



EMERGENCY ANIMAL DISEASE SITE RESPONSE PLAN TEMPLATE

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2.0 INTRODUCTION

Australia is free from many of the world's most significant animal diseases. This enables animal production to be more efficient and underpins both domestic and global trade. Australia's enviable animal health status is protected by the 'Australian animal health system'. This is a collaborative arrangement involving Commonwealth, state and territory governments and each of Australia's animal industries.

The system is led by policy and regulation but relies on the ongoing vigilance of livestock industry enterprises, including the meat processing industry.

The meat processing industry plays a particularly important role in Australia's animal health system, as it brings together animals from farms and sale yards across a wide geographic area. This provides an invaluable opportunity for animal disease surveillance and means that new diseases are likely to be first noticed in meat processing plants. The meat processing industry will also commonly play an important role in the control or eradication of animal diseases. Surveillance will again be important, but particular plants may be required to slaughter affected livestock for disease control or animal welfare reasons. The practice of salvage slaughter at abattoirs will be beneficial to the processing sector because it will allow abattoirs to continue to operate during an Emergency Animal Disease event, providing continued employment for plant personnel.

It is because the meat processing sector is so important to Australia's animal health system that those who work within it should be prepared to work with the Commonwealth, state and territory governments to respond to an Emergency Animal Disease event.

3.0 PURPOSE

The purpose of this Plan is to describe the actions and responsibilities at the [insert name of processing plant] in the Event of an Emergency Animal Disease outbreak.

This Plan has been developed by a team including our Plant Manager, On-Plant Veterinarian/Senior Meat Inspector, Stockyards Manager and Plant Engineer, with input from the Government official likely to be assigned the role of Infected Premises Site Supervisor if an Emergency Animal Disease event.

[For export plants, include short section describing relevance to Approved Arrangements]

4.0 SCOPE

Operating Scenarios

This Plan covers the actions and responsibilities at the [insert name of processing plant] in the Event of an Emergency Animal Disease outbreak under the following three Operating Scenarios:

- The plant is operating outside the Declared Area
- The plant is operating inside the Declared Area but is not affected
- The plant is a Suspect Premises, Dangerous Contact Processing facility or Infected Premises.

[Include a short paragraph here that describes the sections of the plant the Plan applies to i.e. livestock yards and pens, slaughter floor, offal room, chillers & load out, cold storage, rendering plant etc.]

Plant

[Provide background information on the plant, including location, size, species slaughtered and where these are sourced from, products, etc.]

5.0 NOTIFIABLE DISEASES

[Provide a list of state/territory notifiable diseases, to include at a minimum:

- Anthrax
- Bovine Spongiform Encephalopathy
- Foot-and-Mouth Disease
- Lumpy Skin Disease
- Peste des Petits Ruminants
- Rabies
- Rift Valley fever
- Scrapie
- Sheep pox and goat pox
- Vesicular stomatitis]

6.0 CONTACT PHONE NUMBERS

Name	Position	Phone number(s)
	Local State or Territory Veterinarian	
	Plant Manager	
	On-Plant Vet	
	Senior Meat Inspector	
	Stockyards Manager	
	Plant Engineer	
	Area Technical Manager	
	Police	
	Emergency Animal Disease Hotline	1800 675 888

7.0 RESPONSIBLE PERSON CHECK (ACTION) LISTS

Check lists for the Plant Manager, On-Plant Veterinarian or Senior Meat Inspects, Stockyards Manager and Plant Engineer under the following three Operating Scenarios are provided in Appendix 6:

- The plant is operating outside the Declared Area
- The plant is operating inside the Declared Area but is not affected
- The plant is a Suspect Premises, Dangerous Contact Processing facility or Infected Premises

[If Check (Action) List for other personnel are available, describe these Check (Action) Lists here and include the Lists in the Appendices.]

