CONTENTS

Glossary 6

Foreword 10

Section 1 – Background, Structures and Policies

1.1 Background 13
1.5 Outline of Command Structures 14
   Single-Line Command Structure for Control of FMD 16
   Diagram showing the development and inter-relationship of veterinary and scientific advice 17
   Daily Battle Rhythm 18

Section 2 - Alert System & States of Alert

2.2 Action on Suspicion of rabies in terrestrial mammals 19
2.7 Amber 19
2.8 Communications protocol 19
2.20 Initial action on confirmation of RED alert 22
2.22 Outline of policies 23

Section 3 - Resources

3.1 Introduction 24
3.2 Human Resources 24
   3.2 Veterinary Personnel 24
   3.6 Regional Operations Directors (RODs) and Divisional Operations Managers (DOMs) 24
   3.10 Administrative, Field and Technical Personnel 25
   3.21 Legal Services 27
   3.23 Vaccination Teams 27
   3.24 Involvement of Stakeholders and Operational Partners 27
   3.27 Contingency preparedness 28
      3.28 Veterinary Training 28
      3.29 Private sector veterinary training 28
      3.30 AHDO training 28
      3.31 Induction Training 29
      3.33 Media Training 29
      3.34 Contingency Planning Exercises 29
   3.35 Health & Safety & Staff Welfare 29
   3.39 Accommodation 30
   3.41 Information Technology & Data Systems 30
   3.43 Financial System 31
3.45 Procurement 31
   3.45 General - Procurement & Commercial Contracting Contingency Plan 31
3.51 National/Regional/Local Contingency Agreements & Supply Contingency Arrangements

3.53 Financial Control

3.57 Arrangements for Financial Control in NDCC

3.58 Arrangements for Financial Control in LDCCs

3.61 Equipment and Stores

3.61 National Minimum Stocking Levels

3.62 Divisional Minimum Stocking Levels

Section 4 - Key Operations

4.1 Introduction

4.3 Reporting suspicion of rabies

4.4 Investigation of suspect case

4.9 Service of notices

4.11 Secure accommodation

4.12 Transport

4.13 Valuation and compensation

4.15 Cleansing and disinfection of premises

4.16 Transport of samples

4.17 Diagnosis

4.20 Disposal

4.41 Confirmation of rabies

4.25 Infected area controls

4.29 Vaccination

4.32 Biosecurity guidance

4.35 Health and safety guidance

4.37 Animal Welfare

4.40 Stress resulting from an outbreak

Section 5 - Management Information & Communications

5.1 Management Information & Disease Control Information

5.5 Communications

5.5 Media

5.7 Website

5.9 Helplines

5.10 Central Co-ordination

5.12 Notifiable Disease Awareness Programmes

5.14 Responding to requests for information

5.19 Mobile Assurance Team
<table>
<thead>
<tr>
<th>Annex</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>General Legislation</td>
<td>46</td>
</tr>
<tr>
<td>B</td>
<td>Veterinary guidance for initial action on suspect cases</td>
<td>49</td>
</tr>
<tr>
<td>C</td>
<td>HQ Contacts list/Notifications</td>
<td>51</td>
</tr>
<tr>
<td>D</td>
<td>Communications</td>
<td>57</td>
</tr>
<tr>
<td>E</td>
<td>Data Protection Act</td>
<td>63</td>
</tr>
<tr>
<td>F</td>
<td>Format of Rabies Situation Report (SITREP)</td>
<td>64</td>
</tr>
<tr>
<td>G</td>
<td>Health &amp; Safety Plan</td>
<td>65</td>
</tr>
<tr>
<td>H</td>
<td>Welfare Service Plan</td>
<td>68</td>
</tr>
<tr>
<td>I</td>
<td>Biosecurity Advice and Guidance</td>
<td>71</td>
</tr>
<tr>
<td>J</td>
<td>Responsibilities</td>
<td>75</td>
</tr>
</tbody>
</table>
Glossary

ACPO Association of Chief Police Officers
ACVO Assistant Chief Veterinary Officer
AHDO Animal Health Divisional Office
AHWD Animal Health and Welfare Directorate
ASD Accounting Services Division
BCT Bat Conservation Trust
BSAVA British Small Animal Veterinary Association
BVA British Veterinary Association

CA Countryside Agency
C&D Cleansing and Disinfection
CCC Civil Contingencies Committee
CCC(O) Civil Contingencies Committee (Officials)
CCS Civil Contingencies Secretariat (Cabinet Office)
CCDC Consultant in Communicable Disease Control
CPHM Consultant in Public Health Medicine
CD Communications Directorate
CMO Chief Medical Officer
COBR Cabinet Office Briefing Room
Comms Communications
CSA Chief Scientific Adviser (Defra)
CSD Corporate Services Division
CSL Central Science Laboratory
CVO Chief Veterinary Officer

DARDNI Department of Agriculture and Rural Development Northern Ireland
DCMS Department for Culture, Media and Sport
DCVO Deputy Chief Veterinary Officer, Director Vet Policy
Defra Department for Environment, Food and Rural Affairs
DG Director General
DGLS Director General Legal Services (Defra)
DG LURA Director General Land Use and Rural Affairs (Defra)
DG OSD Director General Operations and Service Delivery (Defra)
DEFRA’s RABIES CONTINGENCY PLAN DRAFT 7 DECEMBER 2004

DHSU
Departmental Health and Safety Unit

DOM
Divisional Operations Manager

DVM
Divisional Veterinary Manager

DWP
Department for Work and Pensions

EA
Environment Agency

EDG
Emergency Direction Group

EFRA
Environment, Food and Rural Affairs (Select Committee)

ESSD
Estate Strategy and Services Division

FCO
Foreign and Commonwealth Office

FSA
Food Standards Agency

GICS
Government Information and Communication Service

GIS
Geographic Information Systems

GNN
Government News Network

GOs
Government Offices in the Regions

HOD
Head of Division

HMA
Head of Veterinary Services

IA
Infected Area

ITD
Information Technology Division
<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA</td>
<td>Local Authority</td>
</tr>
<tr>
<td>LACORS</td>
<td>Local Authorities Co-ordinators of Regulatory Services</td>
</tr>
<tr>
<td>LDCC</td>
<td>Local Disease Control Centre</td>
</tr>
<tr>
<td>LGA</td>
<td>Local Government Association</td>
</tr>
<tr>
<td>LSDG</td>
<td>Legal Services Directorate General</td>
</tr>
<tr>
<td>LURA</td>
<td>Land Use and Rural Affairs</td>
</tr>
<tr>
<td>LV</td>
<td>Local Veterinary Inspector</td>
</tr>
<tr>
<td>MACA</td>
<td>Military Aid to the Civil Authorities</td>
</tr>
<tr>
<td>MOD</td>
<td>Ministry of Defence</td>
</tr>
<tr>
<td>MPs</td>
<td>Members of Parliament</td>
</tr>
<tr>
<td>NAO</td>
<td>National Audit Office</td>
</tr>
<tr>
<td>NCC</td>
<td>News Co-ordination Centre</td>
</tr>
<tr>
<td>NDCC</td>
<td>National Disease Control Centre</td>
</tr>
<tr>
<td>NFU</td>
<td>National Farmers Union</td>
</tr>
<tr>
<td>NSP</td>
<td>Non-structural protein</td>
</tr>
<tr>
<td>NWMT</td>
<td>National Wildlife Management Team</td>
</tr>
<tr>
<td>ODPM</td>
<td>Office of the Deputy Prime Minister</td>
</tr>
<tr>
<td>OD SEC</td>
<td>Cabinet Office Overseas &amp; Defence Secretariat</td>
</tr>
<tr>
<td>OD(W)</td>
<td>Operations Director Wales</td>
</tr>
<tr>
<td>OGD</td>
<td>Other Government Department</td>
</tr>
<tr>
<td>OIE</td>
<td>Office International des Epizooties</td>
</tr>
<tr>
<td>OSD</td>
<td>Operations and Service Delivery</td>
</tr>
<tr>
<td>OST</td>
<td>Office of Science and Technology</td>
</tr>
<tr>
<td>PCD</td>
<td>Procurements and Contracts Division</td>
</tr>
<tr>
<td>PDSA</td>
<td>People's Dispensary for Sick Animals</td>
</tr>
<tr>
<td>PERT</td>
<td>Procurement Emergency Response Team</td>
</tr>
<tr>
<td>RABV</td>
<td>Classical Rabies Virus</td>
</tr>
<tr>
<td>RCU</td>
<td>Regional Co-ordination Unit (Office of the Deputy Prime Minister)</td>
</tr>
<tr>
<td>RCVS</td>
<td>Royal College of Veterinary Surgeons</td>
</tr>
<tr>
<td>RDS</td>
<td>Rural Development Service</td>
</tr>
<tr>
<td>RED</td>
<td>Rabies and Equine Division</td>
</tr>
<tr>
<td>RIDDOR</td>
<td>Reporting of Injuries, Diseases and Dangerous Occurrences Regulations</td>
</tr>
<tr>
<td>ROD</td>
<td>Regional Operations Director</td>
</tr>
<tr>
<td>RPA</td>
<td>Rural Payments Agency (Defra Agency)</td>
</tr>
<tr>
<td>RSAP WG</td>
<td>Rural Stress Action Plan Working Group</td>
</tr>
<tr>
<td>RSPCA</td>
<td>Royal Society for the Prevention of Cruelty to Animals</td>
</tr>
<tr>
<td>Abbreviation</td>
<td>Full Name</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------</td>
</tr>
<tr>
<td>SAC</td>
<td>Science Advisory Council (Defra)</td>
</tr>
<tr>
<td>SAHO</td>
<td>Senior Animal Health Officer</td>
</tr>
<tr>
<td>SAPER</td>
<td>Science Advisory Panel for Emergency Response</td>
</tr>
<tr>
<td>SEAC</td>
<td>Spongiform Encephalopathy Advisory Committee</td>
</tr>
<tr>
<td>SEERAD</td>
<td>Scottish Executive Environment and Rural Affairs Department</td>
</tr>
<tr>
<td>SEPA</td>
<td>Scottish Environment Protection Agency</td>
</tr>
<tr>
<td>SFS</td>
<td>Special Forces Secretariat</td>
</tr>
<tr>
<td>Sitrep</td>
<td>Situation Report</td>
</tr>
<tr>
<td>SLA</td>
<td>Service Level Agreement</td>
</tr>
<tr>
<td>SVS</td>
<td>State Veterinary Service</td>
</tr>
<tr>
<td>SVSCPD</td>
<td>State Veterinary Service Contingency Planning Division</td>
</tr>
<tr>
<td>TVI</td>
<td>Temporary Veterinary Inspector</td>
</tr>
<tr>
<td>VIPER</td>
<td>Veterinary Instructions, Procedures and Emergency Routines (State Veterinary Service Operational Instructions)</td>
</tr>
<tr>
<td>VA</td>
<td>Veterinary Adviser</td>
</tr>
<tr>
<td>VEXDD</td>
<td>Veterinary Exotic Diseases Division</td>
</tr>
<tr>
<td>VI</td>
<td>Veterinary Inspector</td>
</tr>
<tr>
<td>VLA</td>
<td>Veterinary Laboratory Agency, Weybridge</td>
</tr>
<tr>
<td>VO</td>
<td>Veterinary Officer</td>
</tr>
<tr>
<td>WAG</td>
<td>Welsh Assembly Government</td>
</tr>
<tr>
<td>WAGEPCD</td>
<td>Welsh Assembly Government Environment, Planning and Countryside Department</td>
</tr>
</tbody>
</table>
FOREWORD

This Contingency Plan sets out the structures and systems that would be implemented in a rabies outbreak and describes the capability that would enable the speedy provision of resources to bring into operation the Government’s control policies.

Defra’s Foot and Mouth Disease (FMD) Contingency Plan was drawn up in such a way as to provide the framework for dealing with other exotic animal diseases. The organisations, structures and systems in the rabies plan are essentially the same as those required for FMD, with which staff are familiar and which are regularly exercised both in HQ and other offices. However, the nature and transmission of rabies is different to FMD. The extent of the structures and systems brought into play will depend on the nature and circumstances of the outbreak.

The purpose of publishing this Plan is to make transparent the way in which rabies control policies would be implemented in the event of an outbreak. It is intended only to indicate how Defra and its partners would implement the agreed policies. It will be subject to regular review taking on lessons learned from exercises, policy developments, the latest scientific advice and comments from operational partners and stakeholders.

The Plan is augmented by detailed State Veterinary Service (SVS) instructions dealing with operational disease control and the particular local aspects of the control operation that are contained in plans maintained by each Defra Animal Health Divisional Office.

The Plan sets out how rabies would be controlled were there to be an outbreak tomorrow. It does not consider the costs of implementation or how these costs are to be met for Defra or its operational partners. It is the Government’s view that there needs to be a fairer balance between owners of animals and tax payers in meeting the costs of animal diseases. This principle is incorporated in the Animal Health and Welfare Strategy for Great Britain (PB 9469) published in June 2004. In addition, a full consultation on the principles of cost sharing is planned. In the case of rabies, we consider that animal owners should bear the cost if vaccination of domestic animals is considered an appropriate response to an outbreak.

Defra’s contingency plans are based on experience, lessons learnt from exercises, comments from operational partners and the application of best practice. As living documents, they will continue to take these factors into account.

