

# Farm Emergency Plan Template



**NC Department of Agriculture and Consumer Services**

**North Carolina Agromedicine Institute**

**2014**

PLAN LAST DATE UPDATED \_\_\_\_\_ Pre-FIRE UPDATED \_\_\_\_\_

## Farm Emergency Plan

### I. Emergency Numbers - if 911 is not working properly

Contact Names	Contact Numbers
Fire	
Local Police	
County Sheriff	
Local Animal Control	
State Police	
Local County Emergency Management Coordinator	
Ambulance	
Local Hospital	
Family Doctor	
Agricultural Chemical Dealer	

### II. Business Numbers (important numbers for your business)

Contact Names	Contact Numbers
Local Fire	
Local Fire Chief	
Electric Company	
Gas Company	
Phone Company	
Equipment Dealer/Mechanic	
FBI Field Office Emergency Number	
Local NC Cooperative Extension Agent	
NC Department of Agriculture & Consumer Services (NCDA&CS)	919-707-3000
NCDA&CS Structural Pest Control and Pesticide Division	919-733-3556
NCDA&CS Emergency Programs Division	919-807-4300
NCDA&CS Veterinary Division	919-733-7601
National Response Center	1-800-424-8802
NC DENR, Division of Water Quality (DWQ)	1-800-858-0368
NC Poison Control	1-800-222-1222

**III. Directions to Farm from nearest major road or highway:**

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**INCLUDE LANDMARKS or OTHER MARKERS VISIBLE BY AIR IN CASE OF RESPONSE BY AIR.**

**IV. Facility Information**

<b>Primary Contact Information</b>	
Name	
Address	
Phone Day	
Phone Night	
Fax	
Cell	
Pager	
Alternate	
<b>Owner Information if Different from Primary Contact</b>	
Name	
Address	
Phone Day	
Phone Night	
Fax	
Cell	
Pager	
Alternate	

<b>Site Information</b>	
Date Completed	
Farm Name	
Farm Physical Address	
Township/Sector/Quadrant	
<b>Farm GPS Coordinates</b>	
Latitude	
Longitude	
<b>Chemical Storage Information (If Different)</b>	
Address	
Township/Sector/Quadrant	
Latitude	

**Farmers need to assure record information for Restricted Use Chemicals is kept as required by NCDA&CS Structural Pest Control and Pesticide Division and Local Fire Department.**

### Landing Zone Information for Air Transport

- Landing Zone should be a minimum of 100 feet x 100 feet
- Level land with slope less than 5 degrees
- Compact dirt- grass-road
- Free of obstructions
- No debris that can become airborne
- Mark corners of landing zone
- Do not approach the aircraft except on instruction from flight crew
- Avoid tail rotor area
- No one in landing zone during take off
- No smoking or open flame
- Make a large cross or “x” or SOS with contrasting vegetation so that it clearly stands out.

**Map or Sketch Suggested:** Map the farm site or any part of the farm where chemicals are stored to include labels and symbols. Maps may be obtained through the local Farm Service Agency, which will enable responders to see where fields are located, if needed in an emergency. Reviewing farm maps with local first responders and locating maps in a clearly labeled, accessible container is advised. (**Attach map to this plan.**) A good container can be a PVC tube with caps secured to a fence post or sign on entry to the farm.

- Buildings/structures location- Indicate sizes and locations of doors.
- Barns, houses, shops, outbuildings, silos, in-ground silage pits, grain bins, manure pits, lagoons, litter storage, dead animal boxes, etc.
- Special land features
- Roads and crossroads, driveways and lanes, fences and gates.
- Wells and/or municipal water supply, hydrants, ponds, streams, rivers, lakes and wetlands.
- Septic tanks and wastewater systems
- Drainage ditches, culverts, surface drains. Slope of land-direction of drainage
- Identify where chemicals, fertilizers and the emergency spill kit are stored.
- Note fire concerns
- Location of first aid kits and fire extinguishers
- Overhead and buried power lines
- Location of key box for locks to buildings, gates, etc.
- List of silos and grain bins with size and capacity by their individual numbers

Suggested symbols to show location for each building –be sure to include a legend on maps.

