

The Livestock Market (LSM) Emergency Operations Plan template was originally developed for use by Missouri livestock markets. The Missouri specific information is highlighted and can be replaced with information specific to livestock markets in other states.

(LSM can develop an enhanced cover by adding pictures of the market and/or company logo)

(Insert name of LSM) Livestock Market Emergency Operations Plan (EOP)

Insert Date of Plan

I. PURPOSE

This Livestock Market Emergency Operations Plan has been developed to assist (*insert name of livestock market*) in preparing for and responding to emergencies such as an emerging or foreign animal disease, bioterrorism or a natural disaster. Preparation for these types of events will maintain our continuity of business operations while preventing widespread disease outbreaks, reduce the impact on domestic and international trade and instill consumer confidence in our agricultural products.

II. SITUATION AND ASSUMPTIONS

A. Situation – Revise with information specific to your state or your livestock market

1. Missouri is the number 3 cow-calf and number 2 beef seed stock state nationally with 1.7 million head in total beef inventory. An essential component of the Missouri livestock industry is the livestock marketing system (auction) consisting of some 117 state licensed livestock markets. Many producers are reliant upon auction markets to realize the financial gain from livestock production as the average herd size is 38 head and the Missouri livestock marketing system handles over 3 million animals annually.¹
2. Missouri livestock markets are licensed through the Missouri Department of Agriculture (MDA) and are required to maintain a federally accredited veterinarian to perform state and federal regulatory functions for the market. Most licensed markets are also federally approved for interstate commerce and are inspected quarterly by either state or federal animal health officials.
3. The MDA has statutory authority to make and enforce regulations to prevent, control, and eradicate specific infectious animal diseases which endanger livestock in the State of Missouri. Response to a Foreign, Emerging or Zoonotic Animal Disease (FEZAD) is generally a “top down” provision of assistance rather than a “bottom up” request for assistance as seen in typical emergency management operations.
 - a. An example of a highly contagious Foreign Animal Disease (FAD) is Foot and Mouth Disease (FMD). FMD affects cloven hoofed animals.
 - b. FMD is one of the most dreaded livestock diseases due to its rapid spreading nature and lack of treatment options. Nearly six million livestock were slaughtered in a 2001 FMD outbreak in the United Kingdom. The United States has been free of FMD since 1929.

¹ GIPSA report from 2013

- c. Porcine epidemic diarrhea virus (PEDV) is an example of an emerging disease. This disease emerged in the United States swine industry in the spring of 2013.
- d. Zoonotic diseases have animal hosts and spread to humans. Examples include Anthrax, Brucellosis, Ebola, Plague, Tuberculosis, and West Nile Virus.
- 4. Description (*insert name of livestock market*): How long in business, location (*city, county, etc.*). (Basically, how would you describe your business to a stranger?).
- 5. Current market property maps (which includes utility shut-offs, ventilation systems, hazardous materials storage areas), are maintained at (*insert location*). Include a map of the property as an appendix to the Basic Plan.
- 6. Customers come from the following counties, states or locations (*fill in actual information*) Example: Argyle, Chamois, Freeburg, Meta and Westphalia.
- 7. Livestock auctions are scheduled regularly during the year. *Include the schedule, hours of operations, and the species of animals sold at each auction, as Appendix 1 to the Basic Plan. (Other information can be added by the LSM if needed.)*
- 8. This plan was developed under the Federal Emergency Management Agency (FEMA) Comprehensive Preparedness Guide (CPG) 101 which requires all hazard planning.

B. Assumptions

- 1. (*Insert name of livestock market*) may be vulnerable to many hazards, all of which have the potential to disrupt the market business activity, impact the surrounding community and state economy, and cause damage to life and property. The identified hazards include the following: (*Revise this list as needed -Add or subtract from this list based upon identified hazard analysis*)

FEZAD	Structural Fire
Floods	Hazardous Materials Incident
Tornadoes	Transportation Accident
Wildfires	Power Failure
Earthquake	Civil Disorder
Drought	Terrorism
Severe Winter Storms	Nuclear Power Plant Incident
Dam Failure	Public Health Emergency
Heat Wave	Cyber Security
Active Shooter	Criminal Activity

2. Suspected occurrences of Foreign, Emerging, or Zoonotic animal disease (FEZAD) or certain reportable diseases are required by law to be reported to the State Animal Health Officials, Federal Animal Health Officials and possibly the State Public Health. Response to such occurrences if handled inappropriately could negatively impact domestic and international trade and cause irreparable damage to the livestock industry by becoming widespread. There are established protocols for reporting and investigating many potential FEZAD's.
3. *(Insert name of livestock market)* has capabilities and resources, which, if effectively employed, would minimize, or eliminate the loss of life and damage to property in the event of an emergency or major disaster. Depending upon the severity and magnitude of the situation, local, state or federal resources may be requested.
4. Incidents involving acts of terrorism, hazardous materials, and other events beyond the capability of the market, will be coordinated through local, state, and federal agencies.

III. CONCEPT OF OPERATIONS

A. General – **Insert cooperating agencies specific to your livestock market**

1. *(insert name of livestock market)* will follow established reporting and response protocols for FEZAD events. For all other natural or manmade events, the market will coordinate with state and local agencies and organizations such as *(insert names of cooperating agencies: county authorities, the local emergency management agency (EMA), the Livestock Marketing Association, the MO Department of Agriculture, etc.)* in the event of an emergency that exceeds the market's capability. If additional assistance is needed beyond state capabilities, the state will coordinate requests to the proper federal agencies.
2. It is important to maintain normal day to day operations. If normal operational functions need to be suspended, describe *under what circumstances the market will restrict or suspend day to day operations and the action steps needed for each of them.*
3. All LSM employees will be briefed on the plan and procedures to be followed if an emergency occurs. *(The LSM should include the following optional training statement and determine requirements for employees: If necessary, training will be provided to LSM employees to assist them in their emergency response capabilities.)* Contact your local emergency management agency, fire department, and law enforcement agency for emergency management and emergency response training opportunities. Consider other trainings your employees should be provided and where you can locate them. A list of these

training resources can be listed on the Training Resources for LSM Employees form. This form is included as Appendix 2 to the Basic Plan.

4. This plan will be reviewed (*insert timeframe; recommended at least yearly*) by the LSM management. The plan will be updated and shared as necessary with the LSM employees.

B. Operational Time Frames

This plan is concerned with all types of hazards that may develop in (*insert name of livestock market*) and must account for activities before, during, and after an occurrence. The following operational time frames were established by the Federal Emergency Management Agency in the Comprehensive Preparedness Guide (CPG) 101, <https://www.fema.gov/media-library/assets/documents/25975>

Emergency planning includes the following key areas when addressing any threat or hazard: prevention, protection, response, recovery, and mitigation. Integrating the key areas as part of the overall planning effort improves effectiveness of the emergency operations plan (EOP) and overall preparedness.