The latest version of the Rabies Contingency Plan will be displayed on the Defra website allowing ongoing opportunity for comment;

- Timely meetings will be held with stakeholders so that views can be included in the process of the development of the Plan;
• Proposals for significant changes of policy affecting the Plan e.g. relating to changes in legislation to control the disease will be subject to separate consultation exercises. Consultation letters will explain that amendments to policy or legislation will be reflected in the Plan. However, interested parties will be written to in order to let them know of the resultant changes to the Plan and we will also place a clear message on the Defra website;

• Where changes of factual information relating to Defra operational arrangements occur, appropriate consultation will be carried out.

Operational Instructions to carry out the requirements of this contingency plan are contained within the State Veterinary Service Instructions - VIPER (Veterinary Instructions, Procedures and Emergency Routines) Chapter 9B. These are also in the process of being reviewed and will be made available in due course.

The prompt detection and reporting of the initial outbreak of disease are crucial in limiting the ultimate scale of the emergency, and arrangements to enhance surveillance are being taken forward under the Veterinary Surveillance Strategy which was launched in October 2003.
RABIES

Overview of disease

The rabies virus causes acute infection of the central nervous system in a wide range of mammals, including humans. Once clinical signs of the disease develop, it is invariably fatal and there is no known cure. However, significant advances in knowledge of the disease means that in the developed world, the spread of the disease is now controllable. Prompt post exposure treatment in humans can improve survival.

Rabies is most commonly transmitted by the bite of an infected animal. Other routes of transmission include contamination of open wounds, scratches or mucous membranes, e.g. eye, nose, mouth, with infected saliva. Rabies virus does not survive long outside the host. However, once infection has occurred the incubation period of the disease is highly variable. Appropriate controls would be applied to terrestrial mammals within the area considered to be infected, and this will depend significantly on the extent and source of the specific outbreak.

The disease in animals is most likely to be introduced either through a smuggled pet or the failure to detect and detain a non-compliant Pet Travel Scheme animal.

European Bat Lyssavirus (EBLV) which has been found in bats in this country is not the same rabies strain as that carried by animals such as cats, dogs and foxes. EBLVs very rarely cross the species barrier from bats to other animals or humans. There have been no recorded cases of rabies in UK wildlife or pet animals since EBLV was first identified in a bat in the UK in 1996.

Further detail is set out in the Disease Control Strategy, the Disease profile and the Department of Health's Memorandum on Rabies [insert hyperlinks].
Background

1.1 The legislation under which Government action is taken to control rabies is set out at Annex A. This Contingency Plan sets out the framework for dealing with an outbreak implementing that legislation. It is a working document subject to regular review and update.

1.2 This plan is based on Defra’s National Framework Foot and Mouth Disease Contingency Plan which provides the detailed framework for the response to an exotic animal disease outbreak. It provides a clear view of the structures, roles and responsibilities required at strategic and tactical levels in order to support operations on the ground.

1.3 The Plan follows guidance produced by the Cabinet Office Civil Contingencies Secretariat and Defra’s Emergencies Unit and is based on established veterinary procedures.

1.4 This document taken together with the SVS operational instructions (VIPER Chapter 9B) and local Animal Health Divisional Office contingency plans form Defra’s rabies contingency plans. The operational instructions include detailed guidance and instruction for staff in local Animal Health Divisional Offices (AHDOs) (or Local Disease Control Centres) and the National Disease Control Centre.

1.5 Local plans, prepared by AHDOs, include local procedures and contact lists to allow the implementation of VIPER Chapter 9B instructions and the National Contingency Plan. This ensures a consistent national approach whilst allowing flexibility to respond to local circumstances. This framework contingency plan does not re-iterate VIPER Chapter 9B and local instructions.

1.6 An outbreak is considered to relate to a case of classical rabies virus or any other rabies viruses in a terrestrial mammal likely to transmit it onwards, confirmed on laboratory test or on the basis of clinical confirmation when linked to another confirmed case. The response to an outbreak will be controlled using the principles of Strategic, Tactical and Operational command structure set out in this plan proportionate to the nature of the outbreak and the risks it is considered to pose. The plan may be invoked in whole or part, as circumstances warrant.

1.7 This plan covers operations relating to an outbreak in animals in England. Department of Health have separate plans relating to public health disease control. Defra, the Welsh Assembly Government and the Scottish Executive will have individual Contingency Plans outlining their responses to a
disease outbreak. Whilst specific to their own institutional arrangements, plans will be mutually complementary. Northern Ireland will also have a separate contingency plan. In the event of a suspected or confirmed case of disease, Defra, SEERAD, WAG (DEPC) and DARDNI will ensure close liaison in order to co-ordinate the emergency response process and news releases.

**Outline of command structures**

**Strategic Command**

1.8 **Purpose**: To provide high level command and control at all stages of an animal disease outbreak, enabling a cross governmental response which gives clear strategic direction.

1.9 Initially the Defra Management Board would take command. The Civil Contingencies Committee (CCC and/or CCC(O)) would quickly be established to support Defra’s response to the outbreak. This will include Ministers (both Defra and other Government Departments), Defra Permanent Secretary, Defra Directors General (including the Chief Veterinary Officer), Directors of: State Veterinary Service and Defra Communications Directorate and senior officials from other relevant Government Departments (as below). This will include representatives from Department of Health, Health Protection Agency, No. 10, Devolved Administrations (Scottish Executive Environment and Rural Affairs Department - SEERAD, Welsh Assembly Government Environment, Planning and Countryside Department - WAGEPCD), Cabinet Office (Civil Contingencies Secretariat), Office of the Deputy Prime Minister (Regional Coordination Unit), Environment Agency, Countryside Agency, Home Office (and Association of Chief Police Officers), Ministry of Defence, Department for Culture, Media and Sport, Department for Transport, HM Treasury, Food Standards Agency, Department for Work and Pensions, Department for Trade and Industry.

1.10 Defra’s Science Advisory Council (SAC) exists to provide the Defra Chief Scientific Advisor (CSA), and through the CSA Ministers, with independent scientific advice. The Council will provide independent review of the science components within Defra’s contingency plans to ensure that they are underpinned by robust science and will act as an important source of advice to the CSA on national emergencies in Defra’s areas of responsibility, including acting as a conduit to specialists in the science community.

1.11 Similarly the Scientific Advisory Panel for Emergency Response (SAPER) has been established to provide additional scientific advice to the Government in building resilience to crises and in responding to them. The crisis could cover a civil emergency, natural disaster or terrorist attack. SAPER is designed to complement existing mechanisms that departments already have in place for obtaining scientific advice during a crisis.

1.12 In an emergency, in the event that SAPER were convened, members of the SAC would be called to assist the operations of SAPER. The
mechanisms for activating SAPER require the departmental Permanent Secretary or Chief Scientific Adviser to write to the Security and Intelligence Co-ordinator, or, in his absence the Head of the Civil Contingencies Secretariat, copied to the Government’s Chief Scientific Adviser.

**Tactical Command**

1.13 **Purpose:** To provide a co-ordinated response to the direction received from the Strategic Group, operational feedback and devise tactics for operational implementation.

1.14 This is the responsibility of the Emergency Direction Group (EDG), which provides strategic advice, and National Disease Control Centre (NDCC). The direction from strategic command are passed to the NDCC via the EDG. The NDCC includes representatives from other Government Departments, Devolved Administrations, executive agencies and key operational partners including the Health Protection Agency and local authorities and Defra Directors (Operations, Communications, Veterinary Policy, Animal Health and Welfare (and Livestock Strategy Division), Corporate Services, Finance, Environment Quality and Waste, Rural Economies and Communities, Wildlife

**Operational Command**

1.15 **Purpose:**

To implement contingency plans and associated tactical guidance, working in liaison with operational partners and stakeholders to ensure effective control of the disease outbreak, and provide regular feedback.

1.16 **Local Disease Control Centres** (LDCCs) under initial control of the Divisional Veterinary Manager; to include representatives from relevant agencies, local authorities, operational partners and other key stakeholders (see Annex C). Depending on the scale of the outbreak additional managers may be brought in to assist.

1.17 Further action will depend on the circumstances of a particular outbreak and on scientific and veterinary advice. The Disease Control Strategy [insert link] will be followed in deciding what action to take.
Science feed to policy and tactical levels is shown in the diagram on Page 19.
Diagram showing the development and inter relationship of veterinary and scientific advice and their input to decision making.
### TYPICAL DAILY BATTLE RHYTHM FOR DISEASE CONTROL

<table>
<thead>
<tr>
<th>Strategic</th>
<th>Daily Comms Meeting</th>
<th>Civil Contingencies Committee (Officials) CCC(O)</th>
<th>Civil Contingencies Committee</th>
<th>Media Briefing</th>
<th>Defra Management Board (if required)</th>
<th>Tactical (NDCC)</th>
<th>Birdtable</th>
<th>Birdtable</th>
<th>RODs Teleconference</th>
<th>Emergency Direction Group</th>
<th>Receive RODs Sitrep</th>
<th>Birdtable</th>
<th>NDCC Report Compiled and Circulated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operational (LDCC)</td>
<td>Birdtable</td>
<td>Daily Management Comms Meeting</td>
<td>Media Briefing</td>
<td>Birdtable</td>
<td>RODs Teleconference</td>
<td>Emergency Direction Group</td>
<td>Send SitReps to NDCC</td>
<td>Birdtable</td>
<td>NDCC Report Compiled and Circulated</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1 This provides an indicative framework but the frequency of meetings will, in practice, be determined by the nature of the outbreak.
SECTION 2 - Alert System & States of Alert

2.1 A standard alert system has been adopted as a basis for planning the response to a disease outbreak. Alert states of ‘Amber’ (in the case of suspicion of disease) and ‘Red’ (on confirmation of the first case of disease) will be called.

Action on suspicion of rabies in terrestrial mammals

2.2 Any suspicion of rabies must be reported to the local AHDO of the State Veterinary Service who will take action according to SVS instructions. Annex B of this Plan indicates the local veterinary action to be taken in relation to the level of suspicion.

2.3 HQ is notified of all reports of suspect disease.

2.4 Responsibility for providing and communicating information on a case of suspect disease, including laboratory results, lies with Veterinary Exotic Diseases Division (VExDD) who use Notification of Disease form NDI 1 to notify Defra Ministers, appropriate Senior Officials within Defra and key veterinary and policy personnel in HQ and the regions, including the Chief Veterinary Officer and the Director of the State Veterinary Service. The NDI 1 form records the appropriate level of suspicion as described in Annex B.

2.5 Out of Hours notification is the responsibility of the Duty Veterinary Adviser and Duty Press Officer. To ensure a targeted response, notification of suspicion of disease will be made via telephone calls. Key veterinary and policy staff will be notified of developments and an ND 1 circulated at the first available opportunity.

2.6 If the level of suspicion is recorded as Level 2, the first stage where an Infected Place is declared, the status of alert will be Amber.

Next Steps

2.7 If amber is declared, the communications protocol (paras 2.8 – 2.13) and other action (paras 2.14 – 2.16) will be initiated.

Communications Protocol

2.8 Information will be made available as soon as possible. To enable this a discussion, normally by conference call, will take place with the Chief Veterinary Officer (CVO) or nominated leading representative and those listed below participating.

CVO
CD will convene the conference call (out of hours the duty press officer will be notified by the Duty Veterinary Advisor in AHWD). A list of contact names and numbers will be maintained by AHWD and available from the Defra Duty Officer and the Home Duty Clerk.

2.10 The agenda for the communications conference call will comprise (with a report from bracketed party)

1. Situation Report  
   - National (CVO or nominated representative)  
   - Local (DVM)

2. Timescale (CVO or nominated representative)

3. Risk assessment (CVO or nominated representative/DVM)

4. Public health issues (Department of Health and Health Protection Agency)

5. Communications objectives (Director of Communications)

6. Stakeholder Handling (national and local) (AHWD, DVM)

7. Agreed lines to take/press notice (Director of Communications)
8. Time of release and action points (CVO or nominated representative)

2.11 The following will then take responsibility for informing externally at an agreed time, as appropriate to the nature and extent of the outbreak, of the action to be taken following the communications conference call.

- DVM: individual owner of animal and if the animal is in quarantine, the owner of the quarantine premises (DVM to alert CD/regional GNN as soon as the individual is told and before informing other external groups), emergency planning departments of relevant local authorities, local police force, the Environment Agency, local veterinary practices, local stakeholders;

- Deputy Chief Veterinary Officer (DCVO) (policy): Royal College of Veterinary Surgeons (RCVS), British Veterinary Association (BVA), British Small Animal Veterinary Association (BSAVA)

- AHWD: Local Authorities Co-ordinators of Regulatory Services (LACORS), Association of Chief Police Officers (ACPO), Bat Conservation Trust (BCT), National Farmers Union (NFU) (HQ)

- DG OSD: Civil Contingency Secretariat (CCS), Regional Co-ordination Unit (RCU), Environment Agency (EA), Ministry of Defence (MoD) Home and Special Forces Secretariat

- CD/GNN: media, website, helpline, intranet (and other internal communications to Defra staff), GNN

2.12 News Releases must be sent to all internal principals including the DVM and HVS before being released.

2.13 Questions about test results and timing of their delivery must be addressed to the CVO or nominated contact.

Other action

2.14 The Director of the SVS will consider authorising the establishment of a LDCC. The Director of the SVS will also consider putting all nominated Heads of NDCC cells on alert and will consider the establishment of some elements of the National Disease Control Centre (SVS Instructions contain detailed plans for establishment and resourcing).

