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Emergency Accident Plan Incident Worksheet

Odor Management

Odor Monitoring Worksheet

NOTE: The procedures outlined in this plan are provided as guidance, and should not be replicated without tailoring the plan to meet the individual conditions of the proposed facility. Before finalizing this plan, the livestock operator should verify that the procedures apply to the proposed facility, should supplement the specific procedures where necessary, and develop regular schedule for updating this plan.
Environmental Incident Response Plan Summary

Farm Name: Farm A
Owner/Operators: John Operator
Farm Address: 1890 N Agriculture Dr., WI 54221
Legal Description Town # 18N, Range # 22E, Section # 10, 1/4 Section # SW
Directions to Farm from Fire Dept.: Take County Hwy . . .

Attach map showing locations of structures (indicate location of doors), roads, manure storage, fertilizers, pesticides, agricultural chemicals, fuel storage, emergency response equipment, MSDS sheets, gas and electrical shutoffs, liquid propane, compressed gas, septic tank, topography, wells, surface waters, and other pertinent information.

<table>
<thead>
<tr>
<th>Primary Farm Contacts</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>John Operator, Farm Emergency Coordinator</td>
<td>920-123-4567</td>
</tr>
<tr>
<td>Joe Operator, Manager</td>
<td>920-765-4321</td>
</tr>
<tr>
<td>Office</td>
<td>920-120-0000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Emergency Responder</th>
<th>Name</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire/Rescue</td>
<td>Valders Fire Department</td>
<td>911</td>
</tr>
<tr>
<td></td>
<td></td>
<td>920-123-0000, non-emergency</td>
</tr>
<tr>
<td>Police</td>
<td>Manitowoc County Sheriff’s Dept.</td>
<td>911</td>
</tr>
<tr>
<td></td>
<td></td>
<td>920-444-5555, non-emergency</td>
</tr>
<tr>
<td>Veterinarian</td>
<td>Hillside Veterinarian</td>
<td>920-888-8888</td>
</tr>
<tr>
<td>Manure Hauler</td>
<td>SPD Service</td>
<td>920-999-9999</td>
</tr>
<tr>
<td>On-Farm Equipment Operator</td>
<td>Larry Operator</td>
<td>920-111-1111</td>
</tr>
<tr>
<td>Excavation Contractor</td>
<td>Olson LLC</td>
<td>920-123-8888</td>
</tr>
<tr>
<td>Pumping Equipment</td>
<td>Evan Brothers</td>
<td>920-777-7777</td>
</tr>
<tr>
<td>Mortality Disposal Contractor</td>
<td>Golden Stock Removal</td>
<td>800-123-9874</td>
</tr>
<tr>
<td>DNR Hazardous Spill Line</td>
<td></td>
<td>800-943-0003</td>
</tr>
</tbody>
</table>
Incident Response Procedures

Personal Injury / Fire Emergency

Contacts
Fire/Rescue 911
John Operator Farm Emergency Coordinator 920-123-4567

Emergency Information
First aid equipment Office
Fire suppression equipment Office & Vehicles
Hazardous / flammable materials on farm: AST fuel tank storage
(fuel, lubricants, bulk cleaning agents, etc.)

Emergency Actions
1. Determine nature of emergency and type of assistance required.
2. Call 911.
3. Attempt to stabilize injured person without moving, unless necessary and safe to do so.
4. Start CPR.
5. Implement evacuation of people and livestock if appropriate.
6. Identify potential locations of hazardous or flammable materials and notify emergency personnel when they arrive.

[May add other information as it relates to the operation]
Accidental Entry to Manure Storage or Transfer Facilities

Contacts
Fire/Rescue 911
John Operator Farm Emergency Coordinator 920-123-4567

Emergency Information
Rescue equipment is located in the Office:
- Grab pole, ladder, flotation device, rope, first aid kit.

Emergency Actions
1. Call for help.
2. Shut off manure transfer pump and agitator.
3. Locate emergency rescue equipment (grab pole, ladder, & flotation device) and attempt to reach victim.
   DO NOT enter a confined area where manure gases could accumulate without an appropriate respirator.
4. Initiate CPR if necessary.
5. Call 911.