Prevention consists of actions that reduce risk. Prevention planning can also help mitigate secondary or opportunistic incidents that may occur after the primary incident.

Protection reduces or eliminates a threat to people, property, and the environment. Protective actions may occur before, during, or after an incident and prevent, minimize, or contain the impact of an incident.

Response embodies the actions taken in the immediate aftermath of an incident to save and sustain lives, meet basic human needs, and reduce the loss of property and the effect on critical infrastructure and the environment.

Recovery encompasses both short-term and long-term efforts for the rebuilding and revitalization of affected businesses and communities. Recovery planning builds stakeholder partnerships that lead to community restoration and future sustainability and resiliency. A recovery plan should address:

Mitigation, with its focus on the impact of a hazard, encompasses the structural and non-structural approaches taken to eliminate or limit a hazard's presence; peoples' exposure; or interactions with people, property, and the environment.

IV. ORGANIZATIONS AND ASSIGNMENT OF RESPONSIBILITIES

1. Tasks assigned by Function

Direction and Control	Annex A
Emergency Public Information/Communications	Annex B
Animal Health Surveillance and Monitoring	Annex C
Suspected FEZAD	Annex D
Euthanasia and Mortality Management	Annex E
Cleaning and Disinfection	Annex F
Public Safety	Annex G
Business Continuity	Annex H
Recovery	Annex I

Appendix 1 to the Basic Plan

Livestock Market Auction Schedule

Appendix 2 to the Basic Plan

Training Resources for LSM Employees

Federal Emergency Management Agency (FEMA)

<https://training.fema.gov/is/>

IS 111.a Livestock in Disasters

IS 100.b Introduction to Incident Command System, ICS-100

IS 700.a National Incident Management System, (NIMS) An Introduction

IS 42 Social Media in Emergency Management

Incident Command System (ICS)

Provided on Workshop CD

ICS Overview for Executives/Senior Officials (G402)

State Emergency Management Agency (State of Missouri) – Revise with your state EMA training schedule

<http://training.dps.mo.gov/sematraining.nsf/TrainingSchedule?OpenForm>

University of Missouri Fire Rescue Training Institute

Hazardous Materials

<http://www.mufrti.org/%5C/online/hmir-a.shtml>

Hazardous Materials Incident Response: Awareness Online Class

University of Missouri Extension

Family Disaster Plan

<http://extension.missouri.edu/explorepdf/commdm/emw1011.pdf>

For additional information concerning the template, contact:

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Annex A**DIRECTION AND CONTROL****I. Purpose**

The purpose is to establish a capability for the Livestock Market (LSM) in conjunction with government officials and others to direct emergency operations during an emergency.

II. Organization and Responsibilities

- A. *Designate by position title, plus two designated successors, WHO is in charge and describe the chain of command in an emergency. This could be a chart or a list and is included as Appendix 1 to this Annex.*

Note: The definition of chain of command is the line of authority within the ranks of the incident organization. (LSM)

- B. *Identify the location for the coordination of an emergency response. This will probably be the LSM office. Identify at least one additional site that could be used in the event the LSM is non-operational.*
- C. *Describe how LSM staff will be contacted if there is an emergency or potential emergency outside of business hours. A call down list is included as Appendix 2 to this Annex.*
- D. *Describe how the LSM staff will be contacted during business hours in the event of an emergency or potential emergency. (Recommendation – develop a code alert that will notify LSM staff of the emergency situation and where they need to assemble. The code could be a color, animal, or other symbols that staff has been trained to recognize as a code alert. List the methods used to issue code alerts (LSM public announcement system, text messages, runners, etc.).*
- E. *Include a list of any LSM personnel who have received specialized training or experience (i.e. hazardous materials, counseling, ministering, military, welding, plumbing, electrical, nursing, EMT, information technology, fire and rescue or Red Cross etc.) A listing of LSM Employees with Specialized Training/Experience is included as Appendix 3 to this Annex.*

Note: Assess your employees to identify specialized training and experience that could be utilized in an emergency. Determine if they have certification in subject areas. Suggestion: This could become part of normal employee interviewing and hiring process. Additionally, the assessment can help you identify management and employee training needs and opportunities.

- F. Insert your employee policy concerning photo taking and posting using social media during an emergency/disaster involving the company.*

Appendix 1 to Annex A

Emergency Chain of Command

Appendix 3 to Annex A

List of LSM Employees with Specialized Training/Experience

Employee Name	Specialized Training	Experience (Explain)
	List the specialized training of market personnel. Examples include Commercial Driver's License, Hazardous Materials, Emergency Medical Technician, Firefighter, Internet Technician, Basic First Aid, Veterinary training, Heavy Equipment Operator. Add or revise the list as appropriate to your market	

Annex B

EMERGENCY PUBLIC INFORMATION/COMMUNICATIONS

I. Purpose

The purpose of this Annex is to coordinate and deliver risk communication to the public, customers, employees and other stakeholders during an emergency.

II. Organization and Responsibilities

- A. Premature public information releases and notifications may irreparably damage domestic and international trade and result in long term business ramifications for the LSM. **In the event of a suspected FEZAD incident all release of public information must be closely coordinated with the state veterinarian and federal animal health authorities in coordination with the LSM and LSM designated PIO.**
- B. For other events, the LSM should consider if the event is limited to their premises or if it is outside their premises. If the event is on their premises, and has the potential to impact the neighboring community consider coordinating with local authorities. For other types of emergencies, consider the audience, and assess need to know, level of complexity, jurisdiction and potential impact on the LSM business operations.
- C. Public information releases may come from several sources. In addition to the LSM, other sources may include trade associations such as the Livestock Marketing Association, government officials (local, state and federal), law enforcement, fire, emergency management, voluntary organizations, etc. To reduce panic and confusion and ensure accuracy it is imperative that releases be coordinated among all the agencies. Lists of these organizations, including contact information, are included as Appendix 1 to this annex.
- D. The LSM may disseminate public information to the public using a variety of media outlets: Internet (websites, social media (Facebook, Twitter, Instagram, Blogs, etc.), radio, television, newspapers, and wire services with coverage access. Lists of these resources, including contact information, are included as Appendix 1 to this annex. *Include local, state, and federal resources and, what languages are used to disseminate the information.* Guidance on writing social media posts is included as Appendix 2 to this annex.
- E. *Develop basic emergency public information messages for pre and post events. Examples could include animal care and status issues (injuries, sickness and death), personnel and customer safety, (emergency sheltering, in-place sheltering, evacuation, access/egress routes), FEZAD, etc.* These messages are included as Appendix 3 to this annex. Guidance on writing a news release is included as

Appendix 4 to this annex.

