



# Bio- Security Management Plan

For Equine Event Committees

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# Guidelines for horses and other livestock

Recommended situation at the venue

1. The health status of horses is known.
2. Horse movement is managed to minimise the transfer of disease – both on, off and within the venue.
3. Horses are prepared for travel before arriving at the venue, or before leaving.
4. The health status of other livestock is considered as part of horse health management.
5. Sick or suspect horses are separated, or refused entry.

**1. How do you currently manage the health of horses residing at the venue?**

**2. What steps can you take to improve horse health**

**Additional threats from horses entering the venue**

**Potential risks of disease transfer from horses leaving the venue**

Where are you now?  Ideal  Nearly there  Just beginning  Haven't thought about it

# Guidelines for vehicles, equipment, feed and bedding

*VEHICLES, EQUIPMENT, FEED AND BEDDING MOVEMENT ON TO, WITHIN, AND LEAVING THE VENUE IS MANAGED TO PREVENT TRANSFER OF DISEASE.*

*3. What procedures do you currently use to manage vehicles, equipment, feed and bedding?*

*4. What steps can you take to improve your management of vehicles, equipment, feed and bedding?*

*Potential threats of disease transfer from vehicles, equipment, feed and bedding leaving the venue*

*Additional threats from vehicles, equipment, feed and bedding entering the venue*

Where are you now?



Ideal



Nearly there



Just beginning



Haven't thought about it

# Guidelines for People

*PEOPLE COMING ONTO THE VENUE, MOVING WITHIN AND LEAVING THE VENUE ARE MANAGED TO PREVENT TRANSFER OF DISEASE.*

**5. How do you currently manage people coming onto, moving within and leaving the venue?**

**6. What steps can you take to improve your management of people coming onto, moving within and leaving the venue?**

***Additional threats from people entering the venue***

***Potential threats from people leaving the venue***

Where are you now?  Ideal  Nearly there  Just beginning  Haven't thought about it

# Guidelines for venue design

*VENUE DESIGN FACILITATES HORSE HEALTH (BIO-SECURITY) PRACTICES FOR GENERAL OPERATIONS.*

**7. How does the current venue design assist you to manage horse health?**

**8. What steps can you take to improve the venue design?**

**Additional threats relating to venue entrance**

**Potential threats relating venue exit**

Where are you now?  Ideal  Nearly there  Just beginning  Haven't thought about it

# Guidelines for pests, waste and stock disposal

- WASTE MANAGEMENT PRACTICES FOR MOVEMENT, COLLECTION AND STORAGE, TO MINIMISE DISEASE TRANSFER — INCLUDING WATER.
- PEST ANIMALS AND VERMIN ARE IDENTIFIED AND A CONTROL PROGRAM PUT IN PLACE.
- A PLAN FOR THE DISPOSAL OF DECEASED HORSES.

9. *How do you currently manage pests, waste and stock disposal?*

10. *What steps can you take to improve your management or venue design?*

*Additional threats relating to pests, waste and stock disposal*

Potential threats relating to pests, waste and stock disposal

Where are you now?  Ideal  Nearly there  Just beginning  Haven't thought about it

# Guidelines for record keeping

*RECORD KEEPING PROCEDURES FOR VENUE OPERATIONS ARE UP-TO-DATE.*

**11. How do you currently manage record keeping?**

**12. What steps can you take to improve your management?**

**Additional consideration relating to stock/feed/personnel/ equipment entering the venue**

**Potential threats relating to stock/feed/ personnel/ equipment leaving the venue**

Where are you now?



Ideal



Nearly there



Just beginning



Haven't thought about it



# Guidelines for training of personnel

*TRAINING RECORDS OF VENUE PERSONNEL ARE KEPT*

**13. How do you currently manage staff/volunteer training programs?**

**14. What steps can you take to improve your management?**

***Threats/risks from new staff and volunteers***

***Threats/risks from staff/volunteers leaving***

Where are you now?



Ideal



Nearly there



Just beginning



Haven't thought about it

# Guidelines for information provision

INFORMATION IS PROVIDED ON VENUE HORSE HEALTH PRACTICES

15. How do you currently manage information provision?

16. What steps can you take to improve your provision of information?

*Incoming threats*

*Outgoing threats*

Where are you now?  Ideal  Nearly there  Just beginning  Haven't thought about it

# STEP 2 – Summary of Results

In the following table, record your rating for each topic,  
then assign each an action and a HIGH, MEDIUM or LOW ranking.

