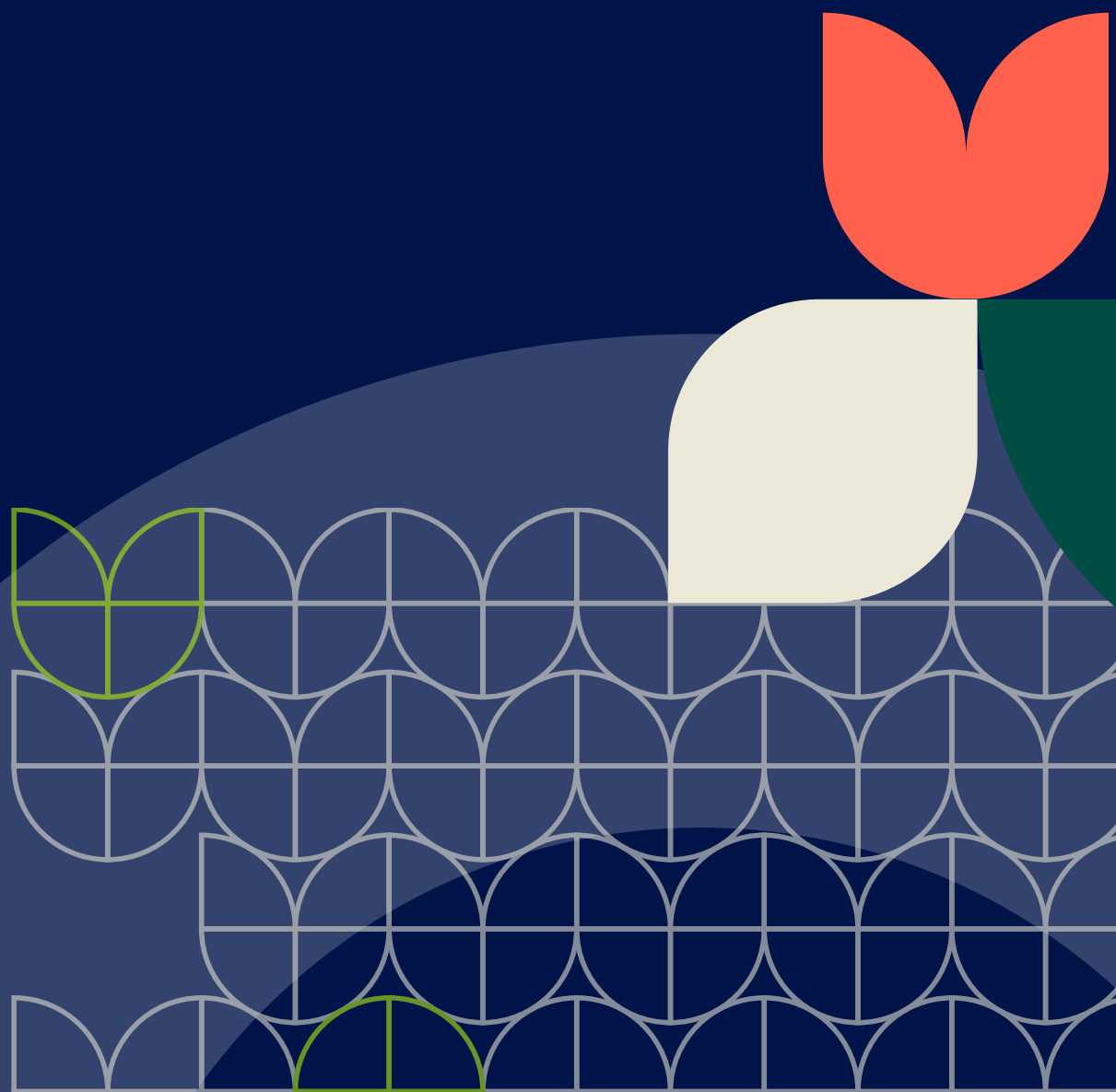




Farm Safety Checklist

Use this checklist to enhance health and safety on your rural properties.



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Confined Spaces

A confined space is defined as having limited or restricted access.

- Assess if work can be undertaken in another area not confined.
- Test the levels of oxygen and airborne contaminants in the confined space.
- Emergency procedures are in place and specific to the confined space.
- A confined space entry permit exists for all workers.
- Suitable and adequate training has been provided and a record is kept for 2 years.

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Electrical

Proper installation of an electrical system is essential for health and safety.

- Electrical installations are regularly tested, maintained and protected to minimise the risk of electric shock or fire.
- A record of testing and maintenance is kept securely.
- The switchboard is easily accessed and free from obstructions.
- External installations are protected and rated correctly.
- Flexible cords are free from damage and used safely.
- Plugs, sockets and extension leads are protected from damage.
- Machinery and plants do not expose workers to electric shock or injury.
- Access is controlled for any high-voltage switch rooms.
- High-voltage switch rooms are free from obstructions and stored goods.

