

EADRA GUIDANCE DOCUMENT

Role of industry personnel in an EAD response

1. Introduction

This guidance document helps Parties to the Emergency Animal Disease Response Agreement (EADRA) understand how industry personnel contribute to an Emergency Animal Disease (EAD) response. It explains the principles, roles and processes that guide industry involvement, so everyone has a shared understanding of what to expect during a response.

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2. Purpose of this guidance document

The purpose of this document is to help industry personnel understand their role in a cost shared EAD response. It outlines how industry personnel are engaged, how they are expected to report, and how they work in the EADRA framework. You should read this document together with the [EADRA](#) and the [AUSVETPLAN Control Centre Management Manuals](#) (Parts 1 and 2). If there is any conflict between the EADRA and this document, the EADRA will take precedence.

3. Definitions of Relevant versus Affected Industry Parties

A Relevant Industry Party in the context of the EADRA means:

- a Peak Industry Body that is a current signatory to the EADRA and
- represents the levy payers who fund their industries' share of a cost shared emergency response and
- whose industry are affected by a decision or action taken under the Deed.

An Affected Industry Party in the context of the EADRA means:

- a Peak Industry Body that is a current signatory to the EADRA and
- represents the levy payers who fund their industries' share of a cost shared emergency response and
- whose industry are affected by an Incident or an outbreak of an EAD (e.g. Industries whose livestock are susceptible to infection with the EAD and will be affected by disease control measures such as movement controls).

4. Benefits of government and industry partnership

Government and industry both recognise that effective EAD responses rely on strong collaboration. Many functions in an EAD response, particularly planning and operations, are best performed by or in close consultation with industry personnel who bring specialised knowledge, practical insight and understanding of how the disease affects day-to-day operations.

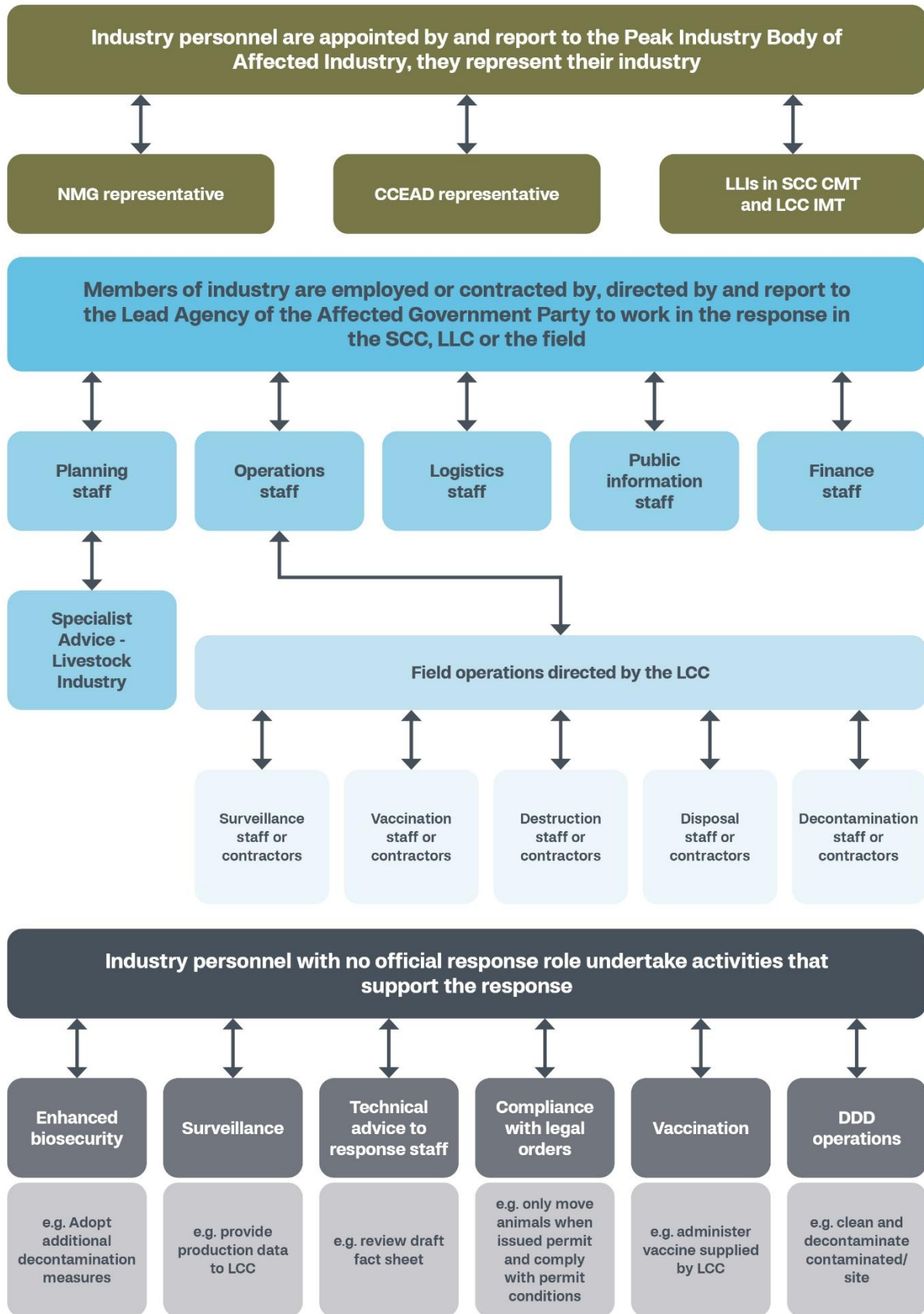
Working together from the start of a response improves:

- **Alignment on disease control measures** — industry and government develop a shared view on what actions are needed and why.
- **Communication and collaboration** — both parties can exchange information quickly and accurately.
- **Decision making by national committees** — decisions are better informed and more efficient when industry perspectives are included.
- **Identification of resources and logistics** — industry can help identify what equipment, personnel and supply chains are available or required.
- **Government understanding of industry operations** — this ensures control measures are practical, targeted and effective.
- **Identification and management of consequences** – industry can inform decision-makers on the potential consequences of the outbreak and the impacts of control measures.
- **Planning of recovery measures** – industry can provide valuable insights into the recovery needs of their industry.

5. Role of industry in an EAD response

Industry personnel play several important roles during an EAD response. They may represent their industry on national committees, act in liaison roles in state coordination and local control centres and support the delivery of response functions and activities, see Figure 1 for a visual summary of the roles of industry in a response.

Figure 1: Summary of the role of industry in a response



Acronyms in figure 1

CCEAD means Consultative Committee on Emergency Animal Disease

CMT means Coordination Management Team

DDD means Destruction, disposal and decontamination

IMT means Incident Management Team

LCC means Local Control Centre

LLI means Liaison Livestock Industry

NMG means National Management Group

5.1 Representatives on national committees (CCEAD and NMG)

During an EAD response, industry contributes to decision-making through two national committees:

- **National Management Group (NMG)** — each Relevant Industry Party is represented by its President, Chief Executive Officer, or equivalent.
- **Consultative Committee on Emergency Animal Diseases (CCEAD)** — each Affected Industry Party nominates one representative. An Unaffected Industry Party also provides one observer to represent all Unaffected Industry Parties.

CCEAD and NMG members may seek approval from the secretariat to bring advisers (as observers), but numbers must be kept to the essential minimum.

5.2 Liaison - Livestock Industry representatives

Liaison - Livestock Industry (LLIs) represent industry at the:

- State Coordination Centre (SCC) as the SCC LLI representative
- Local Control Centre (LCC) as the LCC LLI representative.

The LLI's role is to:

- act as the official link between the control centre and the Affected Industry
- provide industry intelligence that might influence and support planning and operations
- provide an industry perspective on decisions being considered by the management teams.

5.3 Delivery of other response functions/activities

Industry personnel may support EAD responses at both SCC and LCC levels and across all response functions. This includes:

- Liaison (as above)
- Planning
- Operations
- Logistics
- Public Information
- Finance and Administration.

Industry personnel may provide key industry-based technical knowledge through the Specialist Advice - Livestock Industry function at the SCC or LCC.

The Specialist Advice - Livestock Industry function offers practical insights into industry operations, production systems, and on-ground impacts to help shape planning and operational decisions.

Industry personnel may be involved in field operations including destruction, disposal, decontamination, vaccination or surveillance.

Beyond formal roles, industry personnel support responses by essential actions that help contain or eradicate the EAD. This includes:

- surveillance activities that assist in early detection and disease monitoring
- complying with legal orders relating to the EAD incident
- implementing advice and guidance from the Lead Agency and Peak Industry Bodies
- adopting voluntary measures that further reduce risk and support response objectives.

6. Engagement of industry personnel

6.1 Industry representatives on national committees

Relevant/Affected Industry Parties are represented on national decision making committees.

