



CALIFORNIA DEPARTMENT
FOOD & AGRICULTURE

STATE OF CALIFORNIA
DEPARTMENT OF FOOD AND AGRICULTURE
ANIMAL HEALTH AND FOOD SAFETY SERVICES
ANIMAL HEALTH BRANCH
1220 N STREET, SACRAMENTO, CA 95814
TELEPHONE: (916) 900-5002

California Poultry Slaughter Premises Enhanced Biosecurity Plan Template





Premises Name

Company Name (if applicable)

California Poultry Slaughter Premises

Site-Specific Biosecurity Plan

Poultry Program Certification:

By completing and submitting this plan, my farm premises' biosecurity meets the standards for the California Secure Food Supply (SFS) Program. Further, I/we recognize that if the biosecurity measures described in this plan are not implemented, the premises may no longer be compliant with the California Secure Food Supply Program. Further, with respect to enhanced biosecurity, if the measures are not implemented as described, the premises may jeopardize their eligibility to receive Product Movement Permits if there is a quarantine in place.

Responsible Agency: California Department of Food and Agriculture (CDFA) Animal Health Branch

Approval Date:

Amendment Date:

Approved By:

Version Number:

X

Owner

X

Biosecurity Manager



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Introduction

CALIFORNIA POULTRY SLAUGHTER PREMISES ENHANCED BIOSECURITY PLAN TEMPLATE

Definition: The California Poultry Slaughter Premises Enhanced Biosecurity Plan Template is intended to assist the Biosecurity Manager in developing a premises-specific biosecurity plan that addresses the California Secure Food Supply (SFS) program biosecurity requirements.

Why Biosecurity is important: Proper and adequate biosecurity measures are necessary for the prevention of disease spread during an outbreak of a Foreign Animal Disease (FAD) or Notifiable Animal Disease (NAD) as well as to mitigate foodborne illness. The main principles of biosecurity (establishing clean and dirty areas, controlling movements between areas, controlling stray/feral animals, wildlife, and pests, and proper cleaning and disinfection) are similar for daily operations as well as during an outbreak. However, during an infectious disease outbreak, the disease spread consequences are higher and the biosecurity requirements must be more rigorous than routine daily biosecurity practices.

During an FAD/NAD outbreak, a premises in a Control Area must have an approved, activated, and verified (by regulatory officials) site-specific Enhanced Biosecurity Plan to receive a Product Movement Permit (PMP) for animals or animal products. Additionally, a premises that wants to move animals or animal products to an established Control Area must also have an approved, activated, and verified site-specific Enhanced Biosecurity Plan. CDFA can audit an activated plan at any time during an outbreak.

Note: *Premises that obtain pre-approval of their Enhanced Biosecurity Plan will be able to resume business much more quickly than premises without a pre-approved plan in the event of an outbreak of an infectious disease (FAD or NAD).*

Plan Approval Process: The Biosecurity Manager or Coordinator of a premises can use this template to develop an Enhanced Biosecurity Plan that meets the biosecurity requirements of the California SFS program. Website links to the California SFS Program requirements can be found in the Resources section of this template. Once submitted, the plan will be reviewed, returned for edits as needed, or approved by program-specific staff. Refer to the Resources section of this template on how to submit your plan for approval.



California Secure Food Supply Resources

California Secure Food Supply (SFS) Website: Reference resources for the California Secure Food Supply can be found on the CDFA Secure Food Supply website:

<https://www.cdfa.ca.gov/ahfss/SecureFoodSupply.html>

These resources include:

- “Biosecurity Plan Supplemental Form” – a document that contains Logs and additional forms for information requested within the template.
- “CA SFS Plan Map Development Video Tutorial” – a short video demonstrating how to use the map tool to create your premises maps.
- An editable word document, “CA SFS Plan Map Development Tool”, can be emailed to you upon request to assist in creating your premises maps by emailing SFSpermits@cdfa.ca.gov.
- “CDFA Overview Presentation” – a 1-hour webinar on the CA SFS program.

Training Material and Training (when available) can be inquired about by emailing

SFSpermits@cdfa.ca.gov

FOR MORE INFORMATION OR TO SUBMIT YOUR PLAN FOR THE SFS PROGRAM:

Contact your local CDFA Animal Health Branch District office or contact the SFS email.

Headquarters in Sacramento - (916) 900 - 5002

Redding District - (530) 225 - 2140

Modesto District - (209) 491 - 9350

Tulare District - (559) 331 - 3669

Ontario District - (909) 947 - 5932

Sick Bird Hotline/California Avian Health Educational Network - (909) 947 - 4462

SFSpermits@cdfa.ca.gov



Instructions

Instructions for the Biosecurity Manager: Use of this template will speed up the approval process and ensure all required information is included within the plan. The Biosecurity Manager or Coordinator should develop the plan by providing all requested information and ensure the information is premises-specific. Labeled premises maps, standard operating procedures (SOP), and Logs must be included within the document, by using the Biosecurity Plan Supplements document (found on the CDFA Secure Food Supply website) or as an appendix.