- F. Rumors and misinformation spreads rapidly within normal communication channels and through social media. A rumor control section can answer inquiries from the public and monitor public media outlets to ensure the public receives accurate information. *Describe how the LSM will provide rumor control to information issued by media outlets and curtail the spread of misinformation*

Appendix 2 to Annex B

How to Write a Social Media Post

Social Media Posts should include the following:

- Official statement from LSM
- Directions for buyers and consignors
- Sale day directions
- Day(s) before/after sale (consignors' livestock dropped off at LSM; buyers' livestock not yet loaded)
- Additional updates to the situation
- If someone on social media asks a question, and you do not immediately have the answer, respond with honesty. Let the commenter know that that information is not immediately available, but that you are working to gather it and will let the public know as soon as possible.

Contact information for people (buyers, sellers) with questions

Appendix 3 to Annex B

Pre and Post Event Basic Emergency Public Information Messages

Note: Premature public information releases and notifications may irreparably damage domestic and international trade and result in long term business ramifications for the LSM. In the event of a suspected FEZAD incident all release of public information must be closely coordinated with the state veterinarian and federal animal health authorities in coordination with the LSM and LSM designated PIO.

Statements from LSM on FEZAD***Preliminary Diagnosis of FEZAD – Official Statement***

(LSM) staff (or market veterinarian name) made a preliminary diagnosis of (name of FEZAD) today after evaluation of a (single or number of) (type of animal). This animal has been quarantined until further examination is complete. Livestock at the market who may have been in contact with that (type of animal) have also been quarantined. **or explain what market has currently done to help prevent spread of FEZAD*

At this time, we are working with (list of regional, state and/or federal agencies) to prevent the spread of (name of FEZAD). We will keep you apprised of additional information as it becomes available. **include information on transportation (e.g.: whether or not producers may come pick up their livestock if they have not been sold yet; trucking information for buyers; consignment information for sellers who have not yet dropped off livestock).*

Today's sale will proceed as usual. **or note any changes to sale schedule for the day, week, etc.*

Diagnosis of FEZAD – Official Statement

A (describe animal(s)) that was consigned to the (date of sale) at (LSM) was confirmed (final result of investigation).

Livestock at the market who may have been in contact with that (type of animal) have also been quarantined. **or explain what market has currently done to help prevent spread of FEZAD*

At this time, we are working with (list of regional, state and/or federal agencies) to prevent the spread of (name of FEZAD). We will keep you apprised of additional information as it becomes available. **include information on transportation (e.g.: whether or not producers may come pick up their livestock if they have not been sold yet; trucking information for buyers; consignment information for sellers who have not yet dropped off livestock).*

Statements from LSM on Natural Disaster***Following Natural Disaster***

(LSM) was impacted by a (type of natural disaster) on (date of incident). Fortunately, the (LSM) staff and livestock are safe and there was no loss of life. (alter this statement as needed.) *Insert statement regarding any postponing of sales, closing of market for estimation of days due to clean up and repairs. *Insert direction for consignors/buyers who had livestock at market / person to contact at market.

Announcement of LSM Re-opening

(LSM) was impacted by a (type of natural disaster) on (date of incident) and has been closed since that date for repairs and rebuilding. We will re-open on (date) with a (insert species) sale beginning at (time). *Insert statement on contact information for questions. *Insert statement on species to be sold at market if changes after natural disaster (e.g.: cattle, sheep and goat sales before incident; cattle only after incident.)

Appendix 4 to Annex B

How to Write a News Release

News Release Components include:

- Title describing what happened to LSM
- Brief description of damage
- Loss / no loss of life (animal and human)
- Plans to rebuild
- Schedule changes for sale/date when market plans to re-open
- Suggestions for other livestock auction markets to sell livestock while damaged market is being re-built/repared

News Release Format

FOR IMMEDIATE RELEASE

Contact Name

Contact Phone Number

Contact E-mail

(Natural Disaster) damages (LSM)

LOCATION CITY, State Abbreviation (Date of News Release: Month Day, Year) – **Insert the components of the news release; the who, what, when, where, why and how should be in the first paragraph.*

Insert additional content here

Annex C

ANIMAL HEALTH SURVEILLANCE AND MONITORING

I. Purpose

The purpose of animal health surveillance and monitoring is to maintain a solid business reputation for quality livestock and to maintain a *routine* system for the early detection of a possible animal health or public health issue that has potential to develop into an emergency either as a confirmed Foreign, Emerging, or Zoonotic Animal Disease (FEZAD).

II. Organization and Responsibilities

A. *Designate by position title, the individual, plus two designated successors, who will be responsible for monitoring animal health at the livestock market. This could be the LSM veterinarian as the primary or the LSM owner. Designated successors should be selected based upon their level of responsibility in the livestock market business and their ability to maintain confidentiality of high consequence or sensitive information. (Insert name of primary position and designated successors.)*

B. Suggested Routine Biosecurity Basics for LSM Management

Biosecurity is the term for actions and procedures that prevent the introduction of animal diseases such as FEZAD's as well as prevent the spread from the initial infection.

- Secure any and all drugs or chemicals when not in use.
- Ensure a clean, potable supply of water by ensuring that manure is stored away from the water source. An optimum distance is 100 feet from any water source.
- All trucks and any other source of contamination should be kept clear of the water supply or wellhead.
- Ensure that the auction has developed efficient standard operating procedures (SOP's) for handling manure and protecting the water supply from run-off and that all employees are trained in implementation of SOP's.
- Establish a plan with a rendering disposal company for the prompt removal and disposal of any dead animals or reference Annex E on mortality management.
- Persons attending auctions can be categorized as low, moderate or high risk for the transmission of disease.
- Restricting visitor access to pens and feed alleys as well the touching of animals is a good biosecurity practice
- Do not allow visitors to eat or smoke if they are having physical contact with animals

C. LSM Employees Responsibilities

Assign LSM employees to cover entrances and exits from which animals/livestock enter and leave for the entire time these entrances and exits are in use. Ensure LSM employees perform observation of livestock on arrival and check in to the market to assess animal health status. Consignors may provide information relative to the birth date, weaning date, pregnancy status and vaccination status of the animals at check in. LSM personnel will communicate to the market management and/or market veterinarian any suspected problems. (If this is not part of routine market operations remove from the plan.)

