

## FARM VISIT BIOSECURITY POLICY

### Objective

1. To ensure staff and those acting on behalf of 4 Up Skilling are awareness of biosecurity requirements in the poultry and pork industries.
2. To limit and control access to poultry and pork production areas by 4 Up Skilling staff and associates.
3. To mitigate the risk of introduction of disease or contaminants onto poultry and pork farms by 4 Up Skilling staff and associates.

### Scope

This policy applies to all 4 Up Skilling 'staff and associates', being persons employed by, visiting or contracted to 4 Up Skilling, including all third-parties acting on 4 Up Skilling's behalf. It provides a framework of expected behaviours with a view to ensure recommendations made by the National Biosecurity Manual are followed and maintained.

### Responsible parties

Farm biosecurity is the responsibility of every person visiting or working on a property. The control and issue of this policy is the responsibility of the Managing Director (MD), or her delegate.

### Definitions

'Farm biosecurity' is a set of measures designed to protect a property from the entry and spread of pests and diseases.

Risk' is defined as anything that may prevent an organisation from achieving its objectives and/or which may have a negative impact on the business in any aspect.

'Staff and associates' include all persons employed by, visiting or contracted to 4 Up Skilling, including third-parties acting on 4 Up Skilling's behalf.

### Requirements

#### 4 Up Skilling systems

- 4 Up Skilling will ensure its staff and associates are provided with training in biosecurity based on the National Biosecurity Manual and such training is to be recorded.
- 4 Up Skilling will ensure its staff and associates' movements on and off farms is recorded and traceable (see the 4 Up Skilling **Specific Movement Log, USSML**).
- The Specific Movement Log will be submitted with travel claims to be reviewed by the QM.
- 4 Up Skilling will ensure all staff and associates are employed/contracted with clear employment clauses that stipulate adherence to biosecurity measures to mitigate and/or eliminate risk posed to our stakeholders.

#### 4 Up Skilling staff and associates

- Must **not** house any pigs or poultry at their place of residence, including all avian species (i.e. cage birds, ducks, turkeys, chickens, emus, racing pigeons etc.).
- Must ensure a **minimal of 48 hours** between poultry or pig site visits. **Only on written approval** from the 4 Up Skilling Managing Director or Site Manager, should poultry or pork site entry timeframes be adjusted.
- Must ensure that they do not become contaminated by contact with avian species or pigs on

their way to work.

- Must **avoid visiting other livestock on the day** of a poultry or pork site visit unless showered, with a change of clean clothing and clean foot wear - preventing transmission of contaminants from grazing livestock to poultry and pork (e.g. cattle/ sheep transmit Necrotic Enteritis).
- Must sign the 4 Up Skilling **Specific Movement Log** - recording each farm entry and exit.
- Must sign **farm visitor's logbooks** provided by site (or abide by other related site policy).
- Must not enter a shed/range **where disease issues are known/suspected to be present**.
- Must follow all SOP and onsite /company policy when visiting sites.

#### Traversing on farm recommendations

- Traversing on farm should be done from **youngest to oldest**.
- Traversing on farm should be done from **barn to free range**.
- **Multi visit movement** should only be done in consultation with the appropriate company's authorisation, along with the approval of 4 Up Skilling's Managing Director.
  - Multi visit movement (Eggs) should be done from **Hatchery to Rearing to Laying**.
  - 4 Up Skilling Managing Director should be done from **Parent Rearing to Parent Breeders to Hatchery to Broiler to Processing**.
  - Multi visit movement (Ducks) should be done from **Grand Parent Rearing to Grand Parent Breeders to Hatchery to Parent Rearing to Parent Breeders to Hatchery to Broiler to Processing**.

#### Vehicles & Equipment use

- **Vehicles must not enter** production areas and must remain in the designated parking areas at all times. **It is also expected practice that vehicles will be cleaned and washed between farm visits**. This includes 4 Up Skilling vehicles and personal vehicles used for 4 Up Skilling work.
- Tools taken into the production area must be cleaned before entry into sheds and must be free of dust and organic matter.

#### On Farm SOP

4 Up Skilling staff and associates must follow onsite SOP, and all additional requirements implemented by individual companies and/or sites, which may include:

- **Showering onsite** – with provision of clothing and footwear, or as required by site policy.
- **Showering offsite** – it is recommended to shower offsite when leaving the production area for best practice.
- **Shed specific footwear** - using shed specific footwear as required (located in each control room).
- **Farm generic footwear** - provided for onsite visit; ensure footbaths are used correctly by removing bulk contaminants directly before using any foot bath (*foot bath must be used upon entry and exit of each shed*).
- **No footwear supplied** – Please follow instructions in [Appendix A](#).
- **Correct footbath procedure** - Please follow instructions in [Appendix B](#) and see [Appendix D](#) for the MSDS for using Virkon S.
- **Personal footwear cleaning** - Please follow instructions in [Appendix C](#).
- **PPE required for footwear cleaning** - [Appendix C](#).

#### On Farm Attire & Hygiene

##### Footwear on farm

It is critical that boots/footwear worn in sheds are not worn or taken outside the production area. They are the most likely method for disease spread by personnel.

- **Soles of footwear** are clean and sanitised before entry to farm.
- **Soles of footwear** are brushed, tapped/scraped free from organic material before disinfecting in

footbaths (shed entry).

- **Soles of footwear** are tapped/scraped free from organic material before disinfecting in footbaths (upon shed exit).
- **Soles of footwear** are clean and sanitised before entering vehicle according to Appendix A.

#### *Clothing on farm*

- **Clean laundered clothing** should be worn from home each day upon entry to any poultry site.
- **The same clothing must not be worn** to any other poultry site without first being laundered.
- **If unable to launder clothing (living away from home)** upon returning to your place of accommodation, place all clothing in a garbage bag so fresh clothing is not contaminated.

#### *Hand hygiene*

- **Please ensure you wash your hands** at every possible opportunity.
- **Hands** should be washed and/or sanitised before entry and exit of any poultry shed, this is not always possible as every site varies.
- **Before you enter your vehicle** please wash and/or sanitise your hands where possible.
- **Where possible** on farm visit days, if shower facilities are unavailable shower as soon as possible upon returning to your place of accommodation.

### **Policy Control**

This policy will be monitored for effectiveness and control by inclusion to the Management Review Process. It will also be included as part of the Staff Induction & Recruitment process (see the Staff Induction Checklist), WHS Policy and the 4 Up Skilling Code of Practice.

Improvements to this policy will be sought by stakeholder feedback and review.

### **Associated documents**

Management Review Process & Report (USMRR)

National Biosecurity Manual

Specific Movement Log USSML

Risk Management Plan (USRM)

Code of Practice (USCoP)

WHS Policy (USWHS)

Staff Induction checklist (USSI)

Policy developed by: Mr Darren McClure in draft to the QM

Responsible Manager: MD

Policy endorsed by: MD

## *APPENDIX A*

### **Footwear not supplied**

1. **Obtain clean** sanitised boots from your vehicle footwear tub and put on.
2. **Sign** 4UPSKILLING specific movement log upon entry and exit of every site.
3. **Enter farm** and sign visitor log book.
4. **Ask employees** about age of birds and disease status so shed movement can be determined.
5. **Use foot bath** on entry and exit of every shed.
6. **Sanitise** hands upon entry and exit of every shed if applicable.
7. **Wash hands** and/or sanitise upon leaving the poultry area.
8. **Clean** footwear in line with SOP in appendix C.
9. **If unable** to clean footwear place in garbage bag and do ASAP.

## APPENDIX B

### **Footbath procedure**

1. **Upon entry** to shed remove all organic material by scaping, brushing and/or tapping the boots, so the bulk organic material is removed, the footbath disinfectant should make contact with all parts of the sole/base and side of the boots.
2. **Submerge** each boot into the footbath of disinfectant until it the bottom part of the boot is covered.
3. **Tap** shed door to alert the livestock so they do not become startled and create a smother.
4. **Enter shed.**
5. **Upon exit** (inside of the shed) remove all organic material by tapping your boots on the wall, when the bulk organic material is removed.
6. **Submerge** each boot into the footbath of disinfectant until it the bottom part of the boot is covered.
7. **Move** onto the next shed and follow points 1,2,3,4&5.

## APPENDIX C

### **Cleaning Personnel footwear**

1. **Equipment required** – Gloves, eye protection, Brush, 10 litre rectangle bucket, squirt bottle, 5 litres of water, cleaning rod, Paper towel, Virkon S.
2. **Place on PPE** - Safety glasses and gloves.
3. **Add 10 grams of Virkon S** into the bucket, then add two litres of water slowly and mix.
4. **Remove bulk** organic material off boots with cleaning rod.
5. **Wet the sole** of boot 1 in the bucket of solution and scrub with the brush and continue this process until the boot is clean then dip to rinse off the remaining contaminants.
6. **Wet the sole** of boot 2 in the bucket of solution and scrub with the brush and continue this process until the boot is clean then dip to rinse off the remaining contaminants.
7. **Empty the bucket** and leave upside down to dry.
8. **Add 3 grams of Virkon S** into the squirt bottle, then add 150 mls of water and mix.
9. **When spraying boots** ensure the nozzle is not too open (squirt) and/or closed producing a fine mist, a good volume of concentration is required.
10. **Thoroughly saturate the entire boot** concentrating on the sole and sides, empty the left over Virkon S out of the squirt bottle. Allow boots to dry for a couple of minutes while you pack up all equipment.
11. **Wipe off remaining residue** (paper towel) and store boots in their container.
12. **Place** gloves and paper towel in rubbish.
13. **Wash** and dry hands.

## APPENDIX D

### **Virkon S - MSDS**

<https://www.ranvet.com.au/wp-content/uploads/2017/10/pdfs/Virkon%20S%20GHS%20SDS.pdf>