2.15 The Director of the SVS will put the relevant Regional Operations Director (ROD) & Divisional Operations Manager (DOM) on alert and will put the relevant Head of Veterinary Service on immediate standby to cover the ROD post until such time as it is considered necessary for the nominated ROD to take up position. Heads of Veterinary Service will debrief and provide a ‘handover’ to RODs (and DOMs) upon their arrival.
2.16 SVS Contingency Planning Division will activate the Emergency First Response Team (EFRT). The EFRT will be actively involved in the early stages of managing an animal disease outbreak. They will set up the first operational desks in the Disease Reporting Team of the NDCC.

**Decision to move from amber alert**

2.17 Where disease is not confirmed by laboratory test, the CVO will take the decision to stand down emergency arrangements.

2.18 In cases where laboratory confirmation is awaited and the veterinary assessment indicates an unacceptable risk in waiting, the Chief Veterinary Officer **may take the decision to move to red alert before final confirmation is received.** In this case all action indicated as required under ‘Red’ alert will be immediately initiated.

**Initial action on laboratory confirmation of disease**

2.19 When first laboratory confirmation of disease is received from the Veterinary Laboratories Agencies:

- The Head of Rabies and Equine Division;
- The Chief Veterinary Officer
- The Deputy Chief Veterinary Officer (Policy)

will notify the contacts listed in Annex C.

**Moving to RED alert**

2.20 The CVO may decide to increase the alert stage to red, on the basis of:

- Laboratory results confirming the disease is present in a terrestrial mammal and risk assessment of the nature of the outbreak;
- Any other situation where risk assessment of the circumstances warrants

**Initial action on declaration of RED alert**

2.21 When red alert is declared the following action will take place:-

- the Director of the SVS will authorise the establishment of a LDCC and the NDCC. SVS Instructions contain detailed plans for their establishment and resourcing;
- the Head of SVS Contingency Planning Division will notify all DVMs and Heads of Veterinary Services to ensure that AHDOs are staffed
immediately to deal with enquiries from the public and support tracing requirements and others;

- the CVO will convene an Emergency Management Board as soon as possible and will take a decision on triggering the Civil Contingencies Committee on the basis of emerging information about the outbreak;

- the Head of Rabies and Equine Division will notify contacts specified in Annex C.

- DVMs and Heads of Veterinary Services will notify local operational partners such as local authorities, key local stakeholders and utilities as set out in the SVS instructions.

2.22 Action to be taken to establish the NDCC and relevant LDCC and to control the disease is set out in detail in the SVS instructions and the AHDO contingency plans.

Outline of policies

2.23 The broad control policy and strategy for a range of scenarios for an outbreak of rabies are set out in Defra’s Disease Control Strategy [insert hyperlink]. The principal objective of control in the event of an outbreak of terrestrial mammal rabies in GB, will be to control and eradicate the disease to protect public and animal health and to re-establish national freedom from terrestrial mammal rabies according to the Animal Health Code of the Office International des Epizooties (OIE). Controls will be applied depending on the extent and type of outbreak and scientific and veterinary advice at the time.

- Where it is not possible to confirm whether a rabid animal has had contact with domestic animals or terrestrial wildlife mammals, an Infected Area (IA) will be declared;

- The extent of the IA will be determined by Defra, taking into account the overriding need to prevent the outbreak spreading and eradicate it.

- Movement restrictions will be applied to all animals within the Infected Area and to those moving into and out of it.

- Consideration will be given to compulsory identification and vaccination of domestic animals within the Infected Area in addition to movement restrictions where there is a risk of exposure from a wildlife reservoir of infected animals or there are unidentified infected animals in the IA;

- Where rabies is found in terrestrial wildlife mammals, a combination of vaccination and destructive controls will be considered, depending on the species involved;
• It may be necessary to consider controls on public access to some areas within the Infected Areas and/or controls on gatherings of animals.

Further Action

2.24 Once red alert is declared, the main elements of this plan are brought into action.

Section 3 sets out the resources that would be deployed;
Section 4 describes the key operations that have a central input;
Section 5 sets out the main elements of the Communications Plan;
SECTION 3 - Resources

Introduction

3.1 The level and type of resource to be deployed in an outbreak will depend on its nature and extent and the assessed risk of spreading. The resources set out below may need to be ramped up as the outbreak develops.

Human Resources

Veterinary Personnel

UK government veterinary personnel

3.2 State Veterinary Service: On authority from the Director SVS individual veterinary staff will be alerted with immediate effect and deployed as instructed by Divisional Veterinary Managers and HVSs. (SVS instructions and local office contingency plans expand on these arrangements).

3.3 Others: HR will contact vets from Defra Agencies, other government departments and retired veterinary staff as necessary.

Non-government veterinary personnel

3.4 Pending new permanent arrangements private veterinary Surgeons in GB and abroad will be engaged as casual veterinary staff. Those who are already local veterinary inspectors (LVIs) will undertake work in that capacity.

Overseas government veterinary personnel

3.5 The CVO will send a formal request to the International Animal Health Emergency Reserve countries if additional veterinary staff are needed. The CVO will also send a formal request to EU Member States if necessary. Induction briefing for incoming veterinary surgeons will be arranged at London HQ through Service Delivery Division. Training will be provided at LDCCs.

Regional Operations Directors (RODs) and Divisional Operations Managers (DOMs)

3.6 Members of the Senior Civil Service have been appointed for three years as contingency RODs to take up post in the event of an outbreak of exotic notifiable disease and lead the LDCCs. They are allocated to one of the three SVS regions in England. SVS Contingency Planning Division maintains a list of RODs.
3.7 When Red alert is declared the Director of the SVS will appoint the Head of Veterinary Service for that SVS Region to act as the ROD until a nominated contingency ROD is put in post. A contingency ROD for that region will also be alerted to replace the HVS if necessary to lead the LDCC so that the HVS can be transferred to strengthen veterinary management at HQ. Heads of Veterinary Service will debrief and provide a handover to RODs (and DOMs) upon their arrival.

3.8 Grade 6s (or Grade 7s on temporary promotion) have been appointed for three years as contingency Divisional Operations Managers to take up posts in the event of an outbreak of exotic notifiable disease and work beside DVMs to manage the administrative (non-veterinary) part of the operation. Like RODs, they are allocated to one of the three SVS regions in England. Upon confirmation of an outbreak, a DOM for the relevant region may be called upon by State Veterinary Service Contingency Planning Division (SVS CPD) to take up post as soon as possible. SVS CPD will maintain a list of DOMs. Similar arrangements are being set up in Scotland and Wales.

3.9 During their period of appointment, the contingency RODs and DOMs will spend 5 days a year training, developing effective links with AHDOs, DVMs and key regional stakeholders and taking part in contingency planning exercises.

Key Administrative, Field & Technical Personnel

3.10 The NDCC and LDCCs will require access to middle managers who are able to take up key positions immediately on confirmation of disease. Key posts have been identified in the NDCC & LDCCs, together with job descriptions and Day 1 tasks.

3.11 The Director SVS, through HR Resource Centre, Worcester, will maintain a list of Defra staff who have the required skills and experience to take up key positions in the NDCC. These individuals will be called upon as soon as disease is confirmed and are expected to take up post within 24 hours of request.

3.12 Staff in an AHDO in which an LDCC is being set up, and in the SVS more widely, will be the first to be called upon if rabies is confirmed. They will be expected to take up post as soon as possible while further staff resources are called in.

3.13 Key administrative personnel will be expected to take part in contingency testing exercises. This is part of their job descriptions and work objectives.

General field, technical and administrative personnel

3.14 The NDCC and LDCCs will require access to general field and administrative staff to support key personnel and veterinary colleagues in the eradication of disease.
3.15 The Director General of Operations and Service Delivery will seek Defra Management Board authority to require the release of staff from Defra and Defra Agencies. The Management Board will provide clear direction to Divisions, Agencies and work groups, in order that non-essential staff can volunteer their services and be released quickly. First call will be on those staff on the Defra Emergency Volunteers Register.

3.16 HR Resource Centre, Worcester will co-ordinate action on the redeployment of administrative staff from the Emergency Volunteers Register, and other staff, to the NDCC and to LDCCs. The NDCC Personnel Cell will maintain an overview of numbers, provide terms of appointment for administrative staff in the regions, liaise with the Department for Work and Pensions (DWP) and act as a central point, in close liaison with the HR Resource Centre at Worcester, for HR issues both in London and the Regions.

3.17 The HR Resource Centre at Worcester will advise on Human Resource services for LDCCs and will provide one or more HR trained personnel to assist in setting up local HR teams. They will also maintain quality control and provide policy guidance to local managers and HR teams on HR issues. They will also be responsible for liaising with the LDCC personnel points, monitoring national field-based resources and co-ordinating national veterinary recruitment exercises.

3.18 Additional support staff may need to be drafted in from other government departments. Use of the protocols set out in a central Memorandum of Understanding on Mutual Aid and the Redeployment of Human Resources will be triggered if necessary, and the Director General Operations and Service Delivery, through the Permanent Secretary, will contact the Civil Contingencies Secretariat to request assistance with additional staffing. Concurrently, Regional Operations Directors will liaise with Government Office Directors to seek additional assistance in locating further staff.

3.19 Having first sought clearance from the Director General Operations and Service Delivery or Director SVS, RODs may contact Regional Directors of Jobcentre Plus (Department for Work and Pensions) in order to recruit staff directly on short-term contracts. In this instance, guidance on contractual arrangements should be sought from the personnel cell in the NDCC and the personnel expertise that may be available in the LDCC. The Operational Support Secretariat of Jobcentre Plus (Department of Work and Pensions) may assist in brokering these arrangements and will be invited to send a representative to the NDCC.

3.20 Additional technical staff from the following sources will also be considered:

- Retired SVS technical staff
- Veterinary students
• Agricultural students

**Defra legal services**

3.21 Legal Services Directorate General (LSDG) will be instructed at the start of an outbreak. They will prepare Declaratory Orders and provide legal advice as required.

3.22 A Legal Liaison Unit will be established in the NDCC to co-ordinate actions and evidence gathering between LSDG and the NDCC and the LDCCs. Additionally, a Legal Liaison Officer will be posted in each LDCC. Administrative staff will fill both the NDCC Legal Liaison Unit and the Legal Liaison Officers posts. LSDG will provide lawyers to the NDCC on a rota basis.

**Vaccination**

3.23 Identification and vaccination of domestic animals resident in an Infected Area may be required where there is an outbreak in wildlife or where the contacts of a rabid animal cannot be identified. Additional vets may be required to co-ordinate and carry out this work. This will be carried out under the supervision of the State Veterinary Service at the owner’s expense.

**Involvement of stakeholders and operational partners**

3.24 High level involvement of other government departments, executive agencies and stakeholders is summarised in section 1 of this plan. This will be confirmed by the Civil Contingencies Committee (Officials) and may change as necessary. The Head of SVS Contingency Planning Division will ensure that representatives of other government departments, operational partners and those affected by the disease and measures taken to control it are invited to form part of the NDCC.

3.25 The regular animal health stakeholder meetings will be upgraded in the event of an outbreak under the chairmanship of the Animal Health Minister [or as necessary by the CVO or the Director Animal Health deputising for him] and meet more frequently. Representatives of key stakeholder organisations will be invited to attend in order to embrace wider interests relating to a rabies outbreak. The possibility of having separate sub-groups to look at particular issues in greater depth will be kept under review, according to the scale of the outbreak.

**Involvement of the armed forces**

3.26 When amber alert is triggered, the Director General Operations and Service Delivery will contact the MOD Home and Special Forces Secretariat to notify of the suspect case. Immediately a case of rabies is confirmed, the Director General Operations and Service Delivery will again contact the MOD Home and Special Forces Secretariat to inform of the outbreak so that, if necessary, aid can be sought with the minimum delay. If it were decided that it
was necessary to seek aid from the armed forces, aid would be provided under the Military Aid to the Civil Authorities’ (MACA) arrangements, subject to other Armed Forces commitments. The Armed Forces may provide assistance with logistic capabilities and it may be appropriate to deploy at both tactical (Tactical command) and operational (Operational command) levels.

Contingency preparedness

State Veterinary Service

3.27 DVMs will engage with local stakeholders as part of their routine emergency preparedness arrangements and, where possible, include them in the planning and implementation of regular local exercises. DVMs must establish strong links with their local Police Force strategic (Gold) command as this is recognised by all key local agencies as the co-ordination point for emergency response. It is also essential that DVMs have established regular contact with their Local Authority Emergency Planning Officers, Trading Standards Officers and Local Authority Animal Health Inspectors, Environment Agency Emergency Planners, the Government Office Emergencies Team and the Health Protection Agency. All these agencies must know and understand the rabies contingency plans (including relevant sections of SVS instructions and local office contingency plans) and the DVM must have established their capabilities, roles and responsibilities in the event of an outbreak. It is also important that all those that would be affected by an outbreak including representatives of the farming industry and pet owners, local community groups and those concerned with promoting tourism are engaged and involved, as appropriate, in exercises.

Veterinary training

3.28 All new veterinary entrants to the SVS attend a one-day course on exotic viral diseases at the Institute for Animal Health, Pirbright, and at the Veterinary Laboratories Agency, Weybridge, in addition to general and specific training related to all their work areas. This includes training in notifiable disease procedures. Selected individuals also attend specific post-graduate training, e.g. in Epidemiology. Courses are held, as required, to ensure adequate numbers of trained people across the country.

Private Sector Veterinary Training

3.29 The current review of LVIs is considering the enhanced training of LVIs both in everyday and emergency situations.

AHDO training in key emergency procedures

3.30 DVMs will identify individual AHDO staff to undertake key emergency roles in line with the job roles outlined in SVS instructions. They will ensure these staff are fully trained and equipped to undertake their respective roles and that their ‘everyday’ objectives include reference to the key responsibilities required.
Induction training

3.31 Managers must ensure that new staff recruited into LDCCs or the NDCC during an outbreak receive induction training covering at least their roles and health and safety procedures.

