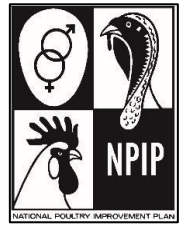


BIOSECURITY PLAN REVIEW (written plan)	DATE REVIEWED:
COMPANY:	
FARM NAME & LOCATION:	
NPIP #:	
REVIEWED BY:	PHONE:
<input type="checkbox"/> - Plan meets PDA requirements for permitting related to an AI control area. (Flock can be tested for movement even if not from an NPIP source flock) <input type="checkbox"/> - Plan meets the NPIP guidelines and is approved as written. Approval is valid for two years. USDA has final determination of approval for indemnity. (Must meet requirements of #10) <input type="checkbox"/> - Plan needs improvement in order to meet the NPIP minimum guidelines before it can be approved.	



Form rev Feb 2023

DOES WRITTEN PLAN INCLUDE THE FOLLOWING:
NI= Needs Improvement

YES NI NO

YES NI NO

YES NI NO

YES NI NO

YES NI NO

NPIP Program Standards Biosecurity Principles Audit Guidelines

1. Biosecurity responsibility

1.1. Is there a Biosecurity Coordinator? If so, please provide their name.

1.2. Is there a site-specific biosecurity plan?

(1.2.1. Although a company plan may be used for all premises under that company, the plan must be individualized for each premises, with a premises map included.

1.3. Is the Biosecurity Coordinator knowledgeable in the principles of biosecurity?

1.3.1. The Biosecurity Coordinator must be able to describe and interpret their company's biosecurity program and how it meets the requirements of the NPIP biosecurity principles. PDA expects that the biosecurity coordinator listed on the plan is able to meet these requirements.

1.4. Does the Biosecurity Coordinator review the biosecurity plan at least once during each calendar year and make revisions as necessary?

(1.4.1. The Biosecurity Coordinator must be able to provide recorded dates in which annual reviews were made and evidence of revisions to the biosecurity plan if any were necessary. These dates should be written in the biosecurity plan or on supporting documents which are provided along with the plan. Review of the plan by officials is only required every 2 years but the documentation should support that it was reviewed annually and/or when risk is elevated (see 1.5).

1.5. Does the biosecurity plan indicate there will be a review by the Biosecurity Coordinator in periods of heightened risk of disease transmission?

(1.5.1. Documentation of compliance, including evidence of a discussion during periods of heightened risk can take any form (e.g., emails, letters, memos, phone logs, text messages, etc.). It is the responsibility of the Biosecurity Coordinator to clearly define and communicate the "period of heightened risk" in the biosecurity plan.) For PDA review, if there are items in the plan that are put into play only during times of higher risk, the plan should mention what these items are and what would be the trigger for them to be implemented. The plan should include how and when this is communicated to employees.

YES NI NO

2. Training

2.1. Does the biosecurity program include training materials that cover both farm site-specific procedures as well as company and/or complex-wide site-specific procedures, as applicable?

All SOPs for biosecurity should be listed by title in the plan and should be available to PDA upon request. Review of the SOPs should be included in initial and annual employee training. These SOPs could include the company/site SOPs for PPE, pest control, equipment sharing, C&D, etc. The training should include review of all SOPs and a review of the biosecurity plan and the plan should include this.

YES NI NO

2.2. Do all poultry owners and caretakers that regularly enter the perimeter buffer area (PBA) complete this training?

(2.2.1. Supporting documentation (e.g., training logs, training completion sheets, sign-in sheets, certificates of completion, etc.) should be provided.)

The plan should include that everyone who regularly crosses the PBA receives biosecurity training (as per 2.1).

YES NI NO

2.3. Has the training been completed at least once per calendar year and documented?

(2.3.1. Supporting documentation (e.g., training logs, training completion sheets, sign-in sheets, certificates of completion, etc.) should be provided.)

PDA requires that training logs are provided along with the plan at the initial plan evaluation and at evaluation every 2 years, to provide proof that all employees (and owners) initial and annual biosecurity training for the premises. This should include the name of the trainee and the date the plan was reviewed with them.

YES NI NO

2.4. Are new poultry caretakers trained at hire?

(2.4.1. Supporting documentation (e.g., training logs, training completion sheets, sign-in sheets, certificates of completion, etc.) should be provided.)

PDA requires that training logs are provided along with the plan at the initial plan evaluation and at evaluation every 2 years, to provide proof that all employees (and owners) initial and annual biosecurity training for the premises. This should include the name of the trainee and the date the plan was reviewed with them.