- Maintain the identification and record keeping requirements of the state and federal regulations for licensed and approved markets
- Refuse entry to any downer animal
- Require trucking release forms for departing livestock
- Record date of departure, destination and transporter of all animals leaving the auction
- Biosecurity gear (boots and coveralls) should be worn by employees in the animal handling areas or consider dedicated LSM footwear

D. The LSM management has assigned market personnel to care for, feed, and water the consigned animals. As part of the daily animal care, feed and water consumption is monitored to assess health as well as observe for illness and dead animals. These LSM personnel may have the same duties in a FEZAD. It is suggested to dedicate caretakers for any segregated or isolated animals in order to limit cross contamination to other animals in the market. Capability for this may vary from market to market. (*List these personnel if different than those listed in Annex A.*)

E. Ensure that all personnel involved in daily monitoring and handling of livestock are aware of the importance of early detection of FEZADs and know what to do if they suspect an animal may be exhibiting symptoms of such a disease. The market veterinarian along with state and federal animal health officials are the best sources of awareness and training for market personnel.

F. If sick or dead animals are noticed during the daily care, the notification process within the market will work as follows: (*insert how your market notification process or procedure works*) *Consider post mortem examination by a veterinarian if the animal death arises from unexpected circumstances.*

Annex D

SUSPECTED FEZAD

I. Purpose

This annex will describe the notification procedure to animal health authorities for suspected FEZAD, the information required for the notification, and the biosecurity procedures the livestock market can take for preliminary disease control and possible prevention of secondary transmission.

II. Organization and Responsibilities - Revise the Notification and Information Collection section with information specific to your state

A. Notification and Information Collection

According to the MDA Division of Animal Health's Agreement for Performance of Livestock Market/Sale Veterinary Responsibilities, some of the responsibilities of the livestock market veterinarian are:

- Testing and identification of all livestock for disease traceability
- Inspection of livestock markets/sales for cleanliness, good repair
- Disinfection of certain areas possibly contaminated by diseased livestock
- Visual inspection of livestock prior to sale
- Performance of further diagnostic procedures to determine the health status
- Release of livestock from a livestock market/sale when handled, tested, and treated as required by Animal Health laws, and rules pertaining to the movement of livestock.

During these duties if the LSM veterinarian suspects a FEZAD, **OR**, if at any other time the LSM management suspects a FEZAD they must immediately notify:

- The State Veterinarian or Chief Animal Health Authority for the State of Missouri at 573-751-3377
- The USDA Veterinary Services Assistant Director at 573-636-3116
- *Insert the LSM state/federal district veterinarian (here)*

In addition to the LSM veterinarian, list two designated successors who will be responsible for reporting suspect diseased animals to the MO MDA State Veterinarian or Chief Animal Health Authority. This could be the market owner or another market employee. The employee should be selected on their ability to maintain confidentiality in sensitive or high consequence situations.

Information required for the report includes the following information:

- Point of Contact information
- Livestock market owner/manager contact information
- Market location, physical location
- Species (age, sex, breed, identification numbers)
- Consignment number
- How many sick?
- How many dead?
- Clinical signs?
- When were clinical signs observed?
- Consignor information (name, county, address, telephone number)
- Address if animals were moved from a location other than consignor location
- How animals were transported

Use the Suspect Diseased Animals Information Collection Form to record the information. Insert this form as Appendix 1 to this annex.

B. Suggested Biosecurity Actions for LSM Upon Suspected FEZAD

Take immediate steps to limit exposure to other livestock in the market in order to prevent secondary transmission. Move or segregate any sick, injured, suspect or incompatible animal according to LSM procedures. *Designate the location(s) used to isolate livestock by a listing or maps.*

- Describe how LSM staff will isolate animals that are exhibiting symptoms or those exposed to animals exhibiting symptoms.
- Designate personnel to care for the isolated animals so there is no cross contamination to other livestock areas. These personnel must have the ability to maintain confidentiality in high consequence or sensitive situations.
- If there are other animals in the consignment that are considered exposed then provisions must be made to re-locate the exposed animals away from other livestock. The LSM veterinarian will provide guidance for distance based upon suspected disease.
- Notify LSM management and LSM veterinarian of animal location within the LSM.
- Any animals that ‘go down’ shall be humanely euthanized.
- Establish a plan with a rendering disposal company for the prompt removal and disposal of any dead animals or reference the mortality disposal Annex E
- Establish Standard Operating Procedures (SOP’s) for cleaning and disinfecting areas where sick diseased or dead animals have been kept. Include all pens, ramps, equipment and vehicles, which were in contact with said animals.
- Any sampling equipment should be properly cleaned and disinfected. Consider single use items on suspect animals.

- C. Halt Sales/Stop Movement – Revise with information specific to your state or your livestock market regarding who can officially quarantine animals at your market, and the stop movement guidelines for your state

The LSM veterinarian has the delegated legal authority to officially quarantine the affected animals and other animals at the market however, it is likely this quarantine would be placed by the State Veterinarian or the LSM veterinarian would act on the direction of the State Veterinarian. The State Veterinarian will establish surveillance zones and areas. *Describe how your market could halt sales and control traffic and incoming and outgoing livestock movement. The plan should include how the market will contact buyers/sellers, and notification to the public of the situation. Refer to Annex B, Emergency Public Information/Communications for ways to disseminate the information.*

Appendix 1 to Annex D

Suspect Diseased Animals Information Collection Form

Point of Contact _____
 Telephone Number _____
 Email Address _____
 Market Location _____
 Premises Identification _____
 Livestock Market Owner/Manager _____
 Full Address _____
 Physical Location _____
 Telephone Number _____

1. Species

- a. Age _____
- b. Sex _____
- c. Breed _____
- d. All Animal Identification Numbers (Ear tags, Back tags, Farm tags, Management Tags, Brands) _____

2. Number in consignment _____

3. How many sick? _____

4. How many dead? _____

5. Clinical signs? _____

6. When were clinical signs observed? _____

7. Name of consignor, county, address, telephone number _____

8. If animals were moved from a location other than #7; give the address _____

9. Were animals transported by owner or professional hauler? If so, provide information for the company. _____

Annex E

EUTHANASIA AND MORTALITY MANAGEMENT

I. **Purpose**

This annex will describe the euthanasia measures and livestock market mortality management procedures. The euthanasia measures and livestock market mortalities may be routine or elevated to emergency status based on the incident.

II. Organization and Responsibilities – Revise the Organization and Responsibilities section with information specific to your state

Proper euthanasia measures may be required for routine LSM situations such as when an animal becomes injured or non-ambulatory while in the LSM. For natural disasters euthanasia and mass depopulation measures may be required to reduce animal suffering. Euthanasia and mass depopulation may be implemented in the event of FEZAD's to prevent or mitigate pathogen spread and protect public health. In certain situations, affected animals may be euthanized at a local processing plant so long as transport of animals does not cause further spread of disease. The state veterinarian in conjunction with USDA, will develop the euthanasia plan for suspect or confirmed FEZADs.

Qualified personnel must be used to perform euthanasia procedures in the quickest, safest, and most humane manner. The LSM veterinarian should be consulted for euthanasia of animals for routine and FEZAD situations.