- (G) - Gas shutoff
- (E) - Electrical shutoff
- (AST) - Above ground fuel storage tank
- (UST) - Underground fuel storage tank
- (LP) - Liquid propane
- (CG) - Compressed gas (oxygen, acetylene)
- (AA) - Animal areas
- (MS) - Manure storages (liquids and solids)
- (S) -Silos
- (OsEPL) - Off-site emergency plan location
- (+) First Aid Kit
- (FEXT) – Fire Extinguisher
- (ESK) – Emergency Spill Kit
- (GB 1) - Grain Bin and Assigned Number

## V. Agricultural Chemical and Application Equipment Security

Vigilance and observation of suspicious activity are keys to managing security on your farm. Situations that should be reported quickly include the following:

- Mark chemical storage area with chemical hazard placard. This will help emergency responders identify the type of storage. If you need assistance with how to placard, contact your local fire or emergency services personnel for assistance.
- Unusual sickness among staff or unusual numbers of sick or dead animals, birds or insects in your immediate vicinity.
- Signs of break-ins, theft, tampering or indications of possible attempt to harm or damage a vital or sensitive facility.
- Unexpected spraying activities, whether via aircraft, trucks or individuals with hand held sprayers, in areas where such activity would not be customary or appropriate, or evidence that such unexplained activity recently occurred. The goal should be to make it as difficult as possible for potential troublemakers to obtain chemicals or application equipment. Advise your family and employees of the following recommendations and implement those that apply to your operation.
- Report suspicious activity, vehicles, people, theft, sabotage and vandalism to your local law enforcement agency. Include MSDS sheets for chemical used on the farm.

**The following practices will help to reduce the likelihood of adverse events from occurring:**

- Keep chemical storage areas secure and locked or otherwise secured to prevent unauthorized access.
- Keep an updated and accurate inventory of all chemicals in your possession. Inventory should be maintained in more than one location in case of fire, tornado, or other unforeseen event. Labels or Material Safety Data Sheets can be obtained from chemical vendor or downloaded from [www.cdms.net](http://www.cdms.net)
- Labels can be removed from an empty container if you have multiple containers of the same chemical that you will be using. Printed page size labels can be kept in a notebook labeled 'CHEMICAL INVENTORY'. Labels from containers can be placed in individual zip lock bags and put into a file. In the event of a fire, responders will want to know what chemicals are on the farm in order to know what HAZMAT steps are necessary. In the event of an exposure, EMS and physician will need a copy of label to know how to treat properly. Be sure that family members and others working on the farm know where the inventory is kept. Empty containers without labels should be triple rinsed immediately to prevent unknown contamination.
- Walk the perimeter of your chemical and equipment storage area on a regular basis, checking for any signs of suspicious activity.
- Lock or secure all application equipment when it is not in use to prevent unauthorized access.
- Consider background checks for new employees.

- Restrict access of non-employees (delivery, maintenance, etc.) to your facilities and limit access to all chemical storage areas to reduce/prevent the potential for tampering with products.
- Have a list of emergency numbers (see page 2) prominently posted, and be sure that family members and employees have access and are aware of the contact list.

**All agricultural incidents should be promptly reported (within 15 minutes) to three levels of government:**

**1. Local authorities by calling 911.**

**2. State authorities.**

- NCDENR Division of Water Quality (DWQ) <http://portal.ncdenr.org/web/wq/home/er>. Call the Region closest to the environmental emergency. After-hours number is **1-800-858-0368**, in case of release and to find out the reporting requirements.
- NC Superfund Authorization and Reauthorization Act (SARA) Title III Program, Tier II reports – NC Emergency Management, **919-825-2277**.
- If pesticides are involved, notify the Structural Pest Control and Pesticides Division at **919-733-3556**.

**3. Federal authorities.**

- The National Response Center **1-800-424-8802**.

## **VI. Spill or Release Response Procedures**

Spill or release response procedures refer to accidental spills or releases of all chemicals used on the farm, including pesticides, fertilizers, manure and petroleum products such as fuel oil and gasoline.

- **Caution!** Always assess the dangers of spill or release response first. If you cannot control and/or contain the spill without endangering your health or safety, then immediately call 911. If 911 services are not available in your area, call the fire department or state police directly. You should have these numbers posted by all phones. Use the form on (page 2) to record emergency phone numbers. If pesticides are involved, notify the Structural Pest Control and Pesticides Division at **919-733-3556**.
- Control the source of the spill or release, if possible. For example, shut off valves or pump, plug holes, set container upright, or contain by damming or diking. If there is a fire, be aware that spraying water on some chemicals can cause a chemical reaction that can make the situation worse. For small fires involving chemicals, use a fire extinguisher rated for all types of fires. For any fire that you cannot easily control, call 911 or the fire department. Make sure you indicate what chemicals are involved.

- Contain the spill to a small area, away from groundwater or surface water. The spill could reach groundwater or surface water if it soaks into the soil or if it gets into a drainage ditch, wetland or pen water such as a pond or stream. Spills that reach the water can contaminate wells, kill fish and wildlife and be very costly to clean up.
- Communicate details to local, state and federal authorities.
- Cleanup and follow-up requirements. All releases must be cleaned up. With some releases, the chemical can be easily cleaned up and disposed of using commonly available farm resources (loader, shovel, manure spreader and suitable field area for distribution of contaminated soil). In other cases, a professional remediation company may be required to safeguard the community and the environment. The N.C. Pesticide Disposal Assistance Program can provide assistance by facilitating disposal and a list of contractors. Call **919-733-3556**
- NCDENR DWQ spill response staff members will help you determine the appropriate cleanup actions and what follow-up reporting requirements are required for the specific release.

## VII. Recommendation for Agrichemical Spill Kits

Spill kits should be kept near the sprayer and in the chemical mixing and loading area, storage area or in the transport vehicle.

### Suggested Spill Kit Contents

- Keep MSDS or product label nearby for easy access
- Personal protective equipment (chemical-resistant gloves, boots, protective suit, safety glasses).
- Drum/bucket/trashcan to contain collected/generated disposal material
- Absorbent materials, such as absorbent clay, sawdust, pet litter, activated charcoal, vermiculite, paper or spill pillows to soak up liquid spills.
- Sweeping compound to keep dry spills from drifting during cleanup.
- Shovel, broom and dustpan.
- Heavy-duty detergent.
- Fire extinguisher rated for all types of fires.
- Other spill cleanup items specified on the labels of products used regularly.
- Closable, sturdy plastic container (labeled "Spill Kit").
- Emergency telephone numbers (page 2).

**NEW:** EPA now requires farms to prepare oil spill plans for fuel tanks depending on the amount of fuel stored on site. For more information; [http://www.epa.gov/emergencies/content/spcc/spcc\\_ag.htm](http://www.epa.gov/emergencies/content/spcc/spcc_ag.htm)

## VIII. Anhydrous Ammonia

Farmers can help keep anhydrous ammonia secure by taking the following precautions:

- Use tank or valve locks.



- Be alert for suspicious persons and activities around the farmstead. Report any incidents to the local police. Look for signs of suspicious activities, including:
  - Partially opened tank valves and/or leaking valves.
  - Common items associated with and often left behind after theft, including small propane tanks, buckets, coolers, gas cans, duct tape, garden hoses and bicycle inner tubes.
- Don't leave tanks unattended for long periods of time. Return tanks to the dealer immediately after use.
- When storing tanks, position tanks in well-lit open areas where they can be easily seen from the road.
- Consider the use of dyed anhydrous ammonia to make the fertilizer less attractive to drug makers.

**If you use and/or store anhydrous ammonia, here is information you may want to keep:**

<b>Anhydrous Ammonia Purchase</b>			
Date of Sale			
Quantity Purchased			
<b>Purchaser's Information*</b>			
Name			
Address			
Phone Number			
Driver's License Number			

**\*Recommended to be kept for all fertilizers, though not required.**

**If you use and/or store ammonium nitrate fertilizer:**

- Keep the storage areas secure and locked where fire codes permit.
- Keep an updated and accurate inventory of all ammonium nitrate in your possession.
- Walk the perimeter of your storage area on a regular basis, checking for signs of suspicious activity.
- Report suspicious activity, vehicles, people, theft, sabotage and vandalism to your local law enforcement agency.
- Lock and/or secure all application equipment when it is not in use.
- Consider background checks for new employees.
- Restrict access of non-employees (delivery, maintenance, etc.) to your facilities.

- Have a list of emergency numbers (see page 2) prominently posted, and be sure that family members and employees are aware of it.
- Document relationship between purchaser and person picking up or accepting delivery of the ammonium nitrate fertilizer, if applicable.

## **IX. Farm Bio-security**

### Bio-security for Livestock Operations

Bio-security involves practices designed to prevent harmful agents, such as viruses, bacteria, parasites or toxins, from coming in contact with livestock. Protocols should be part of every farm's management plan and should include prevention guides for farm visitors. Many diseases commonly found in the United States can be spread from farm to farm and result in animal sickness, death and economic losses.

Visitors may include neighbors and friends making casual visits or veterinarians, feed sales people or equipment dealers making professional visits. They may unknowingly bring harmful agents onto an operation as the risk is increased with visitors who regularly go from farm to farm as part of their profession.

The following precautions can aid in preventing disease introduction:

- Producers and veterinarians should become as familiar as possible with diseases by utilizing the training module on the department web site ([ncagr.com/vet/DiseaseAlerts.htm](http://ncagr.com/vet/DiseaseAlerts.htm))
- Producers should observe their stock closely for symptoms and immediately contact their veterinarian if clinical signs are seen.
- New herd additions should be minimized or suspended. If new animals must be added, they should be limited to those of known background and isolated and observed for illness for 2 weeks prior to introduction.
- Limit traffic and personal access of persons not directly affiliated with farm operations to increase bio-security.
- At a minimum, sanitize the bottom of any footwear before entry into contained livestock areas.
- Be knowledgeable of the international travel status of farm employees. Educate them on the need to limit access of farm premises for at least 14 days after returning from abroad. All clothing and personal items should be washed and disinfected upon re-entry. Discuss risk of employees receiving any gifts or food products from relatives residing overseas.
- Refrain from feeding farm animals any garbage or waste food products of any type.
- Restrict the purchase of feed, forage, hay, or bedding materials to those of known domestic or local origin
- If used equipment must be purchased, limit it to that of known local origin and thoroughly sanitize it prior to bringing on to the farm.

- Restrict the entry of any non-farm employee. Clean and disinfect shoes and clothing prior to allowing entry of personnel to the animal holding areas of the premise.
- Discontinue the practice of allowing free-ranging dogs or pets on the farm premise. Limit wildlife entry to the farm as much as possible.

**The following guidelines can be used when hosting farm visitors:**

- Inform visitors of bio-security measures followed on the farm.
- No farm visit should be allowed without careful consideration for bio-security risks.
- Park visitor vehicle(s) away from livestock production areas to reduce contamination risks.
- Visitors should have or be provided with clean clothing and footwear if visiting livestock production areas.
- Contact with animals, livestock waste and feedstuff should be minimized whenever possible.
- Provide access to hand washing facilities on visitor arrival and departure.
- Keep track of how many visitors are on the farm at any given time to assist in accounting for all individuals in case of an emergency.

**X. Ag-terrorism Preparedness Tips**

- Educate your employees and let them know the risks to your farm business
- Be alert for people exhibiting odd or suspicious behavior; report to local law enforcement
- Conduct an assessment of potential threats to your farm
- Develop and implement a bio-security plan for your farm
- Assure employees and visitors to your farm understand restriction of access to livestock, especially if they have been out of the country
- Keep yourself informed on current issues related to threats of terrorism that might affect the food supply.

