



Emergency Action Plans

Purpose

This fact sheet provides guidance to Certified Planners in New York State in helping farm managers develop and update emergency action plans (EAP) for CNMPs. Planners should facilitate the development of EAPs, but farm managers should provide the content and assume ownership of the plan. An emergency action plan is a required part of a CNMP and, therefore, is necessary for compliance with the CAFO general permit. It also plays a key role in the safe operation of any farm.

The CNMP, including operation and maintenance plans, plays an essential role in preventing emergency situations. But emergencies can still occur at anytime, so all farm managers and employees must be prepared *in advance* to respond efficiently to safeguard life and the environment. Once an EAP is developed, it is critical that all farm employees are trained and become familiar with its protocols. To support their efforts during an emergency, laminated emergency phone lists and maps posted in key locations at the farm could help farm employees act quickly and effectively.

As defined in the *NYS-NRCS CNMP Process Guidelines*, an EAP shall contain response plans for the following:

- Spills of manure or other process wastewaters during transport or field application and
- Waste storage malfunctions or failures.

It may also contain response plans for the following, as determined by the planner and landowner utilizing AEM Tier II worksheets:

- Pesticide spills,
- Petroleum spills, and/or
- Other emergencies.

Key elements of response plans should include the following as determined by the planner and landowner:

Description of facilities, surroundings, and potential risks

- A map identifying the following items.
 - Manure storages, manure transfer pipelines and concentrated waste sources.
 - Remote emergency shut-offs and valves (for example along transfer lines, at remote storages, etc.).
 - Locations of emergency equipment and supplies, such as pumps, absorbents, earth moving equipment, etc.
 - Potential water supplies and water resources that could be affected, including nearby wells.
- A topographic map(s) of the area showing locations of all waste storage structures.

Emergency Protocols

- Save lives.
- Who to contact first:
 - 911;
 - Farm management;
 - NYS Department of Environmental Conservation (DEC) Spills Hotline and the regional DEC Division of Water Farm Team, if a discharge to the waters of the State has or is likely to occur. **The DEC defines a discharge as:** "*If, for any reason, the permittee knows or has reason to believe there is a discharge of process wastewater or spill to the waters of the State that causes deposition, substantial visible contrast, or impacts to fish, or other violations of 6NYCRR Parts 700 to 705, ...*"; and
 - Other emergency responders.
- Prevent additional discharge.
- Contain outflow.
- Clean up.
- Evaluate what remediation steps are necessary once the situation is stabilized.

Contact Information Sheet

- Emergency responders
 - 911
 - Farm Management
 - Phone numbers, including cell phones
 - Indicate lead contact person(s)
 - DEC Spills Hotline (1-800-457-7362)
 - Regional DEC Division of Water
 - County Emergency Management
 - Town Highway Department
 - Fire Department
 - Local Agricultural Agencies (SWCD, CCE, NRCS)
- Additional resources
 - Locations and contact numbers for off-farm response equipment and supplies, such as pumps, absorbents, bulldozers, payloaders, vacuum tankers, soil, amendments, etc.
 - Phone numbers of neighbors who could help in the response.

Identify areas to take additional manure in the event of:

- Equipment failure,
- Facility failure, and
- Adverse weather for extended periods (see Supplemental Manure Spreading Guidelines).

Discharge Reporting

If a spill is a discharge to the waters of the State based on the criteria described on the previous page, all AFOs (including CAFOs) are required to report the incident under the following protocol taken from the CAFO General Permit: *“Notify the DEC Regional Office orally within 24 hours from the time that the permittee becomes aware of the discharge, and submit a written report within 5 days of the discharge” [CAFOs must submit a CAFO Incident Report (Appendix E)].*

Training and Posting

All farm managers and employees should be trained and familiar with the emergency response protocols before an emergency occurs and have easy access to key components once an emergency is in progress, so guidance about training and posting should include:

- How the EAP will be communicated to all employees in advance of an emergency (training, frequency, etc.);
- Where the list of emergency phone numbers will be posted; and
- Where the complete EAP will be housed (single or multiple copies).

Supplemental Resources for EAP Development

- CNMP Process Guidelines
www.nys-soilandwater.org/aem/cnmp.html
- AEM Tier II Worksheets
www.nys-soilandwater.org/aem/techttools.html
- Supplemental Manure Spreading Guidelines
http://nmsp.css.cornell.edu/nutrient_guidelines/
- NYS DEC CAFO Homepage
www.dec.ny.gov/permits/6285.html

For more information

Agricultural Environmental Management Program
www.nys-soilandwater.org

CNMP Specialists
Greg Albrecht – galbrecht@twcny.rr.com
Bob Brower - bobbrower@westelcom.com

May 2007