8.0 STEPS TO BE TAKEN IF AN EMERGENCY ANIMAL DISEASE IS SUSPECTED

[Add a flow chart or checklist of actions to be taken]

9.0 PERSONNEL OFF-SITE ANIMAL EXPOSURE LIST

[Provide the location of these lists i.e. personnel files or the content of a form to collect this information at short notice]

10.0 DISINFECTANTS

Disinfectant	Concentration (%)	Amount Held and Location	Mixing Instructions (Ratios)	Practical Uses

11.0 APPENDICES

11.1 Appendix 1: Enterprise Manual Meat Processing (2007)

[Enterprise Manual Meat Processing \(2007\)](#)

11.2 Appendix 2: Operational Manual: Decontamination

[Operational Manual: Decontamination](#)

11.3 Appendix 3: Operational Manual: Disposal Procedures

[Operational Manual: Disposal Procedures](#)

11.4 Appendix 4: Guidance Document: Declared Areas and the Allocation of Premises Definitions in an Emergency Animal Disease Response

[Guidance Document: Declared Areas and the Allocation of Premises Definitions in an Emergency Animal Disease Response](#)

11.5 Appendix 5: Map of the Plant

[The map of the plant should include:

- Perimeter fence showing gates
- A drainage plan
- Numbered yards
- Numbered chillers and freezers
- Adjoining premises with susceptible stock
- Suitable areas for burial pits
- Ponds and waste water disposal]

11.6 Appendix 6: Check (Action) Lists

Scenario 1: Operating when Not in a Declared Area		
Plant Manager		Completed <input checked="" type="checkbox"/>
Review Site Response Plan	Ensure that the Site Response Plan is current and comprehensive.	<input type="checkbox"/>
Review Relevant Disease Strategy Manual	Obtain the relevant AUSVETPLAN Disease Strategy Manual from Animal Health Australia's website, and ensure that the principles underlying containment and eradication (if feasible) are understood.	<input type="checkbox"/>
Review Decontamination Procedures	Review the AUSVETPLAN Operational Manual on Decontamination and, in conjunction with the On-Plant Veterinarian, or state or territory veterinarian, ensure that the plant is provisioned with the necessary equipment and chemicals and able to perform appropriate decontamination procedures at each step of the livestock handling and meat processing chain. Develop checklists for operational personnel as required.	<input type="checkbox"/>
Review Disposal Procedures	Review the AUSVETPLAN Operational Manual on Disposal and, in conjunction with the On-Plant Veterinarian or state or territory veterinarian, ensure that the plant has appropriate procedures in place to handle the disposal of livestock, product, manure and wastewater. These procedures should encompass the situations where (a) the plant is operating within a Control Area (but not directly affected); (b) the plant is operating within a Restricted Area (but not directly affected); and (c) the plant has been classified as an Infected Premises, a Suspect Premises or a Dangerous Contact Processing Facility. Develop checklists for operational personnel as required.	<input type="checkbox"/>
Review Stock Handling Procedures	In conjunction with the Stockyards Manager, review livestock handling and on-site movement procedures. As far as practical, ensure that arrangements are in place to separate animals by lot or consignment and to ensure that movements are only from lower-risk to higher-risk areas. Develop checklists for operational personnel as required.	<input type="checkbox"/>