NOTES ON USING THE FORMATTED TEMPLATE:

- Each section of the template includes a description of the topic and/or definitions for terms within the topic, a list of specific requirements, and guided questions to be completed by the Biosecurity Manager or Biosecurity Coordinator.
- All sections and questions must be completed and answered.
- If a section does not apply to the premises (e.g., not all premises share personnel), write “Not Applicable” and explain why.
- Questions that ask for a description should be answered with detailed procedural steps on how the task will be completed.
- Information and SOPs can be typed directly into the box or copied and pasted from another pre-written document.
- If the provided text box does not provide sufficient space to include all the requested information, add-on pages can be found within the “Biosecurity Plan Supplemental Document” found on the CDFA Secure Food Supply website in the California Resources section. For each question on the supplement form, include the Premises Name, National Premises Identification Number (NPIN), and question number.
- Logs can be submitted as a separate document in either Microsoft Word or Adobe PDF format. The Logs need to be properly labeled to identify the section requirement as well as include the premises name and NPIN.
- An example plan, logs, and SOPs can be found in the CDFA Resources section on <https://www.cdfa.ca.gov/ahfss/SecureFoodSupply.html>.
- For easier navigation, click the bookmark icon on the right-hand side of the page:



Before you begin, you will need to have a National Premises Identification Number (NPIN).

An NPIN is a unique number for each premises that is based upon the 911 physical address. This number is used for disease monitoring and movement permit issuance during an outbreak. Contact your CDFA District office for assistance in obtaining an NPIN.



A. General Premises Description

Premises Property Line is defined as the legal property boundary. This may or may not be fenced. The premises property line will form the outer edge of the premises/property.

An **Access Point** is any point where access is controlled. Access points can be used for crossing into or out of the premises property line or a Line of Separation(LOS).

NPIN:

Premises GPS Coordinates:

Latitude, Longitude

Premises address:

1. Operation Description:

A-1.1. Operation type: Poultry Slaughter Facility

A-1.2. Organic designation: Yes ☐ No ☐

A-1.3. Species:

A-1.4. Are live poultry raised on the same premises as the slaughter facility? Yes ☐ No ☐

2. Location:

A-2.1. Provide a general description of the geographic location (municipality, surrounding public roads, and neighboring properties). Specify what is located to the north, south, east, and west.



3. Premises Property Line:

A-3.1. Describe the premises property line. Make sure to include the type of fencing, gates, natural barriers, or geographic markers used to identify and distinguish the premises from neighboring properties. Include all vehicle/pedestrian Access Points used to enter or exit the premises. Label the premises property line on the map in Section 3.

A-3.2. List and describe any other businesses located on the property, such as but not limited to a rented space. If none, write N/A:



4. Premises Connections and Contacts:

A-4.1. List all premises with a direct connection to or affiliation with this premises and all premises owned by the same company. This list should include premises supplying poultry to be slaughtered and processed.

Premises Name	Premises Type	NPIN	Address	Primary Contact's Phone Number



A-4.2. Please complete the following table with all requested information on Service Providers:

Type of Service	Provider Name	Provider Phone	Provider Address
Trash Hauler			
Landfill			
Pest Control			
Renderer			
Other:			
Other:			
Other:			

5. Premises Disinfectants:

A-5.1. Please complete the following table with all requested information on Disinfectants used on the premises:

Purpose of Disinfectant	Disinfectant Name (first choice)	Disinfectant Name (back up choice)
Foot Bath		
Vehicle C&D		
Equipment C&D		
Other:		
Other:		



B. Biosecurity Requirements

1. Biosecurity Responsibility

*The designated **Biosecurity Manager** is an individual who has been assigned to develop and implement enhanced biosecurity procedures for the premises. For corporations with multiple slaughter premises, a **Biosecurity Coordinator** can be designated at the company and farm levels. Designation of a Biosecurity Manager/Coordinator and an alternate designee who are knowledgeable and practiced in enhanced biosecurity principles and procedures ensures the premises has an appointee responsible for the implementation of biosecurity practices, training of personnel, and someone to serve as the contact for outside agencies.*

General Requirements:

- The Biosecurity Manager or Coordinator is responsible for developing and implementing the site-specific enhanced biosecurity plan as well as evaluating and revising the premises Enhanced Biosecurity Plan at least once during each calendar year and whenever there are changes in the premises that may affect the compliance with the plan. Revised plans will need to be reviewed and approved by the program regulatory agency if significant changes are made, at the time of the audit, or at the time of activation.
- The Biosecurity Manager or Coordinator is responsible for maintaining records of the enhanced biosecurity reviews and trainings.
- The Biosecurity Manager or Coordinator must be trained in the principles of biosecurity. Additionally, the Biosecurity Manager and/or Coordinator must complete refresher training.
- The Biosecurity Manager must complete and maintain records of their continuing education biosecurity training.