[May add other information as it relates to the operation]
Manure Storage Overflow

Contacts
John Operator     Farm Emergency Coordinator  920-123-4567
Manure Hauler     SPD Service                920-999-9999
On-Farm Equipment Operator Larry Operator  920-111-1111
Excavation Contractor Olson LLC            920-123-8888
Pumping Equipment  Evan Brothers            920-777-7777
DNR Hazardous Spill Line                    800-943-0003

Emergency Information
- Utilize the nearest soil source on the farm for fill.
- Construct temporary manure containment dikes as required to contain the spill

Emergency Actions  [May add other information as it relates to the operation]
1. Contact Farm Emergency Coordinator
2. Stop the flow
3. Assess the situation and make appropriate calls.
4. Notify DNR spill hotline 1-800-943-0003
5. Begin clean-up.
6. If required, call manure hauler to bring agitation pump and tanker, call for front end loader and backhoe.
7. Construct a temporary dike below the manure storage from earth fill, corn silage or other available materials if manure is flowing toward a defined waterway or drainage outlet.
8. Use soil fill or corn silage to add temporary fill to the top of the manure storage facility berm to stop the manure overflow, if occurring from a defined location.
9. Place agitation pump in pit at designated pumping location and begin loading tankers.
10. Land apply manure on fields approved for manure application in the nutrient management plan. Apply at the established rates. Or transfer manure to neighbor for prearranged storage.
11. Collect manure and contaminated soil from overflow area and from behind temporary dike. Land apply materials on fields approved for manure application in the nutrient management plan. Apply at the established rates. Remove temporary dike from the field and temporary fill from the manure storage facility berm.

Manure Storage Leakage
Leakage from base or sidewall of a manure storage structure are often seepage rather than flowing leaks. Responses are as follows:
• Dig a small well or ditch to catch all seepage, put in a submersible pump, and pump back into lagoon.
• If holes are caused by burrowing animals, trap or remove animals, fill holes, and compact with a clay-type soil.
• Other holes may be likewise temporarily plugged with clay soil.

Contact engineer to develop a plan to repair the facility, and verify repairs are adequate
Manure Storage Failure

Contacts
John Operator    Farm Emergency Coordinator   920-123-4567
Manure Hauler    SPD Service    920-999-9999
On-Farm Equipment Operator Larry Operator   920-111-1111
Excavation Contractor Olson LLC    920-123-8888
Pumping Equipment Evan Brothers    920-777-7777
DNR Hazardous Spill Line        800-943-0003

Emergency Information
- Front end loader is parked at the bunker silos
- Utilize the nearest soil source on the farm for emergency fill.
- Construct temporary manure containment dikes as required to contain the spill

Emergency Actions
1. Contact Farm Emergency Coordinator.
2. Stop all additional flow to the storage structure (waterers, flush system, etc). Prevent surface water from entering the system.
3. Assess the situation and make appropriate calls.
5. Begin clean-up. Call front end loader operator and excavator if needed.
6. Construct a temporary dike below the manure storage from earth fill, corn silage or other available materials if manure is flowing toward a defined waterway or drainage outlet.
7. Attempt to place temporary fill in the area of dike failure.
8. Call manure hauler to bring agitation pump and tanker.
9. Place agitation pump in pit at designated pumping location as soon as possible and begin loading tankers.
10. Land apply manure on fields approved for manure application in the nutrient management plan. Apply at the established rates. Or transfer manure to neighbor for prearranged storage.
11. Collect manure and contaminated soil from overflow area and from behind temporary dike. Land apply materials on fields approved for manure application in the nutrient management plan. Apply at the established rates. Remove temporary dike from the field and temporary fill from the manure storage facility berm.
13. Repair manure storage facility.
14. Document actions. [May add other information as it relates to the operation]
Manure Spill During Transport or Application

Contacts
John Operator    Farm Emergency Coordinator  920-123-4567
Manure Hauler   SPD Service    920-999-9999
On-Farm Equipment Operator Larry Operator   920-111-1111
DNR Hazardous Spill Line        800-943-0003
Police     Manitowoc County Sheriff’s Dept.  911, 920-444-5555, non-emergency

Emergency Information
- Identify location of spill.
- Clean up equipment needed – skid loader/front end loader, corn silage/bedding or water tanker, manure spreader.

Emergency Actions  [May add other information as it relates to the operation]
1. Eliminate the source.
   - Stop manure application or pumps.
   - Close valves. Separate pipes, creating an air gap and stopping flow.
   - Transfer manure/liquid to another basin or lagoon.
2. Contain the spill, if possible.
   - Create a containment dam in the field, ditch or stream.
   - In a field, use tillage equipment to slow the flow
   - Check for tile flows.
   - Construct a temporary holding basin down slope.
   - If possible, place soil over the point of seepage, ensuring that you do not drive over or compact the seepage point.
3. Assess the extent of the spill and note any obvious damages.
   - Did or could the spill reach any surface waters, well casings or other sensitive areas?
   - How much was released? What time?
4. Contact the appropriate agencies, including sheriff’s department if traffic control is needed.
5. Clean up the spill and make repairs. Did any damage occur (employee injury, fish kills, or property damage)?
6. Land apply materials collected manure and contaminated soil on fields approved for manure application in the nutrient management plan. Apply at the established rates.
6. Document and review actions taken to contain or minimize the spill.

