Farm Management Plan

- This tells a family member, neighbour or relief worker how to look after my farm if I cannot work. It's for day-to-day farm work.
- Check and update it at the start of each season. It is not a daily or weekly record. Separately, put plans in place for **wills, succession and an enduring power of attorney** with your solicitor.
- Check insurance cover for people working on the farm and banking arrangements with the bank.
- Keep passwords and PINs out of this booklet.
- Include labelled farm maps with paddocks, water etc., animal remedy records, location of labelled keys

Farmer name and farm name

Farm address and Eircode (include outblocks)

Herd number

Date checked and next review due

Where this plan is kept and who knows about it

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1 Key Contacts

Check feed, drinking water and any animals needing urgent care. Agree who will do the morning and evening jobs.

First person to ring — name and phone number

Second person to ring — name and phone number

Who will organise the farm work

Jobs that must be done first

2 Contacts

Contact/Service	Name	Phone Number
Vet		
Neighbour or relief worker		
Mart/factory contact		
Fuel supplier		
AI technician		
Mechanic		
Plumber		
Electrician		
Farm relief service		
Feed supplier or merchant		
Contractor (name & jobs) ➢ Silage ➢ Slurry ➢ Other		
Agricultural advisor		
Haulier		
Knackery		
Accountant		
Solicitor		
Bank(s)		
Insurance		

3 Farm Map and Shut Off Points

Mark these points clearly on the attached farm map. Include field names or numbers, sheds, gates, lanes, outfarms and emergency access. Label the same points on the farm.

Main water shut off — where it is and how to turn it off

Other water taps or shut offs — sheds and outfarms

Electricity main switch, fuse board & fencer — where they are

Pump, well, water tank and trough supply — where they are

Keys, locked gates and access to the farm — where to find them

4 Cattle on the Farm

Write the total, then the number in each group. Suckler calves stay with their cow group. Count breeding heifers separately only if they are not already counted under yearlings.

Cows — total number _____

Group 1 — number _____

Group 2 — number _____

Calves — total number _____

Group 1 — number _____

Group 2 — number _____

Weanlings — total number _____

Group 1 — number _____

Group 2 — number _____

Yearlings — total number _____

Group 1 — number _____

Group 2 — number _____

Breeding heifers — total number _____

Group 1 — number _____

Group 2 — number _____

Herd Feeding Plan

- Mark silage bales / name silage pit in yard for different stock groups
- Label meal bins

Stock Group & Number	Grazing Plan	Winter Feeding, i.e. Silage, ration etc.	Minerals – amount & when to feed	Morning & evening checks – water, bedding etc.

Herd Health Plan

A first vaccine course may need two injections; fill in both dates where required. Use the vet's plan and product instructions. Do not guess a dose or date. Record withdrawal periods in the treatment record. Note where records are located.

Herd test due: _____

Stock Group	Vaccines – product & instructions	First injection due/given – date & where recorded	Second injection due/given – date & where recorded	Dosing & other treatments

Breeding Plan

Group	Mature Cows	Heifers
Number		
How to identify / tag numbers		
Stock bull(s)		
AI bull(s)		
Breeding dates		
Expected calving dates & where list is kept		
Other instructions: AI/ synchronisation/ scanning dates		

Calving and Newborn Calves

Where cows and heifers calve and how often to check them

When to call the vet or ask for help

Colostrum and feeding instructions for newborn calves

Calving equipment, camera, spare colostrum and calf supplies

Tag supplier — name and phone number

Tags and birth records — where kept and who will help

5 Grass and Silage

Attach field maps, soil fertility maps and the fertiliser plan. Use the same field names or numbers throughout.

Grazing plan for this season — fields and groups

Silage fields — closing and cutting dates

Fertiliser or slurry — fields, product, amount and dates

What to change if the weather is very wet or dry

6 Equipment and Farm Safety

- Only do jobs you can carry out safely. Ask the named contact for help if you are unsure. Mark hazards and important equipment on the map.
- Farm equipment should be in good working order.
- Hydraulic pipes can be colour coded for ease of use.

Machinery needed for feeding — keys and instructions

Bulls, difficult cattle and other hazards to know about

Feed, bedding and medicines — where they are stored

First aid kit, fire extinguisher and protective clothing

Breakdowns, water failure or power cut — what to do

7 Other Information