3.32 The Director SVS and DVMs will ensure their permanent staff are familiar with this contingency plan, SVS Instructions, the relevant local office contingency plans and business process maps. For key personnel, this will centre on the job descriptions within this plan and the instructions. Desk instructions for key posts will be available in VIPER Chapter 9b or in AHDO instructions. Managers must describe the jobholder’s duties, offer support and review the job role regularly. Managers should consider establishing a ‘buddying’ system, whereby new recruits work alongside existing jobholders to learn their job.

Media Training

3.33 DVMs/RODs/HsVS have received appropriate media training, in order to deal effectively with the intense media interest surrounding an outbreak. A two day course, organised by Communications Directorate in conjunction with an outside training company, uses broadcast journalists and a film crew to enable participants to deliver professional standard broadcast interviews.

Contingency Planning Exercises

3.34 This plan and the detailed instructions and local plans will be regularly tested at both local and national levels through simulation exercises. Operational partners and stakeholders will be involved in these exercises, where appropriate. All operational partners and stakeholders should be aware of Defra’s emergency procedures and be fully involved in their on-going development.

Health and safety and staff welfare

3.35 The Defra Departmental Health and Safety Unit (DHSU) and SVS Safety Team are the key safety professionals who must be involved in all aspects of operational planning. They will ensure that all LDCCs have a named safety professional to provide competent advice at all stages of operations; as far as is operationally possible this individual will be located in the LDCC and it is expected that provision will be made for this. DVMs and RODs must ensure that the competent safety person is included as part of their management team.

3.36 The Departmental Health and Safety Manager will operate as part of the Operations Cell in the NDCC, providing health and safety advice at the strategic level.
3.37 The Welfare Service will allocate a Welfare Officer (WO) to deliver the welfare service to each LDCC and HQ offices. The Chief Welfare Officer will keep in close contact with the NDCC to provide strategic welfare advice and guidance to the Deputy Director of the NDCC. The Counselling Support Service will be made available 24 hours daily (including weekends). All staff must be made aware of Defra’s Welfare Service which can provide support and guidance in individual cases of stress or hardship. **RODs must ensure that Managers are aware of the potential for stress and must take appropriate action, including referral to counselling and professional support.**

3.38 A strategic health and safety plan in support of these arrangements has been produced by Defra and is detailed in Annex N of this document. All relevant personnel must follow these arrangements. A strategic Welfare Service Plan is attached at Annex H.

**Facilities**

**Accommodation**

3.39 DVMs will identify and regularly review the availability of alternative LDCC sites should the AHDO not be suitable. This will be done in liaison with Estate Strategy and Services Division (ESSD). ESSD has Facilities Management Contracts covering all of England and Wales through which temporary and other accommodation can be provided. DVMs should also maintain details of suppliers and contractors of temporary accommodation though any contacts required must be put in place by Procurements and Contracts Division (PCD).

3.40 The National Disease Control Centre will be in London. A room in Defra’s building at 1A Page Street is equipped with the necessary facilities needed to establish the control centre immediately an outbreak is confirmed. In the event of a rapid escalation of an outbreak it may be necessary to relocate the NDCC to the 7th and 8th floors where the required infrastructure is in place. ESSD will arrange this move and therefore be kept fully informed of the likely escalation of the disease in order that they can enact plans for the relocation of staff and the provision of adequate office space, desks, telephones etc.

**Information technology and data systems**

3.41 The provision of IT hardware and corporate software (Defra EDEN) is the responsibility of IBM. Additional hardware and software can be quickly supplied through arrangements with Defra’s IT partners. IBM also has detailed plans to ensure IT resilience and Business Continuity.

3.42 A suitable management information system will be developed for rabies as Defra’s Disease Control System is farmed base.
Financial System

3.43 A financial system is being developed which will ensure that financial information is collected to meet accounting and audit requirements. An interim facility is now being put in place and in the event of an outbreak could be brought into use with the new system being developed thereafter.

3.44 The system will be part of the Defra Corporate Finance System and will be installed in all AHDOs to be used in peace time for normal business ensuring staff are familiar with it.

Financial control

3.45 NDCC Head of Finance will ensure close communication between NDCC Finance, Defra’s Finance Director and Finance, Planning and Resources Directorate (FPRD) and, if a claim for Reserve funding has proved unavoidable, HM Treasury. There will be regular meetings of all appropriate members of FMD Finance, FPRD and PCD. These meetings are the forum to raise issues (e.g. Overpayments, VAT) which require financial policy and procedural advice.

3.46 On confirmation of an outbreak, Head of Finance will submit a request for funding to HM Treasury via FPRD and the Finance Director. Both the Finance Director and, if a claim for Reserve funding has proved unavoidable, HM Treasury will be provided with a financial report on actual expenditure incurred on a regular basis.

3.47 During an outbreak, there will be initial meetings with the National Audit Office, EU Auditors and Defra auditors to:

a) inform them of the role and responsibilities of the teams involved in the eradication process;

b) explain the approach to tackle the outbreak.

3.48 Finance is responsible for providing regular reports to the auditors on actual expenditure incurred during the outbreak and for responding to audit reports as appropriate, submitting EU claims for reimbursement of costs (in accordance with the EU Regulations) and communicating with EU auditors as and when required.

Arrangements for Financial Control in NDCC

3.49 NDCC Head of Finance will be appointed by the Defra Finance Director immediately following confirmation of disease to be responsible for establishing the Finance Team in the NDCC and for the provision of a contingency regional Finance Manager to each LDCC. They will also be responsible for issuing guidance, in accordance with departmental policy, on accounting policies, financial databases, audit trails, desk instructions and checklists on financial controls including:
Roles and responsibilities of Finance Managers (LDCC and NDCC) - and reporting responsibilities which are set out in SVS instructions;

- Authorisation levels for payments, delegations, management checking, write-off, over payment procedures in accordance with the department’s Finance Manual and Government Accounting;

- Policy on the retention of records;

- Chart of accounts, cost centre codes and objective codes;

- Fraud guidelines in accordance with the department’s policy including the process of dealing with allegations of fraud;

- Budgeting, estimates and the monitoring of expenditure;

- Liaison with the National Audit Office (NAO), European Union and internal auditors;

- Liaison with the Procurement Team;

- Liaison with Defra’s Accountancy Services Division (ASD) and Director of Finance and HM Treasury;

- Provision of regular financial information.

**Arrangements for Financial Control in LDCCs**

3.50 Contingency regional Finance Managers have been appointed. Finance Managers, like RODs and DOMs, are appointed for a period of 3 years, ready to take up post as soon as possible in an outbreak. They are allocated on a regional basis, currently the Government Offices.

3.51 Contingency Regional Finance Managers will be responsible for managing all financial activity in the LDCC and for providing financial advice to the ROD and DOM, in accordance with departmental policy, on accounting policies, financial databases, audit trails, desk instructions and checklists on financial controls including:

- Authorising certified contractor invoices for payment;

- Ensuring suitable records are maintained relating to all financial transactions;

- Authorising travel & subsistence claims, accommodation costs, other requests for re-imbursement of staff costs;

- Arranging financial procedures training of finance staff and managers within LDCC;

- Scrutiny of Compensation Claims.

3.52 Within the LDCC, Contingency Regional Finance Managers will report to the ROD.

**Procurement**

*General - Procurement and Commercial Contracting Contingency Plan*

Procurement and Commercial Contracting Contingency Plan
3.53 Detailed instructions and guidance on procurement and commercial contracting, covering the acquisition of goods, works and services, and the role of the PCD will be found in the PCD Contingency Plan which is available on-line for internal use.
(http://intranet/finance/pcd/CONTINGENCY%20PLAN%209.0.pdf)

3.54 PCD are negotiating robust, value for money contracts for goods and services not provided by State Veterinary Service, Defra Agencies or Local Authorities including their contract management and forensic examination.

3.55 A register of Contracts is provided on the PCD intranet site (http://intranet/finance/pcd/Contract%20Register.xls and http://intranet/finance/pcd/Transport%20Register.xls). DVMs should liaise closely with PCD to ensure timely, scaleable and appropriate supply arrangements in the event of a notifiable disease outbreak.

3.56 The PCD contingency plan provides contact details for all nominated PCD personnel. The Head of SVS Contingency Planning Division will notify the Director of Purchasing and Supply if alert state AMBER is declared so that the appropriate resources can be placed on standby. Sources of supply for these procurement personnel have been identified by PCD and these resources can be called upon in the event of a notifiable disease outbreak or other emergency situation.

3.57 The PCD contingency plan sets out the procurement resources that will be mobilised at tactical level to form Procurement Emergency Response Teams (PERT) under the direction of Defra’s Director of Purchasing and Supply or his/her nominated representatives. PCD will provide a procurement cell in the NDCC.

3.58 All contracts and commercial arrangements put in place after declaration of an emergency situation will be let in accordance with delegated authorities determined by Defra’s Director of Finance in consultation with Defra’s Director of Purchasing and Supply.

**National/Regional/Local Contingency Agreements and Supply Contingency Arrangements**

3.59 PCD and AHDOs will put in place national/regional/local contingency agreements and supply contingency arrangements to meet all foreseeable requirements of an emergency. These suppliers will be vetted and subjected to regular review and appraisal by PCD to ensure their validity in the event of an outbreak.

3.60 Details of agreements made and preferred vetted suppliers available to AHDOs is on the PCD webpage for internal use. DVMs should liaise closely with PCD to ensure timely, scaleable and appropriate supply arrangements in the event of a notifiable disease outbreak. PCD emergency contacts and their details are available for internal use.
Equipment and stores

National minimum stocking levels

3.61 No formal contingency stocks are kept by the SVS at a national level though arrangements are in place with suppliers to provide the necessary equipment. An exercise to put in place a robust system of ‘re-supply at short notice’ for field stores and equipment, in times of emergencies, is currently underway.

Divisional minimum stocking levels

3.62 Guidelines on divisional stocking levels will be found in VIPER Chapter 9B.

3.63 Stock levels are managed by designated local staff, who have day to day responsibility for monitoring availability and serviceability of stores. They will be responsible for using the generic stock control database, once it has been rolled out.
SECTION 4 - Key Operations

Introduction

4.1 The most likely scenarios which could cause a rabies outbreak are outlined in the Disease Control Strategy [insert hyperlink]. The strategy contains a range of options and factors that Defra and the SVS will take into consideration in an outbreak.

4.2 This is a summary of the actions. Detailed instructions can be found in the SVS Operational Instructions (VIPER Chapter 9B). Some key operations will also be undertaken by Local Authorities and other operational partners. Their responsibilities are summarised in annex J.

Reporting suspicion of rabies

4.3 The Rabies (Control) Order 1974 places a duty on any person who suspects rabies in an animal to report that suspicion to an inspector (Defra Inspector or Local Authority Inspector) or a police constable.

4.3.1 Where suspicion is reported to a Local Authority Inspector or police constable, information must be passed rapidly to the local AHDO.

Investigation of suspect case

4.4 A Veterinary Inspector (VI) will be sent to the premises where the suspect animal is currently held.

4.5 Pending the arrival of the VI, the owner or person in charge of the animal will be advised to

4.5.1 place the animal in secure accommodation and advise other people to stay away from it.

4.5.2 ensure that any person who has been in contact with the animal washes their hands.

4.5.3 If the person was bitten they must immediately wash the bitten area under running water using soap and then contact their GP for advice.

4.5.4 Where a person has, or may have been bitten, the veterinary inspector will inform the Consultant in Communicable Disease Control (CCDC).

4.6 Immediately on arrival the VI will place the premises under restrictions. The VI will examine the animal and collate a history of the animal for at least the previous 15 days. A telephone report must be made to Defra HQ and a level of suspicion assigned to the case (see annex B).
4.7 Depending on the level of suspicion the following actions may be taken:

4.7.1 Rabies is not suspected - the restrictions on the premises are lifted;

4.7.2 History and clinical signs are suggestive of rabies but there has been no human exposure\(^1\) incident – the animal is detained in secure accommodation for at least 14 days for observation;

4.7.3 Clinical signs consistent with rabies are evident and/or there is a human exposure incident – euthanase the suspect and submit diagnostic material for laboratory testing.

4.7.4 Clinical signs consistent with rabies are apparent and there is a link to a previous confirmed case – euthanase the suspect and trace contacts with other mammals, including humans.

4.8 Restrictions may also be applied to animals that have been in contact with the suspect or confirmed rabid animal.

4.8.1 Until negative results are obtained for the suspect animal or for 6 months following last contact where rabies is confirmed.

4.8.2 Where disease is confirmed and the contact animal is a carnivore and there is a history of a biting incident with the suspect animal, compulsory euthanasia may be carried out.

Service of notices

4.9 An Infected Place notice may be served on all premises where the suspect animal has been in the previous 56 days. The notice will remain in force until either

4.9.1 appropriate cleansing and disinfection is carried out following the removal of the animal; or

4.9.2 suspicion of disease is ruled out following observation of the suspect animal.

4.10 Where compulsory euthanasia is required, a Notice will be served on the owner of the animal.

Secure accommodation

4.11 Depending on the type of animal to be detained, the risk to public and animal health and the security of accommodation available, a decision will be made either to confine the animal in part of its home premises or to transfer it to Defra monitored secure isolation.

