

DISEASE PREVENTION BIOSECURITY PLAN

GUIDEBOOK

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If you already have disease prevention biosecurity procedures and records in place, you are not required to fill in the Disease Prevention Biosecurity Plan Template. It is provided as a helpful resource and an optional tool for producers who want a structured way to record their biosecurity practices.

1. Purpose

This Guidebook outlines the procedures required to comply with the **Disease Prevention Biosecurity Poultry Standard** and to support alignment with the **proposed H5N1 Regulations**. Its purpose is to give you confidence that you have considered all reasonable steps to protect your farm from disease risks, including those associated with the H5N1 avian influenza strain.

You can use this Guidebook to complete the **Disease Prevention Biosecurity Plan Template** or you can use the digital version, to tailor a plan specifically for your farm. Once finalised, the information can be kept in the template, saved as a downloaded PDF or stored electronically for staff reference. Individual components may also be displayed in relevant work areas to ensure they are easy for staff to access and follow.

You may find that many of the recommended practices are already covered within your Risk Management Programme (RMP). Where this is the case, you can simply note in the template which RMP sections address those requirements.

Throughout the Guidebook, you will see “**example indicators of recommended practice**.” For each indicator, you may choose to:

- A. Confirm that you already meet the requirement
- B. Add it to your Disease Prevention Biosecurity Plan Template and incorporate it into farm practice
- C. Include it only as part of an *Enhanced Response* (for example, when there is an elevated disease threat in the area)
- D. Decide that you cannot or will not adopt it

To be effective, biosecurity procedures must become a routine part of how the farm operates. Embedding them into daily work practices ensures the procedures live beyond the document and are consistently applied. This will help your farm maintain strong biosecurity controls and demonstrate alignment with the proposed H5N1 Regulations. These procedures also support compliance with your RMP, and each section includes references to the relevant RMP requirements.

While this Guidebook provides guidance, it is not a compliance document, but your RMP is.

1.1 Embedding Biosecurity Procedures into Day-to-Day Work

There are many ways to ensure procedures are consistently applied. Some options to consider include:

- **Training**
Ensure all staff are trained in the procedures and receive regular refresher training.
- **Involvement in Development**
Involve the farm team when developing or adapting procedures so they understand them and have ownership.
- **Explain the “Why”**
When people understand *why* a procedure is important, they are far more likely to follow it.
- **Easy Access to Procedures**
Make procedures clearly accessible. Where a procedure relates to a specific task or area, display it on the wall in that area for quick reference.
- **Keep Procedures Current**
Review procedures regularly to ensure they accurately reflect what happens on-farm and that farm practice aligns with the documented procedures.

2. Farm Production Area Map

Risk Management Programme (RMP)¹ sections that should be considered:

- RMP Part 1: Required Information
 - 1.6 Scope of the RMP (Physical Boundaries)
- RMP Part 2: Supporting System
 - M. Pest Control (Bait Station Site Map).

A farm production area map helps you identify the highest-risk zones for disease entry and shows where biosecurity controls should be placed to reduce the likelihood of a biosecurity threat reaching your farm. A dedicated biosecurity map also allows more detailed information to be included and is a valuable tool for staff training. Using colour coding and icons can minimise visual clutter and improve readability.

This map can also form the basis for the production area map required during an exotic disease outbreak, where additional biosecurity measures may be needed (see the *Biosecurity Response Guidebook*).

Think about the biggest risks of disease reaching your flock. What could be brought onto your farm by people, vehicles, equipment, or supplies? What risks might arise from water ingress or vermin? And what practical biosecurity steps can you implement to minimise those risks?

Start with your “business as usual” RMP (Risk Management Programme) map, then add the additional details needed to show your biosecurity controls. Clearly draw these in the farm production area section of your Biosecurity Prevention Plan Template. Focus on the following key areas:

Example indicators of recommended practice may include:

- **Boundaries & Farm Gates**
Identify entry and exit points for people and vehicles. Mark any high-risk areas adjacent to boundaries, such as neighbouring poultry or livestock, natural vegetation, or areas of permanent surface water.
- **Within Farm Biosecurity Areas**
Show clean and dirty zones, including bird housing and ranges, egg sorting and packing areas, storage areas, and other operational facilities.
- **Traffic Movements**
Map out vehicle routes and parking areas. Decide where you would install disinfection points and what methods to use e.g. wheel baths, spray stations, or portable disinfectant units.
- **Staff, Contractors & Visitor Facilities**
Mark designated parking areas, offices, staff amenities, and any controlled-access points for sheds, barns, caravans, and ranges. Note locations of PPE requirements, such as boot change stations.
- **Equipment & General Storage Areas**
Show where equipment is stored and how it moves in and out of sheds and on and off the farm.
- **Feed, Water Storage & Waste Areas**
Identify water sources, storage and treatment systems, feed stores, litter storage, and waste areas such as manure and mortality collection points. Mark high-risk areas such as creeks or drains that may require isolation or extra protection from contamination.

¹ Refer to: Risk Management Programme (RMP) Template for Production of Broiler and Layer Chicken, Breeders (Rearing and Production), Day-old Chicks (Hatchery) and Broiler Production: <https://www.mpi.govt.nz/dmsdocument/58342-Risk-Management-Programme-RMP-Template-for-Production-of-Broiler-and-Layer-Chicken-Breeders-Rearing-and-Production-Day-Old-Chicks-Hatchery-and-Broiler-Production>

- **List of Recommended Items for Your Map**

- Boundary controls
- Visitor and contractor entry points, including parking
- Office and staff areas
- Poultry housing and ranges
- Egg sorting and packing facilities
- Feed, litter and manure storage areas
- Water sources, storage, treatment, and reticulation
- Within-farm biosecurity zones (clean vs dirty)
- Any other key operational facilities
- Mortality storage and collection points
- Biosecurity sanitation sites (vehicle wheel washes, PPE and boot-change stations)
- Roads and pathways (vehicle routes, staff movements, mortality/waste collection routes)
- Natural vegetation and permanent surface water
- Equipment and general storage areas
- High-risk areas on or directly adjoining boundaries (e.g., neighbouring poultry)

Note: Instructions for drawing a farm map can be found in Appendix A.

3. Personal Responsibilities, Competencies and Training

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - C. Personnel Responsibilities, Competencies and Training.

Staff responsible for the care of birds must be competent, well-trained, and work to at least the minimum standards required by the Disease Prevention Biosecurity Poultry Standard. All personnel should receive training in the care and management of the birds they are responsible for and understand how their actions may impact biosecurity outcomes.

Objective

Ensure all production area staff are fully aware of, and trained in, all relevant biosecurity requirements.

Example indicators of recommended practice may include:

- **A documented farm induction programme**, preferably provided as a handout.
- **Awareness of risks from contact with other birds** outside the farm (e.g., wild birds, hunted ducks, or backyard poultry) and avoiding the use of untreated poultry manure from home.
- **Use of a matrix to set stand-down periods**, considering movements between sites, other livestock farms, packhouses and any overseas travel.
- **Staff declarations** confirming whether they keep birds at home.
- **Regular review of this manual** and relevant RMP Part 2: Supporting Systems, with staff involved in the review process.
- **Basic training on HPAI and Salmonella Enteritidis**, including risks, signs of disease, and key transmission pathways.
- **Competency assessments** to confirm staff understanding and correct implementation of procedures.

- **Scheduling refresher training** at defined intervals appropriate to roles and risk.
- **Clear visual signage** showing key procedures such as boot dips and changes, handwashing, and wheel-spray procedures.
- **Easy access to the manual and procedures**, ensuring staff can quickly refer to current biosecurity requirements.

4. Farm Biosecurity Procedures

For a biosecurity guide poster refer to Appendix B.

4.1 People, Vehicle & Equipment Movement Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - B. Personnel Health and Hygiene
 - C. Personnel Responsibilities, Competencies and Training
 - F. Design, Construction and Maintenance of Buildings, Facilities and Equipment
 - I. Receipt of Incoming Materials
 - P. Transport
 - R. Whole Flock Health Procedures
- Module 3: Broiler Production

Clear controls on how people, vehicles, equipment, and contractors enter and move around the farm are essential to maintaining strong biosecurity. By managing who enters the property, where they can go, and how they transition between production areas, farms can significantly reduce the risk of introducing or spreading disease and contaminants.

Objectives

To minimise the risk of introducing disease and contaminants onto the farm by controlling and monitoring access to the property, restricting entry to poultry production areas, and carefully managing the movement of all staff, contractors and equipment across the site.

Example indicators of recommended practice may include:

- **Providing a documented farm induction programme** for regular contractors, available as a handout and reviewed periodically.
- **Maintaining detailed entry records** for all staff, visitors, and contractors (e.g., a visitors' book), including vehicle movements when entering a biosecurity zone.
- **Requiring all staff, visitors, and contractors to sign a declaration** confirming any recent contact with birds (including wild birds), other farm animals, or high-risk environments, with reference to the farm's risk-assessment matrix.
- **Using a stand-down matrix** outlining required stand-down periods following movement between poultry sites, other farms, packhouses, high-risk facilities, or after overseas travel.
- **Controlling vehicle access and movement**, including designated entry points, approved parking areas, and procedures for wheel sanitation washes or sprayers, with cleaning and movement records maintained, especially for vehicles that move between sites.
- **Describing and documenting personal hygiene sequences**, including required PPE changes at

each transition point, the correct use of hand-washing and boot-dipping stations, and procedures for laundry management and storage of clean and dirty clothing.

- **Specifying agreed procedures for the movement, cleaning, and 'hygiene' of equipment and tools**, particularly when used across multiple sites.
- **Providing scheduled refresher training** for contractors at a defined interval to ensure ongoing compliance with biosecurity requirements.
- **Using clear visual signage** at key points, such as the farm entrance, hygiene stations, boot dips, hand-washing areas, and wheel-spray locations to reinforce required biosecurity procedures.

4.2 Internal (Bird Production Areas) Biosecurity Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - B. Personnel Health and Hygiene
 - F. Design, Construction and Maintenance of Buildings, Facilities and Equipment
- Module 3: Broiler Production

Movements into poultry housing and production areas is one of the highest-risk pathways for transferring disease, and contaminants from one group of birds to another and therefore warrants specific focus. Each shed, barn or range should therefore be treated as a separate biosecurity unit, with staff, equipment, and vehicles moving in a controlled, defined manner that protects the health and welfare of all flocks on the farm.

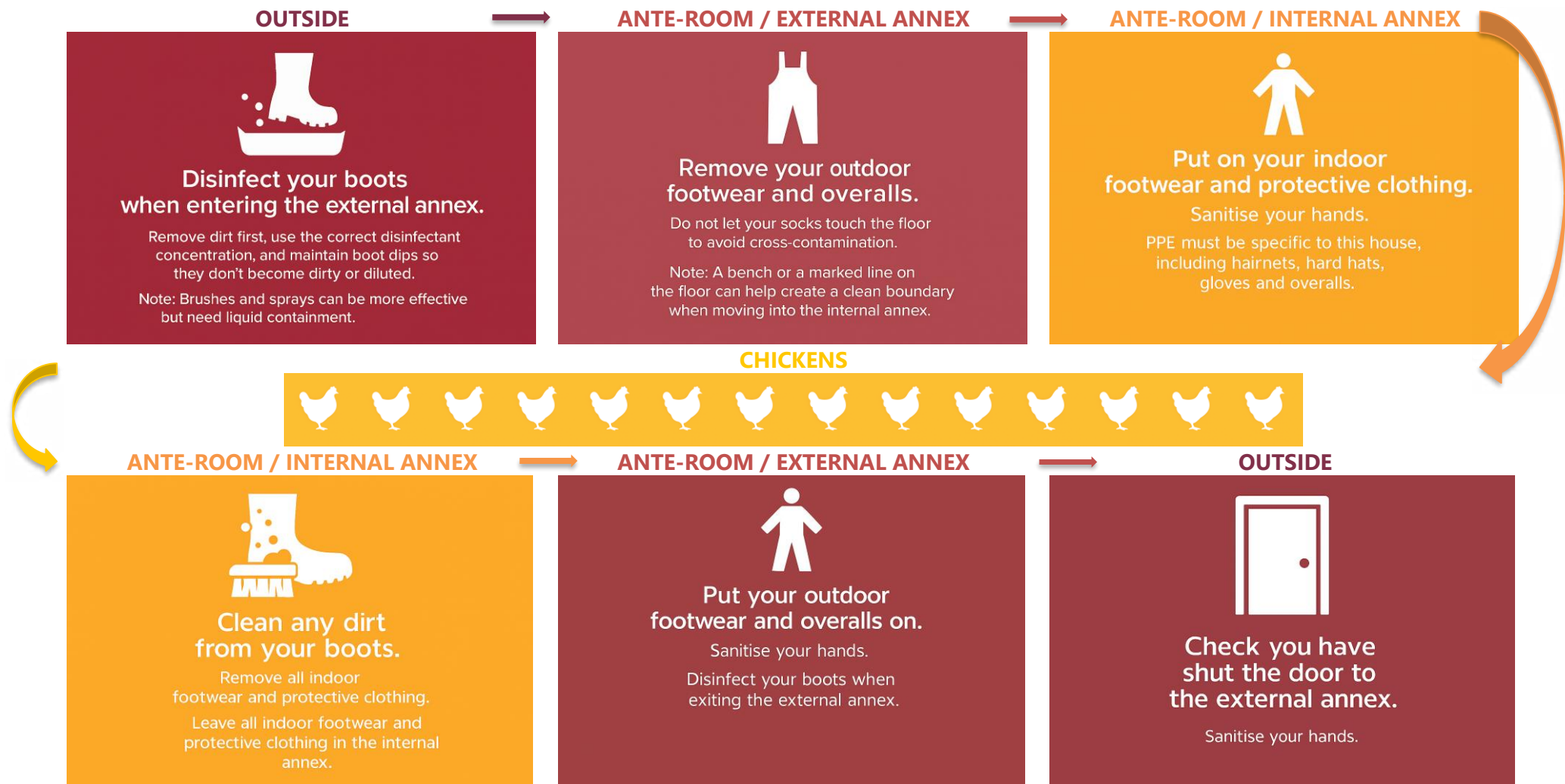
Objective

To minimise the risk of introducing or transferring disease, and contaminants between poultry sheds or bird production areas by controlling and sequencing the movement of people, equipment, and vehicles.

Example indicators of recommended practice may include:

- **Documented staff and contractor movement procedures** describing how to enter, exit, and transition between sheds, including any required movement sequence (e.g., newest to oldest batches, or highest to lowest health status).
- **Dedicated footbaths or disinfection points at each shed entry**, with clear instructions for use and a documented maintenance schedule.
- **Defined PPE requirements for each shed**, including when boots, coveralls, gloves, or other items must be changed before entering another production area.
- **Documented personal hygiene sequences**, including mandatory handwashing or sanitising steps when moving between sheds. See figure one for an example.
- **Shed-specific equipment** (e.g., brushes, shovels, tools) and clear procedures for cleaning and disinfecting any equipment that must move between sheds.
- **Consideration of service-vehicle movements**, especially any vehicles that enter shed areas, with cleaning or wheel-sanitising requirements defined.
- **Entry and movement records** where relevant (e.g., multi-shed or multi-site farms), including tracking of internal vehicle movements entering controlled zones.
- **Clear visual signage** at shed entry points, footbath stations, PPE change areas, and other hygiene stations to reinforce required procedures.
- **Refresher training for staff and contractors** on internal movement and shed-to-shed biosecurity at defined intervals.

Figure One: Example of a house entering & exiting procedure



4.3 Litter Management Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - F. Design, Construction and Maintenance of Buildings, Facilities and Equipment
 - M. Pest Control

Effective litter management is essential for maintaining strong biosecurity in barns and winter gardens. Good litter practices help reduce dust, fungal growth, and wet patches that can attract vermin, compromise bird welfare, increasing susceptibility to disease. Important factors include the quality, type, and depth of litter, along with good moisture control, ventilation, temperature management, feed quality, stocking density, and, for flocks with outdoor access, well-managed openings and effective external drainage.

Objectives

To prevent disease introduction and cross-contamination by ensuring that clean litter is protected from contamination, used litter is managed safely, and all vehicles transporting litter (clean or used) are cleaned and disinfected between production areas.

Example indicators of recommended practice may include:

For clean litter

- **Providing secure, pest-proof storage** for clean litter.
- **Describing biosecurity procedures** for moving clean litter to sheds when topping up.
- **Keeping records** of clean-litter deliveries to the farm.
- **Maintaining agreements with litter suppliers or trucking companies** regarding truck hygiene, driver procedures, and permitted movement patterns.
- **Receiving clean litter in sealed bags**, where appropriate.

For used litter

- **Maintaining agreements with trucking companies** on truck hygiene, driver procedures, and movements to other farms.
- **Ensuring used litter is fully contained** on the truck using a secure cover.
- **Notifying the receiving site** of the disease status of the flock from which the litter was removed.
- **Implementing on-farm storage measures** (if applicable) that protect biosecurity. For example:
 - storing litter away from sheds and farm traffic routes,
 - enclosing or covering litter,
 - managing pests,
 - considering drainage and flood-risk areas.

4.4 Manure Management Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - F. Design, Construction and Maintenance of Buildings, Facilities and Equipment
 - M. Pest Control

Manure buildup can create risks for bird welfare and biosecurity by contributing to odour, attracting vermin, and enabling disease transmission. In cage systems, manure must be removed before it accumulates to the

point of touching the cage floor. In barn systems, excessive manure increases moisture in litter and must be actively managed to prevent dampness, mould, and pest attraction.

Objectives

- To limit and control access to poultry production areas, reducing opportunities for disease introduction associated with manure handling and movement.
- To minimise the introduction and spread of infectious agents, particularly from rodents and other vermin attracted to manure within the production area.

Example indicators of recommended practice may include:

- **Documenting manure collection and removal procedures**, ensuring manure is disposed of in a way that does not contaminate the surrounding environment; disposal options may include on-site composting or secure removal by covered truck.
- **Locating manure removal points** at the opposite end of the shed from the entry annex or egg-loadout area and **providing a concrete pad** large enough to temporarily store manure and safely load trucks.
- **Designing traffic routes** so manure-handling activities are kept separate from egg collection, staff entry, and other clean-area movements.
- **Maintaining agreements with trucking companies** outlining truck-movement expectations, hygiene standards, and driver procedures; ensuring all loads are fully contained and covered.
- **Informing the receiving site** of the disease status of the flock from which the manure originated.
- **Applying biosecurity controls to on-farm manure storage**, including:
 - storing manure away from sheds and main traffic routes,
 - ensuring it is enclosed or covered,
 - maintaining pest-management measures,
 - cleaning trucks and equipment used for manure handling, and
 - considering drainage and flood-risk when choosing storage locations.

4.5 Pest Management Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - F. Design, Construction and Maintenance of Buildings, Facilities and Equipment
 - M. Pest Control

Effective pest control is essential to protect hen welfare, food safety, and strong farm biosecurity. A robust pest-management plan, regularly monitored and adjusted, helps prevent pests from entering bird housing, feed storage areas, and manure-storage locations. Managing pests reduces the likelihood of disease transmission, contamination, and structural damage around production areas.

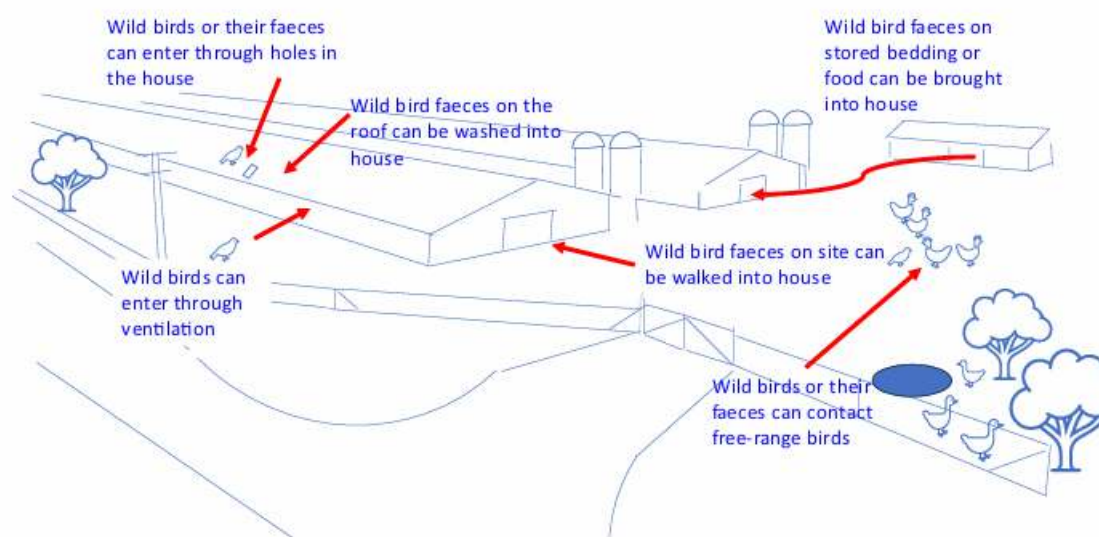
Objectives

To minimise the introduction and spread of infectious agents and pathogens by preventing and controlling vermin, particularly rodents, and other pests within and around production areas.

Example indicators of recommended practice may include:

- **Implementing measures to manage all relevant pest types**, including wild birds, insects such as litter beetles (Darkling or Black beetles), mites, rodents, and cats.
- **Designing, constructing, and maintaining buildings** to prevent pest entry and harbourage, ensuring all potential access points, cavities, double-panelled walls, ceilings, and nesting sites are sealed; preventing water ingress that may carry bird faeces.
- **Using pest-monitoring procedures** that trend pest and vermin activity over time and outline clear escalation steps when threshold levels are reached.
- **Training all staff** to recognise and report signs of pest activity, including sick or dead wild birds and any waterfowl landing within the farm's biosecurity zone.
- **Minimising surface water** near sheds to discourage waterfowl; seeking specialist advice (e.g., Department of Conservation) where aquatic birds are regularly present.
- **Implementing a two-tier bait-station system**, such as along the shed fenceline and building perimeter, with bait stations spaced approximately 10–15 metres apart.
- **Maintaining a clear perimeter around sheds** (2–4 metres wide), using short grass or rough gravel to deter pest movement and reduce harbourage.
- **Monitoring and maintaining drainage pipes and waste pits** to prevent them becoming pest harbourage sites.
- **Rotating chemical baits** according to specialist advice to avoid resistance.
- **Reducing interactions between free-range birds and other poultry, wild birds, wildlife, and rodents**, including those from neighbouring properties or adjacent sites (Refer to Figure Two).

Figure Two: Ways in which wild birds can come into contact with your birds



Housing Your Birds

Because free-range poultry are at higher risk of exposure to wild birds, you should be prepared to house your flock if bird flu is detected within your area. This may mean reducing flock size, as the Animal Welfare Codes for both egg layer and meat chickens having specific requirements related to stocking density.

If housing your birds is not part of your current system, plan ahead for how you will provide feed, water, ventilation, litter and appropriate lighting inside the shed. You should also ensure that the housing has adequate fire and temperature alarms to protect the flock while they are confined.

4.6 Water Supply Management Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - G1. Water used on Breeder and Broiler Farms
 - G2. Hatchery Water – Town Supply Water
 - G3. Hatchery Water – Own-source Water or Town-supply

Good-quality water is essential for maintaining bird welfare, supporting production, and ensuring strong farm biosecurity. Any water sourced from outside local-authority supply, or stored on farm, must be tested regularly to confirm it is safe and suitable for poultry use.

Objectives

- To ensure that all water used in poultry sheds, for drinking, cooling, and cleaning, is of a standard suitable for livestock.
- To ensure that any surface water used for poultry supply is treated effectively to eliminate the risk of contamination from wild-bird faeces.

Example indicators of recommended practice may include:

- **Ensuring all water-storage tanks and borehole heads are securely sealed** to prevent contamination.
- **Filtering and treating any surface-water supply** before it is used for poultry drinking water.
- **Regularly monitoring water-treatment systems**, ideally daily, and seeking specialist advice on correct chemical concentrations and required contact times.
- **Documenting a scheduled cleaning programme** for the farm's water-reticulation system to maintain hygiene and prevent biofilm buildup.

4.7 Design & Construction and Repairs & Maintenance Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - F. Design, Construction and Maintenance of Buildings, Facilities and Equipment
 - M. Pest Control

All buildings, facilities, and equipment on the farm must be designed, constructed, installed, and operated in a way that prevents or minimises contamination of products, packaging, inputs, equipment, and the wider processing environment.

Objectives

- To minimise the entry and harbourage of pests, including wild birds.
- To ensure all surfaces are optimally cleanable: smooth, durable, impervious, and free from unnecessary gaps, cracks, and crevices.
- To prevent the entry and spread of external water into or between sheds.
- To maintain overall farm security through effective control of people and vehicle movements.

Example indicators of recommended practice may include:

- **Considering farm layout at all planning stages**, ensuring the design helps prevent disease introduction. This includes secure fencing, controlled entry points, effective drainage, clear zoning, and roading systems that separate feed delivery, mortality and manure collection, egg pickup, and staff shed-entry annexes.
- **Using building materials that are durable, easy to clean, and easy to maintain.**
- **Providing staff facilities that support good biosecurity**, including clean and dirty zones in annexes, PPE-change areas, hand-washing and boot-washing stations, and effective laundry facilities.
- **Monitoring and rating maintenance issues**, and prioritising repairs using a structured risk-based system.
- **Installing and maintaining secure fencing, gates, and biosecurity signage** to reinforce designated access points and required procedures.
- **Ensuring feed security at every stage**, including well-designed silos, protected augers, and sealed transfer systems.
- **Designing multi-site farms so each site can function as independently as possible**, avoiding shared access roads or vehicle routes near other sheds.
- **Providing hard-surface, well-drained roads** to reduce mud and standing water around sheds.
- **Planning for situations where free-range birds may need to be housed indoors** for extended periods, ensuring facilities can accommodate this.
- **Ensuring building design prevents pest entry and harbourage**, including:
 - sealing all gaps, voids and double-panelled walls or ceilings,
 - preventing water ingress, especially where roof water may carry wild-bird faeces,
 - sealing small openings around cables or pipes, and
 - using bird-proof netting with a maximum mesh size of 25 mm.
- **Installing effective guttering and water-ducting systems** to direct roof water away from shed perimeters and reduce wet ground conditions, especially important for free-range systems.
- **Storing dead birds in a secure, pest-proof container** until collection or disposal.
- **Making shed surrounds unattractive to wild birds**, and seeking specialist advice where needed (e.g., landscape changes, deterrents, reducing attractants).
- **Sealing all small openings around pipes, ducts, and cables** to prevent rodent or bird access.

4.8 Depopulation Procedures

Routine depopulation is a normal part of flock management and is essential for maintaining hygiene, flock health, and shed readiness for the next batch. These business-as-usual depopulation processes, when carried out consistently and to a high standard, can also form the **foundation of your response plan** should depopulation be required during a disease event or heightened biosecurity situation. Strengthening your routine procedures ensures that, if a response is ever needed, the farm is already equipped with clear expectations, trained personnel, and reliable systems that minimise biosecurity risk.

Objective

To minimise the risk of introducing or spreading disease or contaminants during depopulation and disposal operations.

Example indicators of recommended practice may include:

- **Ensuring depopulation teams receive appropriate biosecurity training** and follow all farm biosecurity policies.
- **Recording team presence accurately**, with the team leader signing the visitors' book and ensuring all team members are listed and any required declarations are completed.
- **Requiring teams to follow standard staff biosecurity routines**, especially in multi-age sheds undergoing partial depopulation; where partial depopulation occurs, PPE should ideally be supplied by the site being depopulated.
- **Ensuring all depopulation equipment is cleaned and sanitised before entering the site**, and again before leaving if required under site policy.

4.9 Disposal Procedures

The routine disposal of birds that die during the production cycle is an essential part of day-to-day farm management and contributes directly to strong biosecurity, just as the effective disposal of manure does (covered earlier in this document). As with routine depopulation, these established day-to-day disposal practices form the foundation of what you will rely on during a heightened biosecurity response or disease event. In an outbreak situation, additional materials, such as used litter, bedding, and other items that cannot be effectively cleaned or disinfected, will also need to be removed and safely disposed of.

Having strong business-as-usual systems in place ensures the farm can scale these practices quickly and confidently if required. Well defined, consistently implemented procedures help minimise the risk of introducing or spreading disease when handling, transporting, and disposing of mortalities and contaminated materials.

Objectives

To minimise the risk of introducing or spreading disease or contaminants during the disposal of dead birds, whether from routine mortality or end-of-batch depopulation.

Example indicators of recommended practice may include:

- **Identifying suitable locations on the property** for pits, burial, composting, and/or incineration, taking into account water-table depth, drainage, and potential flooding. Where necessary, **consult the local authority** for site-specific requirements.
- **Ensuring all disposal methods are secure and covered**, preventing access by pests, wild birds, or scavenging animals.
- **Implementing a control plan for scavengers and pest activity** around disposal areas to reduce the risk of disease spread.
- **Thoroughly cleaning and sanitising all internal vehicles** used to transport dead birds to the disposal site before and after each use.
- **Including biosecurity requirements in contracts with external service providers**, such as truck-cleaning expectations, on-farm entry procedures for drivers and vehicles, leak-proof and covered transport units, and maintaining accurate records of vehicles and drivers involved in collection or disposal.

4.10 Decontamination (Cleaning & Disinfection) and Ground Maintenance Procedures

Risk Management Programme (RMP) sections that should be considered:

- RMP Part 2: Supporting System
 - F. Design, Construction and Maintenance of Buildings, Facilities and Equipment
 - H. Cleaning and Sanitation
 - L. Chemical Control
 - M. Pest Control
 - O. Storage
 - Q. Feed Management

Maintaining a clean environment is essential for biosecurity, particularly when preparing housing for a new batch of birds. The areas surrounding production sheds should also be kept clean and tidy, with grass and vegetation controlled to reduce the risk of attracting vermin and wild birds.

Objective

To reduce the introduction and survival of disease agents and contaminants by maintaining high cleaning standards within poultry sheds and their surrounding production areas.

Example indicators of recommended practice may include:

- **Documenting each step of the shed-cleaning programme** from depopulation through to readiness for the next batch, including the dry-cleaning stage.
- **Incorporating pest-control measures** into the cleaning programme.
- **Maintaining good housekeeping practices**, including removing clutter and unused equipment, minimising plant growth around sheds, and managing any potential vermin-harbourage sites.
- **Ensuring all cleaning and sanitation chemicals are fit for purpose**, adequately stocked, and used only by staff trained in their correct application.
- **Maintaining appropriate cleaning and monitoring programmes for support buildings**, such as storage areas, offices, egg rooms, and amenities.
- **Ensuring cleaning crews use dedicated equipment** and follow all internal biosecurity movement requirements outlined in this manual.
- **Describing routine weekly cleaning standards** for populated sheds, including surfaces, equipment, and high-contact areas.
- **Documenting residual feed management** at the end of each cycle, procedures for feed-bin hygiene, and prompt clean-up of any external feed spillages.
- **Describing bird-crate storage and cleaning procedures**, where applicable.
- **Detailing the vehicle-cleaning programme**, including interior cleanliness, particularly footwells, mats, and high-touch surfaces.
- **Maximising house down-time between batches**, as longer resting periods can reduce environmental survival of infectious organisms.

5. Enhanced Biosecurity Procedures

Enhanced biosecurity procedures are activated when a new organism is detected in New Zealand, or when a known biosecurity threat re-emerges and could impact your farm. An example of a new organism is Highly Pathogenic Avian Influenza (HPAI) – bird flu.

Think of enhanced biosecurity as the final lap of a marathon: you intensify your effort for a short period, but it is not sustainable long-term. This is often referred to as “biosecurity fatigue.” Planning ahead helps ensure you can maintain the necessary measures during higher-risk periods.

You can stay informed about bird flu developments through the MPI and industry websites. To manage fatigue and maintain vigilance, for bird flu in particular, you may want to divide enhanced biosecurity measures into two levels:

1. **When bird flu is present somewhere in New Zealand**, and
2. **When bird flu is present in your region.**

General Expectations

- Refresh biosecurity training for all staff.
- Promote a strong mindset: *“Bird flu could be anywhere outside the shed. Do not be the person who brings it in.”*
- Remember: **one lapse** can cause a.
- Complete a self-assessment using the Biosecurity Audit Checklist (PIANZ and EPF websites).
- House free-range birds (see page 6).
- For multi-site operations, ensure segregation of people and equipment.
- Maintain separate entrances where practical.
- Consider segregation between farm, feed mill, and egg grading areas.

Example indicators of recommended practice may include:

Select the activities you plan to implement and record them in the **“Enhanced Biosecurity”** box at the end of each section.

Table One: Enhanced Biosecurity Options

Activity	Possible Enhancements
Staff Induction and Training	• Refresh staff training with a focus on HPAI. • Reinforce standard biosecurity expectations. • Introduce and explain the escalated measures that will apply.
Staff Farm Biosecurity	• Conduct a self-assessment of biosecurity readiness (refer to your RMP Operator Verification Procedure). • You may find the QCONZ Biosecurity Audit Checklist useful.
People, Vehicle & Equipment Biosecurity	• Strengthen vehicle biosecurity: ○ Provide chemical disinfectant (e.g., backpack sprayers) and make use compulsory. ○ A full spray station with undercarriage capability is preferred. • Undertake vehicle washing on and off site. • Require vehicle cleaning and/or disinfection before entering the site. • Use pressure washers at entry points during high-risk periods.

	• Reassess routes and cleaning frequency for higher-risk service vehicles (e.g., feed trucks). • Enforce movement matrices for staff, visitors, and contractors, including stand-down periods. • Increase surveillance and monitoring.
Internal (Bird Production Areas) Biosecurity	• Increase sanitation requirements at shed entry points. • Restrict and control access to sheds. • Remove mud or debris from boots outside the shed using a hose (ensure water drains away). • Sanitise boots with correctly mixed disinfectant and a scrubbing broom; change solutions frequently. • Use step-over boot changes and clean overalls when entering sheds. • Increase cleaning and disinfection during high-risk periods. • House free-range birds.
Litter Management	• Ensure contractors understand and follow heightened biosecurity rules. • Consider receiving and disposing of litter in sealed bags.
Manure Management	• Maintain strict control of waste, ensuring correct directional flow of goods and waste. • Ensure contractors understand the increased risk and rules.
Pest Control and Monitoring	• Review sheds for quick improvements to minimise wild bird and vermin access. • Prevent nesting on or in structures. • Keep feed secure and clean spills immediately. • Use bird deterrents or undertake shooting where safe and compliant.
Water Supply Management	• Increase surveillance and monitoring of water systems.
Repairs and Maintenance	• Review sheds for quick improvements that reduce pest access. • Prevent nesting in structures. • Check sheds carefully for leaks.
Depopulation Due to Disease	• Review your response plan for depopulation to ensure it is up to date. • If you do not have a response plan, develop and document plans for managing a mass depopulation event.
Disposal Management	• Review or develop and document plans for mass bird disposal, including: • Review or develop and document plans for disposing of contaminated litter and manure. • Include both on-farm options and arrangements with external disposal providers.
Decontamination (Cleaning & Disinfection) and Ground Maintenance Procedures	• Increase washing and disinfection of bird crates and any items entering sheds. • Ensure all items are completely dry before disinfection, as moisture can dilute the disinfectant and reduce its effectiveness. • Fully clean and disinfect entranceways. • Ensure water does not pool around buildings.