YES NI NO

2.5. Are training records retained as stated in Title 9-CFR §145.12(b) and 146.11(e)?

(2.5.1. Records must be maintained for at least 3 years.)

The plan should state that the training logs are kept for a minimum of 3 years.

YES NI NO

3. Line of Separation (LOS)

3.1. Does the site-specific biosecurity plan describe or illustrate the boundaries of the LOS? If not, please explain.

(3.1.1. Provide a diagram, map, and/or a detailed description of the LOS. The LOS is recommended but not required for poultry with unenclosed outdoor access, but is highly recommended during periods of heightened risk.)

The LOS should be drawn and labelled on a premises map (or described), and requirements for crossing the LOS should be included in the plan for each premises. For outdoor birds, the LOS should be the fence line and the entry point should be the gate.

YES NI NO

3.2. Does the site-specific biosecurity plan clearly outline procedures to be followed when caretakers, visitors, or suppliers cross the LOS?

(3.2.1. Provide the procedures (e.g., written instructions, signage, training videos, etc.) to be followed by caretakers, visitors or suppliers to cross the LOS.) The requirements for crossing the LOS should be included in the plan for each premises. For the LOS, biosecurity signs at the LOS entry at each house are recommended but not required if there is signage at the PBA entry. The LOS procedures should include an entry point at the LOS clearly indicated by a bench, taped or painted line or other method of separation, and designated footwear or footwear which has been cleaned and disinfected before crossing the LOS. A foot pan is not acceptable as the only requirement to cross the LOS- but may be used in addition to the designated or footwear which was cleaned and disinfected. If foot pans are used, the plan should address that they are kept clean and disinfectant is replaced at least as often as the manufacturer recommends. Hand sanitizer or a hand washing station should be available and should be required for all. All employees and visitors should be aware of the requirements for crossing the LOS by signage or other methods.

YES NI NO

4. Perimeter Buffer Area (PBA)

4.1. Does the site-specific biosecurity plan describe or illustrate the boundaries of the PBA?

(4.1.1. Provide a diagram, map, and/or a detailed description of the PBA.)

The PBA should be drawn and labelled on a premises map (or described), and requirements for crossing the PBA should be included in the plan for each premises. Structures and composting sites/disposal sites; feed bins; traffic flow; C&D station; entrance/exit should be labelled.

YES NI NO

4.2. Does the site-specific biosecurity plan clearly outline the procedures to be followed by caretakers, visitors, or suppliers when entering and leaving the PBA?

(4.2.1. Provide the procedures (e.g., written instructions, signage, training videos, etc.) to be followed by caretakers, visitors or suppliers when entering and leaving the PBA.)

The requirements for crossing the PBA should be included in the plan for each premises. The plan should include biosecurity/no trespassing signs at the entrance to the PBA, along with a C&D station (if necessary for vehicles without on-board disinfection sprayers), parking requirements/locations, and any requirements for PPE as they cross the PBA for employees, visitors, and for truck drivers.

YES NI NO

5. Personnel

5.1. Does the biosecurity program and/or site-specific biosecurity plan include provisions specifically addressing procedures and biosecurity personal protective equipment (PPE) for site-dedicated personnel?

(5.1.1. PPE should be described in the biosecurity plan for each type of production facility.)

This section should include all the PPE or clean/dedicated clothing and footwear requirements for all employees on the site, including the requirements for crossing the PBA and the LOS. The plan should include any protocols for cell phones and other items taken across the LOS.

YES NI NO

5.2. Does the biosecurity program and/or site-specific biosecurity plan address the procedures and biosecurity PPE for non-farm personnel?

(5.2.1. PPE should be described in the biosecurity plan for each type of production facility for non-farm personnel.)

This section should include all the PPE or clean/dedicated clothing and footwear requirements for all visitors on the site, including those for crossing the PBA and the LOS.

Biosecurity protocols for vendors such as catch crews and vaccination crews should be on file with PDA if the plan under review refers to those vendor plans. PPE should be made available for any visitor not included under a vendor's biosecurity plan/PPE. Truck drivers should not exit their trucks without clean or disposable boots and should avoid crossing the LOS unless necessary for delivering or catching birds.

YES NI NO

5.3. Does the biosecurity program and/or site-specific biosecurity plan specify procedures which all personnel having had recent contact with other poultry or avian species should follow before re-entering the PBA?

(5.3.1. Supporting documentation (e.g., signed statements, acknowledgement forms, visitor log-in, signed policy documents, etc.) should be provided.)