Movement of Manure During or After Application

Emergency Actions
1. Stop land applying manure. Assess needs and call for help. Review steps listed above.
2. If possible, incorporate manure with tillage or till ground down slope of applied manure to reduce runoff.
3. Construct a temporary berm to prevent runoff of manure, if necessary.
4. Evaluate the application rates for fields where runoff occurred. Recalibrate spreader if necessary.
Catastrophic Mortality Disposal

Contacts

<table>
<thead>
<tr>
<th>Role</th>
<th>Contact Information</th>
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<tbody>
<tr>
<td>John Operator</td>
<td>Farm Emergency Coordinator 920-123-4567</td>
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<td>Excavation Contractor</td>
<td>Olson LLC 920-123-8888</td>
</tr>
</tbody>
</table>

Emergency Actions

1. Contact veterinarian if death is suspicious or animal displayed unusual symptoms.

2. Remove mortality from the livestock production area. Place in designated mortality storage area (secure from scavengers and having appropriate runoff controls).

3. Contact mortality disposal contractor to arrange pick up within 24 hours.

4. If directed by the State Veterinarian, implement disease outbreak procedures as required. This may include killing exposed animals, burning carcasses, and burial of ashes in the catastrophic mortality burial area.

[May add other information as it relates to the operation]
Hazardous Material Spill

Contacts
Fire/Rescue/Hazardous Material Response Unit  911
John Operator  Farm Emergency Coordinator  920-123-4567
DNR Hazardous Spill Line  800-943-0003

Spill Information
First aid equipment  Office
Fire suppression equipment  Office & Vehicles
Personal Protection Equipment  Office
Hazardous / flammable materials on farm  AST fuel tank storage
  (fuel, lubricants, bulk cleaning agents, etc.)

Emergency Actions
1. Identify the hazardous material that has been spilled. Assess need for safety equipment.
2. Stop the flow. Turn off all pumps.
3. Assess the situation and make appropriate calls.
4. Flammable materials: Shut off power to area from a remote location. Eliminate sources of ignition.
5. Evacuate people and livestock as appropriate.
6. Contain the spill and begin cleanup.
7. Prevent hazardous materials from leaving spill site by construction temporary dikes if necessary.
8. Once the situation has been stabilized collect hazardous material using approved methods and dispose of contaminated soil according to regulations.

[May add other information as it relates to the operation]
Emergency Accident Plan Incident Worksheet

Incident Date / Time:

Location:

People / Agencies Involved:

Type of Incident:

Worksheet completed By:
   Signature: _______________________________
   Date Completed: _________________________

[May add other information as it relates to the operation]
**Odor Management**

**Contact**
John Operator    Farm Emergency Coordinator   920-123-4567

**Odor Monitoring Program Actions**
1. After a complaint is placed fill out the Odor Monitoring Worksheet. Insert as much detail as possible.
2. Review activities to reduce odors:
   a. Manure agitation.
   b. Inject manure directly into soil.
   c. Clean feed bunkers.
   d. Arrange for timely mortality removal.
3. Steps to establish working relationship with neighbors and community members:
   a. Provide notice to neighbors prior to land application of manure.
   b. Avoid spreading manure during holidays and community events.
   c. Clean roads if operations have deposited manure or mud is on it.
   d. Participate in local activities such as 4-H, dairy days, or school events. Host a community picnic or open house.
4. Monitor effectiveness of odor control technologies and management.
   a. Record the amount of odor present as determined by managers.
   b. Number of complaints filed.

[May add other information as it relates to the operation]
Odor Monitoring Worksheet

Date Complaint Received:   Time:   Form Completed By:

Complaint Received From:
Address:
Phone Number:
Comments:

Weather Conditions:
Sunny   Partly   Cloudy   Mostly   Cloudy   Overcast   Hazy

Temperature:
Relative Humidity:

Precipitation:
None   Fog   Rain   Sleet   Snow

Wind Direction, Blowing From:   Wind Speed:
N   Calm
NW   NE   Light Breeze
W   E   Moderate Wind
SW   SE   Strong Wind
S

Odor Source:

Description:

Nuisance Potential:

Actions taken to reduce conflict:

[May add other information as it relates to the operation]