In the event of an animal disease outbreak, the Biosecurity Manager, Coordinator, or Designee will:

- Review the Enhanced Biosecurity Plan to ensure accuracy and relevancy with current operations.
- Activate and manage the site-specific enhanced biosecurity requirements of this plan during an FAD/NAD outbreak.
- Inform individuals entering the premises of the biosecurity protocols they are to follow in a language they understand.
- Implement corrective actions to the site-specific Enhanced Biosecurity Plan and procedures as required by regulatory officials, the Incident Management Team (IMT), or their designee.



B-1.1 List the names and contact information for the Biosecurity Manager, the Designee, and the Biosecurity Coordinator involved with the premises biosecurity management.

	Biosecurity Manager	Biosecurity Manager Designee	Biosecurity Coordinator (optional)
Name			
Phone			
Email			

B-1.2 Describe the Biosecurity Manager's, Coordinator's and/or Designee's relevant training and experience:



2. Training & Training Log

*A **Biosecurity Training Log** is a record keeping tool used to document employee training. Successful completion of training results in employees who understand biosecurity principles and can effectively maintain adherence to the premises approved SOP's. The training log becomes a permanent record in the Biosecurity Training Logbook and is incorporated into the Premises Enhanced Biosecurity Plan.*

General Requirements:

- All training must include site-specific procedures outlined in this document.
- All owners and personnel entering the Line of Separation (LOS) must complete training on all sections of this Enhanced Biosecurity Plan.
- Training for the entire Enhanced Biosecurity Plan must be completed at least annually.
- New employees must complete the entire Enhanced Biosecurity Plan training upon hire.
- Training logs must, at a minimum, include training title, training date, and all trainer and trainee names and signatures.

The Biosecurity Manager, Coordinator, or Designee will:

- Inform all visitors entering the premises LOS of the biosecurity protocols they are to follow in a language they understand.
- Document all training events in the Biosecurity Training Log.

B-2.1 Describe how the above training requirements will be met for EMPLOYEES:

B-2.2 Describe how the above training requirements will be met for VISITORS:



3.Line of Separation

Line of separation (LOS) is a functional zone with a distinguishable outer boundary that includes all biosecure areas of the premises. The LOS does not need to extend to the premise property line, and in most cases the LOS outer boundary is a smaller defensible area of the premises. The LOS is comprised of the essential buildings and high traffic areas involved in the daily function of the slaughter premises. Inside the LOS is considered the cleanest location on the premises and should be protected from the areas outside the LOS, which are considered dirty. During activation of the Enhanced Biosecurity Plan, the LOS will need to be visibly marked with proper signage and consist of a physical barrier to prevent access except through designated access points. The LOS should be illustrated on the premises maps.

LOS Access Points are clearly marked and controlled vehicle and pedestrian entry and exit points at the LOS during the Enhanced Biosecurity Plan activation.

Premises signage includes multilingual signs that are clearly visible and readable to all personnel and visitors upon entrance and within the premises. The proper use of signage will help prevent the spread of disease by restricting movement of personnel and visitors onto the premises and by limiting access to biosecure areas within the LOS.

LOS Requirements:

- The site-specific Enhanced Biosecurity Plan should describe and illustrate on a map the boundaries of the LOS and location of all LOS Access Points.
- Each map should have its own legend with the information shown in the example legend. Additional maps may be included to further support the information provided in the plan.
- The enhanced biosecurity plan should clearly describe all biosecurity procedures that employees, suppliers, visitors, vehicles, and equipment must follow when entering and leaving the LOS.
- The perimeter of the LOS must consist of a physical barrier that restricts movement into and out of the LOS except through the LOS Access Point.
- All LOS must have clearly marked and easily identifiable Access Points.
- All LOS Access Points that are not designated Access Points will be locked to prevent entry of vehicles and pedestrians.
- Access across the LOS should be restricted to essential and authorized personnel only.
- The LOS Access Point must contain a vehicle cleaning and disinfection (C&D) station, PPE station, trash bin for PPE disposal, footwear disinfection station, hand sanitization station, and visitor log.
- Personnel accessing the LOS requires at a minimum a use of footbath, hand sanitizer, and changing into new PPE.
- Employees and visitors must be trained in and follow procedures for entering the LOS and for knowing who has access to the LOS when enhanced biosecurity is activated.
- Premises-specific employee movements that may present an increased disease risk should be identified and mitigated within the plan.

**Premises Maps (Examples):**

At a minimum, you will need to have at least three (3) maps of your premises:

1. Birds Eye View
2. Premises Structures
3. Biosecurity Measures *

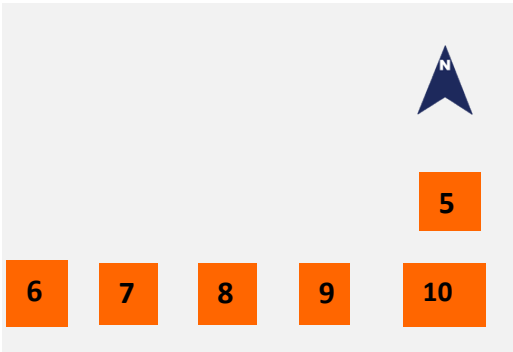
Please create and submit the maps as a separate document.

