM OR RANCH PHONE NO. | HOME PHONE NO. | CELL PHONE NO.

FACILITIES and MATERIALS	STATUS	PRIORITY	COMMENTS
Poultry Houses			
Is the ventilation system checked regularly?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Is there a back-up system and is fuel available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is the heating system checked regularly?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Is there a back-up system and fuel available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is the lighting system checked regularly?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a reliable source for bedding?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Are alternative sources available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Specialized equipment			
Are your cages in good condition?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are your enclosures in good condition?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are composters/pits/sheds in good condition?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Are alternative composters/pits/sheds available if needed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are automatic waterers checked/cleaned regularly?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Is a back-up water supply available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are automatic feeders checked/cleaned regularly?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is egg handling equipment checked/cleaned regularly?	☐ Done ☐ Not Done	☐ High ☐ Low	
Waste Management			
Do you have a manure/litter waste management system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Do you have an alternative manure/litter waste management system in case something fails?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a mortality waste management system?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Do you have alternatives for your mortality waste management?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a mass mortality handling system?	☐ Done ☐ Not Done	☐ High ☐ Low	

FACILITIES and MATERIALS *(continued)*	STATUS	PRIORITY	COMMENTS
Feed			
Do you have a 3 day supply of back-up feed?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Do you have alternative feed available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Power			
Is a back-up generator available?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is back-up fuel (Propane, diesel, etc.) available?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE	STATUS	PRIORITY	COMMENTS
Is the contact information for family, employees, back-up personnel, company personnel, emergency personnel, suppliers, etc. posted in several obvious places?	☐ Done ☐ Not Done	☐ High ☐ Low	
Family Members/Employees			
Are all family members and employees trained in biosecurity protocols?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all family members and employees following biosecurity protocols?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are responsible family members and employees trained to manage houses in an emergency?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are responsible family members and employees trained in back-up procedures?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all family members and employees trained to identify and report suspicious situations, flock health problems, etc.?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have “off-farm” back-up personnel been identified?	☐ Done ☐ Not Done	☐ High ☐ Low	
Company Personnel			
Are all problems immediately reported to the flock supervisor or other appropriate company personnel?	☐ Done ☐ Not Done	☐ High ☐ Low	
Visitor Policies			
Are all visitors restricted from approaching or entering poultry houses/facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are all farm and ranch authorized visitors closely supervised?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Is a plan in place for mass mortality carcass disposal (rendering, incineration, burial, composting) as per state regulations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Is a plan in place for utilization of manure and/or mortality as per State regulations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you know the requirements for emergency disposal of contaminated manure/mortality?	☐ Done ☐ Not Done	☐ High ☐ Low	
Does your state or industry have the equipment and trained personnel for depopulation, if required?	☐ Done ☐ Not Done	☐ High ☐ Low	
Biosecurity Protocols			
Are driveway entrances to the poultry facility gated and posted (No Admittance signs)?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are poultry houses locked?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do growers and workers have separate clothing (shoes, boots, hat, gloves, coveralls, etc.) worn when caring for flocks, that is not worn off the farm or ranch?	☐ Done ☐ Not Done	☐ High ☐ Low	
After caring for the flock, do growers and workers change all clothes completely, and wash hands and arms before leaving the premises?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do growers and workers avoid visiting other poultry flocks, auctions, or sales where chickens and other poultry species are being displayed/sold?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do growers and workers avoid contact with wild waterfowl and backyard poultry flocks?	☐ Done ☐ Not Done	☐ High ☐ Low	
When attending essential grower meetings do growers shower and change clothing and footwear before attending, travel in a vehicle not used on the farm or ranch, and disinfect footwear and vehicle floor mats, and change clothing upon return before entering the poultry facility?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are motor vehicles entering the facility (poultry pickup or delivery, feed delivery, fuel delivery, etc) checked to ensure that they have been scrubbed down and the undercarriage and tires spray disinfected prior to entering?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES *(continued)*	STATUS	PRIORITY	COMMENTS
Biosecurity Protocols *(continued)*			
Are all coops, crates, and other poultry containers or equipment cleaned and disinfected prior to and following use?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do essential visitors (poultry catchers, repairmen, service personnel, etc.) put on clean/disinfected protective outer clothing, including boots and headgear prior to approaching flocks?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are tools and equipment used by essential visitors cleaned and disinfected before entering and upon leaving the facility?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are essential visitors logged in, recording: name, company, address, telephone, and last place visited?	☐ Done ☐ Not Done	☐ High ☐ Low	
Records			
Are records kept to document that biosecurity protocols are followed?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are detailed flock records kept, including vaccinations?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are visitor and vehicle logs kept?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are records kept of meetings attended, visitors, deliveries, and other potential contamination risks?	☐ Done ☐ Not Done	☐ High ☐ Low	