Personnel and visitors should be prohibited from contact with other avian species for a minimum of 48 hours. The visitor log should include a statement for visitors to document that they have not been around avian species for at least 48 hours.

YES NI NO

6. Wild Birds, Rodents and Insects

6.1. Are there control measures in the biosecurity program and site-specific biosecurity plan to prevent contact with and protect poultry from wild birds, their feces and their feathers as appropriate to the production system?

The plan should include steps taken to prevent wild bird access to poultry areas, including inlet wire, fan wire or shutters, etc. For outdoor birds, the plan can include any netting if used, fencing, and any measures taken to preclude entry of wild birds, such as clean up of any spilled feed, wild bird deterrents used on ponds, etc.

YES NI NO

6.2. Does the biosecurity program and site-specific biosecurity plan contain control programs for rodents, insects, and other animals?

The plan should include any control programs for rodents, insects (usually flies), and should include that pets and other animals are prevented access to the poultry areas (should not cross LOS).

YES NI NO

6.3. Are these programs documented?

6.3.1. Provide description of control programs and examples of the documentation [e.g., log sheets, rodent control company contracts, Best Management Practices (BMP) audits, maintenance records, etc.].

The plan should indicate that rodent and insect control programs are documented (counts, methods, bait rotations, etc). Documentation of control programs should be available upon request, but these logs are not required to be submitted with the plan.

YES NI NO

7. Equipment and Vehicles

7.1. Does the biosecurity program and/or site-specific biosecurity plan include provisions for procedures for cleaning, disinfection, or restriction of sharing of equipment where applicable?

(7.1.1. Supporting documentation (e.g., written instructions, signage, training videos, etc.) should be provided.)

The plan should address the policies for equipment sharing, and if equipment is shared, address the procedures used for drivers, and C&D of any equipment shared. This section should mention procedures used for all vehicles and equipment crossing the PBA if not addressed in the PBA section. Supporting documentation is not required at the time of plan evaluation; however, should be available upon request. Any SOPs should be listed by title in the plan.

YES NI NO

7.2. Are vehicle access and traffic patterns defined?

(7.2.1. Provide a description of vehicle entry access and traffic patterns.) Include the location of the C&D station on the site map.

The site map should include the location of the C&D station, or if all vehicles entering the PBA use on-board sprayers, the location where these sprayers are activated. If this is not included on the map, it should be described in the written plan. The map should include arrows showing traffic patterns unless described in the written plan.

YES NI NO

8. Mortality Disposal

8.1. Is there a mortality disposal plan?

This addresses a plan for routine daily mortalities.

YES NI NO

8.2. Does the mortality disposal plan reference the frequency of removal, storage of mortality, and pest control around mortality storage and disposal areas?

(8.2.1. Provide a description of the mortality disposal plan and examples of documentation [e.g., mortality sheets, company contracts, Best Management Practices (BMP) audits, disposal records, etc.]) The plan should include a description of daily mortality management, including frequency of removal from the poultry house or area; method of disposal (ie- composting on site); location of disposal site; method of moving mortality from the poultry area to the disposal site in a biosecure manner (ie- is any equipment crossing the LOS or PBA, and are any personnel crossing the LOS or PBA to dispose of mortality). The protocol for C&D of any equipment, including buckets used for moving mortalities, should be included in the plan. Supporting documentation is not required at the time of plan evaluation; however, should be available upon request. Any SOPs should be listed by title in the plan.

YES NI NO

8.3. Does the mortality disposal plan address procedures for handling mortality disposal in a way that minimizes the potential for cross-contamination from other facilities or between premises?

(8.3.1. Supporting documentation should be provided (e.g., written instructions, videos, etc.) for proper handling of mortality to minimize the potential of cross-contamination.)

The plan should address the management of daily mortalities, equipment, transport, and personnel if the mortalities are transported off of the premises. (ie- C&D of vehicle and other equipment used, driver PPE, etc). The plan can refer back to other sections addressing the equipment and personnel. Supporting documentation is not required at the time of plan evaluation; however, should be available upon request. Any SOPs should be listed by title in the plan.

YES NI NO

9. Manure and Litter Management

9.1. Is the manure and spent litter handled in a manner that limits the spread of infectious disease?

(9.1.1. Procedures (e.g., written instructions, manure/litter handling log sheets, protocols, permits, guidance for contractors, etc.) should be provided showing how disease risk from manure and litter handling has been addressed.)

The plan should address the management of manure/spent litter, equipment, transport, and personnel if it is transported off of the premises. (ie- C&D of vehicle and other equipment used, driver PPE, etc). The plan can refer back to other sections addressing the equipment and personnel. Supporting documentation is not required at the time of plan evaluation; however, should be available upon request. Any SOPs should be listed by title in the plan.

