



MEMO TO HRCAV AFFILIATED CLUBS

REQUIREMENTS FOR CLUBS RECOMMENCING HORSE EVENTS IN 2008



BACKGROUND

The Equine Influenza eradication program is proceeding well and, largely due to the sacrifices made by HRCav members and members of other equestrian organisations, Victoria remains EI free. We have now progressed to a stage where a cautious return to activities in the New Year is warranted. Providing no setbacks occur, by January the risk of an outbreak occurring in Victoria is low and the possibility of horses becoming 'stranded' at event venues is considered unlikely to occur.

Clubs should bear in mind that the threat of an EI outbreak in Victoria is not entirely eliminated and that we must remain vigilant until Australia is declared EI free. However, should present trends continue, it is likely that activities in Victoria could return to normal by the end of the first quarter of 2008.

WHAT CONSTITUTES AN EVENT?

The term 'event' as used in these documents, refers to a gathering of 10 or more horses or any number of horses from three or more properties and includes rallies and other internal activities and competitions.

A CAUTIOUS RETURN

The HRCav recommends that your Club's activities be phased in over the first months of the New Year. The first events should be as small as possible, covering local 'catchment areas' (eg: rallies and other internal activities) followed by a gradual return to competition.

YOU NEED TO KNOW

- Personal bio security is important, particularly during the holiday period due to the increased movement of people interstate at that time.
- Observance of bio security guidelines issued by the DPI will reduce the chance of an outbreak.
- Adherence to the requirements issued by the DPI and HRCav constitutes good risk management and will assist in addressing your duty of care.
- Should an outbreak of EI be confirmed in Victoria, a government imposed standstill of horses will be enforced. This standstill may last from one to three days.

- Suspected cases of EI at your event must be reported to the DPI. Should the signs be suggestive of EI, the venue would be quarantined pending test results. This may take up to 48 hours.
- Should a confirmed case occur at your event, the venue would be quarantined for over a month. Surrounding properties would also be subject to quarantine.
- As far as possible, events should be staggered. Horses and riders should not participate at consecutive events less than 5 days apart. You should program your club's activities accordingly.
- Regarding insurance, there is no exclusion in the wording that would exclude a claim solely on the basis that it had arisen from equine influenza. Therefore, should the insured submit a claim where the liability arises from equine influenza, the claim will be considered with reference to the policy terms, conditions and exclusions. It is important that your club and event participants follow the bio security guidelines to reduce the chance of a successful claim.

WHAT NEXT?

Detailed below is a step by step guide, including **compulsory requirements (highlighted)**, for HRC AV Clubs intending to resume activities in the New Year.

1. INITIAL CONSIDERATIONS

Convene a meeting of the Club Committee to plan your return to events. Initial considerations include:

- a. **Bio Security Guidelines** - Refer to the Bio security Guidelines for Holding Equestrian Events Best Health Practice for Holding Equestrian Activities (Appendix 1). Your Club will be required to conduct activities in accordance with these Guidelines.
- b. **Contingency Plan** - Review the Contingency Plan (Appendix 2) and determine whether your Club could satisfy the requirements in the event of a lockdown of the venue. The two primary issues to consider are:
 - . Do you have sufficient personnel in your Club willing to take on the roles and responsibilities listed on page 5 of the Contingency Plan and
 - . Could you accommodate x number of horses and people in the event of a standstill at your venue?

2. CAN YOU USE THE VENUE?

Discuss your plans to resume activities with the owner or management committee of your event venue. A Venue Management Fact Sheet (Appendix 6) is provided to assist both parties in reaching an informed decision. If the venue is unsuitable or unavailable consider alternatives such as commercial venues, other Club grounds or members' properties.

3. CONTINGENCY PLANNING

For all events involving 50 or more horses from 3 or more properties a full Contingency Plan must be completed.

For events involving less than 50 horses it is recommended that a Contingency Plan be completed. You should also appoint members to the following roles so that you are prepared should an outbreak occur.

- . Event Coordinator – Responsible for announcing standstill and coordinating subsequent actions.
- . Tracing Officer – responsible for maintaining record of participants at the event
- . Horse Health Officer – responsible for following up reports of suspected EI at event and ensuring that appropriate action is taken to report suspected cases.

4. ARRANGEMENTS FOR INTERNAL CLUB ACTIVITIES

a. ACKNOWLEDGEMENT OF RISK & DUTY OF CARE

Prior to commencement of internal Club activities, distribute the **Individual Disclaimer Statement** (Appendix 3), to all Club members. Members failing or refusing to return completed Disclaimers are not permitted to participate in your HRC AV Club activities until further notice.

b. TRACING RECORDS

For internal Club activities ensure that all participants register their attendance and provide accurate tracing details upon arrival at the event. The Register of Participants (Appendix 5) form is used to record this information and is retained by the Tracing Officer.

5. COMPETITION ENTRIES

All entries for official HRC AV competitions must be received by the organising committee at least five days prior to the date of the event (no entries to be accepted on the day) on the Entry Form (Appendix 4) which includes provision for recording tracing details and a disclaimer statement. No form no ride.

For HRC AV Shows and show rings, tickets can be sold on the day however, competitors must forward the entry form to register their attendance at least five days prior to the show. No form no ride.

6. REGISTER YOUR EVENT

Register the event (regardless of size) with the DPI. To register your event go to the DPI website at www.dpi.vic.gov.au and follow these links: 'equine influenza / horse organisations / horse events for organisers and attendees / how to register your Victorian event with DPI Victoria'.

7. STAY INFORMED

Register for updates from the Australian Horse Industry Council (www.horsecouncil.org.au) and check the DPI Vic website regularly (www.dpi.vic.gov.au). Ensure that your Club contact is passing on information forwarded from the HRC AV.

IN CONCLUSION

The Executive Committee encourages Clubs to resume activities in the New Year but reminds members and organising committees that it is important to remain vigilant and adhere to the above requirements until the risk of EI is eliminated.

The office staff will be happy to assist with any queries you might have and can be contacted on 03 9877 0330 or info@hrcav.com.au.

We wish all our Club members a happy Christmas and a problem free return to activities in the New Year.

Sally Mizzi

HRC AV Industry Liaison Officer
14th December 2007

Note: This info has been emailed to your club contact and all forms can be accessed on the HRC AV website.



BIOSECURITY GUIDELINES FOR HOLDING EQUESTRIAN EVENTS BEST HEALTH PRACTICE FOR HOLDING EQUESTRIAN ACTIVITIES

Victoria is currently free of Equine Influenza (EI). This has largely been due to clubs and societies putting events on hold during September, October, November and December. The situation in NSW and QLD is improving however the risk of an outbreak in Victoria is not yet eliminated. It is important that all horse owners remain vigilant. Event organisers should have appropriate measures in place and a contingency plan should be considered to ensure that they would be able to cope with a lockdown at the venue. The basis of this is to maintain a state of freedom through industry cooperation.

What is Equine Influenza (EI)?

- EI is a highly contagious viral disease which spreads rapidly through horse populations.
- Horse will show flu like signs;
 - high fever (temp over 39 degrees),
 - nasal discharge,
 - a persistent hacking cough, and
 - can be depressed and off their feed.NOTE these clinical symptoms may be mild.
- Infected horses excrete huge quantities of the EI virus when they cough or sneeze.
- Humans are not susceptible to EI.

