

## Field operations in natural disasters

Agriculture and Animal Services Functional Area (AASFA) in natural disasters has the responsibility to:

- Conduct surveillance to identify at risk animals and agriculture
- Provide advice and support to stakeholders to minimise impact
- Coordinate support to primary producers, animal holding establishments and the community to maintain animal welfare, which may include:
  - rescue, evacuation and emergency care for animals
  - assessment, provision of first aid pain relief to animals, humane destruction and disposal of affected animals
  - supply of emergency fodder and water
- Assess agricultural damage to support (agricultural) natural disaster declarations

Field operations tasks can be conducted by AASFA personnel on ground and by air. Aviation tasks are conducted according to the [Managing aviation for DPI emergency responses guide](#) or other agency personnel may also use boats to undertake or support AASFA field operations tasks.

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## Roles and responsibilities

Key roles in field operations in natural disasters are:

- a) management - Incident Controller, Operations Officer
- b) supervisors - Operations Manager (ND), Surveillance Coordinator
- c) field - Field Team Leaders, Field Crew and Field Crew (Vet)
- d) aerial – Air Surveillance Crew (Animal Welfare)

AASFA personnel will be assigned to emergency response roles according to their skills and qualifications. The roles required (number and type) and response structure will depend on the size and complexity of the emergency. Refer to the Operations section of the [DPI emergency response roles](#) and specific responsibilities and authority for field operations below.

### Responsibilities of incident management team (IMT) and field team supervisor's roles:

- Field activities are planned, conducted safely and support the Incident Action Plan (IAP)
- Tasks are conducted by appropriately skilled personnel and combined when appropriate
- Field teams are [briefed](#) and [debriefed](#) including recording and actioning any issues, accidents or incidents
- Data collection is accurate, timely and integrated into response and recovery activities using the MAX Natural Disaster template (MAX ND) and following the appropriate guidance set out in the MAX ND Guide
- Reporting is timely and routine using MAX ND as the single point of truth
- Personnel are assigned to known location/s and their location is [monitored](#)
- Combat agency permits AASFA personnel in the affected area, for example:
  - Access is granted (and confirmed prior to deployment) to fire grounds and/or fire tanker escorts are provided by the NSW Rural Fire Service (NSW RFS) where required to operate in the field safely
  - AASFA personnel notify NSW State Emergency Service (NSW SES) when entering areas covered by an evacuation order
- Resources are appropriate to the task and conditions in the area of operation
- Safety and well-being of personnel is monitored, and concerns addressed early
- Communications are established, tested and suitable for the area and conditions
- [Aviation management](#) complies with NSW DPI and NSW RFS requirements

### Responsibilities of all field roles:

- Safely conduct the tasks detailed in this guide
- Maintain records and resources
- Comply with instructions, incident plans, procedures and risk assessments
- Maintain biosecurity and animal welfare (when it safe to do so)
- Report on field activities completed and in progress using Max ND
- Communicate effectively

Where MAX ND is not operational or where it is not practical to enter information directly into MAX ND, record information on an [event log](#) before uploading or transcribing information into MAX ND when practical to do so.

### Responsibilities of aerial roles:

Refer to the [Managing aviation for DPI emergency responses guide](#)

## Agriculture and animal services field activities

There are seven field activities conducted by AASFA personnel, which may be conducted independently or a combination of two or more, depending on response complexity and skills of the field teams. Activities using aviation are addressed in separate guides.

### 1. Surveillance

Surveillance is conducted by field teams to collect information to:

- identify and/or validate impact to animals and agriculture
- identify animal welfare issues (e.g. injury, water/feed access, safe location)
- collect data to enable future planning of response and recovery activities
- assist with locating and/or reconnecting missing animals with owners/managers.

This can be conducted either by ground or aerial teams.