	Ideal	Nearly there	Just beginning	Haven't thought about it	Ranking
<b>Guidelines for horses and other livestock</b>					
1. The health status of horses is known.					
2. Horse movement is managed to minimise transfer of disease on, off and within the venue).					
3. Horses are prepared for travel.					
4. The health status of other livestock is considered.					
5. Sick or suspect horses are separated.					
<b>Guidelines for vehicles, equipment, fodder and bedding</b>					
6. Vehicles, equipment, feed and bedding movement onto, within and leaving the venue is managed to prevent the transfer of disease.					
<b>Guidelines for people</b>					
7. People coming onto the venue, moving within and leaving the venue are managed to minimise disease transfer.					
<b>Guidelines for venue design</b>					
8. Venue design facilitates horse health (bio-security) practices for general operations.					
<b>Guidelines for pests, waste and stock disposal</b>					
9. Waste management movement, collection and storage practices minimise disease transfer – including water.					
10. Pest animals and vermin are identified and a control program put in place.					
11. A plan exists for the disposal of deceased horses.					
<b>Guidelines for record keeping procedures</b>					
12. Records for venue operations are up-to-date.					
<b>Guidelines for training of staff and volunteers</b>					
13. Training records of venue personnel are kept.					
<b>Guidelines for information about horse health practices</b>					
14. Information is provided on venue horse health practices.					
<b>Guidelines for Horses Hendra Status</b>					
15. Bio security operations are put in place					

# Step - 3

## Horse Venue Bio-security Action Plan Template

Name of Venue:  
Vision Statement (aim or goal)

<b>Short Term</b>				
	LIST THE CHANGES YOU CAN IMPLEMENT THIS YEAR. <b>Risks ranked EXTREME or HIGH must be attended to.</b> Action: Steps needed to achieve the action:			
When to do it	Start date	Responsibility	Any special notes, additional resources, training,etc.	Action completion date
How will monitoring and recording take place?				
Review date				

# Horse Venue Bio-security Action Plan Template

Name of Venue:  
Vision Statement (aim or goal)

<b>Long Term</b>				
<p>LIST THE CHANGES YOU CAN IMPLEMENT THIS YEAR.  <b>Risks ranked EXTREME or HIGH must be attended to.</b>            Action:            Steps needed to achieve the action:</p>				
When to do it	Start date	Responsibility	Any special notes, additional resources, training,etc.	Action completion date
How will monitoring and recording take place?				
Review date				

# Emergency Animal Disease (EAD) Action Plan

This document details the actions and responsibilities that are necessary in the event of an emergency disease outbreak.

## [A] Important Contact Details

	Name	Contact Number
Property name or PIC number		
Manager		
Person responsible for the EAD Action Plan		
Consultant veterinarian		
District veterinary officer		
Emergency Animal Disease Watch Hotline		1800 675 888

## [B] Management Commitment

Management undertakes that unfamiliar signs of disease will be investigated, and the following actions undertaken, without delay, if an emergency disease is suspected.

## [C] Action Plan

*Develop an action plan allocating responsibilities to relevant personnel.*

1. Contact the relevant authority through the district veterinary officer or the Animal Disease Watch Hotline – 1800 675 888.  
**Responsibility:**
2. Follow all instructions as directed by the relevant  
**Responsibility:**
3. Do not dispatch any livestock from the farm until authorised by the relevant authority.  
**Responsibility:**
4. Ensure suspect livestock are isolated within the Venue.  
**Responsibility:**
5. Ensure movement of all other livestock within the Venue, and surrounds, is  
**Responsibility:**
6. Ensure companion animals of the suspect livestock are segregated from other livestock.  
**Responsibility:**
7. Delay or halt the movement of livestock onto the venue.  
**Responsibility:**
8. Delay or halt the delivery of all non-essential commodities.  
**Responsibility:**
9. Secure the venue perimeter, limiting access to the venue and ensuring all vehicles and visitors only enter the venue under controlled conditions.  
**Responsibility:**
10. Remove unnecessary personnel and machinery from livestock feeding and holding areas.  
**Responsibility:**
11. Ensure that any personnel, equipment or machinery do not leave the venue until authorised by the relevant authority.  
**Responsibility:**
12. Compile a list of all livestock (number of head, identification and location), personnel and machinery movements over the past seven days. Prepare a site plan that details current allocations of livestock.  
**Responsibility:**
13. Ensure all staff are made aware of the actions being taken and their individual responsibilities towards the action plan.  
**Responsibility:**
14. Ensure that customers are advised if they are immediately affected by the delay in the movement of livestock.  
**Responsibility:**
15. If an emergency disease is identified, the venue will follow the requirements of the AUSVETPLAN, and directions from the relevant authority.  
**Responsibility:**