How Does it Spread?

- Transmission primarily occurs between coughing horses via the respiratory route.
- Humans, vehicles, equipment can physically transport virus between horses.
- Aerial spread of at least 85 metres.

Biosecurity

Biosecurity includes disease control measures aimed at breaking the cycle of infection and having as much information about the animals and associated movements as possible. There are steps that organisers can put in place to prevent the potential spread of EI, and to trace the origins and destinations of horses.

These Biosecurity Guidelines for Holding Equestrian Events cover issues such as consideration of the origins of participants' area, suitability of venues, traceability, and participants' duty of care.

Registering Your Event

Once this planning has occurred it is strongly encouraged that all events be registered with DPI at least 72 hours prior to the actual event. This will enable the DPI to contact event organisers and provide information should a standstill be implemented while your event is running. Visit www.dpi.vic.gov.au and follow the Equine Influenza links to register your event.



THINGS TO CONSIDER IF PLANNING TO HOLD AN EVENT

It is strongly recommended that the following issues be addressed as part of your risk assessment and contingency plan before going ahead with any event involving the aggregation of horses.

1. Considerations For Holding The Event

- Any organisation running an activity is strongly advised to consider these biosecurity guidelines;
- The organisation must also consider and acknowledge what would be expected of them in the occurrence that a suspected or confirmed case was detected at an event;
- Organisers should have considered contingency plans prior to the event;
- Check with your governing body to determine if they have additional requirements ;
- Check with the venue host if they are aware of the current EI situation and discuss your contingency plan with them;
- Ensure participants are advised of their duty of care;
- Consider making acceptance of the bio security guidelines and acknowledgement of the risk of a movement restriction Order a condition of entry by competitors.

1.1 “Catchment area” for the event

The larger the geographic area from which the horses and people are drawn, the greater the risk of introducing and spreading infection, and the more difficult it will be to manage the situation if the horses disperse before evidence of infection is detected.

To reduce these risk organisers may consider holding smaller localised events such as club rallies initially.

1.2 The Capacity and Suitability of the Venue

Whilst the risk has reduced considerably event organisers should ensure the venue could accommodate horses and competitors in the event of equine influenza being detected at the venue or on a nearby property. It is likely to be initially for 72 hours.

Organisers could consider having no ‘on the day’ entries in addition to capping/limiting the number of entries according to the size of the venue. Organisers could ask competitors to come prepared and bring extra supplies e.g. horse food and water.

1.3 Biosecurity Provisions

While it is not possible to guarantee exclusion of infection even with relatively stringent measures in place, it should be possible to take basic measures to reduce infection risk. Participants should be willing to implement the recommended biosecurity guidelines and the facilities should be such that they are practicable. As spread of the disease is facilitated by human/horse contact, consider segregating spectators from horses and equipment.

1.4 Early Detection of Disease

Competitors should not embark on their journey if they think the horse is not well. Should a horse fall ill at an event call a veterinarian immediately and don't let any horses leave.

1.5 Traceability

In the event of disease being detected in horses returning from a gathering, it will be absolutely crucial to be able to find all of their cohorts within the shortest possible time. This will enable the disease to be isolated and managed rapidly. Records must be kept of every horse at an event, noting both their origins before the event and their destinations thereafter.

Organisers could have this information on their entry form prior to the event.



Department of Primary Industries

2. Pre-warn Participants Of Their Duty Of Care

- Ensure that participants receive prior warning regarding their duty of care. Individuals need to ensure that they take appropriate steps to prevent the spread of EI. To address this participants should:
 - Monitor their horse's health and not move a horse showing symptoms of EI from their home property or event venue;
 - Ensure that they are informed about the health of other horses on the property of origin and not move their horse from the property if there is a suspected case of EI present;
 - Notify the relevant authorities or event official if they suspect their horse has EI and isolate sick horses promptly;
 - Ensure that accurate tracing details are provided to event organisers;
 - Not attend an event if they have had contact with NSW/QLD horses or equipment in the 72 hours prior to the event;
 - If equipment is to come from NSW/QLD make sure they have the relevant permits from DPI Victoria;
 - Not share tack or equipment;
 - Bring own feed bins and water buckets and avoid the use of communal water troughs;
 - Obey the directions of officials at the event;
 - Monitor their horse's health upon returning from the event;
- Ensure that participants understand the importance of monitoring their horse's health.
Heavy penalties could apply to owners and organisers that fail to report a horse showing the any of the above clinical signs, of up to \$26,400 fine and/or 24 months imprisonment.
- Ensure that every participant has access to a copy of this document prior to attending the event. Make it a condition of entry that participants accept the bio security requirements and acknowledge that they may be subject to a movement restriction Order in the event of a suspected or confirmed outbreak.

3. Tracing Of Participants

Organisers of the event should keep a record of:

- The name, address and phone number of ALL participants;
- The identification of all horses attending, name of horse, address of where horse came from and where it will be returning to at the conclusion of the event (if different from their origin).
- Avoid on-the-day entries.

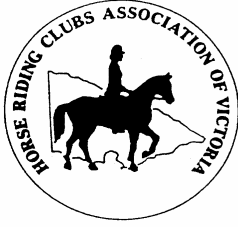
IMPORTANT NOTE: NO INTERSTATE HORSES

There is in place an Order preventing the importation and movement of horses, horse vehicles and equipment that has been used on horses from NSW and Queensland into Victoria without a permit.

If you wish obtain a permit for vehicles or equipment call 1800 678 779.

Heavy penalties apply to offenders: up to \$26,400 fine and/or 24 months imprisonment.





Prepared by the [Club Name]

Equestrian Event Standstill Contingency Plan

EI APPENDIX 2

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Objective

1. To safeguard Victoria against an outbreak of Equine Influenza (EI)
2. To ensure that correct procedures are followed if a suspected and/or confirmed case of EI occurs at event.
3. To ensure that arrangements are in place to cater for the needs of participants in the event of a standstill being declared.

Directions

Complete all details in draft plan as indicated in **bold** lettering on Contents page.

Copies of completed plan to all committee members

Master copy of plan in Club rooms

Event Details

Club Name	
Event type	
Event date	
Location of event / address and map reference	
Emergency contact no.	
Estimated number of participants	

Club Contact Details

Club Name	
Club Postal Address	
Club Street Address/Location	
Club Office Phone Number	
Club Facsimile Number	
Club Email address	
Event Coordinator Name and Mobile	
President Name and Mobile	
Secretary Name and Mobile	
Overseeing Peak Body	