Methods for Euthanasia

The euthanasia methods must be humane, safe, and appropriate for the species involved. Extreme care should be exercised while performing these procedures in order to prevent harm to responders or others in the immediate area. Find the American Association of Bovine Practitioners information available at this link.

http://aabp.org/resources/AABP_Guidelines/Practical_Euthanasia_of_Cattle-September_2013.pdf

Physical Methods

- Captive bolt
- Gunshot

Chemical Methods

- Carbon dioxide gas (species dependent)
- CO Water-based foam
- Chemical injection (intravenous)

The livestock market is responsible for legally disposing animal carcasses and associated waste. The MDA has authority over dead animal disposal, however, all disposal methods

must be in compliance with regulations of the MO Department of Natural Resources, unless the situation is an extraordinary emergency in a contagious, infectious disease outbreak, or the governor of the State of Missouri declares a statewide emergency and establishes other disposal protocols.

- A. *Designate by position title, the individual, plus two designated successors, who will be responsible for implementation of the mortality management plan. Designated personnel should be selected based upon their level of expertise in mortality management and their ability to maintain confidentiality of high consequence or sensitive information. (Insert name of primary position and designated successors.)*
- B. *Our primary method of mortality disposal is: (insert routine method of disposal procedures for your market i.e.: approved landfill, rendering truck, composting etc.).*
- C. *Advance planning for catastrophic mortality can be done in conjunction with county emergency managers as well as state agencies such as MDA and MO Department of Natural Resources (DNR). Review documents from MDA and DNR for mortality management guidance found at the following links. http://agriculture.mo.gov/animals/pdf/animalag_guide2.pdf <http://dnr.mo.gov/pubs/pub1250.htm> (Use the form Contact Information for Catastrophic Mortality Planners to list the contact information for those agencies and individuals that may be involved in catastrophic or emergency mortality.) Insert this form as Appendix 1 to this annex.*
- D. *Pre-identify equipment (market owned or contractor) that can be used for disposal of animal carcasses when the level is beyond routine disposal. (Use the Animal Disposal Pre-Identified Equipment form to list the equipment). Insert this form as Appendix 2 to this annex.*
- E. *Using the Catastrophic Mortality Disposal Planning Collection Form, develop a disposal plan that can be used for livestock market properties associated with catastrophic mortality. Insert as Appendix 3 to this annex:*

Appendix 1 to Annex E

Contact Information for Catastrophic Mortality Planners

Appendix 2 to Annex E

Animal Disposal Pre-Identified Equipment
(Insert Pictures/Descriptions If Appropriate)

Appendix 3 to Annex E

Catastrophic Mortality Disposal Planning Collection Form

1. List the address selected for the disposal site. Indicate on a map, or by description, the exact location of the disposal area on the property.

2. List the number and type of animals that can be disposed at the site.

3. Identify the amount and type of non-animal material that needs to be disposed.

4. Describe the potential hazard the material may pose to humans or animals.

5. Identify potential disposal areas located within the borders of a quarantine area.

6. List potential disposal sites in close proximity of private lands, and human or animal housing areas, and how to isolate from public areas if possible.

7. Describe how disposal sites will be protected from scavenging animals (fencing, barriers etc.).

8. List the location of disposal sites that are not in close proximity to sensitive environments (i.e., wetlands, highly erodible land, etc.).

9. List location of incineration operations isolated from public view.

10. Describe distance between proposed disposal site and local ground water or surface water. (DNR Compost and Burial Site Selection Reference <http://dnr.mo.gov/pubs/pub1250.htm>).
Revise with your state specific compost and burial site guidance

11. Describe the potential ground water and surface water impact, if any.

12. Describe current weather conditions, including prevailing wind direction, especially if the incineration method is chosen.

13. List the type and availability of supplies and equipment necessary for the disposal method selected (e.g., fuel for incineration, carbon sources for composting, or citric acid for the treatment of milk and dairy products and dairy wastewater prior to disposal, etc.).

14. Describe the permeability of the subsoil, amount or rocks in the soil and drainage characteristics of the site.

15. List the availability of utilities, such as electric (overhead lines), water, sewer, telephone, etc.

LIVESTOCK MARKET EMERGENCY OPERATIONS PLAN TEMPLATE

16. Describe the location of underground or overhead utilities (e.g., septic tanks and equipment for water, gas, electricity, telephone and sewage) in relationship to the disposal site.

17. List and/or describe roads or open areas that can provide large trucks and other vehicles with access to the disposal site. List who will provide security at the disposal site.

18. Describe the subsequent use of the disposal site and area.

Annex F

CLEANING AND DISINFECTION**I. Purpose**

The purpose of the Cleaning and Disinfection (C&D) Annex is to provide standard procedures to be used at the LSM for C& D in the event of a FEZAD. The infectious agents for FEZAD's will have varying survival rates in the environment and on LSM materials such as bedding, feedstuffs and physical structures such as livestock pens. Aerosol transmission may be multiplied by creation of dust and aerosolized materials during the cleaning and disinfection procedures. Considerations for personnel safety are critical due to hazards from exposure to equipment, disease agents and chemicals. Cleaning and disinfecting procedures and selection of disinfectant will be adapted to the situation in order to effectively inactivate or destroy disease causing pathogens.

II. Organization and Responsibilities – Revise the Organization and Responsibilities section with information specific to your state

Routine, basic C& D of the LSM premises, vehicles, and equipment is recommended to be in compliance with state and federal recommendations as well as provide a baseline of personnel and supplies that could be readily available for initial response to a FEZAD.

The LSM will designate personnel responsible for cleaning and disinfection operations and provide supplies and equipment necessary and require the use of basic personal protective equipment (PPE) to protect the personnel as well prevent tracking the disease from the premises.

If available personnel or supplies are insufficient for C& D in a FEZAD event the LSM will request emergency support through the State Veterinarian or local emergency management.

- A. *Designate by position title, the individual, plus two designated successors, who will be responsible for the cleaning and disinfection of the premises. Designated successors should be selected based upon their level of responsibility in the livestock market business and their ability to maintain confidentiality of high consequence or sensitive information. (Insert name of primary position and designated successors.)*
- B. *Advance planning for C&D can be done in conjunction with county emergency managers as well as state agencies such as MDA and DNR. (Use the form Contact Information for C & D Planners to list the contact information of those agencies and individuals that may be involved in cleaning and disinfection.) Insert this form as Appendix 1 to this annex.*
- C. *Pre-identify equipment (market owned or contractor) and supplies that can be*

used for C & D when the level is beyond routine. (Use the C & D Pre-Identified Equipment and Supplies form to list the equipment). Insert this form as Appendix 2 to this annex.