A map tutorial video showing step-by-step how to create the maps can be found in the CDFA resources section of the webpage: <https://www.cdfa.ca.gov/ahfss/SecureFoodSupply.html> . An *editable word document for map creation can be emailed to you if you contact* sfspermitting@cdfa.ca.gov .



Image 2: Premises Structures

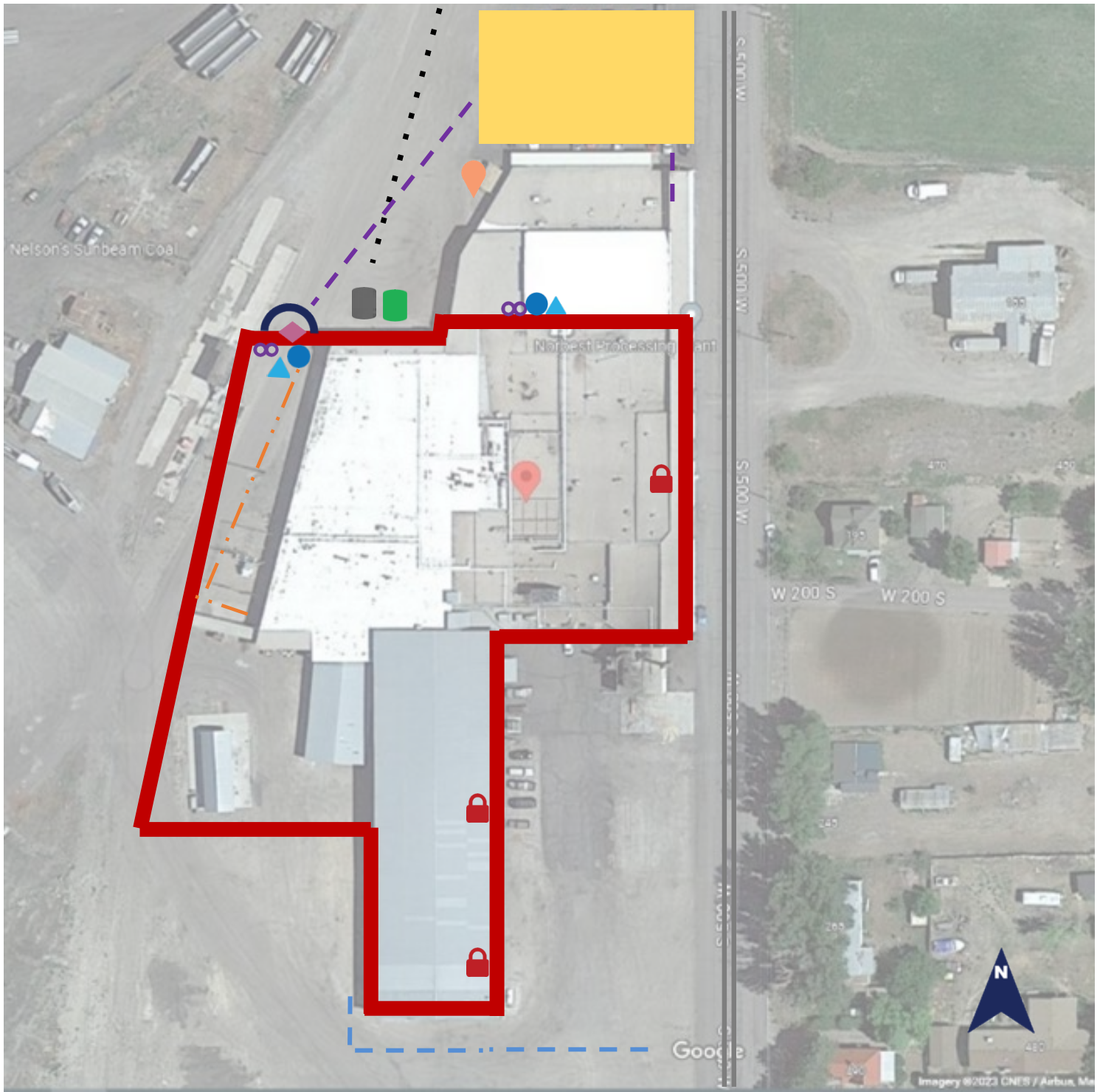
This image allows identification of all the structures on the premises.






















List of structures on the premises:

1	[Front Office]	6	[xxxxx]
2	[Processing Area]	7	[xxxxx]
3	[Cage Cleaning]	8	[xxxxx]
4	[Storage shed]	9	[xxxxx]
5	[xxxxx]	10	[xxxxx]

This image illustrates the layout of premises and detailed information about the biosecurity measures. Please include the items listed in the legend to identify biosecurity measures and traffic flows on your premises.





	Line of Separation (LOS)		Non-essential Pick-ups/Deliveries
	LOS Access Point(s)		Employee/Visitor Parking
	Reusable Equipment C&D		Propane Tank
	Locked Gates or Doors		Compass
	Vehicle C&D stations		Public Road
	Full PPE Stations		Foot Traffic
	Hand Sanitizing		Rendering Traffic
	Foot Bath Stations		Live Animal Traffic
	Garbage Barrel or Dumpster		Finished Product Traffic
	Rendering Pick Up		

Note: Use the icons that indicate your biosecurity and managements practices. Some icons may not apply to your operation.



