

**PROPERTY BIOSECURITY  
MANAGEMENT PLAN**

**Workbook v1.1**

# PROPERTY BIOSECURITY MANAGEMENT PLAN

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| **BIOSECURITY PLAN DETAILS** | | | |
| **Property name** |  | **Property owner** |  |
| **Property address** |  | **Property manager (if different)** |  |
| **Property Identification Code (PIC)** |  | **Contact number or UHF** |  |
| **Property size** |  | **Shire / town area** |  |
| **J-BAS (Optional)** |  | **Biosecurity plan overseen by a veterinarian** |  |
| **Stock numbers (average)** |  |  |  |

**Veterinary Oversight –** *(J-BAS 7 or higher only, J-BAS 6 does* ***NOT*** *require veterinary oversight)*

I (print name) …………………………………………………………….. am a registered veterinarian and have discussed with the person filling out this template the major biosecurity risks, and plans to manage these risks, appropriate to the individual farm.

Signed: …………………………………………………………………………………………… Date: ………………………………………………….

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# What is a Property Biosecurity Management Plan?

A biosecurity management plan is a practical way of showing how you are preventing the introduction of pests, disease, weeds and contaminants to your property, spreading around your property, or spreading from your property.

# Why have a Property Biosecurity Management

# Plan?

Your biosecurity management plan:

* defines your responsibilities
* outlines your emergency disease protocols
* supports governments during an emergency animal disease response by ensuring all property biosecurity information is accessible
* acts as a communications opportunity between livestock owners, essential service providers and others that are legally allowed to access the property to ensure biosecurity procedures are being met.

**LIMITS OF YOUR BIOSECURITY MANAGEMENT PLAN**

A biosecurity management plan is not designed to be used to restrict access to people that have a legal right to enter your property, such as essential service providers (i.e. gas, water, energy or telecommunication providers) or emergency service personnel such as police, fire or ambulance.

Essential services have a right under legislation to access your property to access their infrastructure. Emergency services may also need to access your property in the event of an emergency without complying fully with your biosecurity plan.

**WHEN TO UPDATE YOUR PROPERTY BIOSECURITY MANAGEMENT PLAN**

You should update your biosecurity management plan every 12 months or when:

* the risk to your property changes
* your management practices change
* you experience a disease pest or weed outbreak on your property.

# Completing this Property Biosecurity

# Management Plan

Adopting sound biosecurity practices assists in minimising the likelihood that you will experience a disease pest or weed outbreak. If you are familiar with addressing risks (workplace health and safety, etc.) you can utilise any risk matrix with this template. If you are unfamiliar with risk matrices, you can use AHA risk matrix how to in conjunction with this template.

The *biosecurity risk* column identifies the specific risk to your business.

Next, look at the *recommended practices* column and tick off any that are currently in place on your property. You may choose to expand on your practices, including any which are not listed, in the *additional practices / procedures* column.

Finally assess your practices in the *risk rating* column. Your risk rating should factor in the practices you use to mitigate risks. In the case of negligible or low risks, you should be prepared to demonstrate how you arrived at your rating. In the case of high risks, consider implementing additional procedures that will bring the risk down to a more acceptable level (i.e. moderate or low).

# Property Maps and Zoning

A property map is an important part of any Biosecurity Plan, it gives a visual representation of where your property can be entered as well as where roads and infrastructure are located.

*Insert or draw your property map here. Mark significant points on the map, such as those on the list on the next page.*

After developing your map, consider zoning**.** This is the division of the property into separate areas and the management of movement between and within these zones. A three-zone system helps to manage movement, create separation between different areas of farming activities and highlight areas where access needs to be managed.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **MARK SIGNIFICANT POINTS** | **Y/N** |  | **ZONE** | **EXAMPLES** | **RECOMMENDED BIOSECURITY ACTION** | | Entry points to the property |  | **Cool Zone** | Area where visitors may access property but have minimum to no contact with crops or livestock.  For example: residence | Little action required.  No need to limit access. | | House, office, parking areas |  | | Where roads are situated |  | | Sheds, silos, machinery parking areas |  | **Warm Zone** | Area where some people and vehicles may need to access, in order to drop off inputs and/or pick up product.  For example: sheds, silos, roadways, stock yards | Limit access to those who need to enter the area.  Monitor regularly for weeds and pests. | | Other significant structures |  | | Production areas |  | | Any current or past hazard areas e.g. rubbish dump |  | **Hot Zone** | This is the area where production is undertaken.  For example: where crops are grown or stock grazed | Restrict access, where practical, to this zone.  Only people or vehicles who have a need to enter the zone should have access.  “Come clean go clean” methods should apply. | | Significant weed infestations |  | | Water ways, troughs and dams |  | | Location of designated clean down area |  | | Location of power lines and poles |  | | Stock yards |  | **Access for Essential Services**  Essential Services have a right to access their infrastructure. Consider access for **utility providers** and their **contractors** and provide suggested route for the workers to take to gain access. You should consider where infrastructure is located and associated risks. Its likely Essential Services will need to utilize their own vehicles. Consider ways of achieving your outcomes of managing pests, weeds and disease that are practical for contractors. | | | | Stock quarantine area |  | | Fodder feeding points |  | | Other |  | |  |  |  | |