Event Standstill Management Structure and Responsibilities

TITLE	RESPONSIBILITIES	SEE ALSO APPENDIX 1	NOMINATED OFFICER
Event Coordinator	<ul style="list-style-type: none"> . Upon receipt of Standstill order from DPI, notify all parties involved with the venue of provisions of the order asap. . Make initial announcements at event as per Appendix 2. . Following initial response, ensure that all areas of responsibility are being addressed. . Coordinate holding arrangements for horses . Coordinate response for duration of movement restrictions . Provide assistance as required to DPI officer or representative 	Item 3 Item 9	
Venue Manager	On non event day, upon receipt of Standstill order from DPI, convey relevant information to all people who use the venue as a training facility by the fastest possible means.		
Publicity Manager	<ul style="list-style-type: none"> . Repeat initial announcements as per Appendix 2. . Liaise with DPI officials and post regular bulletins to ensure that participants are fully informed of situation and requirements. . Spokesperson to manage local public relations on behalf of venue and event organisers and provide information about disease response operations specific to the affected venue. 	Item 6 Item 7 Item 14	
Equine Health Officer	<ul style="list-style-type: none"> . Check horses reported as showing signs of EI at the event. Notify the DPI if suspicious clinical signs exist. . Provide assistance to DPI officer or appointed veterinarian as directed. 	Item 12	
Movements Officer	<ul style="list-style-type: none"> . Upon notification of standstill secure and maintain security of all exits. Prevent unauthorised entry or exit until the order is revoked. . During quarantine period assist DPI officers to ensure that movement restrictions are met 	Item 4 Item 6 Item 7 Item 13	
Tracing Officer	<ul style="list-style-type: none"> . Ensure accurate details of horses and persons in attendance including details of origin and destination are recorded. . In event of lockdown of venue due to suspected EI determine which horses have left the venue and assist DPI officer in tracing of horses. 	Item 5 Item 8	
Supply Officer	In event of a standstill or quarantine, coordinate provision of equine supplies and services including feeding and watering requirements.	Item 10	
Catering Officer	In event of a standstill, coordinate provision of meals & essential supplies		
Disinfection Officer	Under direction of DPI officer, ensure that disinfection requirements are met	Item 7	
Hygiene Officer	<ul style="list-style-type: none"> . Coordinate arrangements for management of stable waste. . Arrange provision of sufficient toilet and shower facilities and coordinate cleaning roster . Coordinate collection and disposal of waste 	Item 11	

Important Event Contacts

This list should include full contact details for the organisations, businesses and persons listed.

Organisation	Contact person	Phone	Facsimile	Mobile	Email Address
Emergency Disease Watch Hotline		1800 675 888			
DPI Victoria Helpline		1800 678 779			
DPI Office – nearest					
DPI District Veterinary Officer					
DPI Senior Veterinary Officer					
DPI Chief Veterinary Officer	Hugh Millar				
Event Veterinarian/s					
Local Veterinary Practice - 1					
Local Veterinary Practice - 2					
Feed Merchant – 1					
Feed Merchant – 2					
Knackery – nearest					
Local Government					
Neighbour Contact – 1					
Neighbour Contact – 2					
Neighbour Contact – 3					
Victoria Police					
Private Security Contractor					
Local SES Coordinator					

Resource Checklist

The resource checklist below outlines resources that may be required if horses are detained in temporary accommodation at a venue during a disease emergency.

The resource checklist is included to encourage event organisers and venue managers to determine potential sources of essential items and the likely quantities required, in advance of any disease emergency.

The items and quantities will vary according to the size of affected enterprise, the number of horses detained, the duration of the standstill and whether the venue subsequently is declared an Infected Premises. Some of the items may already be available on site.

ITEM(S)	NO	SOURCE/COMMENT
Feed and water		
Grains, concentrates etc.		No. of horses will vary as time of year
Hay		
Water		On site. If limited, consider water tankers
Hay nets		
Feed bins		
Water buckets		
Bedding		
Internal delivery vehicle		
Waste Disposal		
Wheelbarrows		
Rakes		
Shovels wide mouth		
Brooms stiff bristle		
Pitchforks		
Shavings forks		
Robust plastic rubbish bags		
Commercial garbage skips		
Horse accommodation		
Tie-up stalls		On site - consider means of modification
Stables		
Stables in sampling unit		
Yards		
Temporary yards/tent barns		
Demountable stables		
Nearest alternative yards/stables		DPI risk assessment would be required before any movement to alternative accommodation
Lighting		

ITEM(S)	NO	SOURCE/COMMENT
Portable generator/s		If no lighting in tie-up stall area
Portable floodlight/s		
Torches and batteries		
Extension cords		
Powerboards		
Cleaning and disinfection		
Hand disinfectant		Hibiclens and germicidal soap
Foot bath disinfectant		
Vehicle disinfectant		Virkon® S-
Stable disinfectant		
Equipment disinfectant		Virkon® S
Wetting agent		
Paper hand towels		
Footbaths - rubber		
Pressurised water cleaners		
Hoses to fit cleaner		
Pressurised disinfectant sprayer		
Plastic scrubbing brush/s		
Boot pick		e.g. Hoof pick or screw driver
Nail brushes		
Hair shampoo		
Portable buildings with showers and hand basins		If enterprise is declared a DCP, IP or SP
Diagnostic equipment		
Protective clothing for vets and assistants		
Thermometers		
Disposable gloves		
Directigen Flu A test kits ⁱ		
Vacutainers		
Vacutainer needles		
Sharps container		
Nasopharyngeal swabs		
Viral transport medium		
AAHL sample tins		
Clipboards		
Twitch		
Plastic head collars		

ITEM(S)	NO	SOURCE/COMMENT
Perimeter security		
Padlocks		
Chain		
Star pickets		
Sledge hammer		
Rope		
Hessian sacking - rolls		
Signage		
Movement controls/horse ID		
Blank sticky labels	600	Placed around in mane hair to correspond with movement permit number. W
Plastic seals for trucks		
Clippers		To clip brands
Microchip scanner		
Communications		
Public address system		
Internet access		
Email		
Phone line/s		
Phone handsets		
Mobile phones		
Portable radio handsets		
Facsimile machine/s		
Computer/s		
Printer/s		
Photocopier/s		
Scanner		
Broadcast fax/SMS/email		

People issues		If horses detained for a prolonged period
Catering		
Accommodation		
Toilets and showers		
Information leaflets		
Human first aid kit/s		

Appendix 1

Additional information provided by DPI

1. Structure of Event Staff/Volunteers and Command

WHAT	Record the event management structure, who supervises/informs who, list of employees/volunteers by position and their contact details.
WHY	So that all involved in putting an Event Standstill Plan into action can be informed of their role(s) ahead of time.
WHO	The person responsible for developing and documenting the plan.
HOW	Staff/volunteer structure diagram, staff list with positions, duties and line responsibilities.
WHEN	When plan is drafted, before any emergency.
WHERE	To be included in the written plan.

2. Important Event Contacts

WHAT	Create a detailed list of important contacts with all relevant details.
WHY	To know how and who to contact in the face of an emergency.
WHO	The person responsible for writing the plan.
HOW	Fill in all details as per <i>Appendix 1</i> .
WHEN	When plan is drafted, before any emergency. Update the contact list not less than once yearly.
WHERE	To be included in the written plan in <i>Appendix 1</i> .

3. Announcing a Horse Standstill Order when an Event is in Progress¹

WHAT	The Order will have been received from the DPI by, sms, phone, fax or email. All parties involved with the event must be informed of the provisions of the Order as soon and as effectively as possible.
WHY	To minimise any unauthorised movements of horses and horse transport vehicles from the venue with attendant risks of disease transmission. To save exhibitors, horse owners, transporters, event organisers and venue financial losses.