#### Planning considerations

- Surveillance is the collection of information (e.g. photos, observations) by:
  - ground field teams (AASFA and other agencies)
  - aerial surveillance crews (AASFA and other agencies)
  - Local Control Centre (LCC) operations and planning personnel
    - using phone and email by requesting/receiving information from the community, industry, other agencies
    - interrogating incident control data systems (including from other agencies) to, for example, determine properties affected or likely to be affected (i.e. at risk)
    - monitoring media, including social media, and community meetings
- Surveillance data is usually combined with other data and analysed for use in future response and recovery activities and by other functions, e.g. Control, Planning, Logistics and Public Information.
- Surveillance may be combined with other tasks (e.g. assessment and destruction of animals, emergency provision of feed and water, agricultural damage assessment) which will impact on planning, resourcing and conduct of the task.
- For aerial surveillance refer to the [Managing aviation for DPI emergency responses guide](#).

#### Conduct of task by AASFA teams

Use the checklist in Appendix 1 to conduct the task, including the following in step seven:

- Collect or validate information through observation and discussion with landowner/manager.
- Identify stray animals – scan and record tag numbers, (where possible), record identifying features and descriptors, take photos.
- Record any further actions required or issues e.g. lack of fences to contain animals, lack of water/feed for animals, dead and injured animals, and well-being issues for owners/managers, their families and team members.
- Record information on the task in MAX ND.

### 2. Assessment and destruction of animals

The welfare of animals is assessed to enable the coordination of:

- timely access to emergency fodder, water or veterinary care
- monitoring and reassessment of at-risk animals
- humane destruction (where it is assessed to be required on animal welfare grounds)
- provision of first aid pain relief (where it is assessed that humane destruction is not appropriate and pain relief is required on animal welfare grounds)
- referral to a private practitioner

This can be conducted either by ground or aerial teams with observations or outcomes recorded in MAX ND.

#### Planning considerations

- Tasking of teams for assessment and destruction will be impacted by:
  - Impact of the hazard (e.g. flood water, fire) on site accessibility

- Animal species, age and number
- Current and forecasted weather conditions
- Experience and authority of field personnel (see [Appendix 6](#) for authority to destroy animals)
- Owner's/manager's ability to contribute
- Assessment and treatment of animals in natural disasters is conducted by veterinarians:
  - Government veterinarians' primary responsibility is the triage and assessment of animals (within their expertise) for treatment, monitoring or destruction. They may also be required to continue with ongoing monitoring and re-assessments.
    - In accordance with [Veterinary Practice Regulation 2013](#) a veterinarian is required to provide emergency relief of pain or suffering to an animal in their presence.
    - Relief may be provided via humane destruction, or
    - the administration of emergency pain relief medication where euthanasia is deemed inappropriate, or
    - the timely referral to a private veterinary practitioner.
    - Where pain relief medication has been administered to an animal/s, the government veterinarian is required to:
      - immediately refer the animal/s for monitoring, ongoing treatment and care to a private veterinarian
      - complete appropriate treatments records (see [Appendix 7](#)) and upload into MAX ND
      - provide copies of the treatment records (see [Appendix 7](#)) to the owner of the treated animal/s and to the private vet to whom monitoring, ongoing treatment and care is referred.
    - The government veterinarian who chooses to use pain relief medication is responsible for the acquisition and storage of the medication and disposables, the costs of which are to be charged to the Response
  - Private veterinarians are responsible for the treatment and ongoing care of the animal/s. The Response may authorise and pay for private veterinarians to attend and treat animals injured or diseased as a result of the flood or fire. They may also be involved in the initial assessment of the animal and ongoing monitoring and may be contracted to operate in field teams with government veterinarians. Use of local private veterinarians for treatment is preferred for continuity of care. Ongoing veterinary treatment of those animals after that initial visit, however, is to be negotiated between the owner of the animal(s) and the private veterinarian and will be at the owner's expense.
- Animal welfare can be assessed, and destruction conducted by ground and aerial teams. Ground teams are usually used in bush fires and localised flooding where teams can be transported by vehicles or aircraft. Aerial assessment and destruction is a high risk activity and is used when it is the only option or it is the safest option for conducting activities, e.g. prolonged widespread flooding or limited ground access.
- Ground assessment and destruction tasks may be combined with other tasks (e.g. surveillance, emergency provision of feed and water, disposal of animals and agricultural damage assessment) that may impact on planning, resourcing and conduct of this task.
- For aerial assessment and destruction, refer to the [Managing aviation for DPI emergency responses guide](#).