| **BIOSECURITY RISK** | **RECOMMENDED PRACTICES** | | **ADDITIONAL PRACTICES / PROCEDURES** | **RISK RATING** |
| --- | --- | --- | --- | --- |
| Livestock | | | | |
| 1.1 Livestock movements | | | | |
| **Moving livestock onto your property**  New livestock are the biggest risk for introducing diseases, pests and weeds.  This could occur when:   * Bringing on new purchases * Stray livestock are on your property, or are being returned after straying * Livestock return home from an event, agistment or show.   \*The level of risk depends on the disease and your practices in place to prevent its spread. | **Before moving stock** | |  |  |
|  | Request an [Animal Health Declaration](http://www.farmbiosecurity.com.au/toolkit/declarations-and-statements/) from the seller. Ask the seller about vaccinations, treatments or testing for diseases that are present in your area |
|  | Purchase from sellers who are part of a quality assurance program such as the [Livestock Production Assurance Program](https://www.mla.com.au/meat-safety-and-traceability/red-meat-integrity-system/about-the-livestock-production-assurance-program/) and/or disease accreditation programs |
|  | Check requirements for moving livestock in your state or territory e.g. NLIS or cattle tick requirements before moving livestock |
| **On Arrival** | |  |  |
|  | Keep [Animal Health Declarations](https://www.farmbiosecurity.com.au/toolkit/declarations-and-statements/) and movement documents/[National Vendor Declarations](https://www.mla.com.au/meat-safety-and-traceability/red-meat-integrity-system/about-the-livestock-production-assurance-program/) (NVD’s) as records |
|  | Isolate livestock from others on the property e.g. a holding paddock for 24-48 hours. Some weeds may stay longer in the gut or on the coat |
|  | Monitor livestock for \_\_\_\_\_days (28 days recommended) for diseases and parasites |
|  | Vaccinate, treat and drench new arrivals |
|  | Report movement to the [NLIS database](https://www.nlis.com.au/) where applicable within the stated time frame |
|  | Have a stray animal policy/agreement with neighbours who also have livestock, e.g. neighbour notified, and stray stock are returned to stock yard. |
| **Moving livestock from your property**  Livestock leaving your property can spread diseases, pests and weeds present on your property to their next destination. |  | Ensure all livestock are managed in accordance with the [Australian Animal Welfare Standards and Guidelines](http://www.animalwelfarestandards.net.au/) and that all outgoing livestock are fit to load |  |  |
|  | Where practical, use accredited transporters (i.e. [Truck Safe](https://www.trucksafe.com.au/)) |
|  | Supply movement documents e.g. [NVD](https://www.mla.com.au/meat-safety-and-traceability/red-meat-integrity-system/about-the-livestock-production-assurance-program/)s and [Animal Health Declaration](http://www.farmbiosecurity.com.au/toolkit/declarations-and-statements/)s |
| 1.2 Livestock diseases | | | | |
| **Endemic diseases**  Endemic diseases can impact on your production and the overall animal health of your livestock through direct or indirect transmission.  An animal health program that practices good hygiene, use of drenches and vaccinations, as well as pasture management will assist in managing these risks. |  | Be familiar with common signs of diseases in your area |  |  |
|  | Reduce disease risk by implementing vaccination programs against endemic disease(s), where practical (e.g. 5 in 1 or 7 in 1) and drenching programs, where practical |
|  | Ensure all equipment used for animal husbandry (dehorning, castration etc.) is fit-for-purpose, in good working order and is cleaned/ disinfected between uses, i.e. before used on the next animal |
|  | Identify and isolate sick animals, where practical. It is not advisable to move sick animals long distances or through paddocks containing healthy animals |
|  | Treat sick animals and seek help if necessary (local veterinarian or animal stock officer) |
|  | Keep treatment records e.g. veterinary medicines, drenches and topicals |
| **Exotic or Notifiable diseases**  Exotic diseases are diseases that are not found in Australia. Notifiable diseases are diseases that are not normally found in your state and have mandatory reporting requirements.  These diseases can seriously impact on animal health and trade markets. |  | Ensure unusual signs of disease are reported to either a local veterinarian, state government or the Emergency Animal Disease Hotline  1800 675 888 |  |  |
|  | Ensure you have an EAD Action plan in place on your property (Appendix 4) |
|  | If you or your staff have travelled overseas to countries that have exotic diseases to Australia (e.g. FMD), quarantine yourself from livestock for seven days after your return |
| **Zoonotic diseases**  Some livestock diseases can infect people who work in close contact with animals, and vice versa. |  | Use appropriate personal protective equipment (PPE) when working with animals to minimise zoonotic disease spread. Practical PPE when handling animals includes long sleeve shirt, boots, hat, sunglasses, etc. |  |  |
|  | Cover wounds with watertight dressings when handling livestock |
|  | Get vaccinated for preventable zoonotic diseases (e.g. Q-Fever) and advise staff of the risks associated with zoonotic disease so they can choose to be vaccinated against these diseases |
|  | Always practice good hygiene when handling livestock |
|  | Ensure you or your staff know the signs of common zoonotic diseases |
| 1.3 Livestock Management practices | | | | |
| **Regular activities**  Biosecurity risks can present themselves during your day-to-day management of your property. |  | Inspect livestock regularly to ensure the early detection of disease or injury |  |  |
|  | Match frequency of inspections to periods of higher risk:   * Calving/lambing * Increased insect and feral animal activity * After rain events * Growing periods for toxic weeds after natural disasters (floods, fires, etc.) |
|  | Inspect boundary and internal fences to limit straying of livestock |
| **Animal welfare**  Poor animal welfare can reduce production, including lowering reproduction rates. It can also place undue stress or suffering on livestock and make stock more susceptible to disease.  Poor practices may also breach your state or territory animal welfare legislation. |  | Build and maintain yards to reduce the risk of injury to livestock |  |  |
|  | Check yards and handling equipment (e.g. crushes, weighing/drafting equipment) before use for any potential hazards that could injure livestock |
|  | Isolate, assess and treat injured livestock as soon as possible |
|  | Have a clear understanding and keep a copy of the most recent version of the [Australian Animal Welfare Standards and Guidelines](http://www.animalwelfarestandards.net.au/) for the species you have on your property |
|  | Ensure staff are familiar with relevant welfare legislation and Standards and Guidelines |
| **Treating animals**  Animal veterinary medicines (including antibiotics) and agricultural animal chemicals (such as parasite control) which are not used responsibly may cause physical harm to the livestock, create resistance issues or cause the meat of that animal to contain a high chemical residue.  Irresponsible use of HGP’s in animals can also threaten international trade agreement and erode consumer confidence and trust. |  | Follow directions (vet/label) when administering animal treatments |  |  |
|  | Observe withholding periods and export slaughter intervals |
|  | Store treatments as per label instructions in a secure location |
|  | Ensure all equipment used to administer treatments are in working order and clean after use |
|  | Record treatments accurately on movement records (NVD’s) when moving livestock |
|  | Permanently identify animals that have been treated with hormone growth promotants (HGP) or exposed to physical contaminants (e.g. a broken needle) |
| **Chemical use**  Livestock exposed to other agricultural chemicals such as herbicides or pesticides may become unwell or contain unacceptably high chemical residues at the time of slaughter.  This may compromise food safety and harm the reputation of Australian livestock products. |  | Follow the label directions when applying and storing agricultural chemicals to pasture or crops |  |  |
|  | Observe withholding periods when grazing or feeding pasture or crops |
|  | Be aware of spray drift and observe the withholding periods |
|  | If a third party applies chemicals to areas where livestock graze, ensure you are keeping records of treatment details |