¹ Depending on circumstances, event may be allowed to continue but movement of horses to and from the premises may be prevented until the completion of DPI risk assessment.

WHO	The Event Coordinator of the event or a DPI official is responsible for announcing the provisions of the Order.
HOW	The provisions of the Order are to be announced to all present at the event, preferably over a public address system (<i>Appendix 2</i>). A paper handout and copy of the Order prepared by DPI must be copied, posted in prominent places and distributed to people present at the event.
WHEN	The announcement of the provisions of the Order is received to be made as soon as possible.
WHERE	Within the venue premises, particularly in the parking area for horse transport vehicles and the stable/yard area.

4. Securing the Event Venue

WHAT	Prevention of unauthorised movement of horses and horse transport vehicles.
WHY	To prevent unauthorised entry/exit with attendant risks of disease transmission and to allow time for DPI risk assessment.
WHO	DPI officers (if present), Event Coordinator and the Venue Manager assisted by relevant staff/volunteers, and Victoria Police. On a non-event day, the Venue Manager will be responsible. If horses are held for an extended period a Security Contractor may need to be engaged by venue management.
HOW	Close and lock gates, block roads with vehicles, barriers or boom-gates.
WHEN	HIGHEST PRIORITY. Immediately the Order is received. There must be 24 hour security coverage until the Order is revoked or expires.
WHERE	Will be dictated by venue layout, access points to be identified in the venue plan attached as <i>Appendix 4</i> .

5. Assisting DPI with Tracing Horse Movements

WHAT	DPI officers will require considerable assistance. For example, contact details of the exhibitor, origin and current location of each horse present at the venue, which transported the horse to the venue, and a list of the horses by exhibitor and the street address will be required. Exhibitors and or event organisers and venue management will be expected to assist DPI to obtain this information as soon as possible. A proforma for the information required by DPI is presented in <i>Appendix 5</i> .
WHY	For assessment of the potential risks of disease transmission it is critical that DPI staff know where each horse has come from and how and who has transported each horse. Where horses have gone to is also vital for trace forward purposes.
WHO	The event coordinator should assign a person with the clerical knowledge and skills to work with all parties to provide DPI with the information required.
HOW	Work with exhibitors to prepare lists of the information requested by DPI (<i>see Appendix 5</i>).
WHEN	As soon as possible after announcement of the Order. Highest priority is to ascertain which horses have already left the venue. <i>See Horse and Horse Transport Vehicles which have Already Left the Venue Section.</i>
WHERE	Provide the relevant information by hand delivery to DPI at the venue or by electronic means to a fax or email address provided by DPI.

6. Advice to People Leaving the Venue

WHAT	Unless infection is actually suspected on the premises, government legislation contains no provisions to restrict movement of people from the venue. Only those people who have contacted horses pose a potential risk. The majority can leave the course unhindered as long as they have had no contact with the horses. Advice on precautions for personal biosecurity will be provided by DPI. Suggested guidelines are outlined in <i>Appendix 3</i> .
WHY	To minimise risks that any person will exit the venue with horse gear, footwear, clothing or a vehicle contaminated by potentially infectious material.
WHO	DPI or event coordinator or venue manager to brief people and distribute the information.
HOW	Public announcement backed up by issue of pre-prepared paper handout/s. A meeting may need to be held with exhibitors.
WHEN	Will depend on the circumstances but as soon as practical.
WHERE	Within the venue premises, particularly in the parking area for horse transport vehicles and the stable area.

7. Horse Transport Vehicles at the Venue

WHAT	Directions regarding the need for, timing of and location of cleaning and disinfection of transport vehicles at venue will be issued by the DPI.
WHY	To prevent potentially contaminated horse transport vehicles leaving before completion of DPI risk assessment and, to minimise risks of horses and horse transport vehicles spreading infection.
WHO	Event coordinator and or DPI to announce, transport drivers to clean and disinfect vehicles according to DPI directions.
HOW	Meeting with transport drivers. Paper handout detailing DPI requirements.
WHEN	Loaded vehicles to be unloaded immediately the Horse Standstill Order is received; cleaning and disinfection to be carried out according to DPI directions.
WHERE	According to DPI directions. ²

8. Horses and Horse Transport Vehicles have Already Left the Venue

WHAT	Horses and horse transport vehicles which have left the venue must be identified.
WHY	To minimise the risk of disease spread and to record possible traces. DPI will specify procedures for horses and horse transport vehicles in transit and perform risk assessments on a case-by-case basis.
WHO	Event coordinator to obtain contact details of horse transport vehicles that have left the venue and pass to DPI for risk assessment.
HOW	Interview horse gate attendant (and check horse gate log if kept), interview supervisor of horse parking

² Whether horse transport vehicles will be cleaned and disinfected at the venue will depend on the results of the DPI risk assessment but, unless the venue is declared an Infected Premises, this is unlikely. In any case, drivers must be advised to clean and disinfect vehicles after transport of the detained horses following the revocation/expiry of the Order and before using the same vehicle to transport any other horses. Depending on the circumstances, the DPI may reinforce this requirement by ordering the vehicles into Quarantine and by the issue of a Disinfection Notice under powers provided by the Livestock Disease Control Act (1994).

	area, check, stables, yards and tie-up stalls for missing horses, contact exhibitors for transport details
WHEN	HIGH PRIORITY. Immediately the Horse Standstill Order is received.
WHERE	Managed from the event office. Information recorded in <i>Appendix 5</i> .

Management of Horse at the Venue³

9. Holding Arrangements

WHAT	Horses must be held at the venue for the minimum period specified in the Order or until it is revoked or varied or a permit is issued by an Inspector of Livestock to allow movement.
WHY	To minimise risk of disease spread whilst DPI assesses the risks posed by movement of horses from the venue.
WHO	Event Coordinator in association with DPI will manage the holding operation. Exhibitors to organise care for horses.
HOW	Horses to be held on the venue are to be housed in stables, yards other temporary housing/yards that can be established at the venue. If using tie-up stalls modification may be required if horses are to be held in them for an extended period.
WHEN	From the time the Horse Standstill Order is received and announced. Individual horses may be released under permit issued by DPI after risk assessment on a case-by-case basis before the expiry of the Order.
WHERE	Within the venue premises.

10. Feeding and Watering Arrangements

WHAT	Water must be readily available. Carers must supply water to horses by bucket on an individual basis. Feed will have to be brought in as soon as possible if horses are to be held for a period of longer than 12 hours.
WHY	To meet horse welfare requirements. Communal watering increases risk of disease spread.
WHO	Feed merchants and contractors will need to be tasked with supplying feed. Event organisers will need to supply water buckets, a readily available source of water, hay-nets and feed bins. Event organisers will be responsible for cost associated with supplying feed. Unless exhibitors have agreed upon entering the event that they will pay all costs borne by them should a standstill occur.
HOW	Water from taps or water tankers. Hay (fed in hay-nets) and other feed distributed in amounts as per exhibitors requirements
WHEN	After imposition of the Order, water and buckets need to be available as soon as possible. Hay and hay-nets to be supplied within 12 hours and other nutritional needs (as advised by exhibitors) supplied as soon as possible.
WHERE	Horses are to be individually fed and watered in their allocated stable, yard, tie-up stalls or other temporary housing.