### Conduct of task by AASFA teams

Use the checklist in Appendix 1 to conduct the task, including the following in step seven:

- On-site planning for destruction and disposal
- Mustering of animals for assessment or to move to a 'hospital paddock' for monitoring
- Animal handling including identifying animals
- Drafting and assessment for veterinary treatment, monitoring or humane destruction
  - [Assessing bush fire burns in livestock](#)
  - Affected animals assessed according to appendices in the [Managing aviation for DPI emergency responses guide](#)
- Humane destruction of animals according to the guide [Humane destruction of stock](#)
- Administration of emergency pain relief medication and completion of treatment record by veterinarian

- Record information in MAX ND
- Upload owner/manager's consent record of conversation to MAX ND. Authority to destroy animals is not required when conducted by certain personnel in specific circumstances (see [Appendix 6](#)).
- Record refusal of consent in MAX ND

### 3. Rescue of animals

Coordinating the rescue of animals in natural disasters occurs when it is safe to do so and:

- animals require veterinary care at another location, e.g. wildlife are moved to the care of veterinarians or registered wildlife carers, livestock mustered to a 'hospital' paddock for monitoring and/or treatment
- animals have lost or will lose their habitat including access to feed and water, e.g. wildlife in fire ravaged bush, animals trapped by rising flood waters
- requested by the combat agency to collect animals from evacuated and/or impacted areas
- Animal owners require assistance to relocate animals from impacted areas to a safe location

Rescue involves capture and transport (by ground, boat or air), and mustering (by ground and air).

#### Planning considerations

- AASFA personnel can only enter dwellings if at least one team member is authorised to do so (eg RSPCA Inspector, NSW Police) or permission has been granted by the owner/occupier
- Field teams should include experienced animal handlers specific to the animal type
- Personnel assigned rescue tasks should be provided with detailed information on the location, animal/s (type and number), safety risks and contact details of owner/manager (where relevant).
- Rescue task may be combined with other tasks (e.g. surveillance, assessment and destruction, agricultural damage assessment) which may impact on planning, resourcing and conduct of this task.
- For the aviation task process refer to the [Managing aviation for DPI emergency responses guide](#)
- Where AASFA does not have the expertise or training to undertake animal rescue, coordination of appropriately trained personnel may be required (e.g. trained combat agency personnel using boats or experienced animal handlers) to undertake the task.

#### Conduct of task by AASFA teams

Use the checklist in Appendix 1 to conduct the task, including the following in step seven:

- systematically determining location of animals
- handling of animals (including distressed and injured animals)
- transporting animals in suitable cages and/or vehicles
- mustering of animals to safe locations
- record information in MAX ND

### 4. Disposal of carcasses

Disposal of carcasses is coordinated by AASFA personnel to remove a potential public health issue or to minimise distress of animal's owners/managers and the community. AASFA will:

- establish the need for disposal
- determine possible disposal options
- coordinate resources to complete timely disposal

Landholders can bury carcasses on their own property but must comply with environmental regulations and following guidelines [disposing of deceased stock](#).

#### Planning considerations

- Disposal planning options should be assessed by the AASFA Local Control Centre and usually includes (but are not limited to):
  - leaving carcasses in situ
  - owners/managers disposing of carcasses themselves
  - disposal on-site by burial or composting
  - transport to another location, usually to commercial waste facilities

- Factors that may impact on the disposal options should be considered as part of disposal planning and may include the state of decomposition of the carcasses, location (i.e. vicinity to public view), and environmental factors (e.g. depth to water table, waterways).
- Resources from other functional areas (FA) and agencies can be accessed, for example:
  - Engineering FA for large machinery or construction of pits
  - Transport FA for large trucks e.g. for carcass disposal
  - Local Council for machinery, commercial waste facilities access, traffic management
  - Environmental FA (Environment Protection Authority, EPA) for disposal advice including confirming compliance to environmental regulations
- Information on carcass location, species and numbers is collected via:
  - notifications from the public, owners/managers and other agencies
  - surveillance teams (ground and air)
  - assessment and destruction teams
  - media sources including social media
- Disposal task may be combined with other tasks (e.g. surveillance, assessment and destruction, agricultural damage assessment) which may impact on planning, resourcing and conduct of this task.