Transport

4.12 Live animals will be transported within secure containers in appropriate vehicles.

\(^1\) Exposure is defined as a break in skin or contamination of mucosal surface.
Valuation and Compensation

4.13 Animals can be compulsorily slaughtered under the powers in Section 17 of the Animal Health Act 1981 and in accordance with Article 8 of the Rabies (Control) Order 1974. Compensation is payable as detailed in the Rabies (Compensation) Order 1976.

4.14 Where an owner elects to have a suspect euthanased on a voluntary basis no compensation is payable.

Cleansing and disinfection of premises

4.15 Following removal of the animal or euthanasia, accommodation occupied by suspect or confirmed rabid animals should be cleaned and disinfected to remove any animal excretion, particularly saliva. The occupier of the premises will normally carry this out, under Department of Health/Local Authority (LA) supervision, at the owner’s expense. Restrictions remain in place until this is carried out to the satisfaction of the supervising authority.

Transport of samples

4.16 Samples are submitted in accordance with SVS operational instructions.

Diagnosis

4.17 The VLA provides the diagnostic testing service for suspect rabies. Where rabies is suspected in primates, the carcase will be submitted to HPA Porton. The VLA will arrange for rabies testing at HPA Porton.

4.18 The only confirmatory diagnostic tests for rabies require brain material. This necessitates euthanasia of the suspect animal.

4.19 The range of diagnostic tests undertaken (described in the Disease Control Strategy) will depend on the circumstances of the case. Final negative results may take 28 days.

Disposal

4.20 It is not likely that the number of carcases for destruction will be very high during a rabies outbreak in comparison to other notifiable diseases, e.g. FMD or Avian Influenza. Incineration will be the main disposal route. Other disposal routes such as rendering will be considered if necessary in accordance with the national framework contingency plan for FMD.

Confirmation of rabies

4.21 Disease will be confirmed by the Chief Veterinary Officer based on the clinical history, clinical signs, epidemiological evidence and outcome of diagnostic tests. The range of tests available for diagnosis is detailed in the Disease Control Strategy [insert link].

4.22 Following confirmation of disease, the actions will be informed by the epidemiological assessment. Situations could range from:-
4.22.1 an infected domestic pet which has had no contact with other animals; to
4.22.2 an area containing infected wildlife, farm stock and domestic pets.

4.23 Where epidemiology suggests that disease has not been contained, an Infected Area may be declared and appropriate control measures will be introduced.

4.24 The control measures may include:
4.24.1 tracing exposed domestic animals and either placing them in secure accommodation or euthanasing them if the risk of transmission is high and they are a species likely to transmit disease onwards e.g. domestic carnivores;
4.24.2 prevention of exposure which could lead to wildlife involvement either directly or through contacts with stray animals.

**Infected Area controls**

4.25 The Minister will make an Order under the Rabies (Control) Order 1974 which will declare the size of the infected area and will contain any of the following: include

4.26 Restrictions on the movement of animals into and out of the area – the species to which the restrictions apply must be specified in the Infected Area Order.

**Vaccination**

4.27 Vaccination (and associated identification) of domestic animals is only likely to be considered within an Infected Area where there is a risk of the outbreak spreading to wildlife or where the contacts of a rabid animal cannot be established. It may be required where it is impractical for welfare or other reasons to confine animals at domestic premises within an IA. For domestic animals, vaccination will be carried out under the supervision of the State Veterinary Service at the owner’s expense.

4.28 Where it is confirmed that rabies is present in foxes, it is likely that the most effective and safest way of eliminating the disease in foxes will be through the use of an oral vaccination strategy. It may be necessary to undertake destruction controls in part of the infected area to control the spread. The time of year, local fox density and extent of the spread will determine if destruction of wildlife will be utilised.

4.29 Veterinary advice to Ministers on the strategic deployment of vaccination will be based on epidemiological evidence and veterinary assessment and it is unlikely that all the necessary information and data will be immediately available. It is unlikely that the use of vaccination or destruction as a control method would begin until at least five days after the first confirmed case.
Biosecurity guidance

4.30 Rabies is a disease which can be transmitted to humans. Biosecurity includes

4.30.1 the prevention of disease causing agents entering or leaving a premises;
4.30.2 prevention of exposure to animals affected with disease; and
4.30.3 rapid reporting of suspicion of disease.

4.31 Controls on species in an Infected Area

4.31.1 Household cats and dogs should be kept indoors or be supervised and restrained while outdoors.
4.31.2 Domestic cats must be leashed and dogs leashed and muzzled when exercised in a public place within an infected area.
4.31.3 Where disease spreads to wildlife, owners may be advised to have farmed livestock and horses vaccinated.

4.32 Further information is at Annex B.

Health and Safety guidance

4.33 Rabies is most commonly spread by the bite of an infected animal, principally during the “excitement” stage (for explanation see Disease control strategy). During this phase, the rabid animal displays increased aggression and may attempt to bite objects, other animals and its handler. Carnivores and other biting animals such as monkeys are the most dangerous in this regard as their bite can penetrate deeply, thereby injecting the virus laden saliva into tissues.

4.34 When approaching any animal, but particularly carnivores, it is necessary to ensure that the animals are under the direct control and supervision of the owner.

Animal health and welfare

4.35 The health and welfare of all animals involved will be taken into account at every stage of an outbreak, including their fitness to travel to quarantine or isolation.

4.36 There is a responsibility on the owners of animals to anticipate and avoid problems. This principle is set out in the Animal Health and Welfare Strategy for Great Britain (June 2004). Owners should consult their private veterinary surgeon for advice on safeguarding the welfare of their animals. Guidance would also be issued by Defra to owners and keepers in the early stages of an Infected Place or Area being declared.

4.37 Consideration will be given to setting up, at the earliest opportunity, an animal welfare forum, chaired by a Minister, with representatives of appropriate welfare and other organisations. This forum should also include those responsible for welfare activities. This forum would enable points of specific welfare concern to be brought readily and quickly to Ministers’
attention and allow an exchange of views on the welfare implications of disease control policies.

**Stress resulting from an outbreak**

4.38 The Department recognises that an outbreak may result in significant social, economic and emotional impact on animal owners, business-people, local residents, and Defra staff and contractors. In urban areas we will consult the Samaritans and Citizens Advice Bureau. In rural areas these issues will be addressed through consultation with the Rural Stress Action Plan (RSAP) Working Group (see para. 4.51). Steps will be taken to ensure that:

4.38.1 Contingency Plans and operational instructions are drawn up to include the ‘human dimension’ of an outbreak;

4.38.2 Provision is made for appropriate feedback and consultation during an outbreak to address issues that arise, including arrangements for information to be communicated on a daily basis by an appropriate Defra official;

4.38.3 The issues of de-briefing and aftercare, relevant both to the individuals affected and to the staff involved in measures taken to control an outbreak are addressed.

4.39 Contacts will be made with support organisations at a local and national levels and issues such as referral procedures, confidentiality and debriefing for staff addressed.
SECTION 5
MANAGEMENT INFORMATION AND
COMMUNICATIONS

Management information and disease control information

5.1 Accurate management information to the tactical and strategic command levels is of critical importance. All personnel involved with the collection, collation and processing of this information should be made aware of this and understand its importance.

5.2 LDCC are required to submit situation reports (Sitreps) to the NDCC Operations cell. NDCC Operations will then circulate the reports to colleagues as appropriate in order that they may be drawn upon to inform the daily NDCC Report. The NDCC will specify frequency. The sitrep format can be found at Annex F. The NDCC will collate information to produce reports on the disease and for management and control.

5.3 DVMs will ensure that appropriate staff are familiar with the Management Information reports required for rabies. This will ensure the accurate and timely collation of statistical information for circulation to the NDCC and within the LDCC itself.

Communications

Media - (Annex D)

5.5 Defra will immediately establish a multi disciplinary communications team as part of the NDCC, this will work closely with the News Co-ordination Centre (NCC) if established. News releases will be co-ordinated through Communications Directorate. Defra Press Office will take all national media inquiries, organise press briefings and interviews with Ministers, vets and officials. If a central governmental response is initiated, the NCC will take the lead, working closely with Defra and other departments with a shared interest e.g. Department of Health, Health Protection Agency and Department of Culture, Media and Sport. They will take all media calls and centralise all press office functions. Web and internal communications specialists would maintain a constant electronic link with the Defra briefing and knowledge network units. The Government News Network will do likewise in the regions.

5.6 DVMs/RODs will work with their local GNN representative to ensure that accurate and timely briefings are given to the media and stakeholders.
Website

5.7 Defra’s rabies website will be a key source of information in the event of an outbreak of disease. Outline pages will be prepared in advance so that an information site can be established as soon as possible in an outbreak. This is the responsibility of Animal Health and Welfare Planning Division working in co-operation with other animal health divisions the Head of News Media in Communications Directorate.

5.8 The site will include:

- A list of premises where disease is confirmed will be published as necessary. This will not include premises of contact animals or premises where animals have been euthanased on suspicion of disease for data protection reasons.
- Full details of Infected Areas including interactive maps.
- Full details of disease control measures and restrictions.
- Updated information on vaccination.
- Advice to animal owners, farmers, local authorities, and other rural stakeholders.
- Advice on activities in the Infected Area.
- Links to relevant websites (e.g. other Government departments and Agencies, English Nature, National Farmers Union, Open Britain and Local Authorities).

Helplines

5.9 Initially the Defra General Helpline 08459 335577 will be augmented to deal with public interest, by providing additional staff resources, establishing supplementary helplines and providing adequate briefing. If necessary, additional resource will be deployed.

Central Co-ordination

5.10 If CCC is engaged, it will need to consider whether to activate the NCC, to co-ordinate communications between Government departments and agencies. This will depend on an assessment of the scale and possible course of the outbreak and the extent of involvement of other Departments.

5.11 The CCS, in conjunction with Operations Director (OD) Sec will provide accommodation capable of housing a 24/7 operation in support of the CCC. Units may include a situation cell and a coordination cell (subject to OD Sec/CCS confirmation) and may include representatives from Defra and other Departments as necessary. CCS would provide the secretariat for CCC and CCC(O) meetings. The NCC, located at 10 Great George Street could provide daily rolling media briefs.
Publicity and disease awareness

Notifiable Disease Awareness programmes

5.12 Headquarters and DVMs, working with Communications Directorate, are involved in awareness programmes: lectures/demonstrations to veterinary schools, veterinary practices and agricultural colleges; direct mailing to external stakeholder bodies and articles in the veterinary and farming press as appropriate.

Responding to requests for information

Environmental Information Regulations, Freedom of Information Act and Data Protection Act

5.14 Legislation such as the Environmental Information Regulations and the Freedom of Information Act places extensive and increasing obligations on public authorities to be open in responding to requests for information. Over and above this, accessibility is one of Defra’s core values and it is committed to establishing its reputation as an open Department which shares information with its stakeholders.

5.15 The Environmental Information Regulations (EIRs) apply to the majority of information that Defra holds including any information that relates to air, water, land, natural sites, flora and fauna, the built environment and health. It also covers all information relating to decisions or activities affecting, or likely to affect, any of these. Requests for non-environmental information currently fall under the Code of Practice on Access to Government Information and, from January 2005, will fall under the Freedom of Information Act. Similar principles apply when considering requests for information under the various regimes. Remember that a request for information does not need to mention any legislation or the Code, in order for the relevant requirements to apply.


5.17 Data Protection Officers are appointed to oversee data protection matters within Departments. Contact details for Defra's Data Protection Officer may be found on the intranet at: http://intranet/imd/access2info/data.asp

5.18 Defra's general policy statement on the release of personal data relating to a rabies outbreak may be found at Annex E.

Mobile Assurance Team
5.19 A team of senior civil servants may be established in the early stages of an outbreak. Their remit will be to quality assure local structures and processes, and the capture of critical management information in Local Disease Control Centres.
ANNEX A

GENERAL LEGISLATION

Animal Health Act 1981

The Animal Health Act 1981 is the enabling legislation under which the powers to control rabies are set out in the Rabies (Control) Order 1974.

Rabies (Control) Order 1974

The Order provides the flexibility needed to deal with the varying situations that could arise. It provides the Minister with a series of measures to meet particular situations which he may invoke at his discretion.