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Emergency Procedures

Emergency procedures should be regularly checked to ensure safety for all staff and visitors.

- A diagram of the farm site is displayed with the evacuation plan.
- Emergency exits are clear and free of obstruction.
- All exit signs are visible.
- Procedures are in place for emergencies and communicated to all workers.
- Emergency services can access the premises.

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Fire Safety

Fire safety protocols need to be assessed on a regular basis to ensure compliance with laws.

- A bushfire procedure is in place and all workers know the evacuation plan.
- Workers have regular training on fire safety legislation and work safety plans.
- Fire extinguishers are provided and easily accessed.
- Fire risks have been identified, tested and minimised.

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Falls, Slips & Trips

Assessing the risk of falls can help prevent injury on farm sites.

- A risk assessment of all heights that can be a hazard have been conducted and recorded.
- Control measures are in place to reduce or eliminate falls from a height.
- Access to heights for workers are safe and have adequate edge protection.
- If a worker can fall more than 2 metres, then a catch platform, scaffold or safety nets are in place.
- Appropriate equipment is provided for all tasks at a height, such as a ladder, elevated platform or man cage securely attached to a forklift.
- Workers required to perform tasks from a height have been provided with extensive training and instructions.
- Warning signs are on hand for any spills.
- Drainage is installed in any site where liquid is used.
- Fall and slip risks are secured and minimised.
- The site is kept clean and rubbish is removed.
- Ramps are available for any floor height changes.

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First Aid

First Aid provisions are essential on all rural properties.

- An appropriate number of workers have been provided training in first aid.
- First aid facilities are provided.
- Provisions are in place for bites, stings and allergies.

Grain Movement

Grains can be a hazardous material on farm sites and need regular inspection.

- Storage is regularly inspected for rust and structural damage.
- Confined space procedures are communicated for entering any field bins or silos.
- Access ladders and hatches are locked and secured to prevent unauthorised access.
- Combustible dust is identified and managed as a hazard.

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Hazardous Chemicals

Hazardous chemicals can serve as the biggest safety risk to farm workers.

- A register of hazardous chemicals, including a safety data sheet (SDS) is kept up to date and accessible to all workers exposed.
- SDS is not older than 5 years.
- Risk assessments are regularly conducted and compares the safety advice to the substance use on the farm.
- All hazardous chemicals are labelled accurately and clearly.
- Workers exposed have extensive training and protection gear and a record is kept.
- Chemicals are stored in a ventilated and secure site.

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Induction & Training

Training staff members is one of the most effective ways to reduce health and safety risks.

- All workers complete an induction.
- Training is given for all machines, procedures, chemicals, emergency plans and health and safety legislation.
- Worker capabilities are assessed and tasks assigned appropriately.
- Workers understand their responsibility to health and safety legislation and can report hazards.
- Visitors are protected from all risks on site.

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Livestock Management

Livestock can pose a health and safety risk to farms if not proactively managed.

- Training is given for the hazards associated with animals, safe handling techniques and farm animal associated tasks.
- Animals are housed safely and all stables, rails, fences and pens are well-maintained.
- Disease immunisation is offered where available and training provided.
- Livestock movement on foot is risk assessed ahead of the trip and plans are in place to protect all works and road users.

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Machinery & Equipment

Regular maintenance checks are crucial to reduce health and safety risks.

- Dangerous parts of plant and machinery are fenced and guarded.
- Equipment is regularly tested and maintained.
- Cleaning, adjustments and repairs are regularly conducted.
- A safe system is provided for machinery operation.
- Where machinery or plant has been identified as a hazard, authorised access procedures are in place until repaired and risk-free.

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Manual Tasks

Any process with human intervention needs to be assessed for safety risks.

- Risk assessments of all manual tasks are conducted and recorded.
- Training is provided for all hoists and trolleys.
- Regular breaks are provided.
- All workers are trained and given guidance on correct lifting, carrying and repetitive working techniques.

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Onsite Accommodation

- A safety assessment has been conducted for all accommodations on site where the farm employer is managing the premises.

Vehicles

Any agricultural machine with automotive power needs to follow a health and safety risk assessment.

- Operating instructions are provided for all tractors, farm vehicles and mobile plants.
- Seat belts are fitted and worn.
- Logbooks and maintenance records are kept up to date.
- Vehicle movements on the premises are assessed to ensure safety for all workers and visitors.
- Operators hold the required driver's licence.
- Unoperational vehicles are secured until repaired.
- Speed limits are strictly adhered to.
- Keys are secured away from unauthorised access.

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Workshops

Farm workshops should have strict health and safety protocols.

- Safety protection equipment is provided, such as glasses, gloves and earmuffs.
- Tools and equipment are safe to operate.
- Space is provided for all tasks and workers.
- Walkways are kept clear and exits are labelled.
- Appropriate safety signage is in place.
- Compressor belts are guarded.
- Safety boots, high-vis clothing and respiratory protective equipment is provided as required.

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