REVIEW and UPDATE	STATUS	PRIORITY	COMMENTS
Are the grower/family and workers trained and updated regularly on emergency house management?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are the grower/family and workers trained and updated regularly on biosecurity protocols?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are signs of suspicious activity, flock health problems, etc. reviewed regularly with workers?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are agreements with outside back-up personnel reviewed annually?	☐ Done ☐ Not Done	☐ High ☐ Low	
• Are back-up personnel trained?	☐ Done ☐ Not Done	☐ High ☐ Low	

REVIEW and UPDATE *(continued)*	STATUS	PRIORITY	COMMENTS
Are written agreements in place with other growers and updated annually for emergency supplies of feed, fuel, etc.?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are back-up plans for water, feed, fuel, etc. updated annually?	☐ Done ☐ Not Done	☐ High ☐ Low	
Insurance *(see References and Additional Resources)*			
Are insurance policies reviewed annually?	☐ Done ☐ Not Done	☐ High ☐ Low	

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Swine producers complete this section in addition to the GENERAL section.

NAME OF FARM OR RANCH | PREMISES ID # (OPTIONAL)

FARM OR RANCH OWNER(S)

FARM OR RANCH OPERATOR (IF DIFFERENT THAN OWNER)

911 OR STREET ADDRESS (NO RD OR P.O. BOX)

CITY OR TOWN | STATE | ZIP

MAILING ADDRESS (IF DIFFERENT THAN 911 ADDRESS)

CITY OR TOWN | STATE | ZIP

FARM OR RANCH PHONE NO. | HOME PHONE NO. | CELL PHONE NO.

FACILITIES and MATERIALS	STATUS	PRIORITY	COMMENTS
Do you have a buzzer at the farm or ranch or building entrance to automatically alert you when someone passes through?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you ask maintenance and service personnel where they have been before granting them access to your facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Structures			
Have you developed maps and diagrams of your facilities? *(see Farm and Ranch Maps)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Are maps in a secure area, away from the facility, and known only to you, your employees and emergency personnel?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are the buildings clearly identified on the map by name, number, or GPS coordinates?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are facilities and manure storage locked at all times?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have flotation devices, rescue devices, rowboats, if a lagoon is part of waste handling system?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are feed storage facilities located so that delivery trucks do not cross through lots or animal traffic flow patterns?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are load-out areas designed to minimize the possibility of hogs re-entering the barn after moving into the load out area or onto the truck?	☐ Done ☐ Not Done	☐ High ☐ Low	
Vehicles and Equipment			
Do you control the equipment and tools that are brought into your facility and require their cleaning and disinfection?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you use a tire and vehicle disinfection station at the entrance to your property?	☐ Done ☐ Not Done	☐ High ☐ Low	
Can you quickly locate specialized equipment such as tractors with blades, backhoes, and equipment for transporting animals on short notice?	☐ Done ☐ Not Done	☐ High ☐ Low	