The key provisions of the Order are as follows:

a. Reporting of rabies - Article 4 prescribes the circumstances and procedures under which every citizen has a legal obligation to report a suspected case of rabies to an "Inspector" or a police constable.

b. Declaration of infected place and follow up - Article 5, together with Article 7 and the statutory form at Schedule 2, lays down the procedure by which the infected place shall be declared and notified to the "appropriate authority". It provides that an inspector may, on reasonable grounds for suspicion that an animal suffering from rabies or a suspect is, or has been, on premises, declare an "infected place" and invoke the specified rules. Only a "veterinary inspector" (i.e. a Ministry veterinary officer) may revoke the notice or vary, revoke or add to the rules by imposing a further notice (Article 5(3), 5(4)). Article 6 places responsibility on a veterinary inspector to carry out a veterinary enquiry into a suspected case of rabies and provides the necessary powers to conduct such an enquiry.

c. Slaughter of a suspected animal - Article 8 provides a veterinary inspector with the power, subject to a prescribed notice, to require slaughter of an animal suspected of having rabies.

d. Declaration of an infected area - Article 9 provides power to declare an "infected area" by Order to control an outbreak of suspected rabies. It also provides for the infected area to be divided into zones so that different combinations of measures may be applied in different zones. The provisions in Articles 10 (Power to destroy foxes), 11 (Power to prohibit activities on specified land) and 12 (Erection of notices) would automatically be brought into effect by the declaration of infected area, but the measures would be implemented only as necessary and at the Minister's discretion. The optional powers, which may or may not be invoked by the Minister in an infected area Order, are listed in Schedule 3 of the Control Order and can be brought into operation in such combination and over such zones as the Minister may apply. They provide for movement controls over animals, their confinement and control, seizure and detention or destruction of animals not properly...
controlled, compulsory vaccination of animals, prohibition of gatherings of animals or activities likely to disperse wildlife, and the reporting of deaths of animals that might have died from rabies.

e. Animals belonging to any of the orders of mammals listed below are covered by these provisions. Examples of common names of some of these animals are also listed below:

<table>
<thead>
<tr>
<th>Order</th>
<th>Common names of some species</th>
</tr>
</thead>
<tbody>
<tr>
<td>Artiodactyla</td>
<td>Pigs, peccaries, hippopotamuses, camels, llamas, chevrotains, deer, giraffes, pronghorns, cattle, antelopes, duikers, gazelles, goats, sheep</td>
</tr>
<tr>
<td>Carnivora</td>
<td>Dogs, cats, jackals, foxes, wolves, bears, raccoons, coatis, pandas, otters, weasels, martens, polecats, badgers, skunks, mink, ratels, genets, civets, linsangs, mongooses, hyaenas, ocelots, pumas, cheetahs, lions, tigers, leopards</td>
</tr>
<tr>
<td>Chiroptera</td>
<td>Bats, flying foxes</td>
</tr>
<tr>
<td>Dermoptera</td>
<td>Flying lemurs</td>
</tr>
<tr>
<td>Edentata</td>
<td>Anteaters, sloths, armadillos</td>
</tr>
<tr>
<td>Hyracoidea</td>
<td>Hyraxes</td>
</tr>
<tr>
<td>Insectivora</td>
<td>Solenodons, tenrecs, otter shrews, golden moles, hedgehogs, elephant shrews, shrews, moles, desmans</td>
</tr>
<tr>
<td>Lagomorpha</td>
<td>Pikas, rabbits, hares</td>
</tr>
<tr>
<td>Marsupialia</td>
<td>Opossums, marsupial mice, dasyures, marsupial moles, marsupial anteaters, bandicoots, rat opossums, cuscuses, phalangers, koalas, wombats, wallabies, kangaroos</td>
</tr>
<tr>
<td>Monotremata</td>
<td>Echidnas, duck-billed platypuses</td>
</tr>
<tr>
<td>Perissodactyla</td>
<td>Horses, asses, zebra, tapirs, rhinoceroses</td>
</tr>
<tr>
<td>Pholidota</td>
<td>Pangolins</td>
</tr>
<tr>
<td>Primates All</td>
<td>Tree-shrews, lemurs, indrises, sifakas, aye-ayes, lorises, bushbabies, tarsiers, titis, uakaris, sakis, howlers, capuchins, squirrel monkeys, marmosets, tamarins, macaques, mangabeys, baboons, langurs, gibbons, great apes</td>
</tr>
<tr>
<td>Families except(Man)</td>
<td></td>
</tr>
<tr>
<td>Rodentia</td>
<td>Gophers, squirrels, chipmunks, marmots, scaly-tailed squirrels, pocket mice, kangaroo rats, beavers, mountain beavers, springhaas, mice, rats, hamsters, lemmings, voles, gerbils, water rats, dormice, jumping mice, jerboas, porcupines, cavies (including guinea-pigs), capybaras, chinchillas, spiny rats, gundis</td>
</tr>
<tr>
<td>Tubulidentata</td>
<td>Aardvarks</td>
</tr>
</tbody>
</table>
The Rabies (Importation of Dogs, Cats and Other Mammals) Order 1974 (as amended).

Article 5(5) extends the quarantine period of any animal detained at particular quarantine premises if:
- an outbreak of rabies occurs at those premises;
- there is reason to suspect that an animal presently or previously detained there might be or have been infected with rabies.

In the unlikely event that control powers are found to be insufficient in a future outbreak, additional powers will be sought under the Animal Health Act 1981.

Rabies (Compensation) Order 1976

The Rabies (Compensation) Order 1976 provides for compensation for animals compulsorily slaughtered as rabies suspects under Article 8 of the Order. The rates of compensation agreed with the Treasury for compulsory slaughter are 100 per cent of market value for animals not diagnosed as rabid and 50 per cent of market value (disregarding any depreciation due to rabies) for animals which are so diagnosed. Compensation would not be payable in respect of animals destroyed under powers provided by other Articles of the Order – e.g. for wildlife destroyed under Article 10 or animals seized and destroyed because they were not properly confined or controlled under infected area regulations.
ANNEX B

VETERINARY GUIDANCE FOR INITIAL ACTION - RABIES SUSPECTED

Following the report of suspect rabies in any mammal (terrestrial or arboreal) to a Divisional Veterinary Manager of Defra, a VI of the SVS will carry out an investigation. While this is in progress and providing persons are not put at risk, every effort should be made to contain the suspect (and any mammal that the suspect may have bitten or otherwise had (direct physical) contact with).

In all cases where a human has been bitten or has had physical contact with a suspect affected animal they will be advised to immediately wash the area thoroughly using soap and running water and then consult their GP.

In cases where suspicion of disease cannot be ruled out in captive terrestrial mammals the VI will declare an Infected Place (Article 5, The Rabies (Control) Order 1974).

The VI will report their findings to Veterinary Exotic Diseases Division and a level of suspicion will be agreed for the case and the immediate actions required agreed.

Cleansing and disinfection of any areas where the suspect affected mammal has been if feasible. If not feasible allow the area to dry (desiccate the virus) thoroughly – time will be dependent on circumstances.

<table>
<thead>
<tr>
<th>Level of Suspicion</th>
<th>Immediate action</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 0 – disease not suspected following clinical assessment by VI</td>
<td>A. Lift restrictions (if served).</td>
</tr>
<tr>
<td></td>
<td>B. No further action</td>
</tr>
<tr>
<td>Level 1 – disease cannot be ruled out by VI following clinical assessment and there has been no human exposure incident</td>
<td>A. Where it is safe to do so (e.g. grazing mammals suspected), confine the mammal under an Infected Place Notice.</td>
</tr>
<tr>
<td></td>
<td>B. For carnivores or other household pets place in secure isolation monitored by Defra.</td>
</tr>
<tr>
<td></td>
<td>C. In either case the suspect affected mammals will be monitored for at least 15 days.</td>
</tr>
<tr>
<td>Level 2 - rabies is suspected and / or there has been a human exposure incident</td>
<td>A. Euthanase the animal (if not already dead) and submit carcase / head &amp; neck (as appropriate to animal size) for laboratory tests.</td>
</tr>
<tr>
<td></td>
<td>B. Detain any contact animals in secure accommodation or under restriction at premises monitored by Defra. In either case the contact</td>
</tr>
</tbody>
</table>
mammals are monitored until negative results are obtained or for 6 months following last exposure where rabies is confirmed.

| Level 3 – rabies is strongly suspected. | A. Euthanase the animal (if not already dead) and submit carcase / Head & neck (as appropriate to animal size) for laboratory tests.  
B. Detain any contact animals in secure accommodation or under restriction at premises monitored by Defra. In either case the contact mammals are monitored until negative results are obtained or for 6 months following last exposure where rabies is confirmed. |
| Level 4 - A further suspect affected terrestrial animal is reported with a known link to an existing confirmed case. | A. Disease confirmed on clinical grounds – Euthanase the animal (if not already dead) (samples not submitted for laboratory tests).  
B. Contacts traced and slaughtered depending on veterinary assessment.  
C. Place in-contact domestic carnivores or other household pets in secure isolation monitored by Defra or under restriction and Defra monitoring for 6 months following last exposure.  
D. Where any contact(s) are grazing mammals confine them under an Infected Place Notice for 6 months following last exposure where rabies is confirmed. |

NB Positive results may arise without prior VS or VExDD knowledge following the routine submission of samples from animals which die in quarantine and bats. The actions which follow where rabies is confirmed in these cases will depend on the findings following VI investigation of the circumstances of the case.
HQ CONTACTS LIST/NOTIFICATION

The following lists key personnel who must be notified in the event of a confirmed outbreak (i.e. Alert State: Red). For local contacts see Chapter 9b.

Stakeholders will be contacted as soon as possible.

**IT IS EXPECTED THAT ALL DIRECTORS WILL CASCADE THE INFORMATION TO THEIR MEMBERS OF STAFF**

**For Notification by Head of Rabies and Equine Policy Division:**

All Defra Ministers and Special Advisers

Defra Permanent Secretary

Defra Director General: Operations and Service Delivery

Defra Director: Legal Services A

Defra Chief Scientific Adviser

Defra Director General: Environmental Protection

Defra Director General: Food, Farming and Fisheries

Defra Director General: Land Use and Rural Affairs

Defra Director: Finance, Planning and Resources

Defra Director: Corporate Services

Defra Director: Communications

No. 10 - Secretariat (Senior Policy Adviser - Agriculture)

Office of Science & Technology - Chief Scientific Adviser

Cabinet Office - Permanent Secretary

HM Treasury – Environmental, Food and Rural Affairs (EFRA)

Foreign and Commonwealth Office

SEERAD

WAGEPCD
Department of Agriculture and Rural Development Northern Ireland (DARDNI)

Department of Agriculture, Fisheries and Food – Dublin

CVO Isle of Man

Channel Islands

National Farmers Union

Tenant Farmers Association

Country Land and Business Association

Local Authorities Co-ordinators of Regulatory Services

Meat and Livestock Commission

Food and Drink Federation

Central Association of Agricultural Valuers

Food Standards Agency

The Countryside Agency

English Nature

Bat Conservation Trust

For Notification by DCVO (Policy)

European Commission

Office International des Epizooties (OIE)

Royal College of Veterinary Surgeons

British Veterinary Association

British Small Animals Veterinary Association

Royal Society for the Prevention of Cruelty to Animals

For Notification by CVO

Department of Health
Health Protection Agency

**For Notification by DG OSD**
Head of Cabinet Office Civil Contingencies Secretariat
Ministry of Defence, Home and Special Forces Secretariat
Regional Co-ordination Unit
Directors of relevant Government Offices in the Regions

**For Notification by Director General Land Use and Rural Affairs**
Department for Culture, Media and Sport

**For Notification by Head of SVS Contingency Planning Division:**
HsVS and DVMs
Defra Director: Environment Quality & Waste
Defra Director: Rural Economies & Communities
Defra Director: e-Business
Defra Contingency Planning and Security Division – Contingencies Branch
Head of Procurement and Contracts Division
Rural Development Service (Head and Regional Managers)
Rural Payments Agency
Environment Agency
Government Offices in the Regions: Resilience Directors
Cabinet Office Economic and Domestic Affairs Secretariat
Cabinet Office European Secretariat
Home Office
Association of Chief Police Officers
Department for Transport
Department for Work and Pensions  
(Jobcentre Plus - Operational Support Secretariat)

Local Government Association

Licensed Animal Slaughterers and Salvage Association (LASSA)

UK Renderers Association

Environmental Services Association

Freight Transport Association

Vaccination Contractor/Suppliers

OTHER STAKEHOLDERS

Forestry Commission Headquarters

Nature Conservancy Council Headquarters

Deer Commission (Red Deer Commission in Scotland)

British Deer Society

Scottish National Farmers Union

Country Landowners Association

Masters of Fox Hounds Association

Wild Fowlers Association of Great Britain and Ireland

Scottish Society for the Prevention of Cruelty to Animals

People’s Dispensary for Sick Animals

Kennel Club

Cat Fancy Society

Countryside Commission

Jockey Club

Racecourse Owners Association
National Greyhound Racing Club
Quarantine Association
Quarantine Premises
Quarantine Carrying Agents
Guide dogs for the blind
Association of dogs and cats homes
English Nature
Zoos
Federation of Zoological Gardens
Circuses
Registered Incinerator Operators
Samaritans
Countryside Council for Wales
Scottish Natural Heritage
Dogs for the Disabled
Canine Partners
Rural Stress Information Network
The Mammal Society
National Federation of Badgers Group
COSLA – The Convention of Scottish Local Authorities
British Association for Shooting and Conservation
Dogs Trust
Support Dogs
Hearing Dogs for Deaf People
Assistance Dogs UK (ADUK)
Universities Federation for Animal Welfare (UFAW)

Associations of Veterinarians in Industry
COMMUNICATIONS

Confirmation: Communications protocol

The following protocol relates to positive cases, the reporting of which would be from the VLA to VExDD.

CD is alerted as follows:

In office hours approach one of the following in this order:

Director of Communications, Head of News, Chief Press Officer (Food and Farming), Animal Health Desk.

Out of hours (before 8.30 am, after 18.30 pm and weekends), one of the following:

Duty Press Officer (via duty room on 020 7270 8960)

Director of Communications, Head of News, Chief Press Officer (Food and Farming), Animal Health Desk (phone numbers via duty room)

The handling will vary according to whether the results is in office hours or outside hours, but in essence it is the same.

The principals involved in considering communications handling are as follows:

Internal: Ministers
Private Offices, including Parliamentary CVO
DG Operations and Service Delivery DG
Director SVS
Animal Health and Welfare Director
Sustainable Agriculture and Livestock Products Directorate
Land Management and Rural Development Directorate
CD (and GNN)
VLA (rabies section)
Central Science Laboratory (CSL) (rabies section)
Rural Development Service (national and local)
SVS Contingency Planning
Local (AHDO/DCCs – DVMs (& RODs if in post)
No. 10
Civil Contingencies Secretariat News Co-ordination Centre
Other Government Departments (OGDs) – HPA (including local CCDC), Food Standards Agency (FSA), DH, Office of the Deputy Prime Minister (ODPM), Department for Culture, Media
Each principal is responsible for alerting the others in their chain of command who might need to take communications action.