| **BIOSECURITY RISK** | **RECOMMENDED PRACTICES** | | **ADDITIONAL PRACTICES / PROCEDURES** | **RISK RATING** |
| --- | --- | --- | --- | --- |
| Property Supplies | | | | |
| 2.1 Purchasing feed | | | | |
| Animal feeds pose a biosecurity risk as they are a direct input for disease spread potential.  Raw stock feeds such as hay and grain may contain:   * Weeds or weed seeds * Chemicals or other contaminants * Small animal carcasses   Commercial stock feeds are feeds for livestock. There are national programs in place around what stock feeds can be fed to certain species of livestock. |  | Purchase stock fodder from suppliers who can provide assurances such asCommodity Vendor Declarations. |  |  |
|  | When buying fodder request a [Fodder Vendor Declaration](https://www.afia.org.au/index.php/resources/vendor-declaration-form) and enquire about what chemicals have been applied to fodder and what weeds might be in fodder |
|  | Inspect stock feed on delivery for evidence of pests, damage and contaminants. Do not feed if fodder is spoiled |
|  | Store stock feed to prevent contamination by livestock, vermin, wildlife, feral and domestic animals, where practical. |
| 2.2 Feed management practices | | | | |
| **Feeding livestock**  Hay and grain seeds may contain weed seeds that can be spread by feeding to livestock. Areas where livestock feed, such as troughs, can become contaminated by manure, which could be a disease risk. |  | Clean feed troughs regularly to avoid contamination |  |  |
|  | Monitor feeding sites for germination of weeds |
|  | Feed hay to livestock in ways that prevent spoiling and reduce spreading weeds |
| **Feed storage**  Poor feed storage encourages pests and diseases which may contaminate feed or reduce its shelf life.  Old feed can harbour disease organisms, fungal spores and pests that may be harmful to your livestock. |  | Keep feed in a clean, dry storage area |  |  |
|  | Keep feed stores covered to prevent feed from becoming wet and mouldy |
|  | Regularly inspect feed supplies to ensure they remain secured and fit-for-purpose |
|  | Dispose of old or contaminated feed safely, keeping it away from livestock and securing it from pests and feral animals |
|  | Manage vermin populations in feed storage areas wherever practical |
| **Persistent chemicals**  Livestock can ingest persistent chemicals that may result in death or high residues in their meat. Persistent chemicals maybe in sites such as:   * Old dip yards where chemicals have splashed onto the ground. * Older timber structures where chemicals may have been used to treat timber (old stock yards, power poles, railway lines, farm building) * Chemical storage sheds * Machinery * Lead painted buildings * Old property dumps |  | Record high risk sites on your property by mapping them |  |  |
|  | Fence off high risk areas to prevent access by livestock |
|  | Where old infrastructure such as power poles exist on the property, contact your essential service provider to request a treatment description for the assets on your property |
|  | Contact a local private veterinarian or relevant state/territory animal health authority immediately if you suspect livestock have consumed persistent chemicals |
| **Restricted Animal Material**  Certain stock feed can contain restricted animal material (RAM). Feeding RAM to ruminants is illegal in Australia due to the risk of introducing bovine spongiform encephalopathy (BSE or ’mad cow disease’). RAM in stock feed is monitored via the [National Ruminant Feed Ban Program.](https://www.animalhealthaustralia.com.au/what-we-do/disease-surveillance/tse-freedom-assurance-program/australian-ruminant-feed-ban/)  It is important that you identify any products that contain RAM (feeds, fertilisers, etc.) that you may use on the property and ensure ruminants cannot access these products. |  | Ensure people feeding animals are aware of the Ruminant Feed Ban Program and their responsibilities. Consult the [Restricted Animal Material Checklist.](https://www.animalhealthaustralia.com.au/what-we-do/disease-surveillance/tse-freedom-assurance-program/australian-ruminant-feed-ban/) |  | *If you do not have RAM products stored on the property, please indicate it in this column.* |
|  | Ensure that ruminants do not have access to pastures fertilised with RAM for a minimum of three weeks |
|  | Store stock feed so that contamination by livestock, vermin, feral and domestic animals is minimised |
| **Swill feeding**  Swill feeding has been banned in Australia due to its high-risk pathway of introducing diseases such as foot and mouth disease (FMD). |  | Ensure all staff are aware of the [Swill Feeding Ban](https://www.animalhealthaustralia.com.au/what-we-do/biosecurity-services/prohibited-pig-feed-swill-compliance-awareness-project/) |  |  |
| 2.3 Water | | | | |
| Water can transport and harbour disease, contaminants and weed seeds. Some disease-causing organisms can survive for long periods in water. |  | Ensure the quantity and quality of water provided is suitable for the type of livestock |  |  |
|  | Conduct regular testing of water sources, particularly salinity during times of drought |
|  | Read water requirement guidelines for livestock |
|  | Regularly clean toughs. Disinfect if required (e.g. after new stock) |
|  | Monitor water sources for weeds and rubbish |
| 2.4 Other property supplies | | | | |
| **Bringing in supplies**  Fertilisers, soil, organic material, animal bedding and environmental waste (fill) can also spread diseases, pests and weeds. |  | Ask for quality certificates or vendor declarations when purchasing products |  |  |
|  | Inspect products on arrival to ensure they are pest and disease free |
| **Outgoing materials**  Outgoing hay or grain, fertilisers, soil, organic material, animal bedding and environmental waste (fill) may spread diseases, pests and weeds to other properties. |  | Provide vendor declarations for any produce leaving your property |  |  |
|  | Dispose of property waste in a responsible manner to ensure pests or diseases are not spread off your property |