### Conduct of task by AASFA teams

Use the checklist in Appendix 1 to conduct the task, including the following in step seven:

- Locating and accessing carcasses for disposal (where possible)
- Briefing contractors (using machinery) on disposal task including safety
- Completing disposal as briefed, usually one of the following:
  - i. Burial on site according to [disposing of deceased stock](#)
  - ii. Moving carcasses off site to commercial facility
  - iii. Composting large or small (i.e. birds) carcasses
- Record information in MAX ND

## 5. Emergency provision of feed and water

Agriculture and Animal Services Functional Area (AASFA) has the responsibility of coordinating the provision of emergency feed and water for the welfare of livestock and other isolated animals during declared natural disasters such as floods and bushfires (e.g. Section 44 bushfires).

Assistance to landholders is short-term, usually up to three days or until landholders can access feed, water and other supplies themselves. However, in circumstances where isolation continues (such as prolonged floods), coordination for delivery of landholder arranged supplies may continue.

Water may be replaced if it has been removed from dams for fire-fighting purposes (by fire-fighting agencies) and there is an actual or imminent animal welfare concern following water removal for firefighting and no alternative water sources are available on the property or may cause intensive agricultural production losses. Notification by landholders that water removal has occurred for firefighting should occur within 7 days or as soon as possible (or longer in special circumstances) to assist in the planning of replacement.

### Planning considerations

- Where feed supplies are limited, distribution should be as fair and equitable as possible
- Landholders need to be notified that some fodder may contain weeds
- AASFA purchased feed should have a [stockfeed vendor declaration](#)
- Avoid stockpiling fodder at a central point unless a process is in place for rapid distribution or collection by affected landholders e.g. a semi may deliver a load to a central point, from which several landholders may take a portion
- Use suppliers close to the distribution point to reduce transport costs
- Consider the logistics (e.g. machinery required, access) involved in loading/unloading
- Water supplies arranged should be of a suitable quantity and quality (e.g. [Primefact - Water requirements for sheep and cattle](#))
- Quantity, quality and type of feed supplies will vary with animal species, age and numbers. Determination of feed supplied should be made with the assistance of a livestock/nutrition specialist

- Determine delivery method/s (based on risk) to the affected areas/properties
  - a. Road e.g. pick up by owner/manager, delivery by supplier, delivery by carrier
  - b. Boat e.g. pick up by owner/manager, delivery by combat agency
  - c. Air transport e.g. fodder drops coordinated by AASFA, delivery by combat agency (usually for small animal feed), delivery coordinated and paid by owner/manager. Refer to the [Managing aviation for DPI emergency responses guide](#)

### Conduct of task by AASFA teams

To provide feed and water to affected owners/managers, follow the steps in Appendix [3 \(emergency feed\)](#), [4 \(donated fodder\)](#) and [5 \(water\)](#).

## 6. Evacuation and emergency care for animals

Animals may be evacuated during an emergency and brought to an evacuation site or a suitable location e.g. kennel, vet surgery. Animal evacuation sites may be co-located with or independent of the evacuation centre for people (managed by Welfare Services Functional Area).

AASFA personnel attend the evacuation sites to supply resources, register animals and ensure animal welfare is maintained. Animal owners should remain as the primary carers wherever possible.

Emergency animal shelters are established and resourced according to the guide [Animal evacuation sites](#).

## 7. Agricultural damage assessment

Conduct agricultural damage assessments according to the guide [Assessment and reporting of natural disasters](#).

