

Spanish Translated Standard Operating Procedures

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Standard operating procedures (SOPs) are essential for livestock production farms to operate and train employees effectively. These documents are used on livestock farms to train new and current employees on daily animal activities. Various quality assurance programs, such as PQA (Pork Quality Assurance) and BQA (Beef Quality Assurance) require these documents for each livestock production phase.

Rationale:

- SOPs used in swine barns to develop and help ensure consistent animal care procedures, employee training and verification of skill sets, and to teach and encourage consistent use of safe and effective practices for various activities.
- Consistent use of SOPs for all critical activities is important, in part, because the relatively high worker turnover rate in the livestock industry.
- Over 60% of farm animal care and allied agricultural workers and 30% of farm supervisors throughout the U.S. are Hispanic or Latinx.
- In total 51% are Latinx workers within the Michigan Agricultural Industry.

Demographic characteristics of hired farmworkers and all wage and salary workers, 2018					
Item	Farm laborers, graders and sorters	Farm managers, inspectors, and supervisors	All other occupations in agriculture	Agriculture: All occupations	All U.S. private wage and salary workers
Race/Ethnicity/Ancestry					
Percent White, not Hispanic	32	64	59	43	60
Percent Black, not Hispanic	3	3	5	3	12
Percent other, not Hispanic	2	3	3	2	9
Percent Hispanic: Mexican origin	57	27	28	45	12
Percent Hispanic: Other	7	3	6	6	7
Percent born in U.S. (includes Puerto Rico)	45	76	75	57	80
Percent U.S. citizens	54	84	83	65	90
Note: Counts all private sector wage and salary workers employed in the crop, livestock, and agricultural support industries.					
Source: USDA, Economic Research Service analysis of data from U.S. Department of Commerce, Bureau of the Census, American Community Survey, 2018.					

1. SOPs are critical for swine producers, these documents provide a consistent and uniform way of day-to-day activities on the farm for both worker and animal well-being and safety.
2. MSUE Pork Team created SOP templates in pdf form on the MSU Extension website in English version, but the further accommodate the Michigan agricultural industry, in particular, the swine industry, we further translated those SOPs into Spanish*.
3. Impacts to Date: 40 SOP templates were completed in March 2021 and translated with 3 complementary MSUE articles, picked up by National Hog Farmer and Swineweb. As of February 2022, the SOPs and concurrent articles have received over 2,000 views; 25% were from the Spanish SOPs on the MSUE website.
4. MSUE Pork Team intends to survey pork producers through Michigan Pork Producers Association 5 years later to analyze full impact on usefulness of these SOPs.

Animal Care and Abuse Policy	←————→	Políticas de Cuidado y Prevención de Abuso hacia los Animales
Back-Up Emergency Equipment Maintenance	←————→	Hoja de Registro - Mantenimiento de Equipos de Emergencia de Reserva
Caretaker Training	←————→	Capacitación de Cuidadores
Daily Observation	←————→	Observación Diaria
Emergency Action Plan	←————→	Plan de Acción de Emergencia
Euthanasia	←————→	Eutanasia
Euthanasia Action Plan	←————→	Plan de Acción de Emergencia
Farm Visitor Log	←————→	Hoja de Registro para Visitantes
Feeding and Watering	←————→	Alimentar y Dar de Beber
Handling Equipment	←————→	Manejo de Herramientas
Individual Caretaker Training Record	←————→	Procesamiento de Cerditos
Internal Site Assessment	←————→	Evaluación Interna de las Instalaciones
Mortality Record	←————→	Hoja de Registro de Mortalidad
Moving Non-ambulatory Animals	←————→	Traslado de Animales no Ambulatorios
Needle and Sharp Usage	←————→	Uso de Agujas y Objetos Punzantes
Piglet Processing	←————→	Procesamiento de Cerditos
Rodent Bait Station	←————→	Hoja de Registro de Ubicación del Cebo para Roedores
Rodent Station Label	←————→	Etiqueta para el Puesto de Cebo
Treatment Management	←————→	Gestión del tratamiento
Visitor and Service Persons Biosecurity Policy	←————→	Política de seguridad para Visitantes y Proveedores

* Assisted by Dionardo Pizaña (Diversity, Equity, and Inclusion Specialist) and The Hispanic Center of Western MI located in Grand Rapids, MI

