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EVENT BIOSECURITY PLAN

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| --- | --- |
| Name of event |  |
| Address of the venue |  |
| PIC of venue |  |
| Number of exit and entry points |  |
| Date of first arrivals and last departures | From: To: |
| Event Organiser and phone number |  |
| Event Biosecurity Manager |  |
| Site map attached? |  |

This Biosecurity Plan outlines a set of preventative control measures and actions aimed at reducing the risk and spread of an infectious diseases outbreak affecting people and horses on and off the venue. Every individual has a responsibility to abide by the biosecurity measures and to follow the directions of the Organising Committee (OC) or risk expulsion from the event.

While this document is not specifically related to the Hendra virus and associated outbreaks, it is important to note that the vaccination of horses in relation to the Hendra virus is recognised as the single most effect means of controlling the spread of this virus.

This plan includes:

1. Emergency contact information
2. Biosecurity policy
3. Details of biosecurity kit and equipment required to be available at event
4. Biosecurity contingency plan
5. Communication plan
6. Biosecurity information for event organisers
7. **EMERGENCY CONTACT LIST**

|  |  |  |  |
| --- | --- | --- | --- |
| **ORGANISATION** | **NAME** | **PHONE**  **NUMBER** | **COMMENT** |
| Emergency Animal  Disease Watch Hotline |  | 1800 675 888 |  |
| Biosecurity Queensland |  | 13 25 23 |  |
| Biosecurity Manager |  |  |  |
| Event Veterinarian |  |  |  |
| Local Veterinarian 1 |  |  |  |
| Other Local Veterinarians |  |  |  |
| Body Disposal Company |  |  |  |
| Clinical waste disposal |  |  |  |
| Venue Owner/Manager |  |  |  |
| Neighbours with horses |  |  |  |
| Local Police |  |  |  |
| Workplace Health Safety Queensland |  | 1300 369 915 |  |
| Local hospital |  |  |  |

1. **BIOSECURITY POLICY**

All people who bring horses or livestock onto the grounds are expected to be aware of their biosecurity obligation that they must take all reasonable steps to ensure their activities do not spread a pest, disease or contaminant.

All horses or livestock entering grounds must be from a property actively practising good

biosecurity principles within their management.

Competitors will be advised before and during the event that:

* They have a biosecurity obligation to take all reasonable steps to ensure their activities do not spread a pest, disease or contaminant.
* Horse Health Declarations (HHD) are a mandatory requirement for all events.
* The property identification code (PIC) of the horse’s origin and returning property must be included on the HHD.
* Acceptance into the event will be refused if the required HHD is not presented at point of entry or designated registration point.
* No horses with signs of illness are to be brought onto the grounds.
* No communal horse water troughs will be available at the event. Equipment, including food and water containers is not to be shared between horses.
* Competitors are responsible for cleaning up manure from yards and placing it in designated areas.
* Competitors are required to advise the event organisers immediately if a horse is sick, to stop all non-essential contact with the sick horse and not allow children to have close contact with the sick horse.
* Everyone handling horses should wash or sanitise hands between contacting different horses.

Prior to the event, the Biosecurity Manager and Organising Committee will identify and mark off an agreed isolation area with hazard tape.

The Biosecurity Manager, in consultation with the Organising Committee, is in charge should a biosecurity risk arise. While the Biosecurity Manager does not possess the legal powers necessary to quarantine or restrict movements of people, they will arrange to have the details of any person and/or animal leaving the grounds if they have been directed not to.

