

Operations Contingency Plan for Beef Producers

How to complete this form

The following are guidelines meant to provide beef producers a starting point to outline essential livestock care if they and/or their managers were to experience illness, injury, or another emergency situation. In these situations, care may need to be administered by a non-household member. This contingency plan is meant to cover essential care only, it is not meant to serve as a comprehensive care plan. Use the form to complete your farm's Operations Contingency Plan.

At a minimum, an essential livestock care plan should include:

1. Address of facility.
2. [Premise Identification Number](#) (PIN) of the farm.
3. Map of the facility (including locations of emergency shut-offs and hazardous materials).
4. Inventory of livestock and their location.
5. Name and contact information of service providers, such as veterinarian, nutritionist, feed supplier, fuel suppliers, buyer, livestock hauler, manure hauler, mortality disposal, and MN Duty Officer.
6. Inventory and location of feed, supplies, and medications.
7. List of non-household individuals and their contact information who are willing to provide care.
8. List of individuals and their contact information who are able to operate large equipment such as tractors, skid loaders, feed grinders, and mixers.
9. Farm's biosecurity plan everyone caring for livestock are expected to follow.
10. Basic animal care tasks. These include providing feed and water, assuring livable air quality and temperatures, and administering timely euthanasia.
11. Establish priority for daily tasks such as cleaning, documentation, and record-keeping.
12. Specific feeding instructions for each animal or group of animals.
 - a. If feed needs to be mixed daily for animals, include instructions.
 - b. If feed needs to be ordered, include what needs to be ordered and when.
13. Essential medication needs for individual animals and location of medication.
14. Mortality management protocol.
15. Manure management protocol.

Additional Tips

- Supplementing with pictures or videos can be helpful.
- Make sure you have two weeks of feed and medication on hand.
- Have electronic and written copies of the instructions in an obvious location.

Operations Contingency Plan for

FARM NAME

Phone number:

Premise Identification Number (PIN):

Farm address:

Chore time(s):

Contact this person when chores are completed each day:

Parking location(s):

Contact name

Contact number

Restroom location:

Suppliers

Veterinarian name: Number:

Nutritionist name: Number:

Feed supplier name: Number:

Fuel supplier name: Number:

Livestock buyer name: Number:

Livestock hauler name: Number:

Manure hauler name: Number:

Mechanic name: Number:

Mortality disposal name: Number:

MN Duty Officer: 800-422-0798

In case of an accident or spill involving a hazardous material such as pesticides or manure, the MN Duty Officer should be contacted; they can connect you to trained emergency responders at the Minnesota Department of Agriculture (MDA).

Non-household care providers

Care provider 1 name: Number:

Care provider 2 name: Number:

Care provider 3 name: Number:

Care provider 4 name: Number:

Care provider 5 name: Number:

Care provider 6 name: Number:

Equipment operators

Equipment operator 1 name: Number:

Equipment operator 2 name: Number:

Equipment operator 3 name: Number:

Map of farm with marked locations

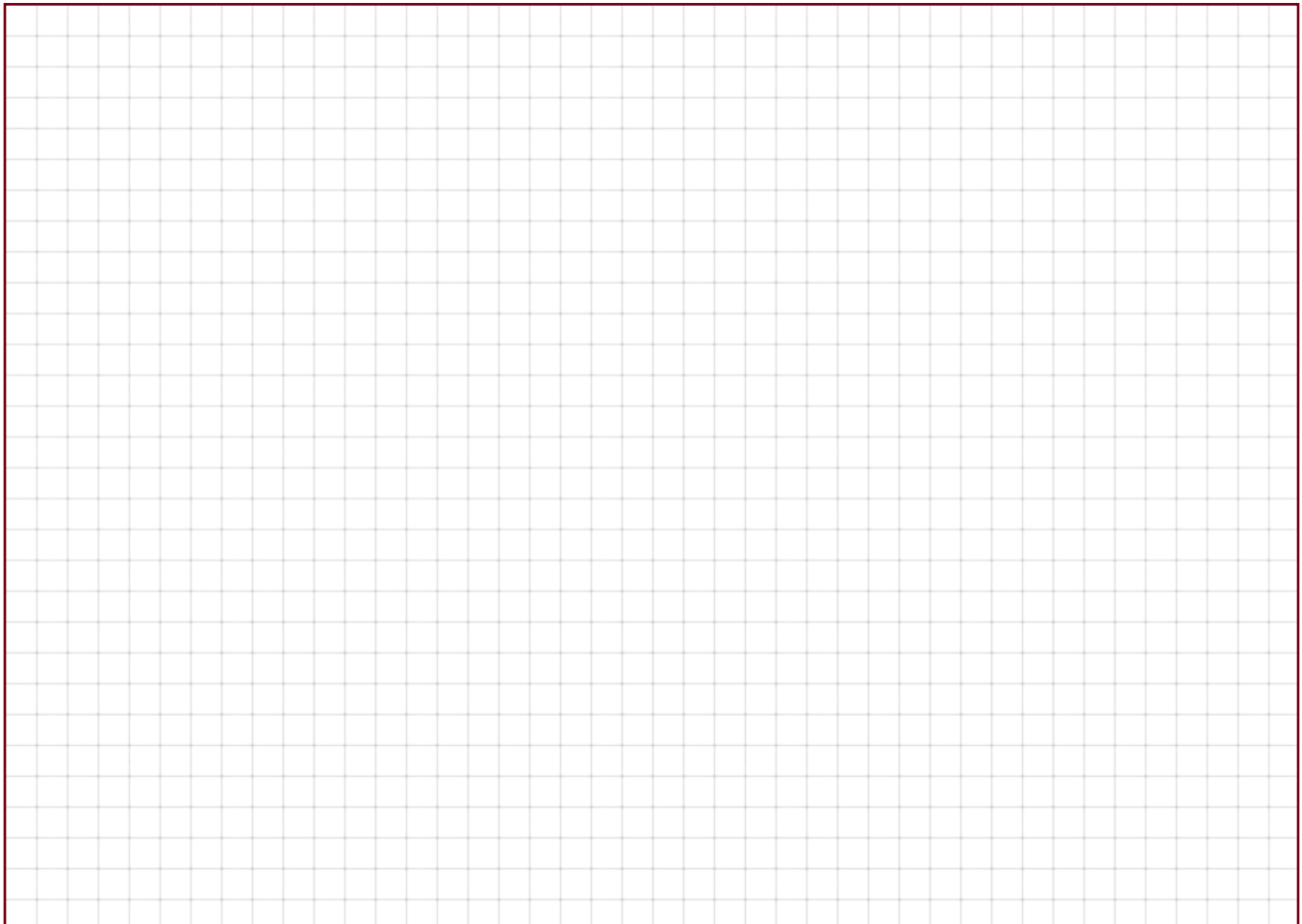
Include locations of:

- Parking spot(s)
- Restroom
- Biosecure entry door/gate
- Livestock
- Feed
- Water
- Supplies
- Hazardous materials
- Emergency shut-offs

Include additional maps of any off-site livestock areas that will need to be visited, such as pastures.

You can either:

1. Click to insert a map or aerial view of your farm below (may not work on all devices/browsers). Then, print and mark the locations, or
2. Print the form and then use the gridlines to draw a map of your farm and mark locations.



Animal Care

Animal health

Animal health protocol:

Animal health contact 1:

Animal health contact 2:

Livestock medication

Medication inventory:

Treatment protocol:

Medication location:

Which animal(s) need treatment:

Contact veterinarian with questions:

Bedding

Watering

Bedding inventory:

Watering instructions:

Bedding location:

Feeding

Animal inventory, location and rations

Animal group 1

Group 1 description:

Group 1 location:

Group 1 rations:

Animal group 2

Group 2 description:

Group 2 location:

Group 2 rations:

Animal group 3

Group 3 description:

Group 3 location:

Group 3 rations:

Feed

Feed inventory:

Feed location:

Feeding time:

Preparation instructions:

Information about ordering additional feed:

Facilities	Operations
Infrastructure and systems contacts:	Operations management protocol:
Machinery and Equipment	Manure Management
Machinery/Equipment location:	Manure management protocol:
Instructions:	Grazing plan
Equipment service/repair contact1:	Grazing plan:
Equipment service/repair contact 2:	
Cleaning	Pet care
Cleaning protocol:	Pet care information (e.g. farm dog or cat):
Mortality management	Recordkeeping
Mortality management protocol:	Recordkeeping protocol: