

Developing a Farm Emergency Plan

Purpose

This emergency plan template is designed to provide farm families and emergency providers clear and concise information about a farm in the event of an accident, fire, or natural disaster.

- The template is set up to be a resource for both the farm family/staff and for emergency responders
- We recommend the producer shares the plan with their local fire department / first responders
- County EMS directors may be willing to input the plan information into the county GIS system so the 911 dispatcher has immediate access during an emergency call
- Insurance companies may offer a discount if a farm has a formal emergency plan
- Store a copy of your Farm Emergency Plan in a permanent accessible and marked location on the farmstead for use by first responders

Developing a Farm Emergency Plan

We recommend that the entire farm family and/or staff contribute in preparing the farm's emergency plan. Encouraging everyone to participate allows each person to share some "ownership" in the effort, increases the awareness of potential emergency situations among the whole group, and provides for input from different perspectives.

Be sure to devote plenty of time to develop a quality plan. Completing the template, and especially preparing accurate maps, may involve several hours of work. However, the discussion and awareness generated by completing the plan will be well worth the effort.

If you have questions about or would like assistance preparing a farm emergency plan, please feel free to contact Indiana PREPared at inprepared@purdue.edu, or your county Purdue Extension agricultural educator.

For additional information, the following resources developed by Purdue Pesticide Programs are available from the Purdue Extension Education Store (<https://mdc.itap.purdue.edu/>), or may be downloaded in .pdf format by clicking below:

- [PPP 57 "Managing Farm Emergencies"](#)
- [PPP 64 "Rural Security Planning"](#)

Tips for Completing the Emergency Plan Template

Downloading a Farm Emergency Plan Template

A fillable .pdf template for the Farm Emergency Plan, as well as additional resources, can be found under the "Resources" tab at www.INPREPared.org. Or go directly to the Resources page at this link:

<https://extension.purdue.edu/INPREPared/resources/>

A great activity to complete along with a farm emergency plan is a safety inventory for your farm. [Click here](#) to access our Farm & Ranch Safety Inventory template, or download from the INPREPared Resources page.

Please note: this template is set up to produce a basic “starter” plan. Some situations may require much more detailed information (Certified Livestock Producer, large bulk fertilizer or chemical storage facilities, etc.). Feel free to modify as necessary to fit your situation.

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- Enter the date the plan was completed. Plans should be revised periodically as the farm and family changes.
- Provide an “out-of-town” contact who has some familiarity with the farm operation. During disaster situations, local communication channels may be overloaded, but calls outside the immediate area may go through.
- Having utility pole numbers recorded can speed response times in an emergency.
- GPS coordinates can be obtained through mapping programs such as Google Maps or Apple Maps. Coordinates can be useful, especially if there is no road address for the site, or if the county does not have a 911 address system.
- Write the directions to the farm so that they can be read to the dispatcher directly from the plan. In the chaos of an emergency situation, details can be missed if relying on memory alone.

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- Many farm operations have more than one major location. Provide information for each farmstead or significant location of operations.
- Use the name the family and/or staff uses for each of the locations (e.g. “the north place”, “the old Marsh farm”, etc.). In an emergency situation, the person calling 911 is more likely to remember the familiar name, and using a consistent name reduces potential confusion among responders.

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- Prepare a list of emergency as well as non-emergency numbers for services used by the farm and family members.
- This suggested list might not be complete for your operation – add entries or pages if needed.
- These numbers can be used by emergency responders if farm family or staff are not available (e.g. contacting equipment dealer for information about specific piece of equipment).

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- Prepare a list of all family members and farm staff (full & part-time) who live and/or work on the farm operation.
- Indicate if an individual has health conditions or disabilities that could impact a rescue or emergency situation (e.g. “Bob uses a wheelchair”, “Sally has insulin-dependent diabetes”, etc.)
- Update this page regularly – staff members come and go, kids move away, and everybody gets older!!!

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- This page provides responders a quick idea of what to expect at the farm operation (e.g. “What are the major enterprises”, “What type of animals are there?”, “Are there certain hazards we need to be aware of?”, etc.).
- Completing this page may increase the awareness of the farm family about potential issues on their own farm. Many farm families have “sideline” enterprises such as trucking or agri-tourism that may present unique challenges for responders.
- Add pages or detail as needed to this page.

Page 6

- The Resources page provides family member, farm staff, and responders with a list of materials, equipment, or supplies available at the farm site or nearby that might prove useful in an emergency situation.
- Farms typically have many useful resources at hand, if someone knows where to find them when needed!

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- The farmstead map may be the most important part of the emergency plan, especially if sufficient detail and explanation of facilities, features, and potential hazards is included.
- Suitable maps can be hand-drawn, or computer generated.
- Satellite photos from Google Maps or Apple Maps can be used to prepare very detailed and accurate images. GIS mapping systems may be available in some locations.
- One way to prepare a farmstead map is as follows:
 - Locate the farm site on Google maps. Take a screen shot of the farm site (or sites) and copy into the MS Word, MS Publisher, PowerPoint, or Google Docs.
 - Using the crop function to remove unnecessary parts of the image by using the “Format Picture” menu or by right-clicking on the image. Adjust size as necessary (the bigger the map is on the page, the easier to see details)
 - Using the text box and shape functions, label the farmstead features (suggested items to include listed below)
 - Print the map and add to the emergency plan, or save the map and labels as an image file (.jpg or .png) and insert into the online plan template at www.INPREPared.org.

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- The Neighborhood map provides a “wider view” of the areas surrounding the farm site. A one or two mile radius is probably sufficient.
- Indicate locations or sites that might be impacted by an emergency at your site, such as nearby schools, subdivisions, waterways, or natural areas.
- List any circumstances that could likely impact emergency response to your location (e.g. road that flood regularly, railroad crossing that are frequently blocked, heavy traffic at certain times).

Suggestions for labeling maps

- Label using the names the family uses (red barn, old tool shed, etc.)
- Barns, houses, shops, outbuildings, silos, grain bins, manure storage/pits, livestock barns (note if manure storage below), upright or bunker silos
- Land features
- Roads and crossroads, driveways and lanes, fences and gates
- Wells and/or municipal water supply, hydrants, ponds, streams, rivers, lakes and wetlands
- Septic tanks, wastewater systems, cisterns
- Drainage ditches, culverts, surface drains
- Slope of land (drainage direction)
- North direction
- Possible access challenges (narrow bridges, steep slopes)
- Chemical/Fertilizer/Fuel storage

Abbreviations that can be used:

AST – Aboveground storage tank

CG – Compressed gasses (oxy/acetylene)

E – Main electrical shutoff

EP – Emergency plan location

G – Main gas shutoff

LP – Liquid propane (note if buried)

RU – Refrigeration units/compressors and coolant type

UST – Underground storage tank

Well – Farm water well

For more information, please contact:

INPREPared (Indiana Purdue Rural Emergency Preparedness)

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