# Visitor Register

In the interest of bio-security, all visitors are required to fill in this Record Sheet

Date	Name	Licence Plate	Company	Phone	Reason for visit	In/Out



# Visitor Risk Assessment

<i>Date:</i>		<i>Visitor's Name:</i>	
<i>Service or Occupation:</i>		<i>Contact Number:</i>	
<i>Time In:</i>		<i>Time Out:</i>	
<i>Reason for Visit:</i>			

**Venue visitors can be classified by the risk they represent.**  
**These visitors are... [please tick]**

	Low-risk visitors	People coming from urban areas and do not contact livestock. They present almost no risk of introducing disease. No need to impose restrictions.
	Moderate-risk visitors	People who travel from farm-to-farm, but do not directly come in contact with livestock or manure. Need to ensure footwear and clothing is clean.
	High-risk visitors	People who travel from farm-to-farm and work directly with livestock or manure. These people must be the most diligent with their Bio-security practices. Need to ensure footwear and clothing is clean and disinfected. Alternatively, provide clean footwear and clothing on arrival.
Comments		HIGH RISK VISITOR: The veterinarian will be asked for comment/input on event bio-security plan and event manager/bio-security plan officer to work closely with veterinarian to identify risk mitigation for his role and others.





# HORSE HEALTH DECLARATION FORM

**This form is to accompany your ENTRY**

Event Name:

Date:

Full Name				
Address				
Suburb		Post Code		
Email				
Contact Number		Mobile		
Address of property of horse				
Suburb		Post Code		
PIC Number				
Horses Name				
Microchip Number				
Sex		Breed	Age	
Date of last Vaccinations				
Strangles				
Hendra				
Vet Treatment for the last 14 days				

Declaration by owner or person in charge of horses

I, ..... declare that the horse/s named above has / have been in good health, eating normally and not shown signs of illness during the last 3 days leading up to the above mentioned event . I give my authorisation for the designated Steward to call for veterinary inspection of the horse/s named above and in my care should they be showing signs of illness at any time during the course of the event. I agree to pay any veterinary fees incurred as a result of this..

I AGREE TO ENSURE THAT:

1. If required before movement, all horses will be shampooed, rinsed and allowed to dry, and their hooves will be picked clean of all solid material and washed with shampoo.
2. All vehicles and equipment accompanying the horses should be in a clean condition at the start of travel to the above mentioned event.
3. The information contained in this Horse Health Declaration is true and correct to the best of my knowledge.
4. I agree to abide by all conditions and directions of the rules and regulations and Event organisers.
5. I acknowledge that failure to comply with the above may result in refusal of entry to the venue, disqualification or other disciplinary action as decided by Judiciary / Disputes Committee.
6. In the event of horse movement restrictions, each participant will be responsible for the care, maintenance and cost of their horse including feeding and watering.
7. I acknowledge that there has been no strangles infection in the location of my horse for 30 days.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Date \_\_\_\_\_

# HORSE HEALTH DECLARATION FORM

**This form is to accompany you on ARRIVAL of Event and  
to be collected at Entry GATE**

Full Name			
Contact Number		Mobile	
Address of property of horse			
Suburb		Post Code	
PIC Number			
Horses Name			
Microchip Number			
Sex		Breed	Age
Healthy Horse 7 day pre show check	Healthy Horse temperature should be between 37.2 - 38.3°C		
Date	Day	Temperature	
Morning of the show before leaving home			

Declaration by owner or person in charge of horses

I, ..... declare that the horse/s named above has / have been in good health, eating normally and not shown signs of illness during the last 3 days leading up to the above mentioned event . I give my authorisation for the designated Steward to call for veterinary inspection of the horse/s named above and in my care should they be showing signs of illness at any time during the course of the event. I agree to pay any veterinary fees incurred as a result of this..

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7. I acknowledge that there has been no strangles infection in the location of my horse for 30 days.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