## Records and reporting

Accurate records (i.e. recording data) required by field personnel include:

- Event log (or equivalent) detailing name, consent, risk assessments, key activities undertaken and response critical information (including time/date)
- [Photos and videos](#)
- Resource log sheets, e.g. [motor vehicle running sheet](#)
- Data 'sheets' for the task
- Task Requests (TR) in WebEOC for any requested resources
- Incident notification on-line form (for accidents, injuries, near misses)
- Veterinary record of first aid treatment of animals - triplicate booklet

Reporting (on status) by field personnel and field supervisors include:

- Task progress and actions in MAX ND and location based on pre-determined reporting frequency
- Issues including accidents/injuries and changes in operating conditions (e.g. weather, flood levels, changes to priorities/tasking)
- Task data summary for AASFA situation report (sitrep)
- Any emergency call 000, e.g. unattended fires, injuries

## Risk/Safety

Table 1: Risks in field operations with control references

Risk	Control reference
Aerial operations	Combine with other agencies where possible - <a href="#">Aviation management</a>
Aggressive stakeholders	<a href="#">Dealing with aggressive stakeholders</a>
Animal handling (includes zoonotic diseases)	Animal handling in emergencies
Biosecurity	<a href="#">Maintaining biosecurity entering and exiting properties</a>
Driving vehicles	Critical Risk Control - Driving Critical Risk Control - All terrain vehicles
Fatigue	<a href="#">Fatigue management plan</a>
Firearms	<a href="#">Use of firearms in emergencies</a>

Risk	Control reference
First aid and medical response	Current response medical plan <a href="#">Emergency procedures for EOCs and field sites</a>
Large machinery	<a href="#">Working around plant and equipment</a>
Locating response personnel (including remote/isolated work)	<a href="#">Monitoring location of field personnel</a>
Manual handling	Manual handling
PPE	<a href="#">Use of personal protective equipment (PPE)</a>
Visiting properties	Property visits including working on fire/flood affected properties
Well-being Mental health	<a href="#">Animal destruction and disposal activities in emergencies</a>
Working around water	<a href="#">Working on or around water</a>

### Further Information

[Community stakeholder information](#) – [Before](#), [during](#) and [after](#) an emergency (NSW DPI)

[Rural Assistance Authority \(RAA\)](#)

[Guide - Natural disaster and locust finance](#)



## Appendix 1: AASFA field team checklist

Item	Details
<b>1. Briefing</b>	Receive a briefing on what to look for and relevant safety issues (see <a href="#">Safety</a> ) for the allocated property/s or area.
<b>2. Access</b>	Arrange access with the owner/manager (where possible/relevant).
<b>3. Safety review</b>	Review safety assessment (based on feedback from owner/manager).
<b>4. Resources</b>	Collect, or arrange delivery of, resources for visits and tasks to be conducted. Refer to a potential list of resources in <a href="#">Appendix 2</a> .
<b>5. Enter site</b>	Travel to and enter property abiding by site's specific biosecurity plan or general biosecurity duty (' <a href="#">come clean</a> '). Meet owner/manager (where available). Determine owner/manager's level of involvement is suitable and safe. Record owner/manager's consent to destroy animals (on welfare grounds) and to discharge firearms in MAX ND. This may be delayed until 'conduct task' when the need is determined.
<b>6. On-site risk assessment</b>	Conduct an on-site risk assessment which may require: <ul style="list-style-type: none"> <li>• additional resources before tasks can conducted safely</li> <li>• consultation with EPA to ensure compliance with regulations</li> <li>• discussion and agreement with owner/manager</li> </ul> Record in event log.
<b>7. Conduct task</b>	Task conduct will vary – refer to briefing and specifics above.
<b>8. Records</b>	Complete an event log including on-site risk assessment Record permission given or refused by owner/manager in MAX ND Task data – complete the appropriate task record in MAX ND Take photos/videos. Upload photos to MAX ND, videos to response drive
<b>9. Depart</b>	Discuss findings and any follow up actions with owner/manager, either at time of departure (where possible) or follow up later by phone. Decontamination requirements – ' <a href="#">go clean</a> '
<b>10. Report &amp; restock</b>	Participate in debrief including reporting any issues, accidents and incidents <a href="#">Download and label photos</a> Ensure all task data is recorded or uploaded in MAX ND Ensure owner/manager consent for destruction is recorded in MAX ND for easy retrieval for insurance claims, Restock, return or maintain resources used during the task