B-3.1. Describe how the LOS are visibly indicated (physical barrier) during Enhanced Biosecurity Plan activation:

B-3.2. Describe the setup of ALL LOS Access Points (i.e., what is included in the Access Point such as C&D station, PPE dispensary, gates, etc.) during Enhanced Biosecurity Plan activation:

B-3.3. Describe who can cross the LOS during Enhanced Biosecurity Plan activation:



B-3.4. Provide the specific standard operating procedure (SOP) for employees entering and leaving the LOS during Enhanced Biosecurity Plan activation (i.e. use of PPE, foot bath, hand sanitizer, etc.):

B-3.5. Provide procedures (SOP) for VISITORS and SUPPLIERS entering and leaving the LOS during Enhanced Biosecurity Plan Activation:

B-3.6. Provide the specific procedures (SOP) for SUPPLIES and EQUIPMENT crossing into the LOS during Enhanced Biosecurity Plan activation:

**Signage Requirements:**

- The premises must post clearly visible signs at frequent intervals around the entire property line and LOS outer boundary to indicated entry for authorized personnel only.
- All premises LOS Access Points (gates and personnel entrances) will have signage to clearly convey entry allowance only for authorized personnel.
- Multilingual signage must be used when appropriate.

B-3.7. Indicate applicable signage used at the property line and LOS outer boundary:

- ☐ Biosecurity Area – No Unauthorized Entry
- ☐ No Trespassing
- ☐ All Visitors – Call the Office prior to Entry
- ☐ Other: Please Specify:

B-3.8. Describe where multilingual signs will be used during Enhanced Biosecurity Plan activation:



4. Personnel

An **Employee** is anyone who works on the premises on a temporary or full-time basis including biosecurity managers, Food Safety Inspection Services (FSIS) staff, and premises owners and managers.

A **Shared Employee** is an employee who works at multiple poultry premises.

A **Visitor** is anyone who is not an employee and includes, but is not limited to, haulers of essential items, service providers, repair personnel, and regulatory staff (from the IMT).

Personal protective equipment (PPE) is equipment worn to minimize exposure to a variety of hazards and to prevent the transfer of infectious agents between facilities or from one area on the premises to another. PPE can be either disposable or reusable.

A **footwear disinfection station** is a designated area where footwear can be cleaned and disinfected. This is commonly referred to as a foot bath and can be either wet or dry.

Personal Protective Equipment

Upon the activation of the Enhanced Biosecurity Plan, our premises will use the following PPE:

Reusable ☐ Disposable ☐ Both ☐

Reusable PPE Requirements during activation of Biosecurity Plan

- The Enhanced Biosecurity Plan must include procedures for the proper use of reusable PPE for employees and visitors.
- PPE dispensaries and trash bins must be located at each LOS access point.
- All reusable PPE is in good condition and free of holes, cracks, or other signs of excessive wear. Damaged items will be removed from circulation.
- If reusable PPE must leave the site (e.g., for laundering) you must demonstrate all risks are mitigated.
- Reusable PPE and employee street clothing must always be kept separate. If dedicated street clothing is utilized as PPE, it must be marked and easily identified as premises-specific reusable PPE and treated as reusable PPE.
- C&D procedures are in place for all reusable PPE (SOP must be included).
- Reusable footwear will remain inside the LOS when not in use and undergo C&D after each use.

B-4.1. List the types of reusable PPE utilized during Enhanced Biosecurity Plan activation:

**B-4.2. Who will utilize the reusable PPE during Enhanced Biosecurity Plan activation?****B-4.3. Provide the procedures (SOP) for when and/or after which job duties employees are required to change into clean reusable PPE during Enhanced Biosecurity Plan activation:****B-4.4. Provide the procedure (SOP) for laundering of reusable PPE during Enhanced Biosecurity Plan activation:**



B-4.5. Provide the procedure (SOP) for the C&D of reusable footwear at the end of a shift during Enhanced Biosecurity Plan activation:

B-4.6. Provide the protocol (SOP) for checking the condition of reusable PPE during Enhanced Biosecurity Plan activation:

Disposable PPE Requirements during activation of Enhanced Biosecurity Plan:

- The Enhanced Biosecurity Plan must include procedures for the proper use of disposable PPE for employees and visitors.
- PPE Dispensaries are stocked with a minimum of 10 sets of disposable PPE for each disposable PPE type utilized by the premises.
- PPE dispensaries and disposal bins are located at each LOS Access Point.
- Used disposable PPE will be bagged and sealed prior to removal from the premises.
- All Visitors must be trained on the proper use of disposable PPE.