These individuals would meet to discuss communications handling as soon as possible after a positive finding.

In office hours, this would be a combination of Ministerial meeting and telephone conference call.

Out of office hours, it would be a telephone conference call convened by the duty press officer.

The arrangements for convening the conference call will be undertaken by CD (out of hours the duty press officer who will be notified by the Duty Veterinary Advisor in AHWD). A list of contact names and numbers for internal principals and their deputies will be maintained by CD, held by all press officers and available from the Defra Duty Officer and the SVS Home Duty Clerk.

Meeting Agenda

The agenda for this would comprise (with a report from bracketed party)

1. Situation Report - national (CVO nominated representative/DH/HPA)

   - local (DVM/CSL/Rural Development Service RDS/DH)

2. Timescale (CVO nominated representative)

3. Risk assessment (CVO nominated representative/DVM/DH/HPA)

4. Communications objectives (Director of Communications)

5. Stakeholder Handling (national and local) (AHWD, DVM/DH)

6. Agreed lines to take/press notice (which has been prepared in advance)/identification of national and regional spokesmen. (Director of Communications)

7. Parliamentary Handling, including alerting Opposition parties)

8. Time of release and action points (CVO Nominated representative)

The presumption would be for the earliest possible public announcement of the information, consistent with the essential alert of interested external
The shortest possible time should be allowed to elapse between informing external stakeholders and alerting the media. External stakeholders are:

External: Individuals affected
Regional/local health trusts
Local authorities concerned
Local police
NFU
RCVS/BSAVA/BVA

The announcement would be made by phone call to the Press Association, followed by the holding of a news briefing (depending on the timing of any Parliamentary announcement).

At the news briefing would be:

Minister, vets, DH/HPA, RDS/CSL expert, Police representative, veterinary organisation representative, local authority representative.

Key Messages

Key messages would cover the following areas:

- the likely risk to animal health;
- the likely risk to human health;
- the likely risk to the food chain;
- poison baiting/zones;
- the need for animal vaccination/muzzling

Measures to be taken might include the vaccination of pets, vaccination of wildlife within zones, poisoning of wildlife in zones, the leashing and muzzling of dogs and cats within zones, movement restrictions/vaccination of farmed livestock, and the provision of public safety advice.

Although the risk of spread of disease is much greater to other animals, particularly wildlife than other humans, humans are at risk when exposed to rabid animals.

Key questions in any public presentation will include:

- safety to individuals from family pets;
- safety to individuals from the pets of others and wildlife;
- safety to pets from other pets and/or wildlife;
- expense of vaccination;
- abandonment of pets;
- safety of animal products;
- safety of any wildlife poisoning/vaccination measures.
Communications Responsibilities

The following are informed and those responsible for this are in brackets:

- individuals affected (ROD/DVM/DH);

- external stakeholders:
  - Parliament (Ministers)
  - regional/local health trusts (DH)
  - Local authorities concerned (LACORS)
  - Local police (ACPO)
  - NFU national (AHWD)
  - NFU regional (DVM)
  - RCVS/BCVA/BVA (DCVO)

- public (CD/GNN):
  - media (press office, GNN)
  - publicity material (CD marketing)
  - website (webmaster)
  - helpline (strategic communications unit)
  - intranet (strategic communications unit)
  - internal communications (internal communications unit)

On-going communications

Media

News releases, media briefings and co-ordination of official interviews with the media will be organised by Defra Press Office working alongside GNN, DH, HPA, Local Authority and Police communications departments and in conjunction with No10 and the News Co-ordination Centre of the Civil Contingencies Secretariat.

Nationally, consideration should be given to the establishment (24/7 if necessary), at Defra or CCS, as appropriate, of a multi-agency press office under one roof, with full-time representatives from all agencies.

If not 24/7, Press Office to:

- make arrangements to staff the office from 6am – 11.30pm including use of shift system (other Government departments can help staff from 6am - 9.30am and from 6pm – 11pm); prepare for weekend office cover, probably between 8am – 8pm;

Regionally, the GNN will liaise with LDCC/ROD/DVM, CCDC, regional health authorities, local authorities and local police to ensure that accurate and timely briefings are given to the media and stakeholders in the regions as below. Consideration should also be given to the establishment of a combined media
facility (24/7 if necessary), to be based on the local police or local authority press operation, depending on the sighting of the LDCC. Local media spokesmen would be identified.

Website

Defra’s website is a key source of information in the event of an outbreak or threat of disease. This is the responsibility of the webmaster and head of the strategic communications unit (CD crisis team leader). The websites of DH, HPA, NHS Direct, local authorities, police, and Defra should be fully linked and integrated.

These sites would: -

- contain latest news, information and background information on rabies
- be updated at least daily
- contain full details and maps of areas affected
- contain full details of disease control measures and restrictions and public health advice
- contain advice to pet owners, vets, general public, farmers, any other animal keepers, local authorities, and other stakeholders
- advice on rural activities.

Links to relevant websites, (e.g. Department of Health, Royal Society for the Prevention of Cruelty to Animals (RSPCA), RCVS, BVA, English Nature, the Devolved Administrations, Open Britain, Local Authority sites, bat groups and pet groups etc).

Helplines

Defra General Helpline 08459 335577 to prepare for intense public interest, identifying staff resources/supplementary staffing.

Local helplines would need to be established to give advice on:

- public safety issues regarding animals and bait;
- vaccination of animals and availability of vets;

These helplines will need be constantly informed by local police, veterinary associations, Defra, local authorities and local health trusts.
Publicity

CD Marketing holds updated stocks of publicity material. This may need urgent re-production and input from relevant official partners in the event of a crisis.

Stocks of material are held for;

- leaflets for distribution in localities;
- for pet owners;
- to indicate zones;
- to identify bait.

HQ Information ‘Hub’

As per FMD Contingency Plan

Library

Chief Librarian to be alerted so that the Library service can support the press and briefing units with factual and contextual information to ensure information is being made available to other parts of the Department. The Library holds a wealth of information on previous outbreaks and inquiry reports etc. as well as access to a number of electronic current awareness services.

Defra’s Internal Communications Team

To ensure effective means of communicating with all Defra personnel and those in the Defra family using the intranet, messages of the day, plasma screens etc and encouraging face-to-face briefings where appropriate.

Stakeholders

Constant and timely involvement of stakeholders is an integral part of the communications picture. This must be pro-actively pursued at national and local level.

National

Key stakeholders will be invited to send a representative to participate in internal situation report meetings and provide input to policy, strategy and tactical development. Regular stakeholder meetings will be held, chaired by a senior official or minister.

Regional

DVM/ROD will usually lead stakeholder meetings. An LDCC Communications Manager should be appointed to liaise with GNN ensure good stakeholder relation locally by sending out written briefings, holding meetings and communicating with field staff by text messages, e-mail and fax.
DEFRA RELEASE OF PERSONAL DATA IN ACCORDANCE WITH DATA PROTECTION ACT

Releasing personal data

Defra's policy is to be as transparent as possible in the handling and release of information, whilst observing Data Protection Act (DPA) obligations in relation to personal data. Any release of an individual's personal data can only take place if such action does not breach any of the 8 data protection Principles listed in Schedule 1 of the DPA:

http://intranet/imd/access2info/principles.asp or http://www.hmso.gov.uk/acts/acts1998/80029--l.htm#sch1

Infected Areas

Details of infected areas will appear on the Defra website. Such disclosure will be necessary for the purposes of disease control, which is one of Defra's key functions. Also, publication of these details on the website is in the substantial public interest because of the effectiveness of the internet in making information widely available as rapidly as possible. Disclosure on the website alerts the public not to visit the infected areas unnecessarily. This therefore reduces the risk of further contamination and assists the authorities in combating the disease. Public notices will also be erected.

Details of direct and indirect animal contacts

There are insufficient disease control imperatives to justify widespread disclosure of this information. Publication on the website will not therefore be appropriate.

Defra will consider providing details of all premises where there are or have been direct and indirect animal contacts to organisations with a legitimate interest in disease control, safeguarding public health or co-ordination of recovery programmes. Release of any personal data concerning such contact premises will only occur for purposes that are not incompatible with the purposes for which Defra obtained the data.
ANNEX F

RABIES SITREP
from LDCC to NDCC

LDCC: DATE:

<table>
<thead>
<tr>
<th>ROD</th>
<th>Tel no.</th>
<th>Mobile No.</th>
<th>e-mail</th>
</tr>
</thead>
</table>

1. General comments on operation in LDCC Area (for completion by ROD).

2. **Issues for attention:**
   a) Policy issues
   b) Operational issues e.g. vaccination, slaughter, disposal.
   c) **Resource issues:**
      - Staff
      - Accommodation
      - Finance
      - Other resources
   d) **Communications issues:**
      - Internal
      - External
HEALTH AND SAFETY PLAN

On suspicion of a Rabies case (Amber Alert)

- The Head of SVS Service Delivery Division must inform the Departmental Health and Safety Manager;
- The Departmental Health and Safety Manager (DHSM) will notify:
  1) all competent safety professionals working within Defra and its Agencies and
  2) the Chief Welfare Officer, requesting that they are on standby.

On confirmation of Rabies

- The Departmental Health and Safety Manager will allocate a safety professional(s) to be attached to each LDCC. The name of this person will be passed to the relevant ROD, as will the contact details of the local welfare officer;
- DHSM will make contact with the NDCC and provide strategic safety advice and guidance to the Deputy Director of the NDCC;
- The DHSM will inform the Chief Agricultural Inspector of the Health and Safety Executive of developments and will ensure liaison between Defra and Health and Safety Executive (HSE) is undertaken at a national level;
- Depending on the scale of the outbreak the DHSM will arrange for assistance from external health and safety providers (to be finalised);
- The DHSM will ensure that relevant risk assessments and other documentation/arrangements necessary to comply with legislation are produced in relation to the work undertaken by Defra.

Role of the safety professional in each LDCC

- To act as Health and Safety Adviser at the LDCC advising and assisting NDCC Managers to fulfil their Health and Safety (H&S) responsibilities;
- To provide a contact/liaison point for H&S issues between the local LDCC and national NDCC;
- To liaise with the Departmental Health and Safety Manager and other safety professionals as necessary to ensure parity of approach for H&S issues across the Dept.

Job Functions of the Safety Adviser within the LDCC

The safety adviser attached to each LDCC will:

---

2 those individuals who are employed by the Department as full time safety advisors and are members of the Institution of Occupational Safety and Health (IOSH)
• ensure that health and safety office is established with all necessary facilities including telephone and PC Communications links, files, documentation and dedicated administrative support;
• establish lines of communication with NDCC via head of DHSU (or other nominated safety professional in NDCC), with H&S professionals in other LDCCs, with local HSE, and with H&S persons in other organisations working with or under contract to Defra relevant to the locality of work;
• establish a Health and Safety team within the locality, based on risk (numbers will depend on size of emergency within any particular LDCC) drawn from local staff with appropriate experience or from register of available persons with H&S expertise. Any shortfall in numbers of available staff will be identified by the safety professional, who will inform DHSU;
• provide basic training to others to enable the health and safety team to function appropriate;
• undertake safety briefings for all staff from day one and ensure that these are done on a sufficiently regular basis so that all are briefed on health and safety issues, relevant to the risk, before starting work. Records must be kept of those staff attending briefings;
• organise and delivery under national guidelines (to be agreed via DHSU) more in depth training and safety briefings for managers and specialist groups locally and if necessary outside bodies which may include contractors representatives and military personnel;
• ensure that basis health and safety information packs and other local documentation are kept up to date and include centrally issued information and are available/issued to all staff that need them and as far as possible records are kept of those staff issued with the documents;
• ensure that there is health and safety documentation relevant for each premises and that all safety reports, records and information are filed appropriately;
• ensure visits to premises are undertaken by the local safety team to carry out preliminary inspections;
• monitor compliance of health and safety procedures and assist and advise managers on appropriate safety requirements relevant to the risk;
• attend management meetings/briefing and debriefing sessions and ensure that Centre Managers and NDCC (via DHSU) are kept informed and advised on current and anticipated H&S issues and problem areas;
• monitor and assess the requirements for additional health & safety support as situations develop/risk increases and ensure NDCC (via DHSU) are kept appraised;
• ensure that the Departmental system for reporting and recording accidents is in place and that all staff are aware of accident reporting procedures and accidents are reported appropriately (see Defra Department Health and Safety Notices (HASAN) 1);
• Ensure that all Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) accidents/incidents are reported to HSE in line with the requirements of the Regulations and Departmental policy (HASAN 1);
• assist with investigation of accidents and incidents liaising with HSE and other outside bodies as necessary. Feed information back to NDCC via DHSU so that Risk Assessments and work practices can be reviewed and updated.
ANNEX H

WELFARE SERVICE PLAN

On suspicion of a rabies case (AMBER alert)

- The Head of SVS Service Delivery Division must inform the Chief Welfare Officer (CWO) at the same stage as they notify the DHSM;

- The CWO will, in turn, notify all Welfare Officers (WOs) working within Defra and its Agencies requesting their availability on standby and, depending on the scale of the outbreak, the CWO will arrange for assistance from external Welfare Officers (through inter-Departmental networks and possibly Employee Assistance Programme (EAP) providers);

- CWO will, from the outset, establish a clear line of communication to the DHSM to manage a joined-up approach in respect of H & S issues affecting staff.