- D. MDA has a Standard Operating Guide (SOG) for Cleaning and Disinfecting at this link: http://agriculture.mo.gov/animals/pdf/animalag_guide4.pdf.
- E. Cleaning and Disinfection Basic Guide from the Center for Food Security & Public Health is included as Appendix 3 to this annex.

Appendix 1 to Annex F

Contact Information of Cleaning & Disinfection Planners

Appendix 2 to Annex F

Cleaning & Disinfection Pre-Identified Equipment/Supplies
(Insert Pictures/Descriptions If Appropriate)

Appendix 3 to Annex F

Cleaning & Disinfection Basic Guide

Cleaning and Disinfection:

Premises

Cleaning and disinfection (C&D) procedures are a crucial part of any animal health emergency response. The cleaning and disinfection of infected premises during an animal health response will be necessary to eliminate the targeted disease from the location and must be done before animals can be reintroduced to the facility.

Preparation

- **Turn all fans off to prevent dissemination of infectious agent**
- **Disconnect the electrical supply to the building to prevent electrical accidents during cleaning**
 - An alternative electrical supply should be acquired to power any cleaning equipment
 - Good lighting is essential to ensure that surfaces are visibly clean after the washing step
- **Reduce transfer of pathogens by vectors**
 - Rodents, birds, insects and other wildlife must be detected and dealt with appropriately
 - Seal rodent entrances
 - Remove and prohibit wild bird nesting areas
 - Eliminate insect breeding areas
- **Set up disinfectant footbaths at all entrances and exits of the building**
 - **NOTE:** Footbaths should not be used as a sole process of disinfection, as this can give a false sense of security to responders
 - Always use freshly prepared, appropriate disinfectant solutions
 - Footwear should remain in contact with the solution for the necessary contact time
- **Disinfectant Solutions**
 - Use according to product label
 - Use only EPA-registered or approved products
 - Prepare fresh solutions – old solutions may have reduce efficacy
 - Use test kits to check for disinfectant active ingredient concentration or degradation
- **Maintain biosecurity work zones to prevent the spread of pathogens (see diagram on next page)**

Material Composition

The material composition of items and areas on animal production facilities can be quite diverse and impact the ability to adequately conduct C&D processes.

- Raw concrete surfaces are porous and therefore difficult to clean
 - Use a disinfectant product registered for concrete surfaces
 - High pressure washing can be helpful, but may cause damage to some concrete surfaces
 - Flame guns may be an alternative
- Metal surfaces are generally easy to clean and disinfect, especially when surfaces are smooth
 - Some disinfectants are incompatible or corrosive to metal surfaces
 - A flame gun may be a useful alternative
- Wood is extremely porous and therefore difficult to disinfect
 - Any decaying wood should be appraised, removed, and disposed of appropriately (e.g., burn or burial)
 - Wetting wood surfaces prior to disinfectant application can cause unintended dilution
 - Use a disinfectant product registered for wood surfaces
- No environmentally safe procedures exist for “disinfecting” soil surfaces (e.g., dirt, sand, clay)

Basic C&D Protocol

Premises C&D should follow the basic protocol. Use a systematic approach to ensure thorough coverage of each area.

Systematic Approach

- Start at the back of the facility and proceed to the front
- Begin all procedures at the ceiling, moving down the walls to the floor, then across the drainage area
- Work in small sections at a time to ensure thorough coverage of each area
- Use marking tape to clearly indicate where disinfection has and has not taken place

A. Cleaning

➤ Dry Clean

- Use shovels, manure forks, brooms, brushes to sweep, scrape, and remove contamination and organic material (e.g., soil, manure, bedding, feed) from premises surfaces and areas
- Heavy equipment may be needed for large quantities of bedding or manure
- Air blowers should not be used due to the risk of spreading pathogens
- Move any washable and removable equipment (e.g., hand feeders, mangers) to the outside for cleaning and disinfection
- Remove rotten wood fixtures, posts, and flooring for burial or burning
- Dispose of organic material and debris in a manner that minimizes further spread of microorganisms and that is compliant with federal, state and local requirements

➤ Wash and Rinse

- Wash areas and items with detergent and warm (110°F) water
- Mechanical scrubbing and scraping may be needed to remove oils, grease or exudates from rough or irregular surfaces and deep cracks
- Areas with organic materials adhered to the surface should be pre-soaked for several hours
- High pressure sprayers can be very effective for removing heavy accumulations of urine and feces, and for cleaning porous surfaces, but should be avoided in cases of highly infectious or zoonotic pathogens to avoid further spread
- Hot water and steam can be effective for cleaning cracks, crevices and the inside of pipework
- Rinse items with clean, warm water
- When possible, allow surfaces to dry completely (if possible overnight) before applying disinfectant

B. Disinfection

➤ Disinfectant Application

- Apply an EPA-registered disinfectant with a low pressure sprayer, or by wiping

➤ Contact Time

- Ensure all areas are covered thoroughly with the solution and remain "wet" throughout the necessary contact time; reapply if necessary

➤ Rinse and Dry

- Rinse thoroughly with clean warm water
- Some disinfectants can cause deterioration of rubber or metal parts if not completely removed
- Allow items to air dry

➤ Don't forget areas such as:

- Rafters, light fixtures, fan blades, louvers, curtains
- Watering systems: water lines, dispensers, nipple drinkers, troughs
- Feeding equipment: feed lines, augers, hoppers

C. Downtime

- Once cleaned and disinfected, premises should have a period of downtime
- This involves the area being free of any animals or activity for a period of time to allow it to completely dry to further reduce any remaining microorganisms through desiccation
- Downtime should be at least three times the longest expected incubation time of the targeted pathogen
- Areas should be cordoned off with marking tape to designate these areas

Building Exterior

- The exterior of the building must also be cleaned and disinfected
- The width around the perimeter will vary depending on pathogen
- In some situations (e.g., concrete, brick, metal), a flame gun may be useful – but only if no combustible materials are present
- C&D of fan inlets on the exterior of the building can be done using a low pressure sprayer

Slurry Pits

- Decontamination of slurry pits may use chemicals that alter the pH for set periods of time
- Vigorous stirring will be needed to ensure adequate distribution of the disinfectant
- This agitation can release toxic gases such as carbon monoxide, carbon dioxide, hydrogen sulfide, ammonia, and methane
- Safety precautions must be implemented!
 - Have a minimum of two personnel engaged in mixing or preparing the tanks
 - Ensure the area is well ventilated
 - Responders should wear respirators, safety harnesses and a lifeline

Additional Safety Concerns

- Skin, eye, respiratory tract irritation from chemicals
- Physical injury from slips, trips on slick surfaces and high pressure sprayers

Environmental Hazards

- Runoff of infectious material or chemical solutions must be avoided to prohibit environmental impacts
 - Many chemical disinfectants are toxic to aquatic organisms
 - Prevent the further spread of pathogens into the environment