1. **BIOSECURITY EQUIPMENT**

**Equipment required at event:**

* Microchip scanner for vet inspection (Biosecurity Manager)
* PA system (Organising committee)
* Hand sanitiser for stations around yard areas and at marshalling areas (Organising Committee)
* First aid kit (Organising committee)

**Biosecurity field kit comprising:**

*PPE equipment*

* + disposable gloves
  + overalls
  + boots/covers
  + P2 respirators
  + safety goggles
  + paper hand towels
  + heavy duty garbage bags
  + clinical waste bags

*Decontamination equipment*

* buckets
* spray bottles
* scrubbing brush
* foot bath – kitty litter tray
* detergents and disinfectant

*Isolation equipment comprising*

* + star pickets or panel fencing
  + rolls of hessian
  + large tarpaulin
  + hazard tape

1. **BIOSECURITY INCIDENT CONTINGENCY PLAN**

In the event that a sick horse is confirmed at the event, the following plan is to be followed:

**Sick horse**

* Organising Committee and Biosecurity Manager are to be advised of a sick horse immediately.
* Biosecurity Manager will contact the event vet.
* Horse is to be taken to isolation area, via the most direct route avoiding any unnecessary contact with other people or horses until review by the vet.

**Vet attendance**

* If the event vet declines to attend to a non-Hendra vaccinated horse, the owner will be required to organise for their own treating vet, and if able to travel, leave the venue.
* If the horse is unable to travel, the event vet may decide to perform a Hendra virus exclusion test and the horse will remain in isolation until the test results are available.
* If the horse is deemed to be non-infectious it may be returned to regular stable and will be managed by owner/ exhibitor and attending vet (at owners expense).

- OR -

* If the horse is diagnosed as being a possible biosecurity threat it is to remain in isolation stable with a minimum five-metre perimeter to other horses or passing people.
* Biosecurity Manager will contact Emergency Disease watch hotline 1800 675888.
* All people within the isolation zone ie vet, officials, owner, are to don PPE gear when tending to horse.
* Disinfection of shoes via footbaths and strict hand hygiene to be followed.

**Biosecurity issue Identified**

* Biosecurity Manager in conjunction with attending vet will contact Biosecurity Queensland 132523.
* Biosecurity Manager will ask OC to close exit points and broadcast to all present at the venue to remain on site until further information and exit points are closed.
* Event organiser will take advice about whether to continue with the event, after discussion with Biosecurity Queensland, and advise participants of this decision.
* Horse Health Declarations for all horses on site made available to Biosecurity Queensland.
* Access to isolation area will be patrolled by Biosecurity Manager and limited to essential personnel.
* All horse movement to cease unless authorised by Biosecurity Queensland.

**Lockdown**

* Biosecurity Queensland will advise if a total lockdown of the venue is required and the event organising committee will advise participants of this decision.
* The Biosecurity Manager will regularly check entry/exit points to ensure anyone leaving the venue is given an exit notice and their vehicle registration is noted.
* The Biosecurity Manager will make arrangements for waste removal if required.
* The event organiser will arrange for fodder to be available for purchase by participants.
* Further shavings will be arranged by the Biosecurity Manager in conjunction with the venue and be available for purchase by participants.
* Biosecurity Queensland will advise the Biosecurity Manager and participants of any further protocols required.
* The Biosecurity Manager in conjunction with the organising committee will arrange removal and disposal of deceased animals if required.

**BIOSECURITY CONTINGENCY PLAN FOR SUSPECT BIOSECURITY RISK**

**SICK HORSE**

Contact list?

PPE gear?

Decontamination gear?

Who has responsibility now?

Who is the person in charge?

Who will make the decision to isolate and when?

What other actions need to be considered?

**NOT ISOLATE**

Why?

**VET**

Which vet?

Who has contacted the vet?

Who will be the main person talking with the vet?

What options do you have if the vet is unable to attend immediately?

**VET CONFIRMS SICK HORSE IS NOT A BIOSECURITY ISSUE**

**VET SUSPECTS SICK HORSE MAY BE A BIOSECURITY ISSUE**

Who is the person in charge?

Is the person in charge able to work with the vet & the person responsible for horse?

Is there a ‘chain of command’?

Does Biosecurity Queensland need to be contacted - who is going to do this?

What actions can be taken to control movement of people on and off the venue?

