

FARM SAFETY CHECKLIST

(As extracted from Rural Safety Handbook of SafeWork SA)

WORKSHOP

#	SAFETY ITEM	YES	NO	ACTION REQUIRED
1	ACCESS AND EGRESS Does the workshop layout provide safe access and allow for rapid exit in an emergency?			
2	ELECTRICAL HAZARDS			
	Is all moveable electrical equipment protected by a suitable residual current device? (ROD)			
	Is the sheathing of electrical cords and extension leads maintained in good condition?			
	Are electrical plugs and power points in good condition?			
	Is all the electrical equipment in the workshop protected from exposure to water?			
	Are all electrical power tools and electrical equipment properly earthed and maintained?			
	Are main and isolating switches clearly labelled and accessible?			
	Are extension leads and power boards located in a safe position to prevent mechanical or other damage?			
	Are there flammable chemicals located within 1 metre of an electrical power point?			
3	FIRE PROTECTION Are the correct portable fire extinguishers provided and conveniently located for emergency use?			
	Has correct use of extinguishers been explained to employees and other relevant persons?			
	Are all fire extinguishers maintained and identified with signs relevant to type?			
4	LIGHTING Is the workshop provided with adequate lighting? Note a workshop should have not less than 240 lux in work areas.			
5	NOISE Is noise in the workshop kept to a safe level, not exceeding the exposure standard of 90 dB?			
	Is appropriate personal hearing protection provided? (i.e. ear plugs, muffs etc.)			

6	FIRST AID Has a basic first aid kit been provided? If so, is its location known by all persons on the property?			
7	PERSONAL PROTECTION Is personal protective equipment and clothing provided and maintained? (i.e. eye protection, dust mask, helmets, footwear, as appropriate)			
8	PREVENTION OF FALLS Is suitable guard railing in place to prevent falls from elevated work places? (i.e. lofts or platforms).			
9	VENTILATION Is the workshop adequately ventilated?			
	Are the impurities of any workshop process or other atmospheric contaminants adequately controlled to minimise risk? (i.e. welding, spray painting, toxic fumes, flammable substances) NOTE: hazardous substances should not be kept in the workshop - separate storage area.			
10	HOUSE KEEPING Is the workshop kept clean and hygienic? Have tripping hazards been eliminated?			
	Have objects stored at height been secured to prevent risks from falling?			
11	MACHINERY AND EQUIPMENT Are moving parts of all power driven machines properly guarded?			
	Are guards fitted to bench grinders?			
	Are grinding wheels dressed and the tool rest adjusted to a max of 1.5mm gap?			
	11.1 Are oxygen/acetylene bottles stored upright and secured in a fixed position? (chained)			
	Are oxygen/acetylene hoses kept in good condition? Hoses should be checked for cracks and splits and replaced when these pose a risk. Are gloves and suitable eye protection provided?			
	11.2 Are gloves and face shield for eye protection from arc welding, in good condition?			
	11.3 Is the air compressor/air receiver properly inspected and maintained (examples) (a) Guards over vee belts? (b) Outlets and drain plugs checked periodically? (c) Does the air receiver require registration?			

	11.4 Are trolleys, hoists and other manual handling aids provided where necessary?			
	11.5 Are bench tops and platforms at a height to suit the individual needs of the operator?			
	11.6 Are raw materials stored safely and where possible at a height that does not increase the likelihood of an injury (i.e. proper racks or 'A' frames?)			
12	OTHER HAZARDS Have any other hazards not mentioned been identified eg fragile skylights?			