Evaluation

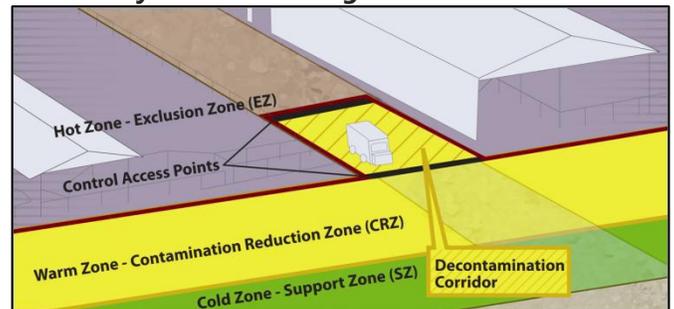
- Inspection of a premise following C&D procedures should ensure all tasks have been performed effectively
- Factors to be checked should include:
 - All grossly contaminated, infected or suspected areas have been identified and properly cleaned and disinfected
 - All personnel are aware of and are implementing C&D measures for themselves and their equipment
 - One or more appropriate disinfectants have been selected and used at the appropriate concentration and the correct contact time was achieved
- Effluent from the C&D procedures has been handled in a manner to minimize or avoid environmental impact
- Final inspection of the premises should be conducted by experienced personnel
 - If there is any doubt or sign of inadequate procedures, the disinfection measures must be repeated
 - Once final inspection of the premises has occurred, any and all personnel present should proceed through the personnel C&D disinfection station before leaving the premises

Biosecurity Work Zones

Biosecurity work zones must be maintained to prevent the spread of microorganisms.

- Premises are located in the Hot Zone – Exclusion Zone. This high-risk area is where infected animals were housed and is potentially contaminated and considered unsafe. PPE must be worn in this area.
- Entry onto the premises for C&D procedures occurs through the Decontamination Corridor, after appropriate PPE is donned in the Cold Zone. The Decontamination Corridor is an area between the Hot Zone-Exclusion Zone and the Warm Zone-Contamination Reduction Zone.

➤ Biosecurity Work Zone Diagram



Additional Resources

USDA APHIS. Foreign Animal Disease Preparedness and Response Plan (FAD PReP). Cleaning and Disinfection Guidelines.

http://www.aphis.usda.gov/animal_health/emergency_management/downloads/nahems_guidelines/cleaning_disinfection.pdf

Development of this educational material was by the Center for Food Security and Public Health at Iowa State University through funding from the Multi-State Partnership for Security in Agriculture MOU-08-0168-HSMS-NE and MOU-09-0168-HSMS-NE. June 2011. Revised July 2014.



Annex G

PUBLIC SAFETY**I. Purpose**

This annex will address events that are outside of the capabilities of the LSM. This may be due to a natural, technological, or criminal event.

II. Organization and Responsibilities

Evacuation of the LSM facility may be caused by a variety of events and may require specific assistance from outside agencies and departments.

- If the evacuation is the result of a hazardous material spill on the premises of the LSM, or is in an area that affects the LSM, consignors, buyers, and employees should be evacuated according to specific hazardous material procedures developed with the local emergency management agency and other response agencies (fire, law enforcement, etc.)
 - If the evacuation is the result of a flood within the premises of the LSM, consignors, buyers, and employees should be evacuated according to evacuation procedures developed by the LSM. If the flood is outside the premises of the LSM, consignors, buyers, and employees should be evacuated according to evacuation procedures developed with the local emergency management agency and other response agencies (fire, law enforcement, etc.)
 - If the evacuation is a result of a civil disturbance, active shooter, or a chemical, biological, radiological, nuclear, or explosive weapons (CBRNE) event, consignors, buyers, and employees should be evacuated according to the evacuation procedures developed with the local emergency management agency and other response agencies (fire, law enforcement, etc.)
 - If the evacuation is a result of other events on the premises. i.e., a roof collapse, consignors, buyers, and employees should be evacuated according to evacuation procedures developed by the LSM.
- A. *Designate by position title, the individual, plus two designated successors, who will be responsible for implementation of the LSM evacuation plan. Designated personnel should be familiar with the evacuation plan and the evacuation procedures developed by the LSM and the local emergency management agency and other response agencies (fire, law enforcement, etc.).*
- B. *Post evacuation signs at designated areas on the LSM premises. Evacuation signs are available for purchase, or can be designed and produced by the LSM. Choose signs that are easily understood by people who may be distressed.*

- C. *Contact your local emergency management agency and other response agencies (fire, law enforcement, etc.) for assistance in the development of evacuation procedures for the LSM. The local agencies and departments can educate LSM employees on the local evacuation procedures developed for not only natural hazards, but the evacuation procedures developed for specific hazards (hazardous materials, CBRNE, active shooter, etc.).*
- D. *Develop an emergency contact list. This should include 9-1-1, non-emergency numbers for police, fire, local public health department, hospitals, etc. Insert this form as Appendix 1 to this annex.*
- E. *Inform your consignors, buyers, and employees of the LSM evacuation plan. Post notices of the existence of the plan on buyer/seller paperwork, in newsletters, emails, and social media posts, etc.*

Sheltering in-place is used in situations requiring protection of people from the effects of tornados, earthquakes, hazardous material incidents, nuclear attacks, or a terrorist incident/attack. This is particularly needed with during a Weapons of Mass Destruction (WMD) event, when evacuation is not an appropriate action.

- If sheltering in place is the result of a hazardous material spill, nuclear attack, or a terrorist attack in an area that affects the LSM, consignors, buyers, and employees should be sheltered in place according to specific hazardous material procedures developed with the local emergency management agency and other response agencies (fire, law enforcement, etc.).
 - If sheltering in place is needed to protect consignors, buyers, and employees during a tornado or earthquake, consignors, buyers, and employees should be sheltered in a predesignated safe room or other predesignated safe area on your premises.
- A. *Designate by position title, the individual, plus two designated successors, who will be responsible for implementation of the LSM shelter in place plan. This may be the same employees responsible for the evaluation plan. Designated personnel should be familiar with the shelter in place plan and the procedures developed by the LSM and the local emergency management agency and other response agencies (fire, law enforcement, etc.).*
 - B. *Post sheltering in place signs at designated areas on the LSM premises. Sheltering in place signs are available for purchase, or can be designed and produced by the LSM. Choose signs that are easily understood by people who may be distressed.*
 - C. *Contact your local emergency management agency for assistance in the development of sheltering in place procedures for the LSM.*
 - D. *Use the emergency contact list included as Appendix 1 to this annex to contact first responders before and/or after an event.*

- E. *Inform your consignors, buyers, and employees of the LSM in place sheltering plan. Post notices of the existence of the plan on buyer/seller paperwork, in newsletters, emails, and social media posts, etc.*

Criminal Activity

Although many livestock markets are located close to major highways, their locations are rural in nature. This makes it convenient for certain types of criminal activity to occur with little notice. Examples of activities confronting a LSM include stolen cattle, agroterrorism, domestic disputes, stolen equipment, active shooter, arson, vandalism, and vary in frequency, seriousness, and impact. With little exception most of the criminal activity that occurs at a LSM will need the assistance of law enforcement and, possibly fire.