YES NI NO

10. Replacement Poultry

10.1. Is replacement poultry sourced from flocks which are in compliance with NPIP provisions and program standards?

(10.1.1. Replacement poultry is defined as poultry from hatch to maturity intended to become laying hens or breeders, but per USDA in 2022, all poultry on the premises should be sourced from NPIP sources or sources which tested equivalently to NPIP standards to be eligible for indemnity (or the affected flock is tested equivalently). However, PDA may allow permitting relative to a disease control area if this requirement is not met.) Do not check this item as YES if the birds are not from NPIP sources.

(10.1.2. Provide supporting documentation (e.g., VS 9-2 form, VS 9-3 form and/or NPIP hatchery production records) showing that source flocks are active and compliant participants in the NPIP.)

9-3 forms should be obtained from NPIP bird sources and should be available at the time of plan evaluation, or a 9-2 form may be completed for NPIP participants when birds are placed may be used instead. Alternatively, an invoice showing the flock source and NPIP number may be substituted. ALL FLOCKS BEING EVALUATED FOR INDEMNITY PURPOSES MUST HAVE PROOF THAT THEIR FLOCKS ORIGINATED FROM AN NPIP BREEDER FLOCK OR FROM A FLOCK THAT WAS TESTED EQUIVALENTLY TO NPIP (Dr. Behnke, 11/16/22).

YES NI NO

10.2. Is replacement poultry transported in equipment and vehicles that are regularly cleaned, disinfected and inspected?

(10.2.1. Supporting documentation (e.g., written instructions, wash station reports and/or logs, inspection reports, invoices, etc.) should be provided. The biosecurity plan should be followed as written and clearly define “regular cleaning.”)

In many cases, unless using their own company trucks, this will be covered by the poultry transport companies’ biosecurity plans. These plans should be on file with PDA at the time of plan evaluation. Supporting documentation is not required at the time of plan evaluation; however, should be available upon request. Any SOPs should be listed by title in the plan.

YES NI NO

10.3. Are biosecurity protocols in place for equipment and personnel involved in the transport of replacement poultry?

(10.3.1. Supporting documentation [e.g., signed statements, acknowledgement forms, visitor log-in sheets, policy documents, standard operating procedures (SOPs), Best Management Practices (BMPs), etc.] should be provided for personnel involved in the transport of replacement poultry.)

(10.3.2. Supporting documentation [e.g., written instructions, protocols, procedures, training videos, standard operating procedures (SOPs), Best Management Practices (BMPs), etc.] should be provided for equipment involved in the transport of replacement poultry.)

In many cases, this will be deferred to the poultry transport companies’ biosecurity plans, which should be on file with PDA at the time of plan evaluation. All personnel, vehicles and equipment entering the premises must meet the premise’s biosecurity requirements before crossing the PBA and all personnel and equipment must meet the premise’s biosecurity requirements before crossing the LOS. Supporting documentation is not required at the time of plan evaluation; however, should be available upon request. Any SOPs should be listed by title in the plan.

YES NI NO

11. Water Supply

11.1. Is drinking water and/or water used for evaporative cooling sourced from a contained supply such as a well or municipal system?

YES NI NO
 N/A

11.2. If water comes from a surface water source, is water treatment used to reduce the level of disease agents?

(11.2.1 If yes, describe the water treatment used.)

YES NI NO
 N/A

11.3 If water treatment is not possible, is a risk analysis performed to determine actions needed to mitigate risks?

(11.3.1 The Biosecurity Coordinator should provide evidence that the risk of an untreated system has been considered and demonstrate steps to mitigate that risk if feasible.)

(11.3.2 Risk assessment should have considered risks from the water supply. This guidance does not require a peer-reviewed professional risk assessment to be performed.)

YES NI NO
 N/A

11.4 If surfaces have been cleaned or flushed with surface water, is subsequent disinfection employed to prevent disease transmission?

(11.4.1 If surfaces were cleaned or flushed with surface water and subsequent disinfection was employed, a description of the subsequent disinfection and/or supporting documentation should be provided (e.g., invoices for chemicals used and purchased treatment equipment, treatment plans, etc.)

(11.4.2 If surfaces were cleaned or flushed with surface water and subsequent disinfection was not employed, see item 11.3.2 above.)

12. Feed and Replacement Litter

YES NI NO

12.1. Are feed, feed ingredients and litter stored and maintained in a manner that limits exposure to and contamination by wild birds, rodents, insects, and other animals?