| **BIOSECURITY RISK** | **RECOMMENDED PRACTICES** | | **ADDITIONAL PRACTICES / PROCEDURES** | **RISK RATING** |
| --- | --- | --- | --- | --- |
| Waste management | | | | |
| 3.1 Carcass management | | | | |
| Carcasses can spread diseases to other livestock.  Certain diseases such as botulism and anthrax can remain in / on the carcass and be a risk to other stock. Animals in areas where there has been a history of carcass chewing are at higher risk.  Carcasses also attract feral animals such as wild dogs, pigs, foxes (see Invasive Species).  Note: During an EAD response, whole of farm disposal may be required to contain and prevent the spread of an exotic disease.  For more information on disposal of carcasses see [AUSVET disposal procedures.](https://www.animalhealthaustralia.com.au/our-publications/ausvetplan-manuals-and-documents/) |  | Implement a process for carcass management and disposal incorporating: | *Define additional processes for large-scale disposal in the event of an EAD outbreak* |  |
|  | Burning |
|  | Burial in an appropriate location. *Must be 300m away from a bore. Burial might not be feasible for those with a high aquifer (water table).* |
|  | Relocating to less trafficked area, ensuring sites are segregated from other animals |
|  | Landfill (list the 3 closest landfills that accept livestock) |
|  | Professional disposal (list if this is available in your area) |
|  | Thoroughly clean and disinfect equipment used for disposal including PPE |
|  | Consider where large-scale disposal of carcasses may occur in the event of an EAD outbreak (e.g. mark on your map where carcasses might be disposed of by burial) |
| 3.2 Effluent usage | | | | |
| Effluent includes waste removal systems, effluent ponds and grey water/septic systems.  Bacteria such as E.coli, salmonella and campylobacter can be spread through effluent and cause disease. |  | Meet current legislative requirements and guidelines on waste management in your state |  | *If you do not use effluent, write no effluent used on property in this section* |
|  | Ensure controls for the potential spread of disease from effluent are in place |
|  | Plan for use of effluent with grazing management calendar |
|  | Allow pasture to dry and keep cattle from pasture for minimum of 21 days |
|  | Use vegetation to minimise spray drift |
| Invasive species | | | | |
| 4.1 Weeds | | | | |
| Weeds compete with crops and pastures and in some cases can be toxic to livestock. |  | Identify and document current and (where possible) historical weed populations on your property. An awareness of these populations within your local area and greater region is also advised |  |  |
|  | Record whether your intention is to eradicate or manage weeds |
|  | Outline weed management programs |
|  | Ensure chemicals are used according to label instructions and are the best chemicals for that use |
|  | Keep records of chemicals used in weed management programs |
|  | Coordinate with neighbours and other local community members and groups to maximise the effectiveness of programs |
| 4.2 Vertebrate pests | | | | |
| Vertebrate pests (including pigs, kangaroos, dogs and vermin) can cause injury or death to livestock through the introduction of disease, or through damaging infrastructure. |  | Monitor and manage vermin, feral animals, and wildlife populations to prevent impact on stock | *If you implement specific management practices such as shooting or baiting programs describe them here* |  |
|  | Coordinate with neighbours and other local community members and groups to maximise the effectiveness of pest animal management |
|  | Fence off rubbish dumps |
| 4.3 Invertebrate pests | | | | |
| Invertebrate pests such as ticks and flies pose a risk to livestock by introducing disease, impacting on animal health and decreasing production. |  | Treat animals for non-vertebrate pests to reduce pest numbers and production loss |  |  |
|  | Record any chemicals used on animals and observe withholding periods or Export Slaughter Intervals |

| **BIOSECURITY RISK** | **RECOMMENDED PRACTICES** | | **ADDITIONAL PRACTICES / PROCEDURES** | **RISK RATING** |
| --- | --- | --- | --- | --- |
| People, vehicles and equipment | | | | |
| 5.1 Visitors who do not handle livestock | | | | |
| Visitors to your property may unintentionally introduce diseases, pests and weeds via their clothing and equipment.  Note: This section excludes essential services such as power companies, water and telecommunications. For essential services please see below. |  | Where practical, use entry points to your property that prevent visitors entering production areas e.g. higher risk areas |  |  |
|  | Have an entry and exit procedure for your property which you can give to people that need to access your property |
|  | Indicate the process for property entry to visitors in a way which is practical (e.g. signage) |
|  | Where required, record the details of visitors that enter your property |
|  | Restrict people who do not need to handle your livestock from yards and areas where livestock are kept |
| 5.2 Visitors who handle livestock | | | | |
| Visitors who handle your livestock may unintentionally introduce disease, pests or disease.  How much of a risk this poses depends on whether these visitors are regularly in contact with other stock or crops. |  | Encourage the use of PPE or hygienic practices such as washing hands before and after handling animals, changing clothes etc. |  |  |
|  | If people have been overseas, restrict their access for seven days from the date of their arrival |
|  | Check with people regularly involved in animal husbandry (e.g. vets) or crop monitoring and protection to find out their biosecurity procedures when leaving other properties |
| 5.3 Essential services and utilities | | | | |
| Essential services include power companies, water services and telecommunication providers. These companies have the right to access their infrastructure under state legislation.  When dealing with essential services a risk assessment process should be carried out specific to each individual and their impact on the property.  When in doubt about the joint management of biosecurity risks, contact the service provider to discuss your options. |  | Where essential services require access to infrastructure on your property, contact these organisations to discuss how to manage entry / exit (e.g. use of daisy-chain padlocks) |  |  |
|  | Provide essential service personnel with a property map including any relevant weed infestations that you are managing before/as they enter the property |
| 5.4 Emergency services | | | | |
| Emergency services include fire, ambulance and police but they can also include other service providers required to assist during an emergency. | Due to the critical nature of an emergency it is not always practical for these services to meet your biosecurity requirements therefore the best course of action is for you to assess the risk after the event by: | |  |  |
|  | Checking fences, gates and making repairs |
|  | Monitoring the property for new diseases, pests and weeds |
| 5.5 Visitors’ vehicles and equipment | | | | |
| **Vehicles**  Vehicles can spread pathogens and weeds onto your property due to their large surface area and ability to trap weed seeds and soil in things such as tyre treads, radiator grills, chassis, and debris in the interior or tray of vehicle. |  | Vehicles should be driven on designated roads / tracks on the property where possible |  |  |
|  | Monitor tracks for weeds |
|  | Designate a car parking area for visitors |
|  | Request that people visiting your property use a farm vehicle for driving around the property |
|  | Ask visitors who must use their own vehicles to follow a ‘come clean, leave clean’ procedure. |
|  | Provide them with a map of the property that includes designated roads, known weed infestations or management areas and encourage them not to stray off existing tracks |
|  | Designate an area for visitors/contractors to clean down their vehicles if practical |
| **Equipment**  Equipment such as machinery and certain tools used out in paddocks and in soil can spread weed seeds and plant pathogens. |  | Vehicles, machinery and equipment in contact with soil, plant or grain material should be inspected and cleaned before leaving the property |  |  |
|  | Have a procedure for managing equipment as it moves to different paddocks or properties |
|  | Inspect equipment for soil and weed contaminants as it moves between zones |
|  | Minimise lending equipment or request that it be returned clean |
| 5.6 Property vehicles and equipment | | | | |
| Vehicles and equipment used on your property can spread disease, pests and weeds from one area of the property to another. |  | Map low and high risk weed areas on your property. For example, paddocks that contain weeds you are trying to control. |  |  |
|  | Regularly clean down property vehicles or earth working equipment when moving from high to low risk areas. |