³ See Appendix 7. - Resource Checklist

11. Stable Waste

WHAT	Arrangements must be made for the management of stable waste if horses are held in temporary facilities at the venue for an extended period. An average 500 kg horse will produce 17 kg of dung and 10 litres of urine daily.
WHY	To meet horse welfare and public health/hygiene requirements.
WHO	Exhibitors to remove stable waste. Event organisers to provide suitable equipment. The issue of "who pays" for the removal of stable waste from the venue is unresolved at this time.
HOW	Shovels, brooms, wheel barrows, strong garbage bags etc may need to be supplied. High pressure cleaning equipment may be required. Commercial garbage skips may be used for storage of waste.
WHEN	As soon as practical or necessary. Will depend on the likely duration of the Order.
WHERE	Stable waste may be removed from an accessible site designated by DPI, preferably immediately within the perimeter fence of the venue. Alternatively, it might be stored/composted at a DPI approved site on the venue until the Order is revoked.

12. Veterinary inspection of Horses at the Venue

WHAT	All horses on the venue must undergo a veterinary inspection to determine whether there is evidence of disease on the premises. The urgency and nature of this inspection will depend on DPI tracing information and will be higher if a horse from suspected Infected Premises has travelled to the venue. Veterinarians and event organisers must take precautions to avoid any perception of potential transmission of disease as a result of their activities.
WHY	To establish whether the venue is an Infected Premises. To prevent disease transmission from the venue by movement of horses.
WHO	Event veterinarian or DPI approved private veterinarian. DPI officials to supervise.
HOW	The rectal temperature of each horse should be taken by the event veterinarian under official supervision. All rectal temperatures and other relevant observations should be recorded against the location of the horse. Horse area (stables, yards, tie up stall area) to be patrolled for evidence of coughing or sick horses. If a closer veterinary examination of a sick horse is required, biosecurity principles must be observed. <i>Information recorded Appendix 6</i>
WHEN	As soon as practical after receipt of the Order. URGENT IF DPI TRACING INFORMATION DICTATES. Regular surveillance of horses to continue until the Order expires or is revoked.
WHERE	In the horse area. Any horse showing fever or suspicious signs should be immediately removed to the sampling unit for isolation, closer veterinary examination and testing as directed by DPI. (As soon as the number of sick horses overwhelms the capacity of the sampling unit, it is probable that the venue is an Infected Premises and therefore subsequent veterinary examinations may be conducted in the horse area (stables, yards, tie up stall area).

13. Release of Horses from Venue

WHAT	Horses will be released from the venue when official approval from DPI is given. This may be by individual permit issued by an Inspector of Livestock or by expiry of the Order.
WHY	To allow movement to properties after completion of risk assessment.
WHO	DPI will publicise the expiry date of the Order and/or provide individual exhibitors with permits.

HOW	Release of horses ahead of expiry of the Order will be by written DPI permit. Expiry of the Order will be widely publicised on radio, television and in local newspapers.
WHEN	As soon as the Order has expired and/or the risk assessment process is complete.
WHERE	Permits will be provided from the LDCC to owners/exhibitors by hand or electronically. Copies must be given to horse transport drivers or exhibitors.

14. Public Relations

WHAT	A single designated person, preferably with media training, must be appointed to manage local public relations on behalf of the venue and event organisers and provide information about disease response operations specific to the affected venue. Enquiries about all other aspects of the outbreak and the disease control campaign must be referred to the DPI.
WHY	The announcement of the Order will attract intense interest from the public and the media, especially if it is announced while an event is in progress. Accurate information must be immediately available to promote confidence and cooperation.
WHO	Depending on the circumstances, event organisers may appoint a designated spokesperson. The spokesperson must be familiar with operations of the affected venue. The event organisers will provide administrative support and access to appropriate equipment and supplies for any on-site spokesperson.
HOW	The spokesperson will liaise with the DPI officials, facilitate the local distribution of official handouts and media releases and provide official contact points for further information
WHEN	As soon as possible after receipt of the Order.
WHERE	Event administration office or an appropriately equipped location.

Draft Announcement and Publicity for an Event/Venue Standstill Order

When a Horse Standstill Order is imposed when an event is in progress, this statement should be read out by the Event Coordinator or by a DPI Officer (if present).

On non-event day, the Venue Manager must immediately convey the relevant information to all people who use the venue as a training facility by the fastest possible means.

The announcement should be posted with a copy of the Horse Standstill Order at multiple locations around the venue.

"This notice is to inform all interested parties that a Horse Standstill Order was received from the Chief Veterinary Officer of Victoria at(time) on/...../200.....(date).

The Horse Standstill Order will subsequently be referred to as the Order.

The Order is signed by the Minister of Agriculture (insert name) at (time) on/...../200.....(date). The Order is issued under Section ... of Victoria's Livestock Disease Control Act (1994).

The Order has been issued following the diagnosis of Equine Influenza (or insert other disease) in(insert State or Victorian location).

Equine Influenza is a highly infectious respiratory disease of horses caused by a virus. It does not cause disease in humans. If it is allowed to spread in Victoria unchecked, it could disrupt all horse-related events for 4-6 months and have a severe economic impact on the horse industry.

The purpose of this Order is to provide government authorities with the time to assess disease risks and minimise the chances of spread through horse trade, gatherings and movements. DPI will be working closely with all parties, to determine the origin of all horses at this event and whether any present a risk of spreading Equine Influenza in Victoria.

The provisions of the Order relevant to this venue are:

1. That the whole **STATE OF VICTORIA IS DECLARED A CONTROL AREA** in respect of the exotic disease Equine Influenza.
2. Movement of all horses and members of the horse family, that is, susceptible horses, ponies, donkeys, mules and other equids, to or from any premises within Victoria is **PROHIBITED** unless in accordance with a written permit issued by an Inspector of Livestock.
3. No horses are to enter or leave this venue with immediate effect unless in accordance with a permit issued by an Inspector of Livestock.
4. No shows, sales or gatherings of equids are to be held in Victoria for the duration of this Order.
5. All horses are to be held at this venue until expiry of the Order on/...../200..... (insert date) or until a permit is issued for the release of any horse/s by an Inspector of Livestock.
6. The Order may, if necessary, be extended for a further period.
7. DPI, event organisers and venue management seek the cooperation of all persons – horse owners, exhibitors, stable staff, transporters and the general public to implement the provisions of this standstill."

General Advice To People At The Venue

(This may have to be repeated several times if an event is in progress)

1. People on the venue who have not contacted horses at the event today may exit as normal.
2. Please shower and change your footwear and all clothing at your first opportunity **BEFORE** having any contact with horses.
3. If you do keep horses at home, please check their health when you return home, take their rectal temperatures twice daily (if practical) and report any unusual coughing or illness to the DPI on 1800 675 888.
4. Information about the movement restrictions currently can be obtained from:
 - [the Local Disease Control Centre at(location) on.....(telephone number)]
 - the State Disease Control Centre (contact details)
 - the DPI web site at **www.dpi.vic.gov.au**, or
 - the Emergency Information Hotline 1800 XXXX.
5. Exhibitors, strappers and all other people who have contacted horses today, including horse transport drivers, are requested to report to (location) at (time) for a detailed briefing from (person) about the disease outbreak and the steps being taken to control it.
6. The welfare of all horses at this event is our highest priority. All horses have or will have access to drinking water as soon as possible. Feed will be provided if the horses are detained for a prolonged period.

