

Section 8.2

Personnel and Visitors

REFERENCED IN THIS SECTION:

Number/ Identifier	Name	Importance
	STANDARD OPERATING PROCEDURE	
8.2	Personnel and Visitor Entry <i>(to be developed by producer)</i>	Highly recommended
	RECORD	
R-I	Visitor Log	Highly recommended

SECTION 8.2

PERSONNEL AND VISITORS

RECOMMENDATIONS

1. A **Personnel and Visitor Entry SOP** should be developed and include details about the following:
 - a. parking areas
 - b. Danish entry or any other entry protocols for personnel and visitors
 - c. locked doors
 - d. recommended downtime for farm personnel and visitors (i.e., after visiting other farms or due to illness)
 - e. control of meat products (dried, cured, raw) at the entrance to the restricted access zone (RAZ)
 - f. movement of farm personnel and visitors from other sites to the controlled access zone (CAZ) and restricted access zone
 - g. quarantine room or barn.
2. All personnel and visitors should follow the Personnel and Visitor Entry SOP.
3. A visitor log book (R-I) should be kept on-site.

RATIONALE

- a. Personnel and visitors can carry or transmit pathogens (e.g., porcine reproductive and respiratory syndrome (PRRS) virus, porcine epidemic diarrhea (PED)) when entering or exiting the farm site (through themselves and through their boots, clothing and vehicles).
- b. Dried, cured and fresh (raw) meat products represent a high risk of introducing pathogens to the farm since they may contain pathogenic agents (Salmonella, parasites, etc.) of animal origin if the product has not been processed properly.
- c. Foreign-sourced meat products are a risk for the introduction of exotic animal diseases into Canada (e.g., foot and mouth disease (FMD)).
- d. A visitor's log book (name, phone number) could, in some instances, enable the retracing of the source of entry of a contamination and avoid the propagation to other herds visited by the same person.

GUIDANCE

It is recommended that the preventive measures below be followed:

- a. Establish a downtime (a minimum required period of time without coming into contact with other pigs) with your licensed veterinarian.
- b. Restrict access to foreign visitors to ensure proper biosecurity.
- c. Make sure that anyone entering the farm (farm personnel and all visitors) have access at all times to the written procedures for entering the controlled access zone (CAZ) and restricted access zone (RAZ).
- d. Develop a procedure to control the movement of farm personnel and visitors on-site (e.g., leaving the RAZ to go to the CAZ, checking feed bins, movement between sites). Personnel who have exited the RAZ should only re-enter through a Danish entry.
- e. Establish a Danish entry to clearly separate clean and dirty areas.

- f. To protect against possible disease transmission by uninvited visitors, have only one entrance to the main barn that is equipped with a locked door and a doorbell.
- g. Before stepping into the barn, have personnel wash/disinfect their hands (and, ideally, wear gloves) and put on clean clothes and boots.
- h. Have a forward uni-directional flow for personnel entering the barn.
- i. Have clothing and boots reserved for exclusive use in the RAZ (i.e. in the building).
- j. Keep a visitor log with the following details: name, telephone number, reason for the visit, place of last contact with pigs, and date and time of entry and exit.
- k. Deny the introduction of any fresh, raw, cured or uncooked meat products in the RAZ.

BIOSECURITY QUESTIONS

Q#	Importance	Biosecurity Questions	Yes	No	N/A	Comments
Q8.2.1	Highly recommended	Is there a Personnel and Visitor Entry SOP in place that includes the following:				
		a. parking areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		b. Danish entry or any other entry protocols for personnel and visitors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		c. locked doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		d. recommended downtime for farm personnel and visitors (i.e., after visiting other farms or due to illness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		e. control of meat products (dried, cured, raw) at the entrance to the restricted access zone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		f. control of movement of farm personnel and visitors from other sites to the controlled access zone and restricted access zone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
		g. quarantine room or barn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Q8.2.2		Do you ensure that all farm personnel and visitors follow a proper Personnel and Visitor Entry SOP?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Q8.2.3		Do you keep a detailed visitor's log book?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

N/A = not applicable; SOP = standard operating procedure