(12.1.1. Guidance applies to the feed ingredients and litter which are under the direct control of the entity being audited. A description or examples (e.g., written instructions, feed or replacement litter handling, log sheets, protocols, permits, guidance for contractors, etc.) should be provided showing how exposure to and contamination by wild birds, rodents, insects, and other animals is limited. Occasional exceptions may be necessary (e.g., seasonal storage, acts of God, etc.).

(12.1.2. Guidance applies to the feed ingredients and litter which are under the direct control of the entity being audited.)

Feed mills are evaluated using a different evaluation form. This premise's biosecurity plan should address the storage and handling of feed and fresh litter after it has been delivered.

YES NI NO

12.2. Does the biosecurity plan address feed spills within the PBA (outside of the LOS)?

The plan should include frequency of clean up for feed spills.

YES NI NO

13. Reporting of Elevated Morbidity and Mortality

13.1. Does the biosecurity plan address elevated morbidity and/or mortality above expected levels?

(13.1.1 A description of the actions and/or documentation (e.g., evidence of investigation, tracking graphs, mortality/morbidity patterns, case reports, mortality logs, etc.) used to monitor morbidity and/or mortality should be provided. The Biosecurity Coordinator is responsible for communicating what constitutes elevated morbidity and/or mortality in the biosecurity plan.)

The plan should address the reporting of elevated morbidity and mortality, and what parameters are used to determine if these are elevated.

YES NI NO

13.2. Is there a plan to report to responsible authorities and take appropriate action should you suspect and need to rule out reportable disease agents?

(13.2.1. Provide the written procedure to report and take appropriate actions when disease agents are suspected. The Biosecurity Coordinator is responsible for providing the written procedures.)

(13.2.2. The written procedure should identify the responsible reporting authorities. The Biosecurity Coordinator is responsible for clearly communicating who the responsible authorities are.) **The plan should include mention of reporting suspicions of HPAI to PDA and should include the PDA 24/7 number.**

14. Auditing

14.1. Auditing of the biosecurity principles is based on flock size as outlined in 9 CFR 53.10.

14.1.1. Premises exempted from auditing are those which: raise fewer than 100,000 broilers annually for meat, raise fewer than 30,000 turkeys annually for meat, have fewer than 75,000 table egg layers, raise fewer than 25,000 raised for release upland game birds annually, and raise fewer than 25,000 waterfowl birds annually. (2020: Breeder flocks with 5,000 or more birds included).

14.2. Audits shall be conducted at least once every two years or a sufficient number of times during that period by the Official State Agency to ensure the participant is in compliance.

14.2.1. Audits conducted by the OSA shall be a paper-based assessment of the participant's biosecurity plan.

14.3. Each audit shall require the biosecurity plan's training materials, documentation of implementation of the NPIP Biosecurity Principles, corrective actions taken (if necessary), and the Biosecurity Coordinator's annual review of the biosecurity plan to be audited for completeness and compliance with the NPIP Biosecurity Principles.

14.3.1. Audits conducted by the OSA shall be a paper-based assessment of the participant's biosecurity plan.

14.3.2. The participant will be provided an opportunity to offer corrective actions for any non-compliances noted during the initial audit. Corrective actions will be reviewed by the OSA prior to being reported and submitted to the NPIP National office. If corrective actions do not result in compliance, the participant may elect to take further actions. See guidance listed in 14.5. **Evaluators should provide an evaluation form to the plan submitter for each evaluation- even if corrective actions are required. Save each evaluation form with the date of the evaluation in HERDS (or if using only one evaluation form, color code and date your comments) along with all the versions of the biosecurity plan submitted for evaluation.**

14.4. An audit summary report containing satisfactory and unsatisfactory audits will be provided to the NPIP National Office by the OSAs.

14.4.1. Audit summary reports will be provided to the NPIP National office upon completion. **All completed evaluations should be added to the NPIP Biosecurity Audit spreadsheet (or the non-NPIP spreadsheet) so the annual report is complete. There is also a Non-NPIP tab on the spreadsheet.**

14.5. Those participants who failed the initial document audit conducted by the NPIP OSA may elect to have a check audit performed by a team appointed by National NPIP Office including: an APHIS poultry subject matter expert, the OSA, and a licensed, accredited poultry veterinarian familiar with that type of operation.

14.6. If these participants seek to be reinstated as being in compliance with the Biosecurity Principles by the NPIP OSA, they must demonstrate that corrective actions were taken following the audit, by the team appointed by NPIP.