PEOPLE	STATUS	PRIORITY	COMMENTS
Employee Management			
Do you follow up with former employers when you observe suspicious behavior from an employee?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are job applicants and references screened thoroughly?	☐ Done ☐ Not Done	☐ High ☐ Low	
Employee Management *(continued)*			
Are new employees aware, for the security of your operation, that they will be watched carefully for unusual or suspicious behavior? (*Remember that cell phones and digital cameras are easily concealed.)*	☐ Done ☐ Not Done	☐ High ☐ Low	
Visitor Policies			
Could you stop people from entering your property if necessary?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are you especially diligent in your verification of foreign visitors to be sure they are legitimate and have followed your biosecurity protocol for time away from pigs?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are you careful not to allow jewelry, watches, and eyeglasses into your facilities unless they can be cleaned and disinfected?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you prevent the use of cell phones, cameras, and video recorders in your facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are you able to make personal contact with delivery drivers and maintenance personnel?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are truck drivers prohibited from entering your buildings and load-out areas?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Plans			
Have you developed a written herd health plan with your veterinarian?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you developed a disease profile of your herd from lab tests, slaughter checks, and observation?	☐ Done ☐ Not Done	☐ High ☐ Low	
With advice from your veterinarian, have you developed a standard operating procedure for minimizing the risk of carrying disease into your facilities via caretakers, and all categories of visitors?	☐ Done ☐ Not Done	☐ High ☐ Low	
With advice from your veterinarian, have you established a time that visitors must be away from other pigs before visiting your facility?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you and your employees follow the same protocol?	☐ Done ☐ Not Done	☐ High ☐ Low	
With advice from your veterinarian, have you established a vaccination schedule and parasite control program?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you promptly report new diseases or unusual signs (blisters on snouts or feet; discoloration of ears, belly, rump or tail; neurological disorders) to your veterinarian or animal health official?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you make notes of unusual phone calls and persons who appear to show an interest in your operation?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a response plan in case of manure, fuel, fertilizer, or pesticide spill?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a plan to safely rescue an animal or human who falls into a waste handling lagoon?	☐ Done ☐ Not Done	☐ High ☐ Low	
Do you have a plan for how you would handle a larger than usual or catastrophic number of mortalities (mass mortalities) ?	☐ Done ☐ Not Done	☐ High ☐ Low	

PLANNING and PRACTICES	STATUS	PRIORITY	COMMENTS
Facilities and Materials			
Do you keep animals in age-segregated groups?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you established a consistent traffic pattern for pigs and people in the direction of highest risk to lowest risk?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are wildlife and pests, including feral swine, controlled near your facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	
Are mortalities composted, incinerated, or buried in an environmentally safe and bio-secure manner?	☐ Done ☐ Not Done	☐ High ☐ Low	
If mortalities are rendered, is the mortality pick-up area located away from production facilities?	☐ Done ☐ Not Done	☐ High ☐ Low	

REVIEW and UPDATE	STATUS	PRIORITY	COMMENTS
Planning and Training			
Are the contacts and phone numbers on your emergency contact list up to date?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you contacted emergency officials in the last year to be sure they are aware of your contingency plan as well as the location of the maps and diagrams?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you reviewed contingency plans with all your employees, making certain new employees are familiar with the scope and objectives of the plan?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have you ever conducted a mock emergency and do you involve your important contacts and emergency officials?	☐ Done ☐ Not Done	☐ High ☐ Low	
Facilities and Materials			
Have with met with emergency officials to review your contingency plans?	☐ Done ☐ Not Done	☐ High ☐ Low	
Have your facilities or operations changed in any way that will necessitate a change in the maps and diagrams?	☐ Done ☐ Not Done	☐ High ☐ Low	

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How is This Information Helpful ?

When you have completed these worksheets in the General and Commodity sections, the completed information should help you assess the level of emergency and disaster preparedness of your farm or ranch. What you do with the information that you have generated can be valuable to the sustainability and future of your operation.

If you use the information collected in this workbook to identify and prioritize critical items that need to be addressed, and then determine how, and when to fix or improve those critical areas of management that need to be addressed, you will have significantly improved the ability to withstand a major disaster to your agricultural business.

- Complete the worksheets, then go back and look at your answers to the questions.
- For each question where you checked "High" in the **PRIORITY** area, you should take whatever action necessary to be able to change your response from "Not Done" to "Done" in the **STATUS** area.

EXAMPLE

To illustrate how you can use this information to improve the capability of your agricultural business to withstand disasters, let's create a sample farm or ranch.

Sunny Hills Farm, owner John Smith, has completed the questions in this handout. In his response, John Smith indicates that he does not *"screen job applicants thoroughly, including checking references and background checks"* and it is ranked "High" in **PRIORITY**. Smith also records "Not Done" to the question *"Is there a list of emergency telephone phone numbers located in a visible location near every telephone?" He also marks it as* "High" **PRIORITY** item. Smith also marks "Not Done" to the question, *"have back-up plans for water, feed, and electricity been updated annually?"* He recognizes the importance for addressing this question and marks "High" **PRIORITY**.

Using just these three responses from John Smith, he creates a list of action items for Sunny Hills Farm.

1. Create backup plan for water, feed, and electricity.
2. Create and post emergency telephone numbers.
3. Screen and review job applications.

The comments section for each question can be used to jot down what needs to be done, who is responsible, and a timeframe to get it done. You can go back and mark the date when the work was completed.