| **BIOSECURITY RISK** | **RECOMMENDED PRACTICES** | | **ADDITIONAL PRACTICES / PROCEDURES** | **RISK RATING** |
| --- | --- | --- | --- | --- |
| Train, plan and record | | | | |
| 6.1 Training | | | | |
| *Training is important not just for biosecurity but for workplace health and safety obligations.*  *To understand biosecurity and how it helps to prevent incidents, it’s important that everyone who works on your property receives some form of training in the tasks that they are required to do. This includes staff or visitors that might lend a hand.* | | | | |
| **Biosecurity and animal welfare**  Staff not trained in biosecurity practices and welfare relevant to their roles increase the risk of injury to livestock, staff or visitors.  Staff includes any family members who are exposed to production areas of your property.  If you do not have staff, consider any person who may handle your livestock (e.g. contractors, agents, etc.). | **Ensure you:** | |  |  |
|  | Maintain a staff training plan and/or qualification log |
|  | Induct employees, and contractors/short term employees (covering biosecurity, welfare and food safety) |
| **Ensure all staff:** | |
|  | Understand their roles and responsibilities to ensure good biosecurity on your farm. They are trained and prepared to recognise and respond to risks. |
|  | Know how to identify sick and injured livestock and are competent livestock handlers |
|  | Are trained in plant pest and disease identification and control |
|  | Know where to find contact details for the local vet(s) and relevant government officers |
|  | Are familiar with common zoonotic diseases and understand the risks and can recognise signs of infection |
| **Emergency Animal Diseases and Emergency Plant Pests**  An outbreak of an emergency disease or pest is likely to have a significant effect on your property management plan, due to the high probability of government intervention. You can assist in an emergency by ensuring the threat is identified and contained as soon as possible, facilitating a rapid response. |  | Know the symptoms of EADs (such as FMD) |  |  |
|  | Place emergency hotline numbers in a common and visible location.  **EAD Watch Hotline: 1800 675 888**  **Emergency Plant Pest Hotline: 1800 084 881** |
|  | Inspect livestock and crops regularly to ensure the early detection of ill animals or new pests and diseases in crops |
|  | Train staff in what to do in the event of a suspected EAD or Emergency Plant Pest including emergency disease notification procedures. |
|  | Encourage or support staff to attend pest and disease training for the identification of endemic pests |
|  | Undertake free EAD Foundation training or training on FMD through Animal Health Australia. |
| 6.2 Planning | | | | |
| *Planning is an instrumental part of sound biosecurity practices. If you plan for situations that may arise, then you will always be ready to respond quickly.* | | | | |
| **Biosecurity planning**  A property biosecurity plan contains all the measures used to mitigate the risks of disease entry or spread.  Failure to be prepared can delay time to detection, reporting and response in the event of a biosecurity outbreak. This could increase the impact on your property and the industry more broadly. |  | Review and update your biosecurity plan to ensure it accurately reflects your operations and addresses key risks, ideally every 12 months or sooner if:   * the risk to your property changes * your management practices change * you experience a significant biosecurity incursion |  |  |
|  | Where higher risks are identified consider putting in place practices that reduce these risks |
|  | Identify emergency events that would have an impact on your usual operation and add in a plan to reduce them |
| **Contingency planning**  From time to time, an emergency situation may arise which can change the biosecurity risks affecting your property.  These situations may include fire, flood, drought and extreme weather, or any circumstances which might cause you to suspend your normal management practices, including your biosecurity plan. |  | Have a contingency plan, including factors which would trigger it |  |  |
|  | Have procedures in place for evacuating livestock if necessary |
|  | Include backup feed and water supplies in your plan |
|  | Provide adequate shelter from the elements for livestock and people |
|  | Clean and disinfect infrastructure following an incident |
|  | Increase your monitoring of livestock for signs of disease following an incident |
|  | Inspect paddocks and yards for new pests and weeds following an incident |

