Farm Safety Initial Report

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|  |  | YES | NO / NA | Level of  Risk | Recommended action | Target date | Date completed | | Person responsible |
| Traffic | | | | | | | | | |
| 1. | Is clear direction given to visitors? |  |  |  |  |  |  |  | |
| 2. | Are trucks and tankers provided clear access? |  |  |  |  |  |  |  | |
| 3. | Are people and traffic separated or protected? |  |  |  |  |  |  |  | |
| Power and electrical | | | | | | | | | |
| 4. | Is power underground or clear of working areas? |  |  |  |  |  |  |  | |
| 5. | Are RCDs (safety switches) fitted to cover all outlets? |  |  |  |  |  |  |  | |
| 6. | Are all electrical leads, including power tools, equipment, and extension, in good condition? |  |  |  |  |  |  |  | |
| 7. | Is electrical installation in good condition and pro- tected from possible damage? |  |  |  |  |  |  |  | |
| Environment | | | | | | | | | |
| 8. | Is noise exposure controlled? |  |  |  |  |  |  |  | |
| 9. | Are slip, trip and fall hazards minimised and controlled? |  |  |  |  |  |  |  | |
| 10. | Is dust minimised and controlled? |  |  |  |  |  |  |  | |
| 11. | Are head high and sharp projections eliminated? |  |  |  |  |  |  |  | |
| 12. | Is ventilation adequate and heat and cold protection provided in dairy/buildings? |  |  |  |  |  |  |  | |
| 13. | Is sun protection provided? |  |  |  |  |  |  |  | |
| 14. | Are clean toilets, washing and eating areas provided? |  |  |  |  |  |  |  | |

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| 15. | Is clean drinking water provided? |  |  |  |  |  |  |  |
| 16. | Are solids traps, effluent pits and ponds covered or fenced off to prevent child access? |  |  |  |  |  |  |  |
| 17. | Are tractors prevented from accessing steep-sided ponds? |  |  |  |  |  |  |  |
| 18. | Are fan-forced recirculated water cooling towers registered and a risk management plan in place? |  |  |  |  |  |  |  |
| Manual handling | | | | | | | | |
| 19. | Are mechanical aids used, e.g. trolleys, FEL, hoists, forklift? |  |  |  |  |  |  |  |
| 20. | <insert manual handling safety checks relevant to your business > |  |  |  |  |  |  |  |
| 21. | <insert manual handling safety checks relevant to your business > |  |  |  |  |  |  |  |
| 22. | <insert manual handling safety checks relevant to your business > |  |  |  |  |  |  |  |
| 23. | <insert manual handling safety checks relevant to your business > |  |  |  |  |  |  |  |
| Hazards | | | | | | | | |
| 24. | Are moving parts guarded? |  |  |  |  |  |  |  |
| 25. | Are emergency stops provided on equipment |  |  |  |  |  |  |  |
| 26. | Is hot water exposure controlled? |  |  |  |  |  |  |  |
| 27. | <insert other hazard safety checks relevant to your business > |  |  |  |  |  |  |  |
| Confined spaces: vats, silos, tanks | | | | | | | | |
| 28. | Does the design of the vat/silo exclude the need to enter it? |  |  |  |  |  |  |  |
| 29. | If entering, are confined space procedures followed? |  |  |  |  |  |  |  |
| 30. | Is working from heights minimised and controlled? |  |  |  |  |  |  |  |

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| Farm chemicals including dangerous goods, hazardous substances | | | | | | | | |
| 31. | Are MSDSs available for all chemicals and fuels? |  |  |  |  |  |  |  |
| 32. | Are all chemicals and fuels stored as per MSDSs? |  |  |  |  |  |  |  |
| 33. | Are detergents and chemicals in use areas designed to minimise handling and exposure to workers and others? |  |  |  |  |  |  |  |
| 34. | Is PPE, including face and eye shield, gloves, apron, respirator, available and used when handling chemicals or detergents? |  |  |  |  |  |  |  |
| 35. | Are eye wash and shower facilities available in the event of chemical splashing and exposure? |  |  |  |  |  |  |  |
| 36. | Are spills contained and a cleanup kit available? |  |  |  |  |  |  |  |
| 37. | Are all chemicals stored in clearly labelled containers? No food or drink containers. |  |  |  |  |  |  |  |
| 38. | Are there clear warning signs posted on outside of storage and in use areas? |  |  |  |  |  |  |  |
| 39. | Are flammables stored away from sources of ignition? |  |  |  |  |  |  |  |
| 40. | Are LPG, oxy acetylene bottles stored and secured vertically? |  |  |  |  |  |  |  |
| 41. | Are flash back arrestors fitted to Oxy bottles? |  |  |  |  |  |  |  |
| 42. | Have all workers involved in the chemical work been trained in safe chemical application? |  |  |  |  |  |  |  |
| 43. | Are tractors used for spray application fitted with a cabin and charcoal air filter? |  |  |  |  |  |  |  |
| 44. | If asbestos is present has an asbestos management plan been established? |  |  |  |  |  |  |  |
| 45. | Is employee health monitored?  • noise exposure  • chemical exposure (see MSDSs)  • dust exposure |  |  |  |  |  |  |  |