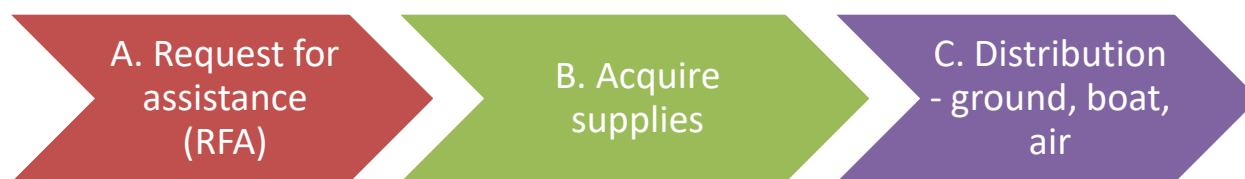
## Appendix 2: Resources for AASFA field teams

Suggested resources that may be required for AASFA field teams. Resource requirements will vary with task, location and impact of the natural disaster.

Item	Description
<b>Vehicle</b>	Suitable for terrain and conditions Preferably with vehicle tracking technology
<b>First aid kit</b>	Suitable for location/conditions, may include additions (e.g. snake bite kit)
<b>PPE</b>	Suitable for the task and conditions, e.g. enclosed, non-slip footwear, sun protection (hat, sunscreen), wet weather gear, insect repellent (refer to the <a href="#">safety</a> risk assessment/safe work method statement)
<b>Recording devices with GPS capability</b>	Paper, pens, clipboard Mobile device/tablet with access to MAX ND Mobile phone with camera (preferably with waterproof case and GPS capable)
<b>Identification</b>	AASFA high-visibility vest and EM identification card Authorised Officer card (where relevant)
<b>Data collection forms</b>	Event log, Veterinary record of first aid pain relief treatment of animals (preferably triplicate booklet as per Appendix 7),
<b>Communication/safety devices</b>	Suitable for the area, e.g. mobile phones, radios (on GRN), satellite phones, personal locating beacon (PLB) or tracking device/App for remote/isolated work
<b>Water and food</b>	Food and water for personnel to assist in managing fatigue
<b>Contact details</b>	e.g. property owners/managers, LCC, other teams, emergency numbers in communications plan
<b>Information</b>	e.g. local area maps (maybe available on recording devices)
<b>Scanner</b> (or access to)	Portable NLIS scanner Microchip scanner
<b>Destruction gear</b>	Suitable for species, age, gender, number e.g. firearms and ammunition
<b>Portable yards</b>	Portable panels to temporarily contain animals for monitoring and destruction. Size and number will vary with animal species, age and number.
<b>Animal handling</b>	Equipment and restraints suitable for different animal species eg cages, leads, halters, bags. Label or similar for cages and/or animals for identification/tracking purposes.
<b>Animal transport vehicle</b>	Vehicle suitable for animal transport
<b>Disposal</b>	Appropriate machinery for the disposal of carcasses - to operate within a property or for transport off-site Traffic management team Commercial waste disposal site access Access to facilities to clean machinery (e.g. at waste disposal site)

## Appendix 3: Provision of emergency feed

### Tasks to address requests for assistance



#### A. Requests for assistance

1. Request for assistance (RFA) to AASFA may be received from primary producers or owners/managers of animals during emergencies and recorded in MAX ND:
  - a. Calls to Local Land Services (LLS) or the Department of Primary Industries (DPI) on activated hotline or advertised contact number/s.
  - b. From AASFA field teams e.g. surveillance and assessment/destruction teams.
  - c. In person, by phone or via email to a local emergency operations centre (EOC).
  - d. Combat agency (in writing).
2. RFAs and any action taken is recorded in MAX ND
  - a. RFAs may be for:
    - i. supply requests – fodder, water or other (eg poly fittings) supplies
    - ii. livestock assistance requests – assessment, destruction and treatment
    - iii. burial requests
  - b. Information supplied should be validated, where possible (see process for validating cases in the MAX ND guide).
  - c. If a RFA is rejected, record the reason for rejection in the MAX ND RFA record including who made the decision and when, and the feedback details provided to the owner/manager and by whom.