Creating an *ACTION PLAN*

To better frame these issues for action, compile a list of the questions of "High" **PRIORITY** that have been answered with a "Not Done". Place these questions marked as "High" **PRIORITY** at the top of an action item list, and those questions marked with "Low" **PRIORITY** at lower rank on the action plan list. If you have completed the list of questions on-line, this list is created automatically for you. This web-based list of **ACTION** items is titled: "On-Line ACTION PLAN".

Decide upon a realistic timeframe to address the "High" **PRIORITY** items. Factors to consider include the cost of addressing or solving the "High" **PRIORITY** items, and the time necessary to actually make the changes. Be realistic, but don't delay addressing these items. As additional resources of time and money become available revisit your list of action items and select items that you can address. This becomes an on-going process that helps keep you focused on improving your level of sustainability and preparedness, and over time results in addressing more and more priority action items. For example, if a back-up generator is needed, you could note *"back-up generator purchased and installed 6-15-10; successfully tested 6-16-10".* Visit this list every several months and over time you'll see progress.

By reviewing the "High" **PRIORITY** items one-by-one and taking the necessary steps needed to change the **STATUS** from "Not Done" to "Done" for that item, you have improved your disaster plan and have enhanced the continuity of operations for your farm or ranch operation.

The more items that you honestly can answer, "Done", the stronger your plan and the better your chances are to stay in business after any disaster. If you have a high number of "Not Done" responses, you should consider your operation to be at risk.

You can never be totally without risks, or potential threats. That is part of agriculture production. However, by using the information in this workbook, and identifying specific areas of your agricultural operation that can be changed to reduce your level of risk or potential threats, you will increase your ability to stay in business during and after a disaster. This process is never completed. Many of the practices should be revisited, tested, checked, and confirmed to be acceptable. All items should be reviewed at least one time each year. Many items need more frequent attention such as emergency generators, inventories, health management practice, etc.

ReadyAG© on-line at http://readyag.psu.edu/

ReadyAG© – *Sample* ACTION PLAN

WHAT Needs To Be Done ? **List the items *"High Priority"* but *"Status Not Done"***	**HOW ?** **What *ACTION* are you going to take?** ***(be specific)***	**WHEN ?** **Timeframe for completion** ***(be specific)***
Create back-up plan for water, feed, and electricity ***[example]***	Identify alternate feed suppliers Develop abandoned spring catchment Purchase generator	*-- 2 weeks* *-- 6 months* *-- 1 month*
Create and post emergency phone numbers ***[example]***	Fill in **ReadyAG©** Emergency Telephone Numbers form and post by phone.	*-- 1 month*
Screen and review job applications ***[example]***	Check references and do background check for all new employees.	*within 2 weeks or before any new hire*

Additional Action Plan forms are available at http://readyag.psu.edu

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ReadyAG© on-line at http://readyag.psu.edu/

ReadyAG© – ACTION PLAN

WHAT Needs To Be Done ? List the items *"High Priority"* but *"Status Not Done"*	HOW ? What *ACTION* are you going to take? *(be specific)*	WHEN ? Timeframe for completion *(be specific)*

Additional Action Plan forms are available at http://readyag.psu.edu

ReadyAG© – ACTION PLAN

WHAT Needs To Be Done ? List the items *"High Priority"* but *"Status Not Done"*	HOW ? What *ACTION* are you going to take? *(be specific)*	WHEN ? Timeframe for completion *(be specific)*

Additional Action Plan forms are available at http://readyag.psu.edu

ReadyAG© – ACTION PLAN

WHAT Needs To Be Done ? List the items *"High Priority"* but *"Status Not Done"*	HOW ? What *ACTION* are you going to take? *(be specific)*	WHEN ? Timeframe for completion *(be specific)*

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ReadyAG© – ACTION PLAN

WHAT Needs To Be Done ? List the items *"High Priority"* but *"Status Not Done"*	HOW ? What *ACTION* are you going to take? *(be specific)*	WHEN ? Timeframe for completion *(be specific)*