Can you obtain detailed records of people who may start to leave the event? (e.g. destination PIC, vehicle registration, mobile phone numbers)

**CONFIRMED BIOSECURITY ISSUE**

What are control options?

Do you have records & a venue map available to produce to Biosecurity Queensland?

**EVENT CEASES**

Who advises the event has ceased?

Biosecurity Queensland will manage emergency disease incidents in conjunction with event organisers & horse owner. If there are movement restrictions, event organisers will need to arrange and manage the daily husbandry/welfare needs of the horses and people on the grounds

**EVENT CONTINUES**

Event Organisers will need to manage the sick horse and in-contact animals in conjunction with the horse owner/s

**ISOLATE**

Where?

How?

Who?

Why?

How many?

1. **COMMUNICATION PLAN**

Notification of all affected parties is a critical component for an effective infectious disease control plan. Development of a clear, concise and accurate message about a situation, the measures being taken and the procedures for event participants to follow is critical to prevent the spread of disease and panic among event participants and the general horse-owing public.

This plan outlines the communication protocols and the range of biosecurity messages for competitors before the event, for all attendees during the event, including if there is a biosecurity incident.

**BEFORE THE EVENT**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Key messages** | | **Audience** | **Communication**  **tools** | **Communication**  **channels** | **Person**  **responsible** | |
| Biosecurity is everybody’s  business.  All horse owners and riders have a biosecurity obligation to take all reasonable steps to ensure their activities do not spread a pest, disease or contaminant.  Competitors expected to ensure good biosecurity practices at home, and at the event and actat the direction of the organising committee and Biosecurity Manager. | All event competitors,  their parents, coaches  and teachers. | | Fact sheet | Via nominate.com  with event draw | OC to arrange distribution |
| **DURING THE EVENT** | | | | | | | |
| **Key messages** | | | **Audience** | **Communication**  **tools** | **Communication channels** | **Person**  **responsible** | |
| OC has measures in place to mitigate risk of infection, disease and pests.  In the unlikely event of a biosecurity incident, biosecurity plan will be implemented.  You will be notified about the incident and expected to follow the directions given by the organising committee.  Everyone will be expected to remain at the venue until cleared to leave by the organising committee.  In the event of horse movement restrictions participants are responsible for the care, maintenance and cost of their horses and themselves, including feeding, bedding, vets and personal needs. | | | Competitors  Everyone  at venue | Fact sheet  A3 poster | Handed to all competitors on arrival/collection of rider packs.  Posted on gate and other visible points  at venue | BM to provide  signage to OC  Contact person is  BM | |
| Information and tips for good biosecurity practice | | | Everyone  at venue | Signage as per examples in  this plan | Posted  throughout venue | OC/BM | |

**DURING THE EVENT IF THERE IS A BIOSECURITY THREAT/INCIDENT**

In the unlikely event of a biosecurity incident, the Biosecurity Manager will:

1. Advise the organising committee of the situation.
2. Meet with the directly affected parties to advise the actions to be taken, including isolating the horse/s, contacting vet and authorities.
3. Contact the emergency disease hotline.
4. Identify all parties who may have had contact with the sick horse.
5. Act as the main point of contact between the authorities and the organising committee.
6. Prepare media/public statements as required.

The organising committee will:

1. Arrange for event staff to be stationed at venue exit points.
2. Provide staff at exits with equipment to take car/truck registration details of anyone who leaves the site, and information sheets to hand to people in exiting vehicles.
3. Advise all attendees at the event via public address system that a biosecurity matter is being investigated, the horse/s have been isolated, and authorities have been called.
4. Ask all people to stay well clear of the isolation area and request everyone to remain on site until further notice.
5. Advise everyone updates will be provided as soon as information comes to hand.
6. Invite attendees to come to information booth if they have any questions.
7. Brief key messengers.
8. Arrange for notices to be produced and placed on vehicles on the grounds if required.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key messages** | **Audience** | **Communication**  **tools** | **Communication channels** | **Spokesperson/**  **Person**  **responsible** |
| OC is managing a potential biosecurity matter.  We have a plan and will be enacting it for the safety of every person and horse on site.  Horse/s have been isolated, authorities called.  Ask everyone to stay well away from isolation area.  Please do not leave the venue without discussion with OC.  We will keep you updated.  Questions to the information booth.  Monitor your horse’s health - what to  look for. | All attendees at event | Verbal  Written | PA system  Key messengers  Notice given to all people leaving  venue and placed  on all vehicles at venue. | Event director/  OC  BM has copies of notice. OC to  arrange  distribution |
| Status update of situation – particularly advising people when they can leave  venue | All attendees | Verbal  Written | PA system  Key messengers  Notes on vehicles | OC |
| **If there is a confirmed biosecurity threat** | All attendees  general  public | Written statement  Posts | Media  Social media | BIOSECURITY QLD/DAF MEDIA |

**AFTER THE EVENT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Key messages** | **Audience** | **Communication tools** | **Communication channels** | **Spokesperson/**  **Person responsible** |
| Outcome of bio security incident | Attendees  Equestrian community  General community | Statement | Media  Social media  EQ website | BIOSECURITY QLD/DAF MEDIA |
| Authorities | Written report |  | BM |

1. **Biosecurity information for event organisers**

**Workplace health and safety requirements**

Horse Industry associations that conduct a business or undertaking have duties under work health and safety legislation to ensure the health and safety of themselves, their workers and other persons so far as is reasonably practicable. Risks to health and safety must be eliminated so far as is reasonably practicable. If this is not reasonably practicable, the risks must be minimised so far as is reasonably practicable.

A horse event may be a workplace for some persons but not others. Events must:

* provide and maintain a work enviroment without risks to health and safety
* provide and maintain safe plant and structures
* provide and maintain safe systems of work
* ensure the safe use, handling, and storage of plant, structures and substances
* provide adequate facilities (including hand hygiene and first aid facilities) for the welfare at work of workers including ensuring access to those facilities
* provide any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety

A Safework Australia Volunteer Resouce Kit is available at: <http://www.safeworkaustralia.gov.au/sites/aws/model-whs-laws/guidelines/volunteers/pages/resource-kit>

**Biosecurity management**

Biosecurity risks can be reduced by taking steps to:

1. prevent introduction of disease onto grounds
2. prevent the spread of disease on the grounds
3. minimise the effect and spread of a disease incident within the ground

***Prevention of introduction of disease onto grounds***

*Biosecurity policy and manager*

Measures include adopting biosecurity policies as outlined in section 2 of this plan, appointing a biosecurity manager for the event, and ensuring good record keeping.

*Record keeping*

Horse Health Declarations should be kept by the biosecurity manager for six months after the event.

The Property Identification Code (PIC) of horse’s origin and property it is returning to must be on the Horse Health Declaration. It is a legal requirement that all horse owners must apply to register their property with Biosecurity Queensland <http://www.daff.qld.gov.au/animal-industries/moving-selling-livestock/national-livestock-identification-system/property-registration/multiple-land-parcels>.

Records should be kept of any volunteer/staff training activities the club or organisation has undertaken as it relates to activities/roles individuals are expected to perform during events or in the advent of a biosecurity outbreak.

Reviews and updates any procedures or of your Biosecurity Plan should also be recorded and amendments noted on all such documents as soon as the reviews are completed.

It is prudent to lodge these documents on your club or organisation website for all to see, as well as during specific notice to them in newsletters, social media links or the like.

