



MARTIN FAMILY FARMS BIOSECURITY HANDBOOK

Martin Family Farms seeks to *live* out
our calling as a *Christian* company by
loving our neighbors (our employees and customers)
and responsibly *stewarding*
over creation (our pigs and land).

Document Owner: Operations Manager

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Introduction

Biosecurity

- Biosecurity is a set of preventive measures designed to reduce the risk of transmission of infectious diseases.
- It is important that both employees and visitors understand what biosecurity means and how to correctly follow farm protocols.
- Biosecurity is our first and most important defense against animal disease.
- The General Farm Security includes pass-code entry at the gates, pass-code entry into the barns, and camera surveillance.

Basic Biosecurity Practices

People Entering the Farm

- All people entering farm must have a MINIMUM of 72 hours downtime away from other pigs. For movement between Martin Family Farms, refer to biosecurity pyramid for downtime requirements.
- Entry of people into the farm is allowed only through the farm office. Upon entry to the farm, all street shoes must be removed in the entry room on the “dirty side” of the bench and the person’s feet are not to touch the “dirty side” floor. Place your foot on the opposite side of the bench or the “clean side” and pass through the 2nd door.
- Visitors must have permission from an authorized employee to enter the farm and must sign the logbook, located next to the entry area window to the office.
- Employees of Martin Family Farms MAY NOT cohabitate with employees from other swine farms. If cohabitation between employees of different Martin Family Farms locations is to occur, it must first be approved by the general production manager.

Vehicles Entering the Farm

- Vehicles entering the farm must have a MINIMUM of 72 hours downtime away from other pig sites. For movement between Martin Family Farms, refer to biosecurity pyramid for downtime requirements.
- Feed trucks entering the farm must spray wheels, tires wheel wells, and shoes with disinfectant.

Visitation Waiver

- All visitors must sign a Martin Family Farm Confidential Visitation Waiver to document the necessary restrictions and precautions related to biosecurity.

Food and Personal Items

- Coolers/lunchboxes must be left at the entry. The food containers are to be sprayed off with intervention and placed into the provided plastic bags while not touching any surface on the “dirty side”. The plastic bag must fit in the UV box and the light is turned on for 10 minutes. Lunch boxes are taken home at the end of each day.
- Computers and cell phones must go through the UV box and then be sprayed with disinfect.
- Never look at the light and follow posted instructions.



Tools and Supplies

- Supplies (such as tools, items for sample collection, etc.) must be brand-new or must have had a MINIMUM of 72 hours of downtime away from other pigs. Supplies must be disinfected in the fogging room. Items which are not brand-new and still in the packaging must be opened and sprayed on all surfaces with disinfectant and allowed to dry before removing the supply and using it.

Clothing and Personal Hygiene Products

- Martin Family Farms provides work uniforms as well as the undergarments to be worn inside the farm.
- Employees are responsible for washing, drying, and putting away their clothing during work hours.
- Shampoo, conditioner, body wash/soap and deodorant are provided, if an employee wanted to bring in their own personal hygiene items, they must get permission from their manager prior to bringing them into the farm.
- Should an employee bring in their own hygiene product(s) Martin Family Farms is not liable for lost, theft or used items.

Shower-in/Shower-out Process

- All persons entering the farm must follow the shower-in/shower-out procedure. The side of the shower on the outside of the farm is considered the DIRTY side. The side of the shower inside the farm is considered the CLEAN side.
- All persons entering the farm are provided private, individual shower rooms. Turning the light switch on indicates that the shower room is occupied.

Showering in:

1. Showering into a farm is a requirement for everyone. Employees that clock in after the shower will be paid 10 minutes for their shower time.
2. All personal clothing, jewelry, watches, hair accessories, etc. **MUST BE LEFT ON THE DIRTY SIDE** (Exterior side). Wedding bands and eyeglasses may be worn on-farm but must be showered in as part of the body.
3. Shampoo, conditioner, and body wash are provided by Martin Family Farms.
4. Shower normally, including hair and entire body.
5. Wash and rinse hair and entire body.
6. Exit the shower into the CLEAN side.
7. Towels, undergarments, and clothing are provided by Martin Family Farms.