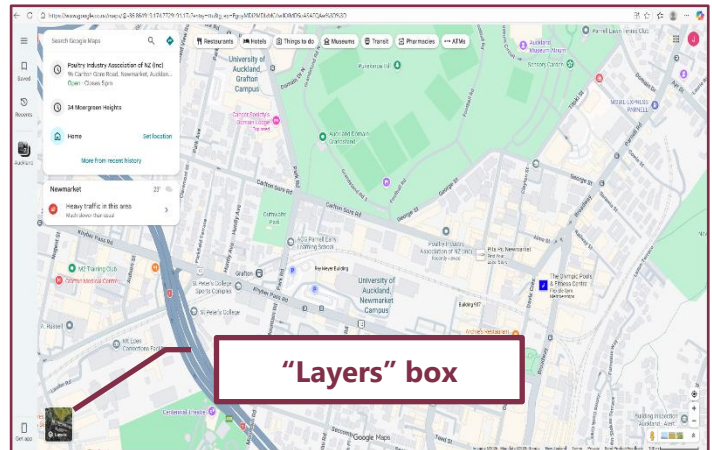
6. Appendices

Appendix A: How to Create a Farm Plan

Step 1: Obtain an Aerial View of Your Site

There are several mapping tools available for creating your farm map. This guide provides instructions for **Google Maps**, but you may use any method that works best for your operation.

1. In your internet browser, go to:
<https://www.google.co.nz/maps>
2. Enter the address of your production site.
3. Hover your mouse over the **"Layers"** box.
4. Click **"Satellite"** to switch to an aerial view.
5. Zoom in until all barns and associated structures are clearly visible. The entire site should fit within your screen.



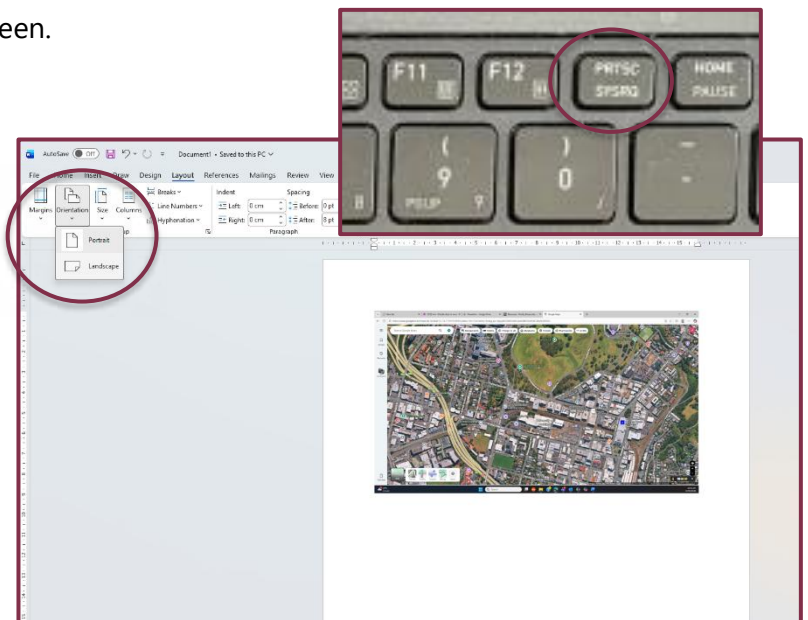
Step 2: Capture an Image of the Google Map You Prepared

You can capture an image of your map using several methods, depending on your device.

For Windows

Method 1: Print Screen

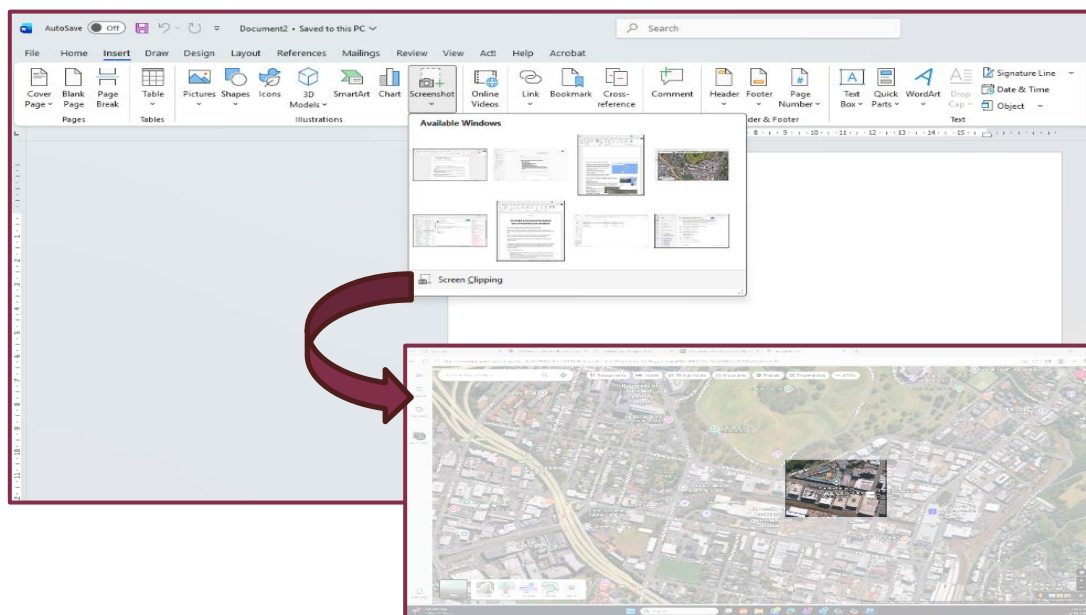
1. Open the map so it fills your entire screen.
2. Press the **Print Screen (PrtScn)** key on your keyboard.
 - This takes a "photo" of your whole screen.
3. Open a document program such as **Microsoft Word**.
4. Paste the screenshot into the document (**Ctrl + V**).
5. You may need to change the document to landscape to better view the map. This can be done by clicking on **Layout** in the menu bar and then clicking on **Orientation** and selecting **Landscape**.