***Prevention of spread of disease on the grounds***

*Venue*

Venue planning should include:

* + placement of hand washing facilities and sanitiser at strategic, prescribed areas eg near the toilet shower block, horse wash area, waste disposal area, isolation area, etc.
  + an isolation area for sick horses
  + restricted entry/exit points for spectators and competitors
  + restricted access to isolation areas
  + location of food preparation and dining areas away from animal contact areas
  + identification of trees on-site that are attractive to flying foxes and restriction of access to these areas while the trees are flowering/fruiting and attracting flying foxes
  + covering feed and water troughs and not placing these under trees
  + installing surfaces, equipment, fittings and materials that can be readily cleaned and disinfected
  + good general ventilation
  + design of traffic management systems and vehicle parking and delivery points for spectators, competitors, vendors, tradespersons, and emergency vehicles
  + design of horse movement corridors within the facility
  + design of waste management points and waste water management
  + pest and vector control
  + placement of biosecurity signage.

*People*

* Signage should inform visitors and competitors of the importance of biosecurity at the event.
* Specific biosecurity information should be included on event entries for all entrants to see.
* People should be encouraged to minimise (as much as practicable) contact with horses; **in particular other people’s horses.**
* Horse carers should be encouraged to restrict public access to their horses as much as practicable.
* Horse handlers should be urged to regularly use hand sanitiser.
* The use of a detergent/disinfectant when cleaning equipment is recommended.
* Hand hygiene signage should be visible at all times.
* All officials should wash hands or apply hand sanitiser between contacting different horses or between classes where practicable and ensure any organic matter present is cleaned off hands or equipment prior to sanitisation.
* Where possible people should not camp in close proximity to where the horses are stabled, nor should horses be in close proximity to where people are cooking and eating.

*Vehicles*

* Every effort should be made to ensure the cleanliness of vehicles/floats entering the venue.
* All local regulations en-route regarding the transport of plant material, seeds, weed control, etc must be adhered to.

*Horses*

* No communal water troughs should be supplied.
* Contact with other horses and animals) on the grounds should be minimised (as much as practicable).
* Encourage people not to share their horse’s water, feed containers or equipment. If this must happen, they should clean and disinfect gear between horse use
* Where practicable stable horses that have been vaccinated for Hendra virus separate from horses that have not been vaccinated.
* Feed and water should be kept under cover and away from trees to prevent contamination from birds/flying foxes.

*Manure*

* Stables/yards should be kept clean of manure and feed scraps on a regular basis during an event, clinic or training days. This should be drawn to the attention of all concerned.
* Where possible, efforts are to be made to pick up manure from communal walkways and exercise areas as soon as possible.
* Manure is to be disposed of in designated ‘manure’ sites around the grounds.

*Dogs*

* Dogs are not a preferred option at events.
* If they are attending, dogs must be kept on a lead at all times and should be permitted in the camping areas only.
* It is the owner’s responsibility to pick up and dispose of dog droppings.

*Fodder (for interstate competitors)*

* Any feed brought into the venue from Interstate must comply with Department requirements and a fodder declaration must be completed if required. Further information is at: <http://www.daff.qld.gov.au/plants/moving-plants-and-plant-products/into-or-within-queensland/bringing-fodder-or-hay-into-queensland>

**Minimising the effect and spread of a disease incident within the grounds**

*Veterinarian*

* A designated veterinarian/isolation yard should be supplied.
* A veterinarian should be on call.
* A disposal area to bury or burn deceased horses should be organised prior to the event. This may be offsite. If this is the case a plan will need to be developed as to how the carcass will be transported to the burial site. (Ensure that you advise the horse disposal contractors of any potential human health risks if a horse is suspected, or confirmed to be infected, with a zoonotic disease).

*Site map*

A site map should include:

* entry and exit point/s
* isolation area
* stabling
* public access
* public parking
* participants’ parking
* designated exercise/warm up areas
* event activities
* manure disposal area
* other waste areas (eg feed, soiled bedding, clinical waste including sharps)
* location of cleaning agents, disinfectant
* location of hand washing basins and hand sanitisers
* location of first aid kits
* location of PPE Kit
* water sources
* a traffic flow/movement of people information (spectators, competitors and officials), vehicles, animals and emergency vehicles for safe exiting of the venue.

Further information about horse movements, biosecurity concerns and documentation requirements in Queensland is at: <http://www.daff.qld.gov.au/27_5857.htm>