- A. *Designate the LSM employee, and at least one additional successor who will be responsible for reporting criminal activity to the appropriate law enforcement agency. Work with local and state law enforcement to understand what information is necessary for an investigation and develop a collection form to be used during a criminal event.*
- B. *Develop a plan, with the assistance of local and state law enforcement, to harden the LSM. This may entail physical enhancements to the property (installing security cameras and new locks on doors and windows, removal of trees or bushes that could offer suitable hiding places or used to climb over fences, control access to non-public areas of the premises, etc.), as well as assessing security needs of the premises.*
- C. *Develop an employee training program that focuses on active shooter, training employees to be vigilant and recognizing potential risks, animal diseases, etc.*

Contact the MO State Highway Patrol Rural Crime Investigation Unit (RCIU) for education regarding rural crime via community seminars, POST-accreditation training, email alerts, and in-depth crime trend bulletins. <http://www.mshp.dps.mo.gov/MSHPWeb/PatrolDivisions/DDCC/Units/RuralCrimes/ruralCrimes.html>. If your state has a resource that addresses rural crime, revise this section with their contact information

For animal disease training, contact your LSM veterinarian who can locate training resources appropriate for the LSM employees.

*For active shooter training, refer to the Active Shooter Preparedness resources provided by the United States Department of Homeland Security at <http://www.dhs.gov/active-shooter-preparedness>, the United States Federal Bureau of Investigation video: Run. Hide. Fight. Surviving an Active Shooter Event at <https://www.fbi.gov/about-us/cirg/active-shooter-and-mass-casualty-incidents/run-hide-fight-video>, or the on-line course **IS-907: Active Shooter: What You Can Do** <http://training.fema.gov/is/courseoverview.aspx?code=IS-907> provided by FEMA.*

Appendix 1 to Annex G

EMERGENCY CONTACT INFORMATION

Annex H

BUSINESS CONTINUITY**I. Purpose**

This annex will describe how the LSM will maintain business operations during a business disruption. This may be due to a natural or a technological event.

II. Organization and Responsibilities

- A. *Use Appendix 1 to the Direction and Control Annex to determine who will maintain business operations in the event of an emergency. Designate by position title, plus two designated successors if these are not the same employees.*
- B. *Record insurance provider contact information (emergency/non-emergency numbers).*
- C. *Describe where the LSM will relocate in the event the current location is not accessible. Include business name and contact information for the alternate location.*
- D. *If the company experiences a business disruption, there may be a need for a variety of supplies and materials. Use the Vendor and Contractor form to record the businesses and their contact information. Include this form as Appendix 1 to this annex. Indicate if there are Standby Contracts in place with these vendors and contractors (establishes price of the resource the day before the emergency event occurred).*
- E. *Describe how the LSM will address cyber security concerns. Include your plan for protecting the computer hardware and software. Indicate if records are stored off-site; if so provide location and contact information for the off-site location.*
- F. *Use the Key Decision Log to record legal and ethical decisions made the event. Include this form as Appendix 2 to this annex.*
- G. *Describe how the LSM will record loss of property for reimbursement and insurance claims.*
- H. *Describe the LSM Records Back-Up plan. Include:*
 - *Who is responsible for backing up the LSM critical records including payroll and accounting system*
 - *Where the emergency operations plan, site maps, insurance policies, bank account records and other records important to your business operation are stored on-site*

- *Where the back-up records are stored offsite (copy of the emergency operations plan, site maps, insurance policies and bank account records, other records important to your business operation)*
- *How the business will maintain operations if the accounting and payroll records are destroyed*

I. *Attorney Firm Information*

Appendix 2 to Annex H

KEY DECISION LOG

Use this log to record legal and ethical decisions made during the event.

1. Who is making the decision, raising the issue?
2. What is the decision/action/issue and what is the rationale for this?
3. What objective does this entry relate to?
4. What is driving the need for a decision?
5. What impact is the decision likely to make on key incident attributes?
6. What effect is this decision likely to have on other incidents?
7. Who was involved in making this decision?
8. Who will be implementing?

Annex I

RECOVERY**I. Purpose**

This annex will describe the LSM recovery strategy as they restore their business operations to normalcy.

II. Organization and Responsibilities

Disaster impacts both the physical and social aspects of the LSM. This annex gives the LSM the opportunity to assess and evaluate their past business operation and if there are changes to their business operations that should be considered.

- A. *Designate by position title, the individual, plus two designated successors, who will be responsible for recovery operations. Choose individuals who are familiar with the LSM operations and have the ability to access damages and recommend recovery solutions.*
- B. *Survey for damages and recommend basic repairs, if possible. If special circumstances exist, i.e., FEZAD, describe what special considerations will be needed to restore facilities to normal.*
- C. *Survey for infrastructure such as, repairs to buildings, utilities, roads, and bridges, replacement or restoration of vehicles and equipment, etc., and determine how this will impact business operations.*
- D. *Collect documentation for indemnity, insurance, and taxes purposes, etc. This will include tracking of income and expenses.*
- E. *Determine if mental health services are necessary for consignors, buyers, and employees and then determine where the LSM can secure these services.*
- F. *Review the completed Key Decision Logs (Appendix 2 to Annex H) completed during the event to reassure consignors, buyers, business stakeholders, and the public that legal and ethical actions were followed during the event.*
- G. *Outline the plan for debriefing employees, local responders and government officials, if appropriate.*
- H. *Based upon a debriefing of the incident, determine if there are additional training needs.*

References

- Local Public Health Emergency Plan Template, MO Department of Health and Senior Services, Center for Emergency Response and Terrorism, December 2002
- Developing and Maintaining Emergency Operations Plans, Comprehensive Preparedness (CPG) 101, Version 2.0, November 2010
- Osage County Local Emergency Operations Plan, 2012
- Agriculture Emergency Response Actions for Livestock Disease Emergency Standard Operating Guide 001-004, Missouri Department of Agriculture Agri-Security Program, accessed at www.mda.mo.gov
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- Classification of Phases and Types of a Foot and Mouth Disease Outbreak and Response USDA APHIS Veterinary Services, National Center for Animal Health Emergency Management, FAD Prep FAD Preparedness and Response Plan, Draft March 2013
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