Venue Standstill on an Event Day

Suggested Biosecurity Guidelines for Venue Exit

(More stringent restrictions will apply if the venue is declared an Infected Premises)

Personnel Category	Horse contact (Yes/No)	Contact Intensity	Risk Rating	Category	Comment
Ambulance driver/first aid staff/medical practitioner	No	Nil	Very low	A	Risk of indirect contact via injured exhibitor assessed as very low
Attendants Ring	Yes	High	High	D	Exit may be delayed if seconded to duties detailed in Event Standstill Plan
Catering and hospitality staff	No	Nil	Very low	A	No horse contact
Farriers	Yes	High	High	D	Degree of contact on event day may vary
Horse transport drivers	Yes	High	High	E	Vehicles potentially contaminated. Exit/departure of drivers will be delayed
Exhibitors	Yes	High	High	D	Exit may be delayed if seconded to duties detailed in Event Standstill Plan
Judge/s	Yes	High	High	D	Exit may be delayed if seconded to duties detailed in Event Standstill Plan
Public No Horse Contact	No	None	Very low	A	Must not have had any contact with horses at the event.
Press	No	Low	Very low	A	Includes photographers.
Veterinarians	Yes	High	High	D	Exit will be delayed by duties detailed in Venue Standstill Plan

Venue Exit Categories

- A. Can leave venue through gate/s for normally used for exit of the general public. Supervision is not essential if resources are limited. A record of names and contact details is not a priority but if time and resources permit a handout should be made available to people requesting one. Advise Category A personnel via the public address system by repeated announcements to bath/shower and change footwear and all clothing on returning home and BEFORE having any contact with horses. Provide details of where additional information can be obtained about the disease emergency.
- B. Should exit through a designated single supervised point. Names and contact details to be recorded before exit. Ascertain and record whether they keep horses at home or contact horses regularly. Issue hand-out at exit point advising to bath/shower and change footwear and all clothing at their first opportunity BEFORE having any contact with horses. Footwear to be cleaned and disinfected and clothes laundered in a hot wash or dry-cleaned. All horse gear or equipment to be cleaned and disinfected before next use. Provide details of where additional information can be obtained about the disease emergency.
- C. Can leave venue immediately via the designated general public exit gate/s after showering and changing into street clothing (if not an exhibitor). Names and contact details for exhibitors present at the event can be provided by event coordinators for tracing purposes. Footwear is to be cleaned and disinfected and clothes worn during event to be laundered in a hot wash or dry-cleaned. All horse gear or equipment to be cleaned and disinfected before next use. Provide details of where additional information can be obtained about the disease emergency.
- D. Should exit through a designated single supervised point. Names and contact details for exhibitors of horses engaged at the event and names of horses present at the venue can be provided by the Event coordinators for tracing purposes.

The Event coordinators and DPI officials (if present) should call a meeting of all Category D personnel, brief them about the disease emergency, the steps being taken to control it, and advise them that horses will be detained at the venue until completion of DPI risk assessment which may take several hours. Details (how/who) about the transport of a exhibitor's horses to the venue must be obtained by the event coordinator before any exhibitor or his/her delegate is permitted to leave. Depending on the circumstances, DPI officials may require exhibitors to supply additional information about the movement of horses, people and vehicles to assist tracing and risk assessment. If horses are to be left at the venue in the charge of a carers, the exhibitors must supply the name/s of that person to the event coordinators before exit.

Issue hand-out to advising Category D personnel to bath/shower and change footwear and all clothing at their first opportunity BEFORE having any further contact with horses. Footwear to be cleaned and disinfected and clothes laundered in a hot wash or dry-cleaned. All horse gear or equipment to be cleaned and disinfected before next use. Provide details of where additional information can be obtained about the disease emergency.

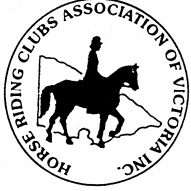
- E. All horse transport vehicles should remain at the venue until the Standstill Order is revoked or expires and horses are released, unless permitted to leave earlier by DPI officials. Exit point/s from the horse transport vehicle parking area must be supervised as soon as the Standstill is declared. Names and contact details of all drivers (and vehicle licence plates) must be recorded. All drivers should be encouraged to attend the meeting described under D. Issue a handout detailing methods to be used for vehicle cleaning and disinfection.

Whether horse transport vehicles will be cleaned and disinfected at the venue will depend on the results of the DPI risk assessment but, unless the venue is declared an Infected Premises, this is unlikely. In any case, drivers must be advised to clean and disinfect vehicles after returning the detained horses to their premises of origin and before using the same vehicle to transport any other horses. Depending on the circumstances, the DPI may reinforce this requirement by ordering the vehicles into quarantine and by the issue of a Disinfection Notice.

Ascertain and record whether the transport drivers keep horses at home. Issue hand-out advising to shower and change footwear and all clothing at their first opportunity AFTER cleaning the vehicle and BEFORE having any further contact with horses. Footwear to be cleaned and disinfected and clothes laundered in a hot wash or dry-cleaned. All horse gear or equipment to be cleaned and disinfected before next use. Provide details of where additional information can be obtained about the disease emergency.

Plan of Venue

Please append a plan of your venue. The plan should show tie-up stalls, yards and stables (including location and number), roads, laneways, buildings, parking areas, fences and boundaries. The plan should indicate where roadblocks could be set up to restrict access to the venue. If neighbouring properties run horses (or other members of the horse family) then they should be indicated on the plan as “neighbour contact” with the name and contact details of the owner, lessor or responsible person listed in the emergency contact list (*Appendix 1*).



Individual Disclaimer Statement

For Rallies and Club activities (not including competitions)
NO FORM, NO RIDE

Members are required to lodge a completed **Individual Disclaimer Statement** with their Club Secretary prior to recommencing mounted Club activities from January 2008. This form is lodged with your Club or Clubs once only. Members who fail to lodge a completed form are ineligible to participate in HRCVA Club equestrian activities until further notice.

Upon arrival at the venue participants are required to register their details on the
'Record of Participants Registration Form'

Note: use of the term 'event' in this statement refers to Club activity.

Member's name: _____ **Membership no:** _____

Contact phone no: _____ **Email:** _____

Address: _____

Club: _____

I confirm that I have read, understand and agree to abide by the Bio Security Guidelines on the reverse of this form.

I declare that I will monitor my horse's health and will not bring to Club activities any horse which has shown signs of ill health, or has been kept on a property where a horse or horses have shown signs of respiratory disease, in the 5 days prior to the date of the Club activity.

I authorise the designated Club official to call for veterinary inspection of a horse or horses in my care at the event should they be showing signs of a respiratory illness at any time during the course of the event. I agree to pay any veterinary fees incurred as a result of this veterinary examination.

I understand that due to diseases such as equine influenza, the Victorian Department of Primary Industries, or other State or Commonwealth government body, may restrict or prevent the movement of horses, vehicles and personnel for a period of time (Standstill). I acknowledge and agree that a Standstill is a risk of participating in Club activities and agree that I am responsible for personal costs incurred due to a shutdown under these circumstances.