| **RECORD REQUIREMENT** | **TYPES OF RECORDS** | **APPLICABLE? Y / N** | **WHO IS RESPONSIBLE** |
| --- | --- | --- | --- |
| 6.3 Records management | | | |
| *Records are a critical element in biosecurity management, food safety, product integrity, plant and animal health and emergency disease responses. It is important to keep accurate records not only for your business and to comply with legislation in your state, but also for industry verification programs that require specific information and history (e.g. LPA, NFAS).* | | | |
| **LIVESTOCK PRODUCTION ASSURANCE PROGRAM** | | | |
| Managed by Integrity Systems Company, the Livestock Production Assurance (LPA) program is the Australian livestock industry’s on-farm assurance program covering food safety, animal welfare and biosecurity. It provides evidence of livestock history and on-farm practices when transferring livestock through the value chain.  As part of the LPA program, an LPA NVD is required for all livestock movements, including property to property, through saleyards, direct to processors and to feedlots, and to the live export trade.  The LPA NVD is the main document underpinning Australia’s reputation as a reliable supplier of safe red meat to domestic and international markets. It is required by the majority of saleyards and processors. Participation is voluntary but you must be LPA accredited to access an LPA NVD. | * Property risk assessment & map * Animal treatment records * Chemical inventory records * Crop, paddock and pasture treatment records * Grain and fodder treatment records * Introduced stock feed records * Commodity Vendor Declarations * Preparation of livestock for dispatch records * Livestock purchases and movements onto property records * Livestock sales and movements off property records * Biosecurity plan * Australian Animal Welfare Standards and Guidelines * Animal welfare certificate (completed on the LPA Portal) * LPA reaccreditation certificate (completed on the LPA Portal) * Movement record as specified by your state or territory legislation * A National Vendor Declaration when applicable |  | *LPA Accredited producer, owner/person responsible for livestock* |
| **NLIS / TRACEABILITY** | | | |
| NLIS records are mandatory for sheep, goats, cattle, buffalo and pigs (PigPass). Producers must ensure that all transfers onto their property are reported to the NLIS database within the legislated timeframe for your state/territory.  You are required to have a Property Identification Code (PIC) if you keep one or more livestock or the prescribed amount of poultry. Check your state or territory’s requirements. | * NLIS database * Tracing standards for cattle, pigs, sheep and goats |  | *All owners of livestock* |
| **MOVEMENT RECORDS** | | | |
| In each state and territory, a movement record is required to transport livestock or products.  Where a movement record is compulsory, that record must be kept for the time period as identified by legislation in your state or territory.    For livestock producers that are a part of the LPA Program, an NVD should be completed where applicable. |  |  | *All owners of livestock* |
| **ANIMAL HEALTH RECORDS** | | | |
| Records of animal health are important for disease traceability, chemical usage and demonstrating animal welfare practices. | * [Farm Biosecurity record templates](http://www.farmbiosecurity.com.au/toolkit/records/) * [Animal welfare standards and guidelines](http://www.animalwelfarestandards.net.au/) * [Fit to load guide](https://www.mla.com.au/CustomControls/PaymentGateway/ViewFile.aspx?8znoiE22IExXkZNN6z/ht+RHdGsB+0+ryJnxjWa16FYe/D/C8aTPH5hN2i29hr4r3EYMKKAfsht7d1Tnt3BqiA==) * Laboratory or veterinary reports and/or results |  |  |
| **CHEMICALS USED ON PREMISE (PESTICIDES AND HERBICIDES)** | | | |
| Records of chemicals (as required by the label) including chemicals used for weed or pest control, where and when sprayed and the environmental conditions.  Any records required to ensure vendor declarations are correctly filled out.  Contaminated sites, contaminated infrastructure, discarded batteries and other equipment, baiting programs within the area. | * [Farm Biosecurity record templates](http://www.farmbiosecurity.com.au/toolkit/records/) * Contaminated site records * Location of any old equipment dumps on premises |  |  |
| **DISEASE AND PEST MONITORING ACTIVITIES** | | | |
| Keeping accurate records of when monitoring was carried out and what was found (or not found) assists in identifying when a disease or pest was introduced to the property.  If you have an agronomist or consultant who undertakes this role, ask them to keep a record and provide it to you. | * Details of any feral animal management programs |  |  |
| **STOCK FEED RECORDS** | | | |
| Stock feed records support legislative requirements with regards to RAM and assist in ensuring traceability in the event of contamination detection.  Commodity Vendor Declarations ensure that the responsible person is aware of any chemical residues that might exist. | * Invoice for bulk stock feeds * [Commodity vendor declaration](https://www.mla.com.au/globalassets/mla-corporate/meat-safety-and-traceability/documents/commodity-vendor-declaration.pdf) * [Fodder vendor declaration](https://www.afia.org.au/index.php/resources/vendor-declaration-form) |  |  |
| **FARM SUPPLIES** | | | |
| Records relating to soil, plant matter, fertiliser, manure or other products that are moved to or from the property aid in traceability and disease spread management.  Movement of soil and plants may also be restricted from certain areas and their movement may have legislative requirements.    Records of where manure goes to should also be kept. Animal manure and some fertilisers are considered RAM and therefore receivers should be made aware of this as so they can implement practices to ensure ruminants do not have access to RAM. | * Management diary notes * Register of incoming and outgoing products |  |  |
| **PEOPLE MOVEMENT** | | | |
| People movement records (including staff, contractors, animal handlers and family) must be kept for traceability purposes in the event of a disease outbreak. | * Visitor log * Vendor sheets/records * Staff time sheets |  |  |
| **TRAINING RECORDS** | | | |
| Training records can be used to support legislation and industry programs, demonstrate due diligence in your biosecurity and WHS requirements, or as proof of ongoing training, upskilling and skill maintenance. | * [Farm Biosecurity record templates](http://www.farmbiosecurity.com.au/toolkit/records/) * Staff training records * Training records * Staff/contractor induction packages |  |  |