Additional Action Plan forms are available at http://readyag.psu.edu

Emergency Telephone Numbers – Números de teléfono de emergencia

Emergency - Emergencia	Veterinarian - Veterinario
Fire - Fuego	Dairy Division/Milk Quality - División de la lechería /calidad de la leche
Rescue - Rescate	State Vet - Veterinario del estado
Police, Local/State - Policía, Local/estado	Utilities - Utilidades – Electric - eléctricas
Doctor - Doctor	– Gas - Gas
Poison Control Center - Centro de control del veneno	– Telephone - Teléfono
Feed Supplier - Surtidor de la alimentación	Fuel dealer - Distribuidor del combustible
Milk Hauler - Transportador de la leche	Electrician - Electricista
Trucker / Hauler - Camionero/transportador	Plumber/Refrigeration - Fontanero/refrigeración
Rendering/Compost - Representación /estiércol vegetal	Cooperative Extension - Extensión cooperativa
Machinery Dealer - Distribuidor de la maquinaria	Department of Agriculture - Ministerio de Agricultura
Machinery Dealer - Distribuidor de la maquinaria	Department of Health - Departamento de la salud
Insurance Agent - Agente de seguro	Mental Health - Salud mental
Insurance Agent - Agente de seguro	Homeland Security - Seguridad de la patria
Loan officers/Bank - Oficiales de préstamo/banco	FSA Office - Oficina del FSA
Loan officers/Bank - Oficiales de préstamo/banco	NRCS - NRCS
Hispanic interpreter - Intérprete hispánico	Environmental Agency -- Agencia ambiental
Vocational Rehabilitation - Rehabilitación vocacional	Wildlife Biologist (starling or other bird control) - Biólogo de la fauna (control starling u otro del pájaro)
Religious contact - Contacto religioso	Agronomist/Pesticide - Agrónomo/pesticida
Friends/Relatives/Neighbors - Amigos /parientes /vecinos	Nutritionist - Nutricionista
Friends/Relatives/Neighbors - Amigos /parientes /vecinos	Milk Cooperative - Cooperativa de la leche
Towing Service - Servicio del remolque	***Date updated:***

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ReadyAG© on-line at http://readyag.psu.edu/

Farm or Ranch Maps

Having an accurate map of your farm or ranch can be valuable for several reasons. In the event of an emergency, a map of the facility can help emergency service personnel identify hazardous areas such as fuel areas, chemical and pesticide storage areas, or electrical control panels. A map can also help you and service personnel identify the location of different inventories of supplies, feed, water, utilities, receiving and load-out areas.

Farm or Ranch maps can be obtained from a variety of sources. The local Farm Service Agency, Conservation District, Natural Resources Conservation Service, or Bureau of Land Management may be able to provide an aerial photo or satellite image of your facility at little or no cost. Various web-based internet sites can provide similar imagery that can be downloaded and marked with more details.

If none of these sources are available, then a simple hand-drawn map can be used. Be sure to mark utilities, hazardous or dangerous materials area, and water sources.

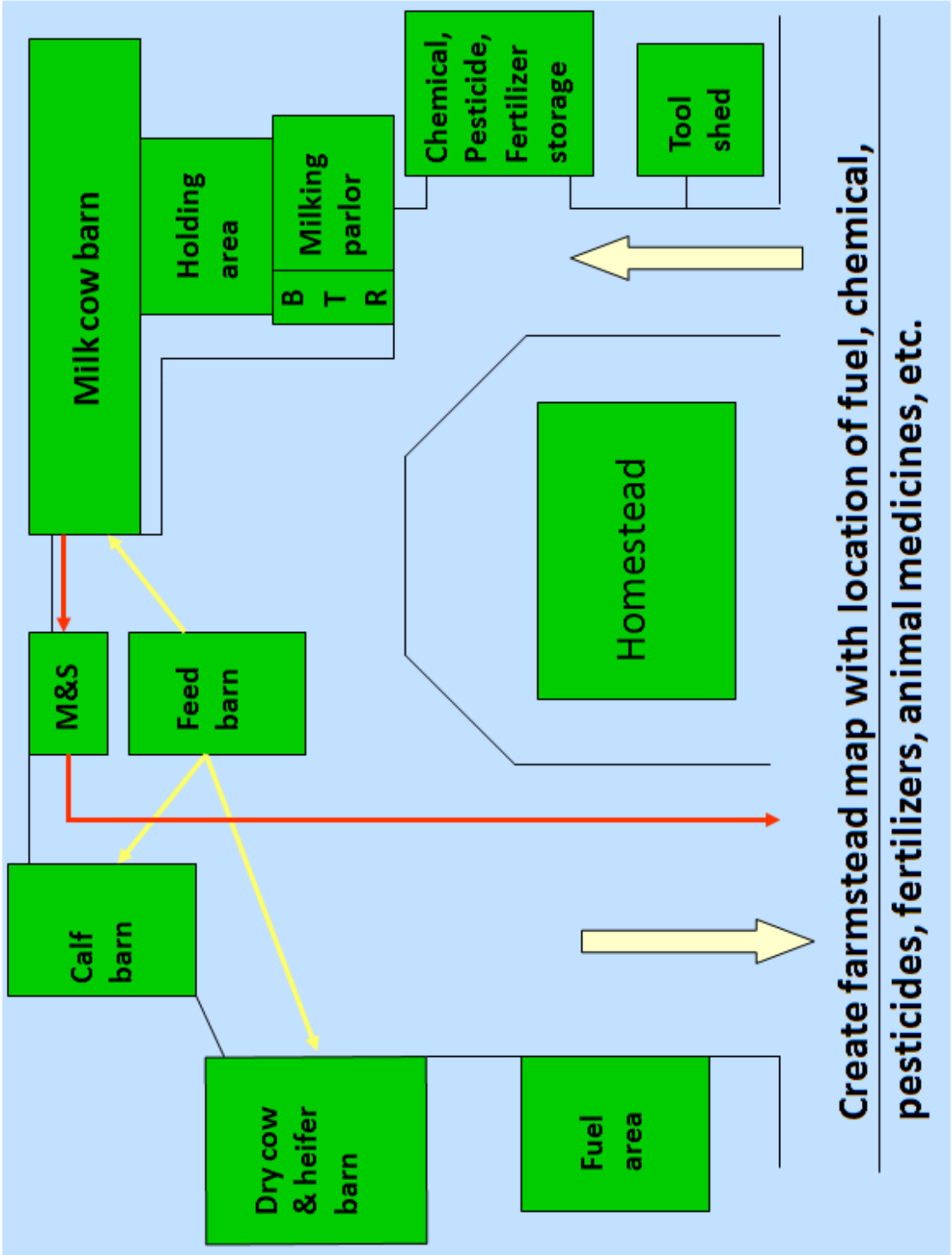
Map Components:

1. Home farm or ranch overview
2. Detail of home farm or ranch
3. Outlying property
4. Designated disposal areas

Guidance for each building:

- Each building needs to be numbered and on the map
- Each building should have number and class of animals in the building
- Each building should be identified on the map what it is used for
- Map should indicate where the electrical panel is located in each building
- Map should indicate where critical items are located in each building
  - Utility service panel
  - Water
  - Compressed gas – welders
  - Fuels
  - Pesticides
  - Other hazardous materials
- Map should indicate if building is a multi-storage structure or not.

Farm or Ranch MAP -- *EXAMPLE*



Inventory Lists

Date_____

Grain, Hay, Feed	**Amount** *(unit)*	**Value** *per Unit*	**Location** (identify location on map)
Barley			
Corn			
Oats			
Soybeans			
Wheat			
Soy Meal			
Cotton Seed			
Feed Commodities			
Other:			
Dry Hay			
Straw			
Silage – Corn			
– High Moisture Corn			
-- Haylage			
Manufactured Feed			
Other:			

Hazardous Materials	**Amount** *(unit)*	**Value** *per Unit*	**Location**
Gasoline			
Diesel			
Propane			
Grease/Oil			
Pesticides			
Fertilizers			
Chemicals			
Other:			

Inventory Lists

Date_____

Livestock / Dairy / Poultry	**Amount** *(unit)*	**Value** *per Unit*	**Location**
Bulls			
Stock Cows			
Stock Calves			
Feedlot / Feeder Cattle			
Dairy Calves *(up to 6 mos.)*			
Dairy Heifers *(6 mos. – 2 yrs)*			
Dairy Cows *(in milk)*			
Dry Cows			
Veal Calves			
Other:			
Boars			
Sows			
Gilts			
Nursery Piglets			
Feeder Pigs			
Grower Hogs			
Market Hogs			
Other:			
Pullets			
Laying Hens			
Breeding Flocks			
Fryers			
Roasters			
Turkeys			
Ducks			

Inventory Lists

Date_____

Vegetables	Amount *(unit)*	Value *per Unit*	Location

Fruit	Amount *(unit)*	Value *per Unit*	Location
Apples			
Peaches			
Pears			
Cherries			
Plums			
Other:			
Citrus – oranges			
Grapefruit			
Other:			
Strawberries			
Blueberries			
Raspberries			
Grapes			
Other:			