In consideration of the HRCVA, venue owner/management committee and Club allowing me to participate in the event, I, to the extent permitted by law:

a) release and will release the HRCVA, venue owner/management committee and Club from all claims that I may have or may have had but for this release arising from or in connection with a Standstill and/or my participation in the event; and

b) indemnify and will keep indemnified the HRCVA, venue owner/management committee and Club in respect of any claim by any person arising as a result of or in connection with a standstill and/or my participation in the event.

In this statement, references to:

'Claim' means and includes any action, suit, proceeding, claim, demand, damage, cost or expense however arising.

'HRCVA' means the Horse Riding Clubs Association of Victoria Ltd and includes its directors, officers, servant or agents

'Club' means the HRCVA affiliated Club organising the event, and, where the context permits, includes their committee, officers, members, servants or agents.

'Venue owner/management committee' means any person or group owning or responsible for the management of the venue, and, where the context permits, includes its directors, officers, members, servants or agents.

Signature _____ Date _____

Signature of Parent or Guardian of members under the age of 18 years _____ Date _____

Individual Disclaimer Statement to be retained by Club responsible for event for a period of 7 years.

Issued by HRCVA 4/12/07

EI APPENDIX 3

BIO SECURITY GUIDELINES FOR PARTICIPANTS AT EQUESTRIAN ACTIVITIES -YOUR DUTY OF CARE-

Victoria is currently free of Equine Influenza (EI). This has largely been due to clubs and societies putting events on hold during September, October, November and December. The situation in NSW and QLD is improving but the risk of an outbreak in Victoria is not yet eliminated. It is important that all horse owners remain vigilant. Event organisers should have appropriate measures in place and a contingency plan should be considered to ensure that they would be able to cope with a lockdown at the venue. The basis of this is to maintain a state of freedom through industry cooperation.

What is Equine Influenza (EI)?

- EI is a highly contagious viral disease which spreads rapidly through horse populations.
- Horses will show flu like signs;
 - high fever (temp over 39 degrees),
 - nasal discharge,
 - a persistent hacking cough, and
 - can be depressed and off their feed

NOTE these clinical symptoms may be mild.

How Does it Spread?

- Transmission primarily occurs between coughing horses via the respiratory route.
- Humans, vehicles and equipment can physically transport virus between horses.

Biosecurity

Biosecurity includes control measures aimed at preventing infection and having as much information about the animals and associated movements as possible.

IMPORTANT NOTE: NO INTERSTATE HORSES

There is in place an Order preventing the importation and movement of horses, horse vehicles and equipment that has been used on horses from NSW and Queensland into Victoria without a permit.

If you wish obtain a permit for vehicles or equipment call 1800 678 779.

Heavy penalties apply to offenders: up to \$26,400 fine and/or 24 months imprisonment.

INFORMATION FOR PARTICIPANTS - YOUR DUTY OF CARE

Individuals need to ensure that they take appropriate steps to prevent the spread of EI. To address this you should:

- Monitor your horse's health and not move a horse showing symptoms of EI from your home property or event venue
- Ensure that you are informed about the health of other horses on the property of origin and not move your horse from the property if there is a suspected case of EI present.
- Notify the relevant authorities or event official if you suspect your horse has EI and isolate sick horses promptly.
- Ensure that accurate tracing details are provided to event organisers
- Do not attend an event if you have had contact with NSW/QLD horses or equipment in the 72 hours prior to the event.
- Do not share tack or equipment.
- Bring your own feed bins and water buckets and avoid the use of communal water troughs.
- Take home manure and uneaten hay or feed.
- Obey the directions of officials at the event
- Monitor your horse's health upon returning from the event.

Heavy penalties could apply to owners and organisers that fail to report a horse showing the any of the above clinical signs, of up to \$26,400 fine and/or 24 months imprisonment.

HORSE RIDING CLUBS ASSOCIATION of VICTORIA INC.

STANDARD ENTRY FORM

(For use for all Official HRCVA Events from January 2008 until further notice)

EVENT:		
RIDER NAME:		
ADDRESS:		Postcode
PHONE #:	AGE (If under 18 years)	
EMAIL ADDRESS:		
CLUB NAME:		
HORSE'S COMPETITION NAME:		
MEMBERSHIP CARD #:	Level entering.....*Dressage level.....	
* You must record your Dressage level when entering CT & HT events.		
HORSE'S HEIGHT (Showing Only):	STABLE (if available) Circle: YES / NO	
YARD (if available) Circle: YES / NO	STRAW (if available) Circle: YES / NO	
CAMPING (if avail) Circle: YES / NO	DINNER/FUNCTION: Circle YES / NO	
<i>EVENT ORGANISERS NOTE: I am ineligible to compete under the following judge as it would be in breach of either Dressage Rule 4.9 or Showing Rule 4.4</i>		
JUDGE'S NAME:		
ENTRY INFORMATION:		
SECTION/CLASS:	COMPETITION:	FEES APPLICABLE:
		\$
		\$
		\$
		\$
	Stable, Straw, Yard, Camping	\$
	Dinner/Function	\$
	Werribee Park Levy \$11.00	\$
	Medical Levy - if requested (Jumping Disciplines only) \$2.50	\$
	TOTAL FEES	\$

TRACING DETAILS & DESCRIPTION OF HORSE (NOTE: One Horse only per entry form)

Description - colour, sex, height, brands	
Address of property horse will originate from	
Address of property horse will return to	

I understand and agree to abide the Rules and Regulations of the Horse Riding Clubs Association of Victoria Inc. and the Conditions of Entry as stated on the Official Program.

Signature of Rider: _____ Date: / /

DO NOT FORGET TO ENCLOSE A STAMPED, SELF-ADDRESSED, BUSINESS SIZE ENVELOPE FOR THE RETURN OF YOUR TIMES.

SIGNATURE REQUIRED ON REVERSE SIDE OF FORM - NO FORM NO RIDE

EI APPENDIX 4

BIO SECURITY GUIDELINES FOR INDIVIDUALS PARTICIPATING AT EQUESTRIAN ACTIVITIES

Victoria is currently free of Equine Influenza (EI). The situation in NSW and QLD is improving but the risk of an outbreak in Victoria is not yet eliminated. It is important that all horse owners remain vigilant and follow bio security guidelines to help maintain a state of freedom through industry cooperation.

What is Equine Influenza (EI)? NOTE these clinical symptoms may be mild.

- EI is a highly contagious viral disease which spreads rapidly through horse populations.
- Horses will show flu like signs:
 - high fever (temp over 39 degrees),
 - nasal discharge,
 - a persistent hacking cough, and
 - can be depressed and off their feed

How Does it Spread?

- Transmission primarily occurs between coughing horses via the respiratory route.
- Humans, vehicles and equipment can physically transport virus between horses.

Biosecurity

Biosecurity includes control measures aimed at preventing infection and having as much information about the animals and associated movements as possible.

IMPORTANT NOTE: NO INTERSTATE HORSES

There is in place an Order preventing the importation and movement of horses, horse vehicles and equipment that has been used on horses from NSW and Queensland into Victoria without a permit. If you wish obtain a permit for vehicles or equipment call 1800 678 779.

