Biosecurity and security are part of an all-hazards approach to Agriculture Safety

BE PREPARED

- Create a Biosecurity plan for your Wholesale Produce operation, to be included with your Emergency Plan.
  - Utilize Cornell University’s Food Safety Begins on the Farm: A Grower Self Assessment of Food Safety Risks (www.GAPs.cornell.edu) for additional information.
  - Utilize the FDA’s Guide to Minimize Microbial Food Safety Hazards for Fresh Fruits and Vegetables (http://www.fda.gov)
    - Contact the New Jersey Department of Agriculture-Division of Marketing and Development at 609-292-5575 to schedule a voluntary “Third Party Certification” to attest to your voluntary adherence to this Guide and demonstrating adherence with GAPs & GHPs.
  - For assistance with these plans, contact the New Jersey Department of Agriculture – Division of Markets at 609-292-5575.

BE ALERT

- Talk with your county Emergency Management Coordinator. Let him/her know about your operation’s needs and concerns in the event of a disaster or an emergency. Learn about your county’s disaster and emergency evacuation procedures and incorporate the following into your plan:
  - Understand the hazards/risks associated with your area.
  - Depending on the size of your operations, develop plans on how to and where to evacuate your workers.
  - Understand how to shelter-in-place.
  - Develop procedures to implement if there is a breach in security concerning your operations.

- Develop a list of important phone numbers, with contact names, such as the following: (keep at an on-site and off-site location)
  - Police / Fire / EMS: 9-1-1
Keep the Garden State Safe

BE ALERT (continued)

- Local Rutgers Cooperative Research and Extension Agent
- County Emergency Management Coordinator
- NJ Dept. of Agriculture – Division of Markets (609-292-5575)
- NJ Dept. of Agriculture – 24-hour number (609-292-8896)
- Local Department of Health
- Emergency Notification List, including after hours numbers (e.g. owner, supervisors, workers, vendors, suppliers, etc.). Include a list of essential employees allowed access to the facility during emergencies.

- Maintain awareness of the location of visitors and vendors.
  - Post signs informing visitors where to park and where to report.
  - Maintain visitor’s log and escort all visitors, including delivery personnel, service support, etc., while on premises.
  - Restrict access to key processing, packaging, storage or holding areas.

- Notify authorities of people taking unauthorized pictures or asking questions about operations, security, hazardous materials, etc.

- Watch for and report signs of tampering with equipment, food, hazardous materials, water, buildings and utilities.
  - Implement a security plan and have written procedures on step to take if you suspect of find evidence of contamination, tampering or theft.
  - Ensure your finished products are properly packaged and labeled for traceability.
  - Have a recall/trace back plan with provisions for notification and recall of products that have been shipped or sold.

- Watch for unusual signs that may indicate possible bioterrorism:
  - Unusually high number of unhealthy or dead plants.
  - Abnormal or unusual signs not typically seen for a particular disease.
  - Disease occurrence outside of its normal expected season.
  - Multiple outbreaks across different plant species.
  - Multiple cases of workers with a mysterious illness, rash, or other signs.

- Talk with your Extension Agent to become familiar with the signs of the various plant diseases/pests, recognize the signs of pesticide exposure, etc.

- Maintain situational awareness of on-going threats.

- Train employees to be alert, vigilant with their surroundings, and who to notify if they see suspicious activity.
Keep the Garden State Safe

**BE SECURE**

- Establish Standard Operating Procedures for all areas of your operations.

- Ensure the physical security of buildings and grounds.
  - Limit access to your operations – consider utilizing perimeter fencing with controlled gate access, electronic security devices, and industrial-type door hardware.
  - Maintain adequate internal/external lighting.
  - Keep processing/packaging areas, refrigerators/freezers, and storage areas locked when not in use.
  - Restrict access to fertilizer and chemical storage areas.

- Limit access to the water/electrical supply, if applicable.
  - If feasible, secure them to prevent tampering.

- Install a security policy and security measures for deliveries.
  - Purchase from known, reputable firms or individuals.
  - Restrict deliveries to scheduled appointments and have your representative present for all deliveries.
  - Maintain accurate records of products.

- Maintain up-to-date inventories, especially on perishable products and hazardous materials. Investigate discrepancies immediately.
  - Keep invoices on file.
  - Inspect storage areas routinely and watch for signs of theft and evidence of tampering.

- Conduct pre-employment screening on all prospective employees.

- Keep vehicles and equipment locked and keys secured, when not in use.
  - Monitor vehicles for inappropriate contents or unauthorized/unusual activity.

- Restrict access to computers and sensitive documents.
  - Protect computer data with virus protection.

- Shred sensitive documents before discarding.

- Train employees to be secure and notify you if they detect a breach in security.
Keep the Garden State Safe

BE CLEAN

- Limit access to sensitive areas and enforce visitors/vendors to follow posted rules.
  - Do not take visitors to preparation, packing or storage areas, unless appropriately supervised.

- Keep chemicals and hazardous materials separate from consumable products.

- Follow sanitary practices to eliminate the spread of disease. This applies to people, as well as equipment.
  - Implement a written housekeeping program.
  - Utilize potable water for washing, cooling/ice.
  - Water-contact and food contact surfaces are cleaned/sanitized on a scheduled basis.
  - Implement a written rodent/pest control program.

- Provide field sanitation and hand-washing facilities.
  - Encourage hand washing with disinfectant soap, especially after using the restroom/field sanitation facilities, handling hazardous materials, etc.

- Train employees on common disease signs and patterns.

- Train employees to be clean and to notify you if they see discrepancies.

BE CURRENT

- Practice emergency drills with your employees and review proper response procedures.

- Review and update your plan every year and if necessary, after each drill.
NOTIFY/CALL

- If you suspect suspicious activity, call local law enforcement & 1-866-4-SAFE-NJ.
- If you notice unusual signs of disease or pests in agricultural products, notify the Local Rutgers Cooperative Research and Extension Agent and the New Jersey Department of Agriculture.
- If you notice workers and/or customers unexpectedly getting sick, notify the local health department and the New Jersey Department of Agriculture.
- Train employees to notify you if there are concerns/problems.
  - If tampering/contamination are suspected, isolate the suspected food/product and remove workers from the area.
  - Monitor food and facilities until authorities arrive.
- Train your employees on your plan and to Be Alert, Be Secure, Be Clean and Notify/Call.