

In Case of a personal injury, implement the following:

- a. Stop all other activities to deal with the emergency.
- b. Call for help (See Table 3).

In Case of a fire, implement the following:

- a. Stop all other activities to deal with the emergency.
- b. Try to extinguish the fire with the appropriate rated fire extinguishers.
- c. If fire can not be contained, call for help (See Table 3.)

Provide the following information when reporting an emergency.

- a. Your name and phone number.
- b. Directions to the farm.
- c. Description of emergency.
- d. Estimate of the amounts, area covered, and distance traveled.
- e. Has manure reached surface waters or major field drains?
- f. Is there any obvious damage: employee injury, fish kill, or property damage?
- g. What is currently in progress to contain situation?

Documentation

The following items shall be documented in writing and filed with the Emergency Action Plan for future reference and emergency response training.

- a. Date and time, location of spill, affected landowners.
- b. Affect of manure spill on any surface water body or potable water well.
- c. Approximately how much manure was released and for what duration.
- d. Amount of manure, if any, that left the farm property.
- e. Any damage, such as personal injury, fish kill, property damage.
- f. Cause of the spill.
- g. Procedure to handle the emergency.
- h. Clean up efforts.
- i. List of authorities called, those that responded, and the time it took for them to respond.