#### B. Acquire supplies – purchase

1. AASFA Local Control Centre (LCC) (where established) can approve the expenditure for fodder for livestock and feed for other animals.
  - a. Record information for supplies requested including fodder/feed in WebEOC task request details. This should correspond to the RFA assessment recorded in MAX ND.
  - b. Quantity should be sufficient to feed the affected animals at maintenance rations for three days. Refer to Table 1 below for estimated fodder quantities for sheep and cattle which should be used in conjunction with advice from a livestock/nutrition specialist.
  - c. Feed supplies should come with a [stockfeed vendor declaration](#).
2. Submit a task request (TR) for approval, according to the guide [WebEOC task resource request](#).
3. Record the TR number in MAX ND and also provide the TR number to the supplier to be included on their invoice. The supplier may include delivery as part of the purchase.
4. Note – Donated fodder is managed according to [Appendix 4](#).

**Table 1: Maintenance estimates of fodder for sheep and cattle in emergency responses**

Animal type	Number of animals	Number of days	Number of bales*
<b>Dry sheep</b>	10 sheep	3	1
<b>Lambing ewes</b>	5 ewes	3	1
<b>Dry cattle</b>	1 head	3	1
<b>Cows &amp; calves</b>	1 head	3	1.5

#### Notes:

1. \* 22kg bales of good quality pasture hay.
2. A full maintenance ration (e.g. refer to [Managing drought guide](#)) may not be required if livestock were in good condition before the emergency response and feeding will only be required for a short period.
3. The rates of feed are a recommendation, but if the owner/manager disagrees a compromise should be reached, where possible.
4. Estimates should be used in conjunction with advice from a livestock/nutrition specialist.

## C. Distribution

Coordinate pick up (from suppliers or stockpile) and delivery:

- a) brief personnel involved in distribution (e.g. carriers, suppliers, combat agency, landholders and/or personnel responsible for the stockpile) on distribution task (as assessed and approved in MAX ND) and relevant safety issues (see [Safety](#) below)
  - Details (e.g. type, quantity) and pick up location of supplies for delivery
  - Planned route and destination (including unloading requirements/issues)
  - TR required for the transport of supplies - TR number will be required by the carrier for invoicing purposes.
  - Requirements for '[come clean, go clean](#)' strategy
  - Current and predicted weather and fire/flood conditions
- b) arrange access with the owner/manager (where relevant)
- c) record travel to and from destination – carrier to meet owner/manager (where available)
- d) records
  - AASFA personnel – All details of fodder distribution to be recorded in MAX ND (includes any permission given or refused by owner/manager), supplies distributed and photos
  - Carrier – delivery docket signed by owner/manager on delivery or appropriate log of mileage and deliveries, TR number on invoice, any issues to be recorded in MAX ND
  - Combat agency – as per own procedures
- e) AASFA distribution coordinator
  - Conduct debrief including reporting any issues, accidents and incidents
  - [Download and label photos](#)
  - Review distribution records in MAX ND to ensure accurate and complete
  - Restock, return or maintain resources used during the task

## Appendix 4: Donated fodder

1. Donated fodder is not encouraged but is accepted and preferably coordinated by a non-government suitably experienced/qualified industry representative (e.g. agronomist, nutritionist, livestock officer or similar).
  - a. Public or rural suppliers may donate fodder/feed for animals via the hotline, email or in person or by phone to the EOC. The details of the process will be released to the community by the Public Information function of the response.
  - b. Feed supplies should come with a [stockfeed vendor declaration](#).
2. Donations are to be recorded and preferably tracked by the Fodder Coordinator (appropriate industry representative)
  - a. It is desirable to coordinate movement directly from the donor to a landholder or group of landholders requiring assistance.
  - b. Planning considerations for distribution (above) of donated and purchased fodder are similar.
3. Record information on donations in MAX ND as a case with details of what is being offered as a donation (e.g. a truck load of hay) and where it has been referred to (e.g. Give it or similar local charity) for distribution in a Request for Information record.
  - a. Preference is that feed has a stockfeed vendor declaration, is free of weed seeds, diseases and has a feed test supplied indicating quality as there is no value in transporting poor quality feed that will not sustain stock.