Industry representatives on CCEAD and NMG

Industry representatives on national committees:

- are appointed, engaged or employed, and insured by the Peak Industry Body they represent
- report directly to their Peak Industry Body
- ensure that industry perspectives are included in decision-making
- must sign a Confidentiality Deed Poll (Schedule 9) before taking part in CCEAD or NMG meetings.

Any observers or individuals (e.g. board directors) who need access to confidential committee information must also sign a Confidentiality Deed Poll.

Support from Animal Health Australia (AHA)

AHA supports the appointment and readiness of industry representatives by:

- providing online and face-to-face training for nominated representatives as per clause 12.3 (b) (ii) of the EADRA
- maintaining a database of trained industry representatives for CCEAD and NMG
- contacting Peak Industry Bodies to confirm nominated CCEAD and NMG representatives and providing representative contact details to the CCEAD and NMG secretariats

- inviting a representative from an Unaffected Industry to participate in CCEAD meetings (but not NMG meetings) to:
 - ensure decisions do not impose negative or unintended impacts on industries not directly involved in the response
 - provide an impartial overview of the decision-making process.

Peak Industry Bodies

Peak Industry Bodies that are signatories (also known as Parties) to the EADRA:

- nominate trained representatives to participate in CCEAD and NMG
- ensure representatives are properly insured, remunerated and supported
- may supply advisers or observers — in minimal numbers — if approved by the committee secretariat
- ensure any advisers or observers who will receive confidential information sign a Confidentiality Deed Poll and abide by the requirements.

6.2 Liaison - Livestock Industry (LLI) representative role and employment arrangements

The CVO of an affected jurisdiction and the Peak Industry Body should establish and maintain effective two-way communication between the Affected Industries and the affected jurisdiction.

Under EADRA clause 12.3(c), the Chief Veterinary Officer (CVO) of an affected jurisdiction must:

- invite the Affected Industry Party/Parties (directly or through AHA) to nominate qualified LLIs
- determine how many LLIs are required at the State Coordination Centre (SCC) and Local Control Centre (LCC)
- enable LLIs to contribute to the development and implementation of the response.

LLI role and responsibilities

LLIs provide a critical link between the Affected Industry and the control centres. LLIs:

- work face to face or virtually in the SCC or LCC
- act as the official conduit between the SCC Coordination Management Team (CMT) or the LCC Incident Management Team (IMT) and the Affected Livestock Industry
- provide an industry perspective and viewpoint on the strategic direction of the CMT and IMT
- provide industry-specific intelligence to the CMT or IMT team that may affect response planning or operations at the state/territory or local level

— this may include intelligence similar to that delivered to Planning or Operations through the Specialist Advice - Livestock Industry function, especially if the Lead Agency has not appointed personnel to that role

- must sign a Confidentiality Deed Poll (Schedule 9) prior to deployment.

LLI employment arrangements

LLIs are appointed, engaged/contracted/employed, and insured by the Peak Industry Body they represent. These engagement arrangements may vary and may include:

- existing industry staff continuing their normal employment arrangements
- individuals contracted by the Peak Industry Body of the Affected Industry
- volunteers (who may receive an agreed per diem payment from the Peak Industry Body of the Affected Industry).

LLIs report directly to the Peak Industry Body they represent. The Peak Industry Body will determine:

- how the LLI is engaged (employee, contractor, volunteer) and insured
- remuneration arrangements, including wages or contract fees, overtime, reimbursement of expenses and any per diem payments.

Cost sharing of expenses incurred for LLIs

If LLIs require accommodation, car hire, flights etc for their deployment, the Lead Agency may be asked to book this directly through the Logistics function. This will minimise out-of-pocket expenses and the need for industry reimbursement.

Under Schedule 6.3.2, additional employment expenses incurred for LLIs may be eligible for cost sharing, but only with NMG approval. Industry Parties wishing to seek cost sharing for LLIs should contact AHA at the start of the response for advice on the approval process.

6.3 Industry personnel employed or contracted by the Lead Agency

The Lead Agency may engage industry personnel with relevant specialised skills and knowledge during an EAD response, particularly in planning, operations, logistics or public information. These arrangements are different to the LLI roles, as the industry personnel are directly engaged and working for the Lead Agency, not industry. These personnel can work in the SCC, LCC or in field operations.

Engagement arrangements for personnel working for a Lead Agency

Industry personnel may be:

- employed directly by the Lead Agency in a temporary or casual role
- engaged indirectly via an employment agency
- contracted to deliver specific activities.