Scenario 1: Operating when Not in a Declared Area		
Plant Manager		Completed <input checked="" type="checkbox"/>
Review Wild and Feral Animal Control Procedures	Review the site management plan for wild and feral animals, paying attention (in particular) to species known to be susceptible to the Emergency Animal Disease in question.	<input type="checkbox"/>
Staff Information	Provide all staff with access to the fact sheet and AUSVETPLAN Disease Strategy Manual for the Emergency Animal Disease in question. Ensure that all staff understand that arrangements within the plant will change in the event that it is operating in a Declared Area (a Control Area or a Restricted Area) or is itself classified as an Infected Premises, a Suspect Premises or a Dangerous Contact Processing Facility. Ensure that all staff understand the principles of hand, clothing and equipment hygiene, and the need to minimise unnecessary movements between different parts of the plant.	<input type="checkbox"/>
Staff Training	Ensure that all staff in a position of responsibility or supervision have completed this course and understand their roles.	<input type="checkbox"/>
Site Risk Assessment and Risk Management Plan	In conjunction with the On-Plant Veterinarian or Senior Meat Inspector, the Stockyards Manager and the Plant Engineer, undertake a facilitated risk assessment. This assessment should identify the threats (and opportunities) facing the plant under the existing conditions – and in the event that the plant is operating in a Declared Area (a Control Area or a Restricted Area) or is itself classified as an Infected Premises, a Suspect Premises or a Dangerous Contact Processing Facility – and should lead to an actionable risk management plan.	<input type="checkbox"/>
Review Additional Checklists	In conjunction with the risk assessment, review the checklists for the Plant Manager, the On-Plant Veterinarian or Senior Meat Inspector, the Stockyards Manager and the Plant Engineer. Ensure that (a) each individual understands and will be able to carry out the required tasks; and (b) understands the tasks that other individuals will be required to carry out. Develop checklists for operational personnel as required.	<input type="checkbox"/>

Scenario 1: Operating when Not in a Declared Area		
Plant Manager		Completed <input checked="" type="checkbox"/>
Review Local Disease Control Centre Information Requirements	Review the information that will be required by an Local Disease Control Centre in the event that the plant is either operating in a Declared Area (a Control Area or a Restricted Area) or is itself classified as an Infected Premises, a Suspect Premises or a Dangerous Contact Processing Facility, and ensure that procedures are in place to record and convey this information if required.	<input type="checkbox"/>

Scenario 1: Operating when Not in a Declared Area		
On-Plant Veterinarian or Senior Meat Inspector, Stockyards Manager and Plant Engineer		Completed <input checked="" type="checkbox"/>
Review Site Response Plan	Review the current Site Response Plan.	<input type="checkbox"/>
Review AUSVETPLAN Documentation	Review the relevant Disease Strategy Manual and Operational Manuals (Decontamination and Disposal manuals).	<input type="checkbox"/>
Review Checklists	Review checklists and ensure that you understand and are able to carry out the tasks that will be required in the event that the plant is operating in a Declared Area (a Control Area or a Restricted Area) or is itself classified as an Infected Premises, a Suspect Premises or a Dangerous Contact Processing Facility. As directed by the Plant Manager, develop checklists for operational personnel as required.	<input type="checkbox"/>
Participate in Site Risk Assessment	In conjunction with the Plant Manager (as above), undertake a facilitated site risk assessment and formulate a site risk management plan.	<input type="checkbox"/>

Scenario 2: Operating in a Declared Area		
Plant Manager		Completed <input checked="" type="checkbox"/>
Review Checklist from Scenario 1 (Not Operating in a Declared Area)	Ensure that the preparatory and risk-mitigation tasks scheduled under Scenario 1 have been completed and signed off.	<input type="checkbox"/>
Livestock Movements	Ensure that livestock are only moved to the plant under permit issued by the Local Disease Control Centre. This permit may include restrictions – for example, animals might only be allowed to move directly from properties within the Control Area, and may need to be certified as free from the Emergency Animal Disease.	<input type="checkbox"/>
Livestock Vehicles	Ensure that facilities are made available for the cleaning and disinfection of livestock vehicles immediately after unloading.	<input type="checkbox"/>
Livestock Slaughter	Ensure that (as far as is practical) all stock on the premises are slaughtered before further animals are allowed into the paved holding pens. Paved yards for holding stock awaiting slaughter must be emptied systematically in the same order as they were filled. All paved yards should be thoroughly cleaned and disinfected at least once every 24 hours. (Note: this provision may restrict capacity to one day's kill.) Unloading bays and other paved areas must be hosed down regularly and kept clean at all times.	<input type="checkbox"/>
Cleaning and Disinfection	Ensure that all parts of the plant that are soiled with faeces, flesh or fluid are cleaned at least daily and in accordance with the approved procedure and chemical disinfectant. This includes all walls and floors of hanging rooms, chill rooms, cold stores, boning and offal rooms, and rooms for the storage or processing of edible offals. Hide and skin rooms, or other areas where hides and skins are stored, should be cleaned in a similar manner immediately after the hides and skins have been collected. Slaughtering implements must be thoroughly cleaned and sterilised (using boiling water or another approved means) and all other equipment should be thoroughly cleaned and washed when slaughtering and dressing have been completed for the day.	<input type="checkbox"/>
Disposal of Inedible Offals, Unprocessed Viscera and Refuse	Ensure that inedible offals, unprocessed viscera and refuse are removed using the approved method(s). Materials must be stored in leak-proof receptacles when	<input type="checkbox"/>