Inventory Lists

Date_____

VEHICLES --- Make / Model / Year	VIN #	Value
TRACTORS --- Make / Model / Year	**Identification #**	**Value**
FIELD MACHINERY --- Make / Model / Year	**Identification #**	**Value**
EQUIPMENT	**Identification #**	**Value**
TOOLS and SUPPLIES	**Identification #**	**Value**
MISCELLANEOUS	**Identification #**	**Value**

References and Additional Resources

USDA Pre-Harvest Security Guidelines & Checklist 2006 -
http://www.usda.gov/documents/PreHarvestSecurity_final.pdf

Agriculture and Food Vulnerability Assessment Training Course
University or Tennessee, College of Veterinary Medicine
http://www.vet.utk.edu/cafsp/agfoodvulnerability/

IS 111 Livestock in Disasters – FEMA Independent Study Program
http://training.fema.gov/EMIWeb/IS/is111.asp

Food Safety Begins on the Farm: A Grower's Guide
Cornell Good Agricultural Practices Program (GAPs)
Department of Food Science, 2000
http://www.gaps.cornell.edu/educationalmaterials.html

Food Safety Begins on the Farm: A Grower Self Assessment of Food Safety Risks
Anusuya Rangarajan, Elizabeth A. Bihn, Marvin P. Pritts, and Robert B. Gravani, 2003, Cornell University
http://www.gaps.cornell.edu/Educationalmaterials/GAPsFlyer.pdf
http://www.gaps.cornell.edu/Educationalmaterials/FApdfs/CompleteAssessment.pdf

The National Pork Board, PQA Plus Program
National Pork Board. 2007. PQA Plus Booklet #04798-02/2007. National Pork Board. Des Moines, IA.
http://www.pork.org/producers/security%20Biosecurity/security%20book.pdf

The National Pork Board, Security Guide
National Pork Board. 2002. Security Guide #04634/2-02. National Pork Board. Des Moines, IA.
http://www.pork.org/Resources/102/SecurityandBiosecurity.aspx

Food Safety/Good Agriculture Practices (GAPs)
http://www.GAPs.cornell.edu/

Biosecurity for the Birds APHIS
http://www.aphis.usda.gov/vs/birdbiosecurity/

Emergency Planning for Fruit and Vegetable Growers
"What's Your ERPIQ? Emergency Response Planning IQ?"
http://safety.cfans.umn.edu/ERPIQ/workbook.html

Extension Disaster Education Network (EDEN)
www.eden.lsu.edu

EDEN on-line Animal Agrosecurity and Emergency Management Course
http://www.eden.lsu.edu/LearningOps/AnimalAgrosecurity/default.aspx

EDEN on-line Plant Biosecurity Management Course
http://eden.lsu.edu/EDENCourses/PlantBio/Pages/default.aspx

AVMA Emergency Preparedness and Response
http://www.avma.org/default.asp

References and Additional Resources *(continued)*

Georgia Animal Agrosecurity manual
http://www.agrosecurity.uga.edu

Industry Self-Assessment Checklist for Food Security – U.S. Department of Agriculture Food / Safety and Inspection Service
http://www.fsis.usda.gov/PDF/Self_Assessment_Checklist_Food_Security.pdf

Reducing Agricultural Vulnerability To Storm-Related Disasters
FAO, March 2001, Rome
http://www.fao.org/DOCREP/MEETING/003/X9178e.HTM

Penn State Biosecurity and On-Farm Food Safety
http://vetextension.psu.edu/biosecurity/

National Biosecurity Resource Center for Animal Health Emergencies
http://www.biosecuritycenter.org

National Institute for Animal Agriculture web site
http://www.animalagriculture.org/

Agriculture and Food – Critical Infrastructure and Key Resources Sector-Specific Plan* as input to the National Infrastructure Protection Plan - *May 2007*
http://www.dhs.gov/xlibrary/assets/nipp-ssp-ag-food.pdf

Probability of purchasing at least one infected animal from sub-populations of different prevalence-levels of infection – The Center for Food Security & Public Health
http://www.cfsph.iastate.edu/BRM/resources/Beef/ProbabilityGraphMarch2005.pdf

Rural Security Planning: Protecting Family, Friends, and Farm
Purdue Pesticide Programs, Purdue University Cooperative Extension Service
http://www.btny.purdue.edu/Pubs/PPP/PPP-64.pdf

Agricultural Risk Management
http://www.rma.usda.gov/

U.S. Immigration and Customs Enforcement (ICE)
http://www.ice.gov/

Form I-9, Employment Eligibility Verification
http://www.uscis.gov/files/form/I-9_IFR_02-02-09.pdf