## Appendix 5: Replacement of water supplies

1. AASFA will evaluate requests from landholders for replacement of water in dams/storages where water has been removed by fire-fighting authorities for fire-fighting purposes or where infrastructure has been damaged during the emergency creating an animal welfare issue. In instances where fire authorities replace removed water themselves, no action is required by AASFA unless there is a discrepancy.
  - Record requests in MAX ND
2. Assessment of water request to include:
  - significance of impact on animal welfare
    - [Primefact - Water requirements for sheep and cattle](#)
  - significance of impact on other agricultural activities
  - estimations of amount removed (according to records, if available, from fire units and/or landholder, and/or site inspection)
  - maximum amount required to be replaced to maintain animal welfare and/or agricultural activities (which may include providing water by alternate means e.g. in tanks/troughs)
  - availability of alternate water sources and arrangements
  - timeframe – holidays, delivery restrictions, possible rain
    - If it is likely to rain, a lower volume (than what was removed) may be delivered in the interim.
    - Delivery may be staged over a period of time but must not exceed the agreed maximum amount.
  - Record assessment of water request in MAX ND
3. AASFA to organise water supplies to landholders with an approved TR. Organisation may include
  - supplier/s delivering water to landholders
  - minor/temporary repairs to infrastructure to enable water supply
4. Register distribution in MAX ND
5. AASFA to monitor delivery and landholders' requirements particularly if full replacement has not occurred.

## Appendix 6: Authority to destroy animals

Field roles may be responsible for the destruction of animals. Personnel filling these roles require the authority to conduct the task. Authority to destroy animals requires consent from the 'person in charge of the animals' unless conducted by certain personnel in specific circumstances:

- A. When consent cannot be obtained from the 'person in charge of the animals' destruction of animals can be conducted by inspectors (from NSW Police, RSPCA NSW, Animal Welfare League) and veterinarians where it is cruel to keep the animal alive in accordance with *Prevention of Cruelty to Animals Act 1979* (POCTA). Competent persons, such as Local Land Services officers, can assist inspectors (Section 24M), and operate under the direction of a veterinarian (Section 26AA) to destroy injured animals where it is cruel to keep alive.
- B. When verbal consent is available from the 'person in charge of the animals' destruction of animals on animal welfare grounds can be conducted by an inspector (from NSW Police, RSPCA NSW, Animal Welfare League), veterinarian and competent person.
- C. The 'person in charge of the animals' (i.e. owner/manager) can humanely destroy their own animals.

When destroying animals, authority used, or consent provided is to be recorded in MAX ND.



















## Appendix 7: Veterinary record of first aid pain relief treatment of animals

### VETERINARY RECORD of FIRST AID PAIN RELIEF TREATMENT of ANIMALS

Date: \_\_\_/\_\_\_/\_\_\_ Time: \_\_\_\_\_ am/pm

OWNERS NAME: _____ Lives on site? Yes <input type="checkbox"/> No <input type="checkbox"/>	
PROPERTY ADDRESS: _____	
MOBILE/PHONE: _____	EMAIL: _____
PIC NO or HRN: _____	GPS LOCATION: _____
OWNER/REP in attendance: Yes <input type="checkbox"/> No <input type="checkbox"/>	Others Present: _____
ATTENDING VET: LLS <input type="checkbox"/> DPI <input type="checkbox"/> PVP <input type="checkbox"/>	
VET'S NAME: _____	
MOBILE/PHONE: _____	EMAIL: _____
Others Present: _____	REVISIT RECOMMENDED IN _____ days
PRIVATE VET (for referral): _____	

PAIN RELIEF MEDICATION:	WHP: ESI:	Total no. animals treated:
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SPECIES/BREED, SEX, AGE	EAR TAG + IDENT. FEATURES	SITES OF WOUNDS/INJURY				DOSE GIVEN + ROUTE		
		RF	LF	RH	LH			
								
								
								

NOTES/Clinical findings:

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Vet Signature: \_\_\_\_\_

(Based on record sheet by Dr. Elaine Ong, Vets for Compassion)