# Appendix 1: Johne’s disease management (For producers participating in J-BAS)

| **PRACTICES** | **REFERENCE DOCUMENTS** | **PROCEDURES** | **YES** | **NO** | **N/A** |
| --- | --- | --- | --- | --- | --- |
| Do you know the Johne’s disease (JD) status and level of risk of the livestock being introduced? | * [J-BAS Chart](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/J-BAS_April-2017-2.pdf) * [Johne’s disease Biosecurity](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/Biosecurity-Plan-Checklist-for-JD-in-cattle_final.pdf) * [Checklist](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/Biosecurity-Plan-Checklist-for-JD-in-cattle_final.pdf) | * Ask relevant questions on the JD in cattle checklist. * Request Cattle Health Declarations from sellers and retain for seven years. * Record JD status of introductions and how risk is addressed. |  |  |  |
| Are all suspect clinical cases investigated and notified to state department as required? | * [Treatment Records](http://www.farmbiosecurity.com.au/toolkit/records/) | * Veterinary investigation of suspect cases. Report clinical cases as per state legislation. |  |  |  |
| If there is JD on the property, is the potential exposure minimised to limit the spread of infection (or risk of infection) through the culling of infected livestock, grazing management and vaccination, as appropriate? | * [JD in cattle tools](https://www.animalhealthaustralia.com.au/jd-cattle-tools/) | * If JD on property, work with veterinarian to prioritise high risk animals for culling including clinical cases, suspect clinical cases, dam, test-positive animals, animals originated from high-risk sources, etc. * Don’t graze young animals in high risk areas (e.g., adjacent to high-risk neighbours with infected sheep, land grazed by clinical or suspect cases). |  |  |  |
| If there are other JD susceptible ruminants on the property (e.g. sheep, goats or alpaca), do you prevent them from co-grazing with cattle, and/or have practices (e.g. testing and vaccination) in place to minimise JD risk? | * Grazing/Paddock Records | * Determine the JD status of other species on the property and, if infected or of unknown JD status, prevent them from co- grazing with cattle. * Vaccinate sheep and goats if appropriate. |  |  |  |
| If JD infection is detected, are risks within the herd assessed and people who have previously received cattle notified to enable them to manage their revised risk? | * Sales records [AHDs](http://www.farmbiosecurity.com.au/toolkit/declarations-and-statements/) | * Monitor herd health. * Notify people who have received animals of a higher risk than first thought/advised. |  |  |  |
| For J-BAS 7 and 8 – Has there been vet oversight in the development of this biosecurity plan? | * [Johne’s Disease in Cattle](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/JD-in-cattle-definitions-and-guidelines_final_Apr-2017.pdf) * [Definitions and Guidelines](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/JD-in-cattle-definitions-and-guidelines_final_Apr-2017.pdf) * [J-BAS Chart](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/J-BAS_final_Aug_2016-1.pdf) | * Engage with veterinarian regarding oversight of biosecurity plan and triennial Check Tests. |  |  |  |
| Only for J-BAS 7 and 8 – Has a triennial Check Test been completed with negative results (or Sample Test if progressing to a higher J-BAS level)? | * [Johne’s Disease in Cattle](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/JD-in-cattle-definitions-and-guidelines_final_Apr-2017.pdf) * [Definitions and Guidelines](https://www.animalhealthaustralia.com.au/wp-content/uploads/2016/07/JD-in-cattle-definitions-and-guidelines_final_Apr-2017.pdf) * Laboratory Results | * Triennial Check Test. Record laboratory results and manage property based on outcomes. |  |  |  |

**VETERINARY SIGN-OFF IS REQUIRED FOR J-BAS SCORE 7 & 8 ONLY AND CAN BE COMPLETED ON THE FRONT PAGE OF YOUR PLANNING DOCUMENT**

# Appendix 2: Action plan template

| **RISK FACTOR** | **ACTIONS TO TAKE** | **PERSON RESPONSIBLE** | **DUE DATE** | **STATUS** | **NEXT REVIEW** |
| --- | --- | --- | --- | --- | --- |
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# APPENDIX 3: EMERGENCY CONTACT NUMBERS & DETAIlS

|  |  |
| --- | --- |
| **EMERGENCY ANIMAL DISEASE WATCH HOTLINE** | **1800 675 888** |
| **EXOTIC PLANT PEST HOTLINE** | **1800 084 881** |
| **LOCAL COUNCIL** |  |
| **ELECTRICITY PROVIDER** |  |
| **WATER SERVICES** |  |
| **LOCAL ANIMAL HEALTH OFFICE NUMBER**  **(LOCAL LANDS SERVICES, DPI, BIOSECURITY QUEENSLAND ETC.)** |  |
| **STATE/TERRITORY AGRICULTURAL DEPARTMENT CALL CENTRE** |  |
| **VETERINARIAN** |  |
| **PROPERTY OWNER** |  |
| **PROPERTY MANAGER** |  |
| **UHF CHANNEL** |  |
| **NEIGHBOURS ADDRESS AND PHONE NUMBERS/UHF** |  |
| **NEIGHBOURS ADDRESS AND PHONE NUMBERS/UHF** |  |
| **OTHER** |  |

# Appendix 4: Emergency Animal Disease Action Plan

|  |  |
| --- | --- |
| **STEPS TO TAKE** | |
| **1** | Contain and isolate livestock in a secure location on the premises |
| **2** | Contact the relevant authority or the emergency disease watch hotline on **1800 675 888**. Have a notebook and pen handy when you make the call |
| **3** | Follow instructions provided by the relevant authority and record their instructions in the notebook |
| **4** | Stop all movement of animals on and off the property |
| **5** | Stop all other movements onto the property *(Cancel all deliveries, close and lock the gate, etc.)* |
| **6** | Limit or prevent unnecessary movements of all staff, vehicles, and equipment around the property |
| **7** | Ensure **NO** staff, visitors, vehicles, or equipment leave the property until cleared by the relevant authority |
| **8** | Locate your biosecurity plan and gather your livestock movement records in case the relevant authority requires it |
| **9** | Keep staff and visitors updated on the situation |

# APPENDIX 5: Stock inventory

|  |  |
| --- | --- |
| **STOCK TYPE** | **STOCK NUMBER (AVERGE FOR THE YEAR)** |
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# Appendix 6: Sample entry / exit procedures for visitors

Dear Visitor,

The property you are visiting has a biosecurity management plan in place to manage pests, diseases and weeds. To adequately manage risk, we have incorporated this entry and exit procedure. If you intend to conduct activities that deviate from designated tracks into animal production areas, please negotiate this with management before entry.