Showering out:

1. Showering out of a farm is not a requirement.
2. Remove all farm-provided clothing and place it in the designated area (a farm employee will direct the visitor where to place their farm clothes and towels) in basket for laundering on the Clean Side (interior side).
3. Shower normally as before. Wash and rinse hair and entire body.
4. We do not want the towels to go past the shower. Exit the shower back into the clean side to dry off and toss the towel into the laundry basket (Clean Side/interior side) before exiting the shower to the Dirty Side (exterior side).
5. After exiting to DIRTY side, **DO NOT RE-ENTER CLEAN SIDE WITHOUT SHOWERING AGAIN.**



Line of Separation

- Every farm in the Martin Family Farms system has a clear line of separation between what is considered dirty and clean.
- At the sow farms, the door is the end of the clean area, and the outside or chute is considered the dirty area.
- At the finishers, the chute is considered part of the farm and the clear line of separation is at the truck door. If a chute is not on the other side of a door, the door would be the line of separation.

Exiting the Farm

- All employees and visitors are only allowed to exit the building through the shower, unless there is an emergency or fear of life, then the closest exit would be acceptable.
- If an employee or visitor steps out of the building from an any exit on the farm, that person would need to reenter the farm through the shower and follow the shower in procedures.

All visits to the Farm

Visitors

- All visits to the farm or farm property by non-employees must be approved by management and complete FMF 005 Visitor Waiver.
- Approved visitors must not have been in contact with any other swine in the last three days and must not be wearing clothes/shoes that have recently been in contact with other swine.
- Upon arrival, visitors are met by management at an approved location and be questioned about the visitor’s history of contact with outside animals including (but not limited to) swine.
- If the visitor seems to be clean of any outside contaminants and has not encounter any animals that may be a biosecurity concern, they are allowed guided entry into the farm.
- Visitors should be warned and cautioned to not stick hands or faces near the pigs.
- Visitors must wear company supplied clothing, be offered PPE, and follow all farm rules or guidelines.
- Visitors should not be allowed to wander the farm on their own.

Feed delivery

- The Sow Production Manager must audit the feed mill to ensure proper adherence to biosecurity guidelines.
- The feed delivery truck must be cleaned and disinfected before delivery.
- The truck must not deliver feed to other livestock prior to delivery at Martin Family Farms.
- A feed delivery log must be kept.
- Feed spills must be cleaned up immediately to eliminate the potential for attracting wildlife.

Vehicles

- Unapproved truck drivers will not enter the farm.
- Trucks that have carried dead animals or animal products will not be allowed into the compound and should maintain a minimum distance of at least ¼ mile.



- Livestock trucks should be kept as far away as possible and should never approach the farm if they are carrying pigs or have carried pigs, unless they have first been properly cleaned, disinfected, and dried down the required time.
- All vehicles used to haul animals must be cleaned, disinfected, and dried before entering the farm.
- All Feed trucks and other delivery vehicles must be clean before coming to Martin Family Farms.
- No other pigs may be brought onto this facility without Management approval.

Employee Non-Swine Interactions

- Employees must not encounter any other swine during employment at Martin Family Farms.
 - If an employee comes in contact or owns poultry, bovine, equine, murine, and caprine animals they should alert management to these animals and follow any instructions specified by management.
 - If an employee owns chickens, they should not encounter the chickens until after the workday at Martin Family Farms. And before the workday starts employees should shower if they have been in contact with the chickens. Workday→Chicken Contact→Shower→ Next Day of Work

Pest/Insect Control

- Flies are controlled as necessary but means of control are as follows:
 - Fly strips
 - Automatic fly sprayer in rooms with substantial fly populations
 - Emptying and flushing of pits routinely
 - Scraping and Washing of pens routinely minimizing standing manure
 - Sanitizing recently washed rooms
 - Keeping doors closed as most fly populations enter buildings through open doors
- Rodent control is as follows
 - Rat Bait stations are located around each building.
 - Stations are checked weekly and refilled accordingly
 - Safety measures are taken when handling of rodent bait. This mainly includes gloves when handling bait.

Trash

- Trash is taken out every day or as needed.
- Locations of small trash cans include:
 - Offices
 - Bathrooms
 - Shower Rooms
 - Breakroom