B-4.7. List the types of disposable PPE utilized during Enhanced Biosecurity Plan activation:



B-4.8. Describe or list who will utilize the disposable PPE during Enhanced Biosecurity Plan activation:

B-4.9. Provide the procedures (SOP) for when and after which job duties employees are required to change into fresh disposable PPE during Enhanced Biosecurity Plan activation:

B-4.10. Provide the protocol (SOP) for removing used PPE from the premises during Enhanced Biosecurity Plan activation:



B-4.11. Does your premises have a policy prohibiting employees from exposure to poultry or other avian species (including prohibition of owning and keeping birds at their residence)?

Yes ☐

No ☐

B-4.12. Provide the procedures (SOP) for ONSITE DEDICATED PERSONNEL/EMPLOYEES entering the LOS who have had contact with poultry or avian species during Enhance Biosecurity Plan activation:

B-4.13. Describe the procedures (SOP) for VISITORS entering the LOS who have had contact with poultry or avian species during Enhanced Biosecurity Plan activation:

**Hand washing and sanitizing stations requirements during activation of Enhanced Biosecurity Plan:**

- Every PPE dispensary located at an LOS Access Point requires a functioning hand sanitization station.

B-4.14. Provide the procedure (SOP) for checking and restocking the hand sanitizer stations during Enhanced Biosecurity Plan activation:**Footwear Disinfection Station Requirements:**

- All individuals who enter or leave the LOS through an active access point will ensure that visible contamination on their footwear, clothing, or exposed skin does not enter or exit the premises.
- All LOS Access Points will have a footwear disinfection station.
- Footwear disinfection station placement will ensure the station will not be bypassed.
- A maintenance log for the footwear disinfection stations must be kept.
- Disinfectant will be changed and checked for proper concentration per manufacturer instructions, or more frequently if it appears dirty.
- All employees are trained on the proper use and maintenance of footwear disinfection stations and will be recorded in the Biosecurity Training Log.
- All visitors must be trained on the proper use of the footwear disinfection stations with the training noted in the visitor log.



B-4.15. Describe biosecurity requirements (e.g., condition of clothes, personal vehicle, general cleanliness) for employees arriving at work during Enhanced Biosecurity Plan activation:

B-4.16. Provide the procedure (SOP) for the set up and placement of footwear disinfection stations during Enhanced Biosecurity Plan activation:

B-4.17. Provide the procedures (SOPs) for footwear disinfection station maintenance during Enhanced Biosecurity Plan activation:



B-4.18. Describe the location of the footwear disinfection station maintenance log during Enhanced Biosecurity Plan activation:

Visitor Requirements:

- Visitors will always be accompanied by an employee and have limited access to the premises. No unauthorized access will be allowed.
- Management will maintain a visitor log that is available for review.
- Management will maintain an animal/product movement log that verifies and records Product Movement Permit information and documents the number and origin of animals delivered to the premises.
- All authorized visitors entering the LOS will have reviewed the visitor biosecurity protocol and signed the Visitor Log, acknowledging their understanding and willingness to abide by these protocols.

B-4.19. Provide your procedures (SOP) for accepting and allowing visitors to enter the LOS during Enhanced Biosecurity Plan activation:



B-4.20. Describe the location of the Visitor Log and Product Movement Log during Enhanced Biosecurity Plan activation:

Hauler Biosecurity Requirements during activation of Enhanced Biosecurity Plan:

- Haulers who enter the LOS must follow all biosecurity protocols established for visitors.
- Haulers delivering live animals from the control area must possess a valid Product Movement Permit.
- Deliveries of live animals within a Control Area will be for single premises only.
- All haulers entering the LOS should remain inside the cab of the truck when possible.
- If the hauler must exit the cab, they must don PPE, footwear, disposable coveralls, utilize a spray disinfectant for their footwear and apply hand sanitizer. PPE will be disposed of when the hauler exits the LOS.

B-4.21. Provide the procedures (SOP) for all HAULERS ENTERING THE LOS during Enhanced Biosecurity Plan activation:



B-4.22. Provide the procedures (SOP) for all HAULERS WHILE THEY ARE INSIDE the LOS during Enhanced Biosecurity Plan activation:

B-4.23. Provide the procedures (SOP) for all HAULERS EXITING THE LOS during Enhanced Biosecurity Plan activation:



5. Wild Birds, Rodents, and Insects

*The term **pest** (in the SFS Program) includes insects, rodents, wild birds, stray poultry.*

Requirements:

- All federal and state regulations must be met and implemented unless otherwise directed by the IMT.
- All control measures for pests including mechanical traps, bait stations, and approved chemicals must be documented in a pest control plan.
- Monitoring activities must be documented in the premises' Pest Control Log.

B-5.1. Provide the PROCEDURES (SOP) for pest control during Enhanced Biosecurity Plan activation:

B-5.2. Describe how pest monitoring and control measures are documented during Enhanced Biosecurity Plan activation:



6. Equipment and Vehicles

Reusable Equipment is equipment that leaves the LOS, such as transport cages, and must undergo cleaning and disinfection before it is to premises of origin.

Disposable Equipment is equipment that is meant for single use and then disposed of as waste.