Industry personnel employed directly or indirectly by a Lead Agency will be insured by the affected jurisdiction. This includes the Specialist Advice - Livestock Industry role. Insurance arrangements for contractors will be specified in their contracts.

Role and responsibilities for personnel working for a Lead Agency

Industry personnel engaged by the Lead Agency:

- report to, and are directed by, the relevant SCC and LCC Management function (unlike LLIs, who report to their Peak Industry Body)
- must sign contracts or employment agreements that include confidentiality requirements
- may be required to sign a Confidentiality Deed Poll (Schedule 9).

Specialist Advice - Livestock Industry

The Specialist Advice - Livestock Industry function:

- is part of the wider Planning function at the SCC or LCC
- is best filled by industry personnel with deep knowledge and experience of industry operations and practices.

The Lead Agency may consult the relevant Peak Industry Body(s) to identify suitable industry personnel for this role. Although individuals in this role may come from industry or be recommended by a Peak Industry Body, they are:

- appointed by the Lead Agency
- accountable to the Lead Agency in the same way as any other response staff.

6.4 Industry personnel undertaking other activities to support the response

Industry personnel who are not employed, contracted or formally engaged by Affected Government or Industry Parties (Lead Agencies or Peak Industry Bodies) also contribute to a response. This may occur when:

- response personnel from the Planning or Operations functions request technical advice or intelligence from their industry contacts to assist response planning work — this can include reviewing draft documents or contributing to risk assessments
- individuals undertake mandated (required by legislation or accreditation programs) or elective activities that help contain or eradicate the disease.

These activities may include, but are not limited to mandated and/or elective:

- surveillance activities
- enhanced biosecurity
- vaccination
- destruction, disposal and decontamination operations.

These activities are not eligible for financial reimbursement or compensation unless subject to and approved by a relevant authority.

All elective activities must comply with jurisdictional legislation and mandatory industry standards.

7. Development of the response plan (EADRP)

- The Chief Veterinary Officer (CVO) is responsible for developing the Emergency Animal Disease Response Plan (EADRP). This work is led by the Planning function within the SCC, with input from nominated industry representatives such as the SCC LLI.
- Under EADRA clause 7.1(a)(i), *“the EADRP development and approval process must not impede the initiation of a rapid response to an EAD”*
- Wherever possible and at the CVO’s discretion, the Lead Agency should invite representatives of Affected Industry Parties to contribute early to the development of the EADRP, and later to any reviews or updates.
- At the start of a response, especially before an SCC LLI is appointed, the CVO may contact Industry Parties directly or via AHA to identify a primary and backup contact to support early communication on the EADRP.
- Industry Representatives involved in developing or reviewing the EADRP must sign a Confidentiality Deed Poll (Schedule 9) before participating in any consultation.

8. Additional information and resources

8.1 Relevant excerpts from the EADRA

Several clauses and schedules in the [Emergency Animal Disease Response Agreement](#) (EADRA) relate directly to the role of industry in an EAD response. These include, but are not limited to:

- Clause 2.1 – Definitions
- Clause 6 – Phases of an Emergency Animal Disease response
- Clause 7 – Developing an EADRP
- Clause 12.3 – Industry representation
- Schedule 4 – Development and management of an EADRP
- Schedule 6.2 – Industry funding
- Schedule 7.1 – Payment of industry shares of cost sharing
- Schedule 8 – Consultation
- Schedule 9 – Confidentiality Deed Poll

8.2 EADRA guidance

The following EADRA guidance documents provide more information relevant to this guidance document:

- [EADRA Guidance Document: Development of an Emergency Animal Disease Response Plan](#)
- [EADRA Guidance Document: Confidentiality and the EADRA](#)

These resources are available on the [Animal Health Australia website](#) at <https://animalhealthaustralia.com.au/eadra/eadra-guidance/>.

8.3 Training resources

Additional training resources on the role of industry in an EAD response can be accessed on the [Animal Health Australia website](#) at <https://animalhealthaustralia.com.au/increasing-member-response-capability/>.

- [Liaison - Livestock Industry Information Guide](#)
- [Liaison – Livestock Industry online course](#)
- [CCEAD and NMG Information Guide for a Cost-shared Response](#)
- [Liaison - Livestock Industry just-in-time](#)

8.4 AUSVETPLAN

The AUSVETPLAN Control Centre Management Manuals contain information on the management of an EAD outbreak at national, state/territory and local levels.

- [Part 1](#) outlines overall response arrangements and management structures
- [Part 2](#) describes the specific functions of state/territory coordination and local control centres, forward command posts, and response personnel.