Method 2: Using Microsoft Word to Capture a Screen Clipping

If you are using Microsoft Word:

1. Open your Word document.
2. Keep Google Maps open **behind** the Word window.
3. In Word, click **Insert** on the toolbar.
4. Select **Screenshot**, then choose **Screen Clipping**.
5. The Google Maps page will appear with a frosted overlay.
6. Click and hold your mouse, then drag to highlight the area of the map you want to capture.
7. Release the mouse button, and the selected area will be automatically inserted into your Word document.



For Mac

1. Open the map in your browser and ensure the window is in full-screen mode.
Make sure the view is zoomed in to include all the areas and structures you need for your Site Map.

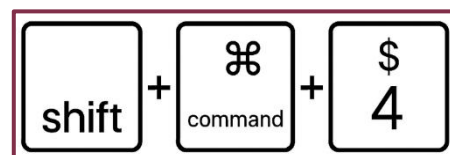
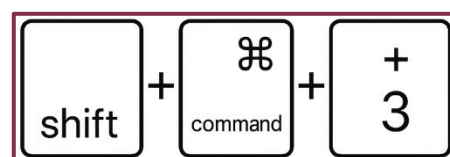
To take a screenshot of the entire screen:

2. Press and hold: **Shift + Command (⌘) + 3**

OR

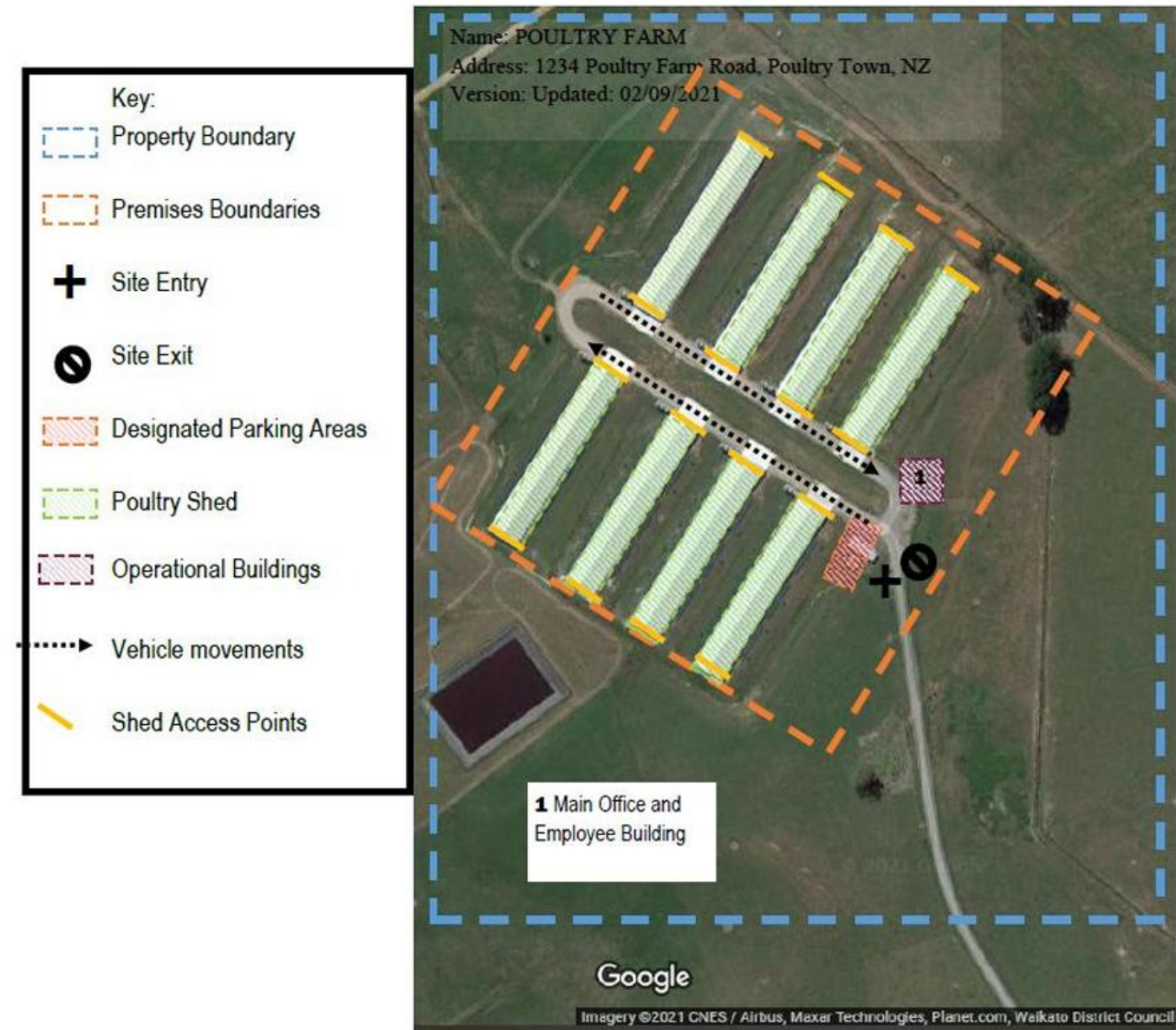
To take a screenshot of a selected portion of the screen:

2. Press and hold: **Shift + Command (⌘) + 4**
Then click and drag to select the area you want to capture.
3. If a thumbnail appears in the corner of your screen, you can click it to edit the screenshot immediately.
4. Screenshots are automatically saved to your desktop with the filename format:
"Screen Shot [date] at [time].png"



Step 3: Labelling your Site Map

The final product will look like this:



Biosecurity

The key to your flock health

➤ IF IN DOUBT, KEEP IT OUT!



No contact
with any other
poultry and
avian species



No
unauthorized
entry. All
visitors must
wear overalls
and overshoes



Keep water
clean and free
of bacteria



Sanitise and
clean trucks
and crates
when
transferring
birds



No animals
permitted in or
around sheds



Clean and
sanitise
equipment
before entering
farm



Ensure sheds,
feed silos and
shavings are
bird- and
rodent-proof



No entry to
farm for
48hours for all
people,
equipment and
vehicles that
have visited
another
poultry farm

PREVENT
BIRD FLU
BIOSECURITY }