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| Emergency response | | | | | | | | |
| 46. | Is there a plan to ensure health and safety in the event of an emergency? |  |  |  |  |  |  |  |
| 47. | Are there adequate fire extinguishers and fire control measures? |  |  |  |  |  |  |  |
| 48. | Is first aid equipment available? |  |  |  |  |  |  |  |
| 49. | Are people trained in emergency response? |  |  |  |  |  |  |  |
| 50. | Do you maintain records of incidents, injury and illness on your farm? |  |  |  |  |  |  |  |
| 51. | Do you know to notify Worksafe of fatalities, serious injury and serious incidents? |  |  |  |  |  |  |  |
| 52. | Do you have a return to work policy and plan for injured workers? |  |  |  |  |  |  |  |
| 53. | Are firearms located in a purpose built lockable cabinet? |  |  |  |  |  |  |  |
| Workplace policies | | | | | | | | |
| 54. | Do you have a Workcover policy and publically display an “If you are injured” poster? |  |  |  |  |  |  |  |
| 55 | Do you have policies for discrimination and harassment, sexual harassment and drugs and alcohol? |  |  |  |  |  |  |  |
| 56. | Do you have a formal safety induction / training process for new and existing employees? |  |  |  |  |  |  |  |
| 57. | Do you have an induction process for contractors and visitors? |  |  |  |  |  |  |  |
| 58. | Is there a standard process for employees to report identified hazards? |  |  |  |  |  |  |  |
| 59. | Are there designated “no go” areas for children and are children supervised when visiting the farm and other hazardous areas? |  |  |  |  |  |  |  |

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| Tractors, machinery and equipment | | | | | | | | |
| 60. | Are all tractors fitted with approved rollover protection structures (ROPS)? |  |  |  |  |  |  |  |
| 61. | Are all guards (protecting moving parts, PTO, auger, belts, pullies and chains) including manufacturer’s guards in place and in good condition? |  |  |  |  |  |  |  |
| 62. | Are passengers kept off tractors, quads and attachments? |  |  |  |  |  |  |  |
| 63. | Are routine checks and maintenance completed and records kept for all tractors, vehicles, machinery and quads? |  |  |  |  |  |  |  |
| 64. | Prior to working under raised machinery is power off, equipment secured and chock/ supports used? |  |  |  |  |  |  |  |
| 65. | Are tractors only ever started from the operator’s seat? |  |  |  |  |  |  |  |
| 66. | Is it an observed policy that no one is to get on or off moving tractors or machinery? |  |  |  |  |  |  |  |
| 67. | Are earmuffs or ear plugs available to tractor and machine operators if they have to raise their voices to be heard? |  |  |  |  |  |  |  |
| 68. | Do all tractors fitted with a front end loader, have four post ROPS and/or roll back protection? |  |  |  |  |  |  |  |
| 69. | Have all people who use equipment on the property had training/instruction in safe use of the particular equipment? |  |  |  |  |  |  |  |
| 70. | Are the keys of all tractors, quads and vehicles removed and stored away from children and other unauthorised persons when not in use? |  |  |  |  |  |  |  |
| 71. | Is there a known policy that only persons nominated  / approved by management are permitted to operate tractors, quads and other machinery? |  |  |  |  |  |  |  |

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| 74. | Are passengers kept off tractors, quads and attachments? |  |  |  |  |  |  |  |
| 75. | Are routine checks and maintenance completed and records kept for all tractors, vehicles, machinery and quads? |  |  |  |  |  |  |  |
| 76 | Is PPE supplied and used for workshop equipment, chainsaw use and materials handling? |  |  |  |  |  |  |  |