|  |  |  |  |
| --- | --- | --- | --- |
| **PROPERTY CONTACT PERSON** |  | **CONTACT PHONE NUMBER / UHF** |  |

|  |  |
| --- | --- |
| **STEPS TO TAKE** | |
|  | **PRIOR TO ENTRY** |
| **1** | Visitors are required to call prior to entering the premises (or as directed by signage) unless prior arrangement has been made. |
| **2** | Staff and visitors must have clean boots and clothing when entering the property. Soil, organic material, etc, must be removed from boots and clothing prior to entry. |
| **3** | Staff or visitors whom have been overseas must not enter the property until seven days after arriving back into Australia. |
| **4** | Entering vehicles and equipment must be clean and free from weed seeds. If not, discuss with management prior to entry. |
|  | **WHILE ON THE PROPERTY** |
| **5** | Upon entry, drive to the house / office along the main driveway indicated on attached map and contact the owner / manager. Record your details of visit and purpose in the vehicle or visitor register. |
| **6** | Vehicles must not leave the designated tracks whilst on the property. Access by vehicles to areas without designated tracks to be negotiated with management e.g. paddock driving. |
| **7** | Toilet paper and human faeces are to be buried |
| **8** | Unless prior arrangement is made, access to areas with locked gates is prohibited. (no go zones are indicated on the attached map) |
|  | **EXITING THE PROPERTY** |
| **9** | No rubbish is to be left behind including toilet paper. |
| **10** | When exiting the property, we expect you to:   * Return via the house and advise you are leaving. * Exit via designated tracks or areas negotiated with management |

# Sample entry / exit procedures for essential service providers

|  |  |  |  |
| --- | --- | --- | --- |
| **PROPERTY CONTACT PERSON** |  | **CONTACT PHONE NUMBER / UHF** |  |

|  |  |
| --- | --- |
| **STEPS TO TAKE** | |
|  | **PRIOR TO ENTRY** |
| **1** | Essential Service providers and contractors are required to call prior to entering the premises (or as directed by signage) unless prior on-going arrangement are in place. |
| **2** | Essential Service providers and contractors must have clean boots and clothing when entering the property. Soil, organic material, etc, must be removed from boots and clothing prior to entry. |
| **3** | Essential Service providers and contractors whom have been overseas must not enter the property until 7 days after arriving back into Australia. |
| **4** | Entering vehicles and equipment must be clean and free from weed seeds. Essential services staff/contractors will utilise property clean down facilities where available and appropriate for the vehicles/equipment being used or activity being undertaken. If essential services staff/contractors have cleaned down before arriving on-site, request a copy of their clean down record to demonstrate their compliance to a biosecurity risk-based system. |
|  | **WHILE ON THE PROPERTY** |
| **5** | Upon entry, drive to the house / office along the main driveway indicated on attached map and contact the owner / manager. Record your details of visit and purpose in the vehicle or visitor register. |
| **6** | Vehicles must not leave the designated tracks whilst on the property. Access by vehicles to areas without designated tracks to be negotiated with management e.g. paddock driving. |
| **7** | Toilet paper and human faeces are to be buried |
| **8** | Unless prior arrangement is made, access to areas with locked gates is prohibited. (no go zones are indicated on the attached map) |
|  | **EXITING THE PROPERTY** |
| **9** | No rubbish is to be left behind including toilet paper. |
| **10** | When exiting the property, we expect you to:   * Return via the house and advise you are leaving * Exit via designated tracks or areas negotiated with management |

# Appendix 7: Animal disease table

| **SPECIES** | **DISEASE** | **ACCREDITATION/ DISEASE MANAGEMENT PROGRAM/TESTING** | **DOCUMENTATION OR PROGRAMS** |
| --- | --- | --- | --- |
| Cattle | *Bovine viral diarrhoea virus (pestivirus)* | *Testing* | *Stud cattle: BVDV free (non-PI) Commercial cattle: negative test (non-PI)* |
|  | *Cattle tick* | *Cattle to present tick free* | *Biosecurity zoning/ biosecurity certificates or clearance documentation* |
|  | *Johne’s disease* | *Johne’s Beef Assurance Score* | *Minimum J-BAS entry score* |
|  |  | *Johne’s Disease Dairy Score* | *Minimum JDDS* |
| Sheep | *Johne’s disease* | *SheepMAP* |  |
|  | *Ovine brucellosis* | *Ovine Brucellosis Accreditation Scheme* | *Ovine brucellosis accredited free flock or tested for B. ovis with negative results* |
|  | *Footrot* |  | *From a flock free of virulent footrot* |
|  | *Lice* |  | *From a flock free of lice* |
| Goats | *Caprine arthritis encephalitis* | *Testing* |  |
|  | *Johne’s disease* | *GoatMAP* |  |
| Horses | *Hendra virus* | *Vaccination* |  |
|  | *Strangles* | *Vaccination* |  |
| Poultry and caged birds | *Newcastle disease* | *Vaccination* |  |
|  | *Avian influenza* |  |  |
| Pigs |  |  |  |
| South American camelids |  | *Q Alpaca* |  |
| Dogs | *Parvovirus, Distemper & hepatitis* | *Vaccination* |  |
|  | *Kennel cough* | *Vaccination* |  |
|  | *Internal parasites* | *Monthly worming (including praziquantal)* |  |
| Other |  |  |  |

# Appendix 8: Weeds and pest list

The weeds and pests listed in this table are being actively managed on this property.

| **WEED OR PEST NAME** | **MANAGEMENT PROGRAM IN PLACE ON PROPERTY** | **SURVEILLANCE DETAILS** |
| --- | --- | --- |
| *e.g. African Lovegrass* | *e.g. Spot spray of house paddock and front paddock for new introductions.*  *Back paddock is still infested – eradication and re sowing program in place. Only Honda motor bike to access that paddock – not to be used elsewhere on the property without being cleaned down.* | *e.g. Driveway and paddock tracks monitored on 1st day of each month for new plants.* |
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