**KEY STAFF – WHO MAKES THE DECISIONS?**

|  |  |
| --- | --- |
| **Person** | **responsibilities** |
|  |  |
|  |  |
|  |  |
|  |  |

**IMPORTANT CONTACTS (suppliers/ contractors/ professional/ banks/ doctors/ vets/ family/ local support/ others who know the farm and stock)**

|  |  |
| --- | --- |
|  **Contact** | **Comments/ issues** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| 6 |  |
| 7 |  |
| 8 |  |
| 9 |  |
| 10 |  |
| 11 |  |
| 12 |  |
| 13 |  |
| 14 |  |

**IMPORTANT QUESTIONS TO ADDRESS:**

|  |  |
| --- | --- |
| 1 Is there a plan should a key worker fall ill or self- isolate? |  |
| 2 Is there provision for family food supplies to the farm? Is there food available now? |  |
| 3 are there essential house supplies in stock, heating oil, other fuels? |  |
| 4 Are any deliveries/ orders needed? |  |
| 5 Are any deliveries due now? |  |

**LIVESTOCK – DAILY ROUTINE AND RELATED INFORMATION**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Description** | **Location (marked on map?)** | **Feed**  | **When Fed** | **Medicines/ other treatments** | **Other info** |
| **Sheep GP1**  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |
| **Cattle GP1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |
| **Dairy Cows GP1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **Followers GP1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |

**WRITE OUT MILKING ROUTINE**

|  |  |
| --- | --- |
| **Action**  | **Comments/ issues** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| 6 |  |

**WRITE OUT LAMBING ROUTINE**

|  |  |
| --- | --- |
| **Action**  | **Comments/ issues** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
| 5 |  |
| 6 |  |
|  |  |

**MACHINERY ON FARM**

|  |  |
| --- | --- |
|  **Machine/vehicle** | **Use / location/ issues/ comments** |
| 1 |  |
| 2 |  |
| 3 |  |
| 4 |  |
|  |  |
|  |  |
|  |  |

**OTHER USEFUL INFORMATION**

|  |  |
| --- | --- |
| **Maps** | **Do you have farm maps available?** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

**PLEASE NOTE: This document is intended as a starting point only. Every farm is different. We suggest you write down as much useful information as possible to help emergency workers entering the farm. If there are other issues to cover, you may need further professional advice. Good luck.**

**The Farmer Network Ltd – April 2020**