



COVID-19

ON-FARM PLANNING



BE PREPARED

COVID-19 has business not looking quite so “usual,” but keeping things running and moving forward are essential on the farm.

Texas Corn Producers (TCP) aims to provide resources for farmers so they can grow the essential foundation for our food supply, all while keeping the safety of farm workers and families in mind.

In collaboration with the National Corn Growers Association, TCP encourages farmers to have plans laid out and procedures in place to provide peace of mind and reduce stress should something happen that prevents the usual running of farm operations.

On-farm safety is also important to keep farm families and employees healthy and able to keep the farm running.

Take a few minutes now to write down your farm plans and share them with a trusted person or put them where they can easily be found.

Additional COVID-19 resources for farmers are available on the TCP website at TexasCorn.org.

ON-FARM PLANNING CONSIDERATIONS

While many farms are operated by family, and general business guidelines may not apply, there are some basics to consider:

- ✔ **Brainstorm:** Schedule a meeting with all family and employees involved in the operation to discuss possible scenarios, and solutions to potential disruptions during planting and subsequent fieldwork.
- ✔ **Write it down:** Put a contingency plan on paper and make sure everyone has a copy. Are there neighboring farmers who might be able to share resources and/or labor in an emergency? Who will manage for a few weeks if you or another key person is unable to leave your house or are hospitalized?
- ✔ **Changes:** Make a list of immediate changes that can be implemented to lower risk on your farm.
- ✔ **Prepare:** Create an on-farm workforce, including your family members.
- ✔ **Cross-train:** Consider cross-training of family members and employees regarding key functions and appropriate safe operation of equipment.
- ✔ **Continuity of Business (COB):** It is recommended that all farms have COB plans to keep operations running smoothly in case of any disruption due to COVID-19. Regardless of operation size, production practices, or type of operations, you are strongly encouraged to develop COB plans in case of illness or injury and communicate the plan to family or another person who can step in.
- ✔ **Field Planning:** Write down the plans for each of your fields. Access a field planning outline at TexasCorn.org.

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ON-FARM SAFETY PROCEDURES

- **Minimize the exposure** of outsiders. Use telephone, emails or texts for communications with employees or contractors who do not reside on the farm. Observe appropriate social distancing if someone needs to visit the farm or work on site.
- **Increase sanitation** of workspaces and make it part of your daily/weekly routine. Simple things like disinfecting work surfaces, countertops, computer keyboards, doorknobs, hand railings, tractor controls, and monitors can make a difference. Alert employees where they can find sanitizing materials in the shop, or in the truck or farm equipment.
- **Make cleaning supplies readily available**, including cleaning solutions, buckets, mops, brushes, etc. for cleaning break areas and the shop. Place disinfectant wipes and hand sanitizer on equipment and in truck cabs and in high traffic areas.
- **Stay in the house if you're sick.** Farmers and their employees regularly work while sick. This is a time to break that tradition. If employees are sick, tell them to stay home, and if the family is sick, they should isolate themselves as much as possible and not visit work areas. Alert seasonal and off-farm help of this as well.
- **Monitor personal travel** with a travel log.
- **Essential worker documentation**, though not required, may be useful if you feel the need to provide a letter for family and employees to carry with them to prove they are performing out an essential activity (farming). You can download a letter from Texas Department of Agriculture on TCP's website at TexasCorn.org.
- **Provide handwashing & handling materials.** Make sure guidance is available and communicated to employees.
- **Avoid large gatherings** if your operation has a significant number of employees. Encourage them to practice social distancing during non-work hours.
- **Regularly sanitize contact surfaces.** Disinfect all door handles and knobs, floor mats, steering wheels and other commonly contacted surfaces. Regularly sanitize common gathering places - shops, lunch areas, office spaces.

RECEIVING DELIVERIES

- ✔ Identify and coordinate a drop-off location for supplier deliveries to the farm. If possible, set this up away from on-farm high traffic areas and housing.
- ✔ Create specific instructions for drop-off deliveries.
- ✔ Provide the location and all procedures needed at the drop-off point.
- ✔ Create signage to easily identify drop-off points.
- ✔ List all point of contacts with information to assist with questions leading up to delivery and upon arrival.
- ✔ Practice distancing with delivery drivers. In these circumstances, it is best not to greet them with a handshake. Instead, keep a recommended distance of at least six feet.
- ✔ Avoiding personal interaction is best.
- ✔ Log all deliveries and on-farm entries.
- ✔ Utilize a visitor's log for everyone entering the farm.

ADDITIONAL COVID-19 RESOURCES AVAILABLE AT [TEXASCORN.ORG](https://www.texascorn.org) & [NCGA.COM](https://www.ncga.com)