Shared Equipment and Supplies are supplies and equipment that are used at multiple premises such as vehicles, tools, machinery, racks, and supplies. During enhanced biosecurity activation, equipment and supply sharing will be prohibited unless granted an exemption. If granted an exemption, all premises sharing equipment and supplies could be treated as single premises. If one of the premises is not in compliance with all enhanced biosecurity requirements, all premises sharing equipment and supplies will also be considered out of compliance.

Paperwork/Information Transfer refers to the sharing of documentation when haulers arrive on your premises. This may be completed through forms and paper documents or by means of electronic information transfer. Electronic information transfers should be practiced whenever possible. If hard-copy paperwork is still necessary, then a bio secure method of transfer should be implemented to avoid transfer of disease via the handling of physical forms and documents.

Essential Pick-ups and Deliveries are for items that are essential to the function of your premises (e.g., product movement). Tracking movement for essential pick-ups and deliveries allows for trace-back/trace-forward and containment of high-risk material.

Non-essential Pick-ups/Deliveries are items that do not require the hauler to cross into the LOS and can be dropped off in a designated location outside of the LOS. Limiting movement of items across the LOS avoids accidental transfer of disease-causing agents moving between facilities from carriers such as UPS, FedEx, and USPS.

Vehicle cleaning and disinfection (C&D) refers to the standing mandatory procedures to ensure thorough C&D for all personnel and vehicular traffic entering and exiting the LOS.

Shared C&D Wash Stations are noncommercial wash stations that are used by multiple premises and may be implemented to minimize financial, or labor costs associated with vehicle disinfection. If a premises is in a Control Area and shares a C&D wash station with other premises, all premises participating in a shared wash station could be treated as single premises. If one of the premises is not in compliance with all biosecurity requirements, all premises sharing the wash station will also be considered out of compliance.

Haulers refers to all vehicles that deliver or pick up materials from your premises. These include, but are not limited to, live animals, trash pickup, and equipment/supply/feed deliveries.

Dedicated Personnel refers to personnel who are dedicated to performing the same job duties every day of their work schedule.

**Reusable Equipment Requirements:**

- Use of reusable equipment could be restricted. Premises receiving approval will be allowed the use of reusable equipment if the following conditions are met:
 - All reusable equipment must be able to be disinfected and not have any wood present (equipment should be constructed of non-porous materials).
 - All reusable equipment must be C&D prior to exiting the LOS and returned to premises of origin.
 - All conditions of the product movement permit must be met.

B-6.1. List all reusable equipment your premises will utilize during Enhanced Biosecurity Plan activation (i.e., holding cages, transport cages, knives, plucker, trash bins?):

B-6.2. Describe the location for the C&D of reusable equipment during Enhanced Biosecurity Plan activation:

B-6.3. Provide the procedures (SOP) for the C&D of ALL REUSABLE EQUIPMENT entering and exiting the LOS during Enhanced Biosecurity Plan activation:

**Disposable Equipment Requirements:**

- Deliveries of disposable equipment must take place in accordance with the approved enhanced biosecurity protocols.
- Disposable equipment must be stored in a clean location and may not be shared with any other premises.
- Once disposable equipment contacts poultry or poultry products, it cannot be reused or placed back into inventory.
- Wood pallets are disposable equipment and may not be reused during activation of the Enhanced Biosecurity Plan.

B-6.4. List all disposable equipment your premises will utilize during Enhanced Biosecurity Plan activation:**B-6.5. Describe how and where the disposable equipment will be STORED during Enhanced Biosecurity Plan activation:**



B-6.6. Describe how the disposable equipment will be DISPOSED of during Enhanced Biosecurity Plan activation:

Essential Pickups and Delivery Requirements:

Upon activation of the Enhanced Biosecurity Plan, your premises will:

- Only allow essential pick-ups/deliveries through the LOS Access Points after thorough C&D.
- Clearly post signage mandating driver to contact the Biosecurity Manager or Designee for entry approval.
- The Biosecurity Manager or Designee must:
 - Perform or observe and verify proper and thorough vehicle C&D vehicle during LOS Access Point entry and exit.
 - Instruct the hauler/driver on hauler and visitor biosecurity protocols.

B-6.7. Provide your procedures (SOP) for essential deliveries and pickups during Enhanced Biosecurity Plan activation:



Upon activation of the Enhanced Biosecurity Plan, movement goals for essential pickups and deliveries must be adjusted to avoid transfer of disease among facilities. Please complete the following table.

B-6.8. List the ESSENTIAL DELIVERY ITEMS from highest priority to lowest priority below:

Priority Rank	Material (e.g., Live Animals, reusable equipment/pallets, etc.)	Sender name, address, and contact information
1		
2		
3		
4		
5		
6		
7		

B-6.9. List the ESSENTIAL PICK-UP ITEMS from highest priority to lowest priority below:

Priority Rank	Material (e.g., supplies, disposable equipment, laundered PPE...)	Recipient name, address, and contact information
1		
2		
3		
4		
5		
6		
7		

**Non-Essential Delivery Requirements:**

- Designate a non-essential pick-up and delivery area that is located outside of the LOS.
- Clearly post signage designating the location for non-essential pick-up and delivery.
- Clearly post signage mandating the driver to contact the Biosecurity Manager or Designee upon delivery with appropriate phone numbers.
- All deliveries to the non-essential delivery area should undergo proper and thorough C&D before being moved into the LOS when applicable.