Heavy penalties apply to offenders: up to \$26,400 fine and/or 24 months imprisonment.

INFORMATION FOR PARTICIPANTS - YOUR DUTY OF CARE

Individuals need to ensure that they take appropriate steps to prevent the spread of EI.

- Monitor your horse's health and not move a horse showing symptoms of EI from your home property or event venue
- Ensure that you are informed about the health of other horses on the property & do not move your horse from the property if there is a suspected case of EI present.
- Notify the relevant authorities or event official if you suspect your horse has EI and isolate sick horses promptly.
- Ensure that accurate tracing details are provided to event organisers
- Do not attend an event if you have had contact with NSW/QLD horses or equipment in the 72 hours prior to the event.
- Do not share tack or equipment.
- Bring your own feed bins and water buckets and avoid the use of communal water troughs.
- Take home manure and uneaten hay or feed.
- Obey the directions of officials at the event
- Monitor your horse's health upon returning from the event.

Penalties of a fine up to \$26,400 and/or 24 months imprisonment could apply to owners and organisers that fail to report a horse showing any of the clinical signs of EI.

INDIVIDUAL DISCLAIMER STATEMENT

- I confirm that I have read, understand and agree to abide by the Bio Security Guidelines on the reverse side of this form.
- I declare that I will monitor my horse's health and will not bring to Club activities any horse which has shown signs of ill health, or has been kept on a property where a horse or horses have shown signs of respiratory disease, in the 3 days prior to the date of the Club activity.
- I authorise the designated Club official to call for veterinary inspection of a horse or horses in my care at the event should they be showing signs of a respiratory illness at any time during the course of the event. I agree to pay any veterinary fees incurred as a result of this veterinary examination.
- I understand that due to diseases such as equine influenza, the Victorian Department of Primary Industries, or other State or Commonwealth government body, may restrict or prevent the movement of horses, vehicles and personnel for a period of time (Standstill). I acknowledge and agree that a Standstill is a risk of participating in Club activities and agree that I am responsible for personal costs incurred due to a shutdown under these circumstances.

In consideration of the HRC AV, venue owner/management committee and Club allowing me to participate in the event, I, to the extent permitted by law:

- a) release and will release the HRC AV, venue owner/management committee and Club from all claims that I may have or may have had but for this release arising from or in connection with a Standstill and/or my participation in the event; and
- b) indemnify and will keep indemnified the HRC AV, venue owner/management committee and Club in respect of any claim by any person arising as a result of or in connection with a standstill and/or my participation in the event.

In this statement, references to:

'Claim' means and includes any action, suit, proceeding, claim, demand, damage, cost or expense however arising. 'HRC AV' means the Horse Riding Clubs Association of Victoria Ltd and includes its directors, officers, servant or agents. 'Club' means the HRC AV affiliated Club organising the event, and, where the context permits, includes their committee, officers, members, servants or agents. 'Venue owner/management committee' means any person or group owning or responsible for the management of the venue, and, where the context permits, includes its directors, officers, members, servants or agents.

Signature _____ Date _____

Signature of Parent or Guardian of members under the age of 18 years _____ Date _____



REGISTER OF PARTICIPANTS

Sheet # ___ of ___

Date: _____ **Type of event:** _____ **Venue Address:** _____

Club name: _____ **Contact name:** _____ **Phone:** _____

Number of participants: _____ (including non riding participants and spectators) **Number of horses in attendance:** _____

1	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
2	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
3	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
4	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
5	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
6	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
7	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	

REGISTER OF PARTICIPANTS

8	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
9	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
10	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
11	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
12	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
13	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
14	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	
15	Participant – name	Phone number	Horse's name	Colour	Sex	Arrived from address	
						Returning to address	

COMPLETED FORM TO BE RETAINED BY CLUB TRACING OFFICER



FACT SHEET

FOR EQUESTRIAN VENUE OWNERS/MANAGERS

Recommencing Horse Activities in the New Year – Things to Consider

Background on Equine Influenza Outbreak

The Equine Influenza eradication program is proceeding well and Victoria remains EI free. We have now progressed to a stage where a cautious return to activities in the New Year is warranted. Providing no setbacks occur, by January, the risk of an outbreak occurring in Victoria with resultant 'stranding' of horses at event venues will be relatively low although not entirely eliminated. If present trends continue, it is likely that the equestrian industry in Victoria could return to normal by the end of the first quarter of 2008.

What constitutes an event?

The term 'event' as used in EI documents, refers to a gathering of 10 or more horses or any number of horses from three or more properties and includes rallies and other internal activities and competitions.

Organisers' responsibilities

Equestrian groups planning to resume activities have been advised to remain vigilant and are expected to implement bio security guidelines aimed at keeping Victoria EI free. Groups considering holding equestrian events are also required to consider contingency plans to ensure that they are prepared should an outbreak of EI occur in Victoria or a suspected or confirmed case occurs at their venue. They are also required to register their event with the DPI and keep accurate records of people and horses attending their event.

Participants' responsibilities

All participants at events are required to follow the bio security guidelines issued by the Dept of Primary Industry Victoria and are expected to cover any personal costs which they might incur as a result of an outbreak.

What happens if there is an outbreak of EI in Victoria?

A government imposed ban on movement of equines will be declared to provide the opportunity to locate any other horses which have been in contact with the infected horse/horses. This is known as a standstill and is likely to effect the whole of Victoria for a period of 24 to 72 hours.

What does horse 'stand-still' mean when it is declared?

When a horse standstill is declared it means that all horses, donkeys and mules must stay where they currently are until the standstill is lifted. Any horses on the road are to return to the property they left from and remain there. When a horse standstill is declared people will be notified, in person or by media about the situation immediately it is imposed. The last standstill was lifted within Victoria at 1 pm Friday 31 August 2007.

What happens if a suspect case occurs at an event?

DPI must be informed of suspicious clinical signs by calling 1800 675 888. DPI will attend, or direct a private veterinarian to attend for investigation as soon as possible.

If the signs are suggestive of EI, the property would be quarantined pending test results, which can take up to 48 hours. Quarantine is a legal instrument that requires no movement of horses in or out of the quarantine area associated items, without a permit. During this time all horses and vehicles would need to remain at the event – people would be allowed to leave once disinfected.

Should a confirmed case be detected at an event, quarantine could last for over a month. Surrounding properties would be quarantined in this case. Provision of fodder and other requirements at an event are at the organisers' and competitors' expense

Venue management

If possible try to avoid scheduling events on consecutive days. It is recommended that a break of at least 5 days should be allowed between events at the venue.

Smaller events with participants drawn from a limited 'catchment area' pose less risk than large events drawn from around the state.

Ask the organisers to discuss their contingency plan with you and reach agreement on key points such as the capacity and suitability of the venue, arrangements for accommodation of horses and people in the event of a standstill and organisers and participants responsibilities with regard to supply of goods and services.

Check with the organisers regarding insurance coverage for the event.

Further information

The organisers can provide copies of the following documents:

- . DPI Vic Bio Security Guidelines for Holding Equestrian Events
- . Equestrian Event Standstill Contingency Plan

The following websites provide regularly updated information on the EI situation:

- . DPI website at www.dpi.vic.gov.au
- . Australian Horse Industry Council website at www.horsecouncil.org.au