

Emergency Plan for Staff - Machinery & Equipment

What machinery & equipment do you have on the farm for your current operations? (Please use additional space on the back of this sheet)

Machinery / Equipment	Where is it stored / located?	Where are spare parts (wear metal, bearings, shafts etc.) located?	Who can you contact for help with specific machine/implements (GPS, set up etc.)

It is important to consider who has the keys to operate machinery, open shed doors/stores, diesel tanks, chemical stores etc. What would happen if the person responsible for farm security became unexpectedly unavailable? Are others in your team familiar with farm security and the location of keys?

Where is the diesel tank located on the farm?

Who is your diesel supplier? Company:

Phone Number:

Who can you contact if you need help with machinery / equipment on the farm?

	Company/Business Name	Contact Name	Phone Number
Local Machinery Dealer(s)			
Mechanic(s)			
Tyre Fitter(s)			
Spare Parts Stockist <i>(if different to machinery dealer)</i>			
Electrician			
Plumber			
Refrigeration Specialist			
Biomass Engineer			
(Other)			

Bank Account Details

It is important to consider who has access to your business bank account details and who you can set up to be authorised to make payments should spare parts, equipment, etc. need to be purchased.