On confirmation of rabies (RED alert)

- The Chief Welfare Officer (CWO) will allocate a WO to deliver the welfare service to each LDCC and HQ offices. The name(s) will be passed to the relevant ROD;

- The Counselling Support Service will be available 24 hours daily (including weekends);

- CWO will make contact with the NDCC and provide strategic welfare advice and guidance to the Deputy Director of the NDCC;

- The CWO will ensure that relevant documentation/arrangements are properly communicated and made available to staff accordingly.

Role of the welfare officer in each LDCC

- Having been introduced through local briefings, the Welfare Officer will act as a point of contact in respect of staff welfare at the LDCC (and HQ offices) giving guidance and assisting managers and staff in their support roles and to respond to staff needs for more personal support and advice accordingly;

- To provide a contact/liason point for Welfare issues between the local LDCC (HQ Offices) and national NDCC;
• To liaise with the Chief Welfare Officer and local H&S counterparts, as necessary to ensure parity of approach for welfare issues across the Department.

Job functions of the welfare officer in the LDCC

The Welfare Officer attached to each LDCC (and HQ offices) will:

• wherever practicably possible (with the assistance and support of the CWO) secure appropriate office space and ensure that their local office is established with all necessary facilities;

• establish close working relationships with the HR team responsible for the LDCC (and HQ offices) identifying how best to deliver the services;

• clearly and visibly promote the Welfare Service (names, contact numbers and arrangements) locally through publications, briefings and intentional contact with manager’s and staff within the LDCC;

• ensure that basic welfare information packs and other local documentation are kept up to date and include centrally issued information and are available/issued to all staff that need them, Taking particular account of those staff who are working more remotely (on farms, etc) and not attending the LDCC as regularly as other staff;

• establish lines of communication with NDCC via CWO and their management structures (or other nominated personnel in NDCC), with WOs in other LDCCs, and with persons in other organisations working with or under contract to Defra relevant to the locality of work;

• attend management meetings/briefing and debriefing sessions and ensure that Centre Managers and NDCC (via CWO) are kept informed and advised on current and anticipated welfare issues and problem areas;

• ensure presence at the LDCC is visible through the WOs undertaking regular walks around the Centre;

• continually monitor and assess the requirements for additional welfare support as situations develop/risk increases and ensure NDCC (via CWO) are kept appraised;

Ongoing welfare support post-outbreak

The Welfare Service is committed to maintaining an appropriate and specifically targeted level of support throughout the emergency situation and particularly recognises the ongoing needs and support required post-emergency. Resources
and level of service will be assessed accordingly, to meet these increased needs and demands for as long as is considered necessary. The Welfare Service will support the process of re-integrating staff back into their normal jobs.
ANNEX I

BIOSECURITY GUIDANCE TO PREVENT THE SPREAD OF RABIES

This guidance applies to everyone. It deals with the precautions to be taken when encountering animals, particularly those which appear aggressive, in the absence of rabies; after confirmation of rabies; and to premises under specific animal disease restrictions.

This guidance is not intended to interfere with sensible public access to land and enjoyment of the countryside.

Index

Introduction including definitions and risk

Section 1. Visits to Premises where Direct Contact with Animals is likely

1.1 In the Absence of an Outbreak of rabies

1.2 During an Outbreak of rabies

1.3 Premises under Specific Disease Control Restrictions

Section 2 Visits To Premises where contact with animals is unlikely

2.1 In the Absence of an Outbreak of rabies

2.2 During an Outbreak of rabies

2.3 Premises under Specific Restrictions
Introduction

1) Contact with a rabid animal where a biting incident occurs is the most effective means by which rabies can be spread. Contact with animal products and with their excrement do NOT pose significant risks.

2) Implementing biosecurity measures as standard practice helps ensure that all those working with animals or coming into contact with them are not at risk of contracting or spreading disease when they enter or leave a premises. This is important whether or not any disease outbreaks have been reported.

3) For the purposes of these Guidance Notes the following definitions apply:
   a) 'Biosecurity' is the prevention of disease causing agents entering or leaving any place where animals are present. It involves a number of measures and protocols designed to prevent disease causing agents from entering or leaving a property and being spread.
   b) ‘person’ means anybody who enters or leaves a premises with farm animals;
   e) 'direct contact' means handling or intention to handle animals or working near animals.
   g) 'an Outbreak of rabies' is where the Chief Veterinary Officer of Defra has confirmed the presence of rabies in a terrestrial mammal. In the event of an outbreak a Press Release would be issued immediately and details posted on the Defra website.

4) Disease is not always apparent, especially in its early stages. Any person in contact with “unknown” animals and not carrying out effective biosecurity measures after contact runs the risk of contracting disease if they were bitten during the contact.

5) The appropriate biosecurity measures depend on the risk associated with the visit. The risk of spreading disease varies with the degree of exposure to the animals. Factors that determine the risks associated with visits include:
   a) Type of premises – e.g. domestic dwelling, or livestock premises.
b) Restrictions applied to the premises – e.g. animal disease control;

c) Restrictions applied on all premises in a defined area – e.g. Infected Area;

d) Extent and reason for the visit – e.g. house, B&B, animal handling or inspection, land inspection.

These are covered in more detail in the following Sections and Annexes. Unnecessary contact with animals is best avoided.

Section 1 - Visits to Premises where Direct Contact with Animals is likely

Where appropriate the visit should be made with the agreement of the owner or premises manager and any reasonable requests for additional biosecurity measures should be observed

1.1 In the Absence of an Outbreak of rabies

1.1.1 Persons entering premises with animals without the specific intention of handling animals should avoid areas where animals are kept.

1.1.2 Where animal handling is required, personal health and safety principles must be followed and appropriate cleansing and disinfection carried out following any animal contact.

1.2 During an Outbreak of rabies

1.2.1 Visiting premises with susceptible animals in the event of a rabies outbreak increases the risk of contact with disease.

1.2.2 Only essential visitors should visit any premises with animals within areas where restrictions have been imposed.

1.2.3 Non-essential visits to premises with animals / access to mammalian wildlife should be suspended.

1.3 Premises Under Specific Disease Control Restrictions

1.3.1 Under these circumstances only essential visitors should visit premises that are subject to any specific animal health disease restrictions.

1.3.2 Visit can resume after suspect affected animals have been euthanased and preliminary cleansing and disinfection of the premises have been completed.

1.3.3 In very exceptional circumstances a person may have to visit a premises before preliminary cleansing and disinfection has been completed. Such visits
can only be made with the permission of the DVM. The person may be accompanied by an officer from the Animal Health Divisional Office.

1.3.4 Where suspect affected animals (or animals which have had contact with suspect affected animals) are confined on a premises, it is essential that visitors do not have any access of contact with them. The owner of the animals or the person in charge of the premises are under a legal obligation to ensure that there is no contact with animals subject to a confinement notice.

Section 2 – Visits To Premises where contact with animals is unlikely

2.1 In the Absence of an Outbreak of rabies

2.1.1 No specific precautions are required in the absence of disease and where animal contact will not occur. Those who visit or have a right of access through premises with animals, for example on public footpaths or bridleways, should respect the legal boundaries and legal notices.

2.2 During an Outbreak of an Exotic Notifiable Animal Disease

2.2.1 The guidance in Section 1.2 above (paragraphs 1.2.1 - 1.2.3) applies. In addition 'Official' footpath closure signs may appear in an area around an Infected Premises within an Infected Area. These must be respected.

2.3 Premises Under Specific Restrictions

2.3.1 The guidance in Section 1.3 above (paragraphs 1.3.1 - 1.3.4) applies.
RESPONSIBILITIES

An outline of key operational partners, other Government Departments, delivery agents and stakeholder capabilities follows:

Local Authorities

Local Authorities manage emergencies under the principles of Integrated Emergency Management (more details can be found in the Cabinet Office guidance ‘Dealing with Disaster’).
http://www.ukresilience.info/contingencies/dwd/index.htm

The roles of Local Authorities are similar and consistent nation-wide, however the execution of the functions may be carried out differently depending on local circumstances. Local Authorities are responsible for: Education, Personal Social Services, Environment and Planning, Environmental Health, Highways Operations and Maintenance, Waste Collection and Disposal, Trading Standards (including Animal Health), Fire and Rescue, Emergency Planning, and Housing. Local Authorities can fulfil a significant role in providing advice and education at a local level, a role which is already fundamental in their approach to enforcement of legislation.

Local Authorities can also assist Defra with the provision of resources such as staff, vehicles, equipment and buildings and perhaps most importantly local knowledge and information. The level of assistance will always depend on local circumstances and other pressures which arise from time to time.

Key Local Responders are:-

Emergency Planning Officers (EPOs)

- managing an emergency and entry to emergency management co-ordination (in liaison with Police Gold Command);
- provision of resources - manpower and other resources and;
- identifying resources from all other parts of Local Authority.

Local Authority Animal Health Officers and Trading Standards Officers (TSOs)

- responsibility for the enforcement of most Animal Health legislation, including the Rabies (Control) Order 1974. Specific measure include
- receipt of notification of suspect rabies cases and reporting to DVM
- serving Form R1A declaring and defining the limits of an infected place
• entering an infected place where the occupier has failed to comply with cleansing and disinfection requirements or failed to display infected premises notices
• erecting notices within and on boundaries of infected area
• erecting notices on boundaries and access to land where destruction will be carried out
• Seizure, detention, destruction and disposal of animals in accordance with the Order.
• liaise with EPOs for implementation of contingency plans, assistance with establishing disease outbreak “incident rooms”;
• respond to enquiries from farmers pet owners/general public;
• monitor livestock welfare esp. on transport and at markets?
• assistance with cleansing and disinfection of infected premises where occupiers have failed to comply with the requirements of the Order;
• Responsible for maintaining effective liaison with local Operational Partners?
• Provide an appropriate representative to attend the Local Disease Control Centre;
• Provide advice required on the enforcement perspective and Local Authority viewpoint;
• Proactively disseminate advice and education to local communities through established communication channels;
• Liaise with LACORS to ensure an awareness of national guidance is maintained, and ensure major issues are reported and resolved at a national level;
• Effectively contribute to disease control measures;

**Environmental Health Officers**

• Provide advice on public health implications - potential pollutants (e.g. disposal operations).
• Supervise cleansing and disinfection of domestic dwellings

**Police Forces**

• The Police will assist wherever possible in:
• The enforcement of movement controls;
• General co-ordination of emergencies support, particularly in pursuing legal entry to premises;
• Preventing Breaches of the Peace;
• Preventing public access to infected premises?
• Stopping and checking vehicles transporting animals.

**LACORS (Local Authorities Co-ordinators of Regulatory Services)**

• confirm Defra/Government Department emergency contact points;
alert key LACORS staff - relevant policy officer/website officer;
alert pre-arranged “ready reference” local authority contact group
- for use as immediate technical advisory point; and
- possible release of staff on secondment to LACORS.
brief all LACORS staff - advise on potential impact on work priorities;
issue advice to Local Authorities via LACORS website, particularly contact points;
set up relevant topic “hot button” on LACORS website.

Department of Health

To offer advice on human health implications in the events of a rabies outbreak
To provide treatment where required

Environment Agency

The Environment Agency is the leading public organisation for protecting and improving the environment in England and Wales. The Agency’s core role during the response to an animal disease outbreak is to respond to, and provide coordination and management of, the environmental consequences of the outbreak.

During an animal disease outbreak, the Agency will take action, where appropriate:

to assess the risk posed by the outbreak to the environment
to prevent or minimise the impact on the environment, human health and property
to consider what action to take in respect of the remedial measures required
to issue relevant permits before waste management/disposal activities commence not sure all of this applies
to notify, warn or advise relevant stakeholders of potential or actual environmental risks
to work effectively with external partners

The Agency’s role does not include a significant lead involvement in air quality issues or health impacts on the wider population. Such matters are dealt with in partnership with local and health authorities.

Military Liaison

Military Joint Regional Liaison Officers attend Government Office Regional Resilience Fora and are an important link when considering the involvement of the Armed Forces under MACA arrangements.
Other Executive Non-Departmental Public Bodies - Countryside Agency, English Nature, Ordnance Survey

- resources especially specialist skilled staff and general administrators.

Health Protection Agency

- Advise on potential human health aspects of a rabies outbreak
- Prevent and control the input of pollutants into air, land and water;
- Work in partnership with other key organisations to ensure that incidents are controlled and managed in an integrated fashion;
- Agency responsibilities do not include a significant lead involvement in air quality issues or health impacts on the wider population. Such matters are dealt with in partnership with local and health authorities.

Government Offices for the Regions

- Co-ordination and resilience of government at regional level, through Regional Resilience Teams;
- GNN as providers of briefing/media expertise;
- increasing role in co-ordinating regional response to emergencies, including establishing Regional Resilience Forums and Regional Civil Protection Committees;
- key to identifying staff and other resources from Government departments at regional level.

Key Non-Government Stakeholders

Agricultural - NFU, RSPCA

Animal Organisations – People’s Dispensary for Sick Animals (PDSA), Kennel Club, Cat Fancy Society, Guide dogs for the blind, Association of dogs and cats homes, Federation of Zoological Gardens, Bat Conservation Trust

Veterinary – BVA, BSAVA, RCVS, Local veterinary practices.


Quarantine – Quarantine Association, Quarantine Premises, Quarantine Carrying Agents

Others – Vaccine Supplier