Scenario 2: Operating in a Declared Area		
Plant Manager		Completed <input checked="" type="checkbox"/>
	on the premises. No animal product or waste may be removed from an abattoir in a declared area without permission from the Local Disease Control Centre. The rooms or bays where the receptacles are kept should be thoroughly cleaned and sanitised.	
Disposal of Manure	Ensure that all manure is disposed of in accordance with the approved procedures. No manure may be removed from an abattoir in a Declared Area without permission from the Local Disease Control Centre.	<input type="checkbox"/>
Disposal of Wastewater	Ensure that wastewater is disposed of in accordance with the approved procedure.	<input type="checkbox"/>
Staff	Ensure that appropriate arrangements are in place for staff hygiene, and for the provision, cleaning and disposal of protective clothing and headgear.	<input type="checkbox"/>
Visitor Access	Ensure that only those working in the plant, or those having bona fide business at the plant, are granted access. If appropriate for the Emergency Animal Disease in question, ensure that facilities are provided for visitors (including stockmen and truck drivers) to disinfect boots before leaving. Truck drivers should remain in the cabs of their vehicles whenever possible. For some Emergency Animal Diseases it may also be necessary to ensure that drivers wear protective clothing if outside their trucks, and that this clothing is discarded or disinfected before drivers the plant.	<input type="checkbox"/>
Records	Ensure that procedures are in place for product traceability, withdrawal and recall. The origin, destination, quantities and types of product entering and leaving the establishment must be documented. The storage place and intended further use of product must be also recorded. Documentation must provide an audit trail by which product can be traced from the live animal to storage, destination and end use of the final product.	<input type="checkbox"/>

Scenario 2: Operating in a Declared Area		
On-Plant Veterinarian or Senior Meat Inspector, Stockyards Manager and Plant Engineer		Completed <input checked="" type="checkbox"/>
Support	Review the Plant Manager's tasks and provide support as required.	<input type="checkbox"/>



Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Investigation Stage)		
All Staff		Completed <input checked="" type="checkbox"/>
Reporting	Notify the On-Plant Veterinarian, Senior Meat Inspector or Plant Manager of any animals that display symptoms consistent with the Emergency Animal Disease in question.	<input type="checkbox"/>



Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Investigation Stage)		
Plant Manager		Completed <input checked="" type="checkbox"/>
Review Checklist from Scenario 1 (Not Operating in a Declared Area)	Ensure that the preparatory and risk-mitigation tasks scheduled under Scenario 1 have been completed and signed off.	<input type="checkbox"/>
Review Checklist from Scenario 2 (Operating in a Declared Area)	Ensure that approved procedures for cleaning and disinfection (plant and vehicles); the disposal of inedible offals, unprocessed viscera and refuse; the disposal of manure; the disposal of wastewater; visitor access to the plant; and staff hygiene are in place and functional.	<input type="checkbox"/>

Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Investigation Stage)		
On-Plant Veterinarian or Senior Meat Inspector		Completed <input checked="" type="checkbox"/>
Review Checklist from Scenario 1 (Not Operating in a Declared Area)	Ensure that the preparatory and risk-mitigation tasks scheduled under Scenario 1 have been completed and signed off.	<input type="checkbox"/>
Advice to Local Disease Control Centre	Provide advice to the state or territory veterinary authorities (Local Disease Control Centre) and facilitate communications with the Plant Manager and other staff.	<input type="checkbox"/>
Isolation of Livestock	Isolate all animals that are suspected to be infected, or that may have had contact with suspect animals.	<input type="checkbox"/>
Clinical Examination	Carry out a thorough clinical examination of suspect animal(s) and, in the case of a slaughtered animal, take all practical steps to recover any identifying tags, skin, hide or other parts that have been removed and examine all available organs and tissues.	<input type="checkbox"/>
Cessation of Slaughter	Inform the Plant Manager of the possibility of a need to stop the kill and halt all movement into, out of and within the works. Loaded stock and meat products should remain on vehicles until inspected by a veterinarian.	<input type="checkbox"/>
Records	Ensure that the details of lesions (including photographs) are recorded and that lesioned tissues are retained for examination and (if required) sampling by state or territory veterinarians. Records should also include the name and contact details of the owner of the affected animal(s) and the livestock transporter should be recorded, along with the number of animals in the lot or the number that have come from that owner.	<input type="checkbox"/>
Dogs and Horses	Ensure that all dogs and working horses present on the establishment are properly restrained.	<input type="checkbox"/>

Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Investigation Stage)		
Stockyards Manager and the Plant Engineer		Completed <input checked="" type="checkbox"/>
Support	Review the tasks assigned to the Plant Manager and On-Plant Veterinarian or Senior Meat Inspector and provide support as required.	<input type="checkbox"/>



Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Alert Stage)		
Plant Manager		Completed <input checked="" type="checkbox"/>
Review Checklist from Scenario 1 (Not Operating in a Declared Area)	Ensure that the preparatory and risk-mitigation tasks scheduled under Scenario 1 have been completed and signed off.	<input type="checkbox"/>
Review Checklist from Scenario 2 (Operating in a Declared Area)	Ensure that approved procedures for cleaning and disinfection (plant and vehicles); the disposal of inedible offals, unprocessed viscera and refuse; the disposal of manure; the disposal of wastewater; visitor access to the plant; and staff hygiene are in place and functional.	<input type="checkbox"/>
Review Checklist from Investigation Stage	Ensure that the tasks assigned to the alert stage of Scenario 3 have been completed and signed off.	<input type="checkbox"/>
Gatekeeper	Ensure that a gatekeeper is in place to maintain a record (names, addresses and telephone numbers) of all arrivals and departures of personnel. The record should also note whether visitors or personnel own, or are in contact with, susceptible animals outside the abattoir.	<input type="checkbox"/>
Disinfection of Vehicles	All vehicles leaving the premises, including those owned by employees, should be cleaned and disinfected, paying particular attention to the tyres.	<input type="checkbox"/>
Cessation of Slaughter	If not already actioned, facilitate the cessation of slaughtering and processing other than that necessary for the inspection of carcasses of animals that have already been slaughtered.	<input type="checkbox"/>
Management of Carcasses	If not already actioned, facilitate control over carcasses, by-products, offal, bulk trimmings, blood, hides and any other possibly infected material by preventing access to those products by unauthorised personnel.	<input type="checkbox"/>

Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Alert Stage)		
On-Plant Veterinarian or Senior Meat Inspector		Completed <input checked="" type="checkbox"/>
Review Checklist from Scenario 1 (Not Operating in a Declared Area)	Ensure that the preparatory and risk-mitigation tasks scheduled under Scenario 1 have been completed and signed off.	<input type="checkbox"/>
Review Checklist from Investigation Stage	Ensure that the tasks assigned to the investigation stage of Scenario 3 have been completed and signed off.	<input type="checkbox"/>
Inspection	Place extra inspectors or company staff at points on the chain where suspect lesions can be detected before their removal. The chain speed may need to be slowed.	<input type="checkbox"/>
Carcase Segregation	Segregate any dressed carcasses that have not been exposed to suspect stock in a sealed chiller. Segregate the corresponding offal and, if possible, hides and other retained material. Where body parts (e.g. feet) cannot be positively correlated, a sufficiently large batch should be held.	<input type="checkbox"/>
Isolation of Day's Kill	Isolate the day's kill and, where practical, lock and seal all chillers, freezers and other storage areas. Establish control over all carcasses, by-products, offal, bulk trimmings, blood, hides and any other possibly infected material, and prevent access to those products by unauthorised personnel.	<input type="checkbox"/>

Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Alert Stage)		
Stockyards Manager and Plant Engineer		Completed <input checked="" type="checkbox"/>
Review Checklist from Scenario 1 (Not Operating in a Declared Area)	Ensure that the preparatory and risk-mitigation tasks scheduled under Scenario 1 have been completed and signed off.	<input type="checkbox"/>
Liaison with Plant Manager	Work closely with the Plant Manager to ensure that all tasks that fall within your responsibility have been completed and signed off. These tasks may include the management of livestock and vehicles.	<input type="checkbox"/>
Liaison with On-Plant Veterinarian or Senior Meat Inspector	Work closely with the On-Plant Veterinarian or Senior Meat Inspector to ensure that all tasks that fall within your responsibility have been completed and signed off. These may include aspects of livestock health and welfare.	<input type="checkbox"/>
Dogs and Horses	Ensure that all dogs and working horses present on the establishment are properly restrained.	<input type="checkbox"/>

Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Operational Stage)		
Infected Premises Site Supervisor		Completed <input checked="" type="checkbox"/>
Review	Call a meeting with the Plant Manager and (at his or her discretion) plant staff to review the ramifications of the disease and the precautions that need to be taken.	<input type="checkbox"/>
Quarantine Notice	If it has not already been done, serve a written quarantine notice on the premises. This will cover all animals, product, people and things (including vehicles) that will be subject to meeting conditions before moving off the premises.	<input type="checkbox"/>
Eradication	Ensure that appropriate procedures are in place to undertake the tasks required for eradication. For some Emergency Animal Diseases, this may include slaughter of affected and at-risk livestock.	<input type="checkbox"/>
Plant Access	Ensure that site access is restricted to a single point (or at the most two points), and that access is not granted to any unauthorised animals, vehicles and people.	<input type="checkbox"/>
Gatekeeper	Ensure that a gatekeeper is installed to maintain a record (names, addresses and telephone numbers) of all visits and departures of personnel and contacts with animals outside the abattoir.	<input type="checkbox"/>
Records	Ensure that record-keeping, as it relates to all tasks carried out at the plant, is appropriate to both disease control and (as relevant) compensation.	<input type="checkbox"/>
Vehicle Cleaning and Disinfection	Ensure that appropriate procedures are in place for the cleaning and disinfection of vehicles before leaving the plant.	<input type="checkbox"/>
Specimens	Liaise with the Local Disease Control Centre to ensure that appropriate procedures are in place for the collection of appropriate specimens from affected and at-risk livestock.	<input type="checkbox"/>
Disposal	Ensure that appropriate procedures are in place for the disposal of carcasses, meat, offal and by-products.	<input type="checkbox"/>

Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Operational Stage)		
Infected Premises Site Supervisor		Completed <input checked="" type="checkbox"/>
Cleaning and Disinfection	Ensure that appropriate procedures are in place for plant cleaning and disinfection. This will include yards, the killing floor, meat processing and storage areas and all other parts of the plant.	<input type="checkbox"/>
Wastewater	Ensure that appropriate procedures are in place for the disposal of wastewater from the plant.	<input type="checkbox"/>
Staff hygiene	Ensure that appropriate procedures are in place for staff hygiene and the management of protective and other clothing. Procedures for staff with susceptible livestock at home should also be reviewed.	<input type="checkbox"/>

Scenario 3: Operating when an Infected Premises, a Dangerous Contact Processing Facility or a Suspect Premises (Operational Stage)		
Plant Manager, On-Plant Veterinarian or Senior Meat Inspector, Stockyards Manager and Plant Engineer		Completed <input checked="" type="checkbox"/>
Support	Work closely with the Infected Premises Site Supervisor to ensure that tasks are carried out in accordance with the directions of the Local Disease Control Centre	<input type="checkbox"/>