Fire Extinguisher Selection, Location and Use (NASD)
http://nasdonline.org/document/1303/d001102/fire-extinguisher-selection-location-and-use.html

Shelter in Place *(interior room/shelter creating a barrier from outside contamination)*
http://www.redcross.org/preparedness/cdc_english/Sheltering.asp

Using Portable Generators Safely (OSHA)
http://www.osha.gov/OshDoc/data_Hurricane_Facts/portable_generator_safety.pdf

Using Standby Generators (University of Arkansas)
http://www.aragriculture.org/disaster/safety/using_standby_generators.pdf

ReadyAG©
Disaster and Defense Preparedness for Production Agriculture

Partners

This multi-state collaborative project has utilized the expertise of Cooperative Extension professionals from multiple land grant universities in development of a set of disaster planning and continuity of operations worksheets for each of the major agriculture commodities.

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Disaster and Defense Preparedness for Production Agriculture

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PENNSTATE

Cooperative Extension
College of Agricultural Sciences

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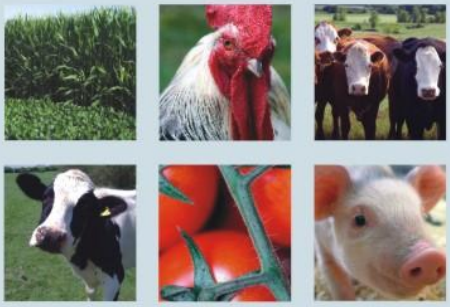

ReadyAG©

Disaster and Defense Preparedness for Production Agriculture

Producer Survey

Please circle your commodities:

1	2	3	4	5	6
Cattle	Crops	Dairy	Fruits and vegetables	Poultry	Swine

Please circle the answer that comes closest to how you feel:

1. **Did you have a disaster plan for your farm or ranch before seeing the ReadyAG© workbook?**
   Yes No

2. **Before reading the ReadyAG© material, how aware were you about Disaster Planning for Agriculture?**

1	2	3	4
No Clue	Knew a little about disaster planning	Thought it might be important and have a partial plan	Fully understand and have a complete disaster plan

3. **After reading and using the ReadyAG© material, how aware are you about Disaster Planning for Agriculture?**

1	2	3	4
Still no clue	Still only know a little about disaster planning	Understand that I need to do more planning for a disaster	Understand that Disaster Planning will improve my ability to withstand a disaster

4. **In your opinion, How important is disaster preparedness for your farm or ranch?**

1	2	3	4
Not important	Somewhat important	Need some planning	Critical to get through a disaster

5. **How difficult is it get through the questions in ReadyAG©?**

1	2	3	4
Impossible	Bearable	Not too difficult	Easy

6. **How difficult is it to fill out the Action Plan?**

1	2	3	4
Impossible – did not fill out Action Plan	Bearable	Not too difficult	Easy

--- --- ***continue to page 2***

Producer Survey *(continued)*

7. How likely are you to develop a Disaster Action Plan using the ReadyAG© materials?

1	2	3	4
No way	I might consider it	I will probably do some planning	I will develop a plan using the **ReadyAG©** material

8. What practices do you plan to use from ReadyAG© in the next 6 months?
Please mark all that you plan to do

_____ Develop and post an Emergency Phone List
_____ Create a Farm Map
_____ Create an Action Plan
_____ Create an Inventory
_____ Evaluate Facilities and Materials
_____ Review Personnel Practices
_____ Review Routine farm or ranch practices for improved security
_____ Provide training for family and employees
_____ Review Insurance
_____ *Other*

9. Are the questions in the ReadyAG© workbook appropriate for your farm or ranch?

Yes No

10. Is there any information missing in the ReadyAG© workbook that is important to your farm or ranch?

Yes No

If yes, please list_____

11. How likely is it that you might tell a neighbor about ReadyAG© and encourage them to use the material?

1	2	3	4
Dream On	Maybe if there is opportunity	I will probably tell neighbors about **ReadyAG©**	I will definitely tell others about **ReadyAG©**

12. What suggestions do you have that would make this material more useful for Agriculture Producers?

_____
_____
_____
_____
_____
_____

Thank You!

Please return this completed evaluation to your presenter, or return to:

Dave Filson
220 Special Services Building
Penn State University
University Park, PA 16802

OR, fill out on-line at http://readyag.psu.edu/