B-6.10. Provide the procedure (SOP) for the location and C&D of the non-essential delivery items before they are moved into the LOS during Enhanced Biosecurity Plan activation:

Vehicle and Equipment C&D Requirements:

Upon the activation of the Enhanced Biosecurity Plan, your premises will:

- Ensure that all vehicles and equipment entering and leaving the LOS will go through C&D, including cargo exterior and interior, wheel wells, undercarriage, and tires.
- Vehicles and equipment with excessive contamination will be denied entry.
- Ensure that premises management and/or the Biosecurity Manager or Designee validates and verifies the performance of proper and thorough C&D, PPE use/change, and logging requirements/protocols are met prior to allowing premises access.

B-6.11. What is the type of vehicle C&D station located at the LOS access Point during Enhanced Biosecurity Plan activation?

Manual ☐

Automated ☐

Shared offsite ☐



B-6.12. Provide the procedures (SOP) for the SETUP of all vehicle C&D Stations during Enhanced Biosecurity Plan activation:

B-6.13. Describe all vehicle C&D WASH PAD SURFACE types (i.e., concrete, gravel etc.) used during Enhanced Biosecurity Plan activation:

B-6.14. List all EQUIPMENT kept and maintained at the vehicle C&D station during Enhanced Biosecurity Plan activation. (PPE, brushes, hoses, buckets, power washer, proportioner valve, pump sprayer disinfectant):



B-6.15. Describe the location of the vehicle C&D maintenance log during Enhanced Biosecurity Plan activation:

B-6.16. Provide the procedure (SOP) for vehicle and equipment C&D while crossing the LOS during Enhanced Biosecurity Plan activation:

B-6.17. Are there DEDICATED PERSONNEL for the vehicle C&D stations during Enhanced Biosecurity Plan activation?

Yes ☐

No ☐



B-6.18. If there aren't any dedicated personnel, provide the procedures (SOP) detailing how the premises multi-tasked personnel will move to/from the C&D station to within LOS without spreading contamination (i.e., use and cleaning of PPE and cleaning and hygiene of personnel) during Enhanced Biosecurity Plan activation:

Information Transfer Requirements:

Upon the activation of the Enhanced Biosecurity Plan, your premises will:

- Use electronic transfer of information via email, camera images, etc. for the documentation of all movements.
- Implement a biosecure method of transfer if hard-copy paperwork transfer is required.
- Retain all Enhanced Biosecurity Plan related paperwork for a minimum of three years.

B-6.19. Provide the premises biosecurity procedures (SOP) for paperwork and information transfer during Enhanced Biosecurity Plan activation:



7. Mortality & High-Risk Material Disposal

High Risk Materials refers to materials that present a risk for spreading disease agents such as dead animals; animal products; rendering material, disposable equipment supplies, and PPE.

Waste Materials refers to materials that have a lower risk or disease spread including trash, packing supplies, etc. Waste materials are typically disposed of directly into a trash or garbage bin.

Requirements:

- High Risk Material should be collected daily, stored, and disposed of in a manner that does not attract wild birds, rodents, insects, and other animals, and minimizes the potential for cross-contamination from other facilities or between premises.
- Disposal of high-risk material should be described in the Enhanced Biosecurity Plan.
- A disposal plan includes the details of how high-risk materials (e.g., rendering material, animal products, disposable equipment supplies, PPE, and waste materials) will be disposed of and/or removed from your premises to prevent the spread of disease during an animal disease outbreak.
- In the event of an animal disease outbreak that requires activation of your Enhanced Biosecurity Plan, additional biosecurity measures for the disposal of high-risk materials may be required. The IMT may specify additional disposal requirements for high or at-risk premises.
- Disposal of high-risk material will require a product movement permit.

B-7.1. Provide the procedures (SOP) for High-Risk Material disposal during Enhanced Biosecurity Plan activation:



B-7.2. Provide the biosecurity procedures (SOP) for WASTE MATERIAL disposal during Enhanced Biosecurity Plan activation:

B-7.3. Specify the number of days for each of the following:

- **Storage of high-risk materials (rendered material/or other animal products):**

days

- **How often are high-risk materials picked up?**

Weekly ☐ Bi-weekly ☐ Monthly ☐ Other:

B-7.4. Are employees trained in biosecurity procedures for disposal of high-risk materials?

Yes ☐ No ☐



C. Acronyms

C&D	Cleaning and Disinfection
CDFA	California Department of Food and Agriculture
FAD	Foreign Animal Disease
HPAI	Highly Pathogenic Avian Influenza
IMT	Incident Management Team
LOS	Line of separation
NAD	Notifiable Animal Disease
NPIN	National Premises Identification Number
PMP	Product Movement Permit
PPE	Personal Protective Equipment
SFS	Secure Food Supply
SOP	Standard Operating Procedure
USDA	United States Department of Agriculture