TRACTORS AND PLANT

#	SAFETY ITEM	YES	NO	ACTION REQUIRED
1	Are all tractors fitted with an approved rollover protection structure FRAME or CAB (R.O.P.S)? There are exceptions for some tractors built before 1981 from having to have R.O.P.S fitted; however if employees are required to operate these tractors, a risk assessment must be carried out and if there is a risk of rollover then a R.O.P.S must be fitted regardless of age of the tractor.			
2	Where tractors are equipped with front or rear shifting attachments, are such tractors fitted with a falling object protective structure (F.O.P.S)? (NOTE: A R.O.P.S cab or covered four posts R.O.P.S frame adequately complies with F.O.P.S requirements). There are no exceptions to fitting of F.O.P.S regardless of the age of the tractor. If you have a front end loader or fork lift attached to your tractor, then a falling object protective structure (F.O.P.S) must be fitted.			
3	Are power take-off outlets and shafts fitted with protective covers including the master shield?			
4	Are all guards kept in place when the tractor is operating? Removal of guards is illegal and a bad practice. Guards are there for a reason and should be retained at all times.			
5	Are the brakes on all tractors checked on a regular basis? Faulty brakes on hilly ground are an invitation for disaster. Faulty brakes when loading attachments are fitted to the tractor are also an invitation for disaster. (Have your brakes serviced regularly.)			
6	Are CHILDREN and/or PASSENGERS kept from riding on TRACTORS? It is an offence to have a passenger on a tractor without an appropriate seat, footholds (steps), and hand holds. Do not allow children to ride on tractors under any circumstances. This is the most common cause of child fatalities on farms.			
7	Is your tractor equipped with adequate and appropriate lighting for night operation? Lighting should be bright and clear to allow a clear unobstructed view of the operation being carried out.			

BUILDING AND STRUCTURES

#	SAFETY ITEM	YES	NO	ACTION REQUIRED
1	Are all access ways kept free of rubbish, litter and junk, which may impede access to a building or become a tripping hazard?			
2	Are all ladders checked for general deterioration'			
3	Are all steps of stairways checked for deterioration?			
4	Are all raised platforms where people regularly work, guarded by safety railing or fencing?			
5	Is a safety harness provided and worn for windmill or well maintenance work? Are all windmill ladders checked regularly for corrosion or other deterioration? Are all windmill platforms checked regularly for deterioration?			
6	Is particular care taken not to work in a hazardous atmosphere, a well, pit or other confined space where exhaust gases from an internal combustion engine are present? (NOTE: Carbon Monoxide gases can be fatal.)			
7	Are ladders/accesses to WATER TANKS SILOS AND ROOFTOPS made inaccessible to children?			
8	Are in ground dip sumps covered or adequately guarded to prevent accidental entry?			

VEHICLES

#	SAFETY ITEM	YES	NO	ACTION REQUIRED
1	Are all farm vehicles regularly serviced and safety checked? Are keys removed from when not in use to protect against accidents from children starting vehicles?			
2	Is communication equipment provided for Emergencies or breakdowns in isolated work areas?			
3	(a) Are farm motor bikes regularly serviced? (b) Are safety helmets provided and worn?			

MACHINERY (PLANT)

#	SAFETY ITEM	YES	NO	ACTION REQUIRED
1	Are operator manuals and safety instructions readily accessible for all powered machines?			
2	Are drivers or operators adequately trained to operate the machines under their control?			
3	Are safe hitching procedures taught to operators? Never hitch above drawbar height. This can result in flip over. The time to point of no return is approx 2 seconds in bottom gear.			
4	Are children kept away from power operated machinery? Shouldn't be allowed near or on such machinery under any circumstances.			
5	Are exhaust systems functioning properly?			
6	Are machines checked for harmful noise? (Rule of thumb, you should not have to raise your voice to be heard.)			
7	Is appropriate hearing protection provided?			
8	When on public roads, are hitches sturdy and safety chains connected? This is a road transport requirement.			
9	Is machine power isolated before adjusting, unclogging or servicing? Failing to isolate before unclogging or adjusting machinery may results in loss of an arm, a leg or loss of life.			
10	Are power take-off and drive shaft properly guarded? If protective sleeve cover is not available for your PTO some other substantial guarding must be provided. You may build it yourself provided it is substantial enough to withstand the body weight of a person.			
11	Are all moving parts safely guarded as per required Australian standards? Advisable to check the relevant Standards on guarding.			
12	Are guards kept in place during plant operation?			
13	Are all machines and powered equipment adequately labelled with safety decals and caution notices? Safety decals are required to be displayed on new machinery by manufacturer. It is good practice to also do this where older machinery is operated by employees or other persons with a safe interest safe work practice			
14	Is a fire extinguisher available to the machine operator? Fire extinguishers are recommended in some machinery such as harvesters but not necessarily on others. (do a risk assessment to determine this.)			
15	Is a first aid kit available to the machine operator? Accessibility would be accepted as being in a nearby vehicle.			