

Managing Farm Health and Safety – Safety Audit and Business Plan

OWNER/MANAGER:

COMPLETED BY:

PROPERTY NAME & ADDRESS:

PHONE:

FAX:

DATE COMPLETED:

1. Tractors & Machinery	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Tractors and Machinery – Guarding								
Are all tractors fitted with approved rollover protection structures (ROPS) or cabin?								
Do all tractors fitted with a front-end loader or forklift, have approved rollover protective structure with falling object protection (FOPS)?								
Is the Power Take-Off master shield in place on all tractors?								
Are all Power Take-Off and drive shafts and power implementation connection (PIC) shaft guarded?								
Are all appropriate guards, including manufacturer's guards in place, in good condition and well maintained on all tractors?								
Are steps and handrails in good condition?								

1. Tractors & Machinery	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Do all exhaust systems function properly and in good condition?								
Are lights, reflectors, screens and mirrors, clean and functional?								
Are all brakes, including handbrakes, properly adjusted and in good working condition?								
Tractors - Safe Operation								
Are all operator and maintenance manuals available for all tractors and machinery?								
Are tractor tyres in good condition?								
Are tractor tyres correctly inflated and ballasted to manufacturers' specifications?								
Are tractors correctly ballasted when towing implements or using 3 point linkage equipment?								
Are all hydraulic hoses in good condition and free of oil leaks from hoses or couplings?								
Are all seats on tractors ergonomically designed and in good condition?								
Is all electrical wiring in good condition?								
Are batteries secure and battery housings and terminals clean?								

1. Tractors & Machinery	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Do ignition key and starter switches work?								
Is a fire extinguisher kept on all tractors?								
Is a first aid kit kept near the operating environment or in the tractor?								
Do headlights and tail lights work?								
Are all rear vision mirrors, headlights, tail lights and windcreens clean?								
Do windscreen wipers and washers work?								
Are windscreen wiper blades in good condition?								
Are door seals in good condition to exclude noise, dust and fumes?								
Are earmuffs or earplugs available for tractor and machinery operators if they have to raise their voices to be heard over loud noise?								
Additional Hazards								

1. Tractors & Machinery	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Plant and Machinery								
Are all moving exposed belts, pulleys and shafts properly guarded?								
Are all manufacturers' guards in good repair?								
Are all guards in place before machinery is in use?								
Are all steps and handrails in good condition?								
Are all Operator Manuals and Service Manuals available for all plant and machinery?								
Are exhaust systems in good condition and functional?								
Are all hydraulic hoses and fittings free of oil leaks?								
Is there a lock-out system to ensure machinery is not engaged or started during maintenance?								
Are stands and chocks used to support machinery and implements during maintenance and repair?								
Are hydraulics locked and/or pressure released from hydraulic lines before maintenance or repair?								

1. Tractors & Machinery	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Policies and Practice								
Have all people who operate tractors and machinery been inducted and trained in their proper use?								
Is it a known and observed rule that where possible machine power is turned off before adjusting, unblocking or servicing a tractor or machine, including PTO driven machinery?								
Is there a known policy that only persons nominated and approved by management are permitted to operate farm tractors and other machinery?								
It is an observed policy that all operators are trained and aware of safety details, including those listed in the operator's manual?								
Are all guards kept in place when machinery is operating?								
Is it policy that tractors are not started from the ground shorting the solenoid to earth?								
Are passengers kept off tractors, machinery and implements?								
Is there a known and observed policy that children are kept away and do not ride on tractors and machinery?								

1. Tractors & Machinery	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are routine services (mechanical and electrical) completed and maintenance records kept on all tractors and machinery?								
Are all machines and powered equipment properly labelled with safety signs?								
Are the keys of all tractors, harvesters and vehicles removed and stored away from children and other unauthorised persons when not in use?								
Are pre-operational checks undertaken on all machinery and equipment, including tractors and harvesters prior to use?								
When working under raised machinery, is equipment secured, properly chocked and supported?								
Have all workers received training/instruction in the safe use of hydraulic jacks?								
Are there appropriate time limits for individuals operating machinery at any one particular time?								
Are all fuel and oil drums stored away from any electrical power tools (eg grinders or other source of spark or flame)?								

1. Tractors & Machinery	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are all state regulations complied with in the operation of gantries and cranes used in tractor maintenance?								
Are all blocks, chains and slings checked prior to their use for signs of wear?								
Are tractor attachments used within manufacturers' recommendations?								
Are tractor operators instructed in the correct procedures for attaching and operating three-point linkage equipment?								
Is machinery towed within manufacturers maximum load limits?								
Additional Policies and Practice								

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2. Vehicles and Motorcycles	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Vehicles- including utes, trucks and multi-terrain utility vehicles								
Are all workers, visitors and family members aware of maximum speed limits on this farm?								
Do all vehicles (where the operator is at risk of injury from rollover), have rollover protection structures fitted?								
Are safety restraints fitted for drivers and passengers in all vehicles?								
Are doors and wind screens fitted to all vehicles?								
Are brakes in good condition, adjusted and functioning properly?								
Are tyres in good condition and properly inflated?								
Are clutches in good condition and properly adjusted?								

2. Vehicles and Motorcycles	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are headlights and indicators working?								
Are all head lights, tail lights, windcreens and rear vision mirrors clean and working?								
Do windscreen wipers and windscreen washers work?								
Are windscreen wiper blades in good condition?								
Is routine maintenance and servicing undertaken and recorded on all farm trucks and vehicles?								
Is electric wiring in good condition in all vehicles?								
Are batteries secure and in good condition in all vehicles?								
Are all switches (including key switches) working?								
Are farm machines that are driven on public roads, have appropriate warning and safety signs?								
Are all persons who drive farm vehicles on public roads properly licensed?								
Are all persons who drive vehicles (utes and trucks) on the farm licensed?								

2. Vehicles and Motorcycles	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Additional Hazards								
Policies and Practice								
Are all persons who drive vehicles inducted to the safe use of vehicles on this farm?								
Has a safe maximum speed limit been established for vehicles on the farm?								
Are all workers trained to drive vehicles (including utes and trucks) on this farm?								
Are drivers of farm vehicles instructed to turn on vehicle head lights when driving in dusty and other hazardous conditions?								
Is there a policy requiring seat belts (safety restraints) always to be worn in all vehicles?								
Do you have a policy that children do not ride in the back of utes or on truck tray tops?								
Are all vehicles loaded and operated according to manufacturer's specifications in the Operator Handbook?								

2. Vehicles and Motorcycles	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are all vehicles, trucks and motorcycles operated on public roads in accordance with state road regulations?								
Motorcycles and ATVs								
Are routine services undertaken on all farm motorcycles and ATVs, and service records maintained?								
Are helmets available for riders when riding motorcycles and ATVs?								
Are motorcycles and ATV tyres in good condition?								
Are motorbike and ATV tyres inflated according to manufacturers' specifications?								
Are motorcycle and ATV head-lights and taillights working?								
Do all farm motorcycles and ATVs have functional brakes in good working condition?								
Are motorbike and ATV clutches adjusted and in good working condition?								
Are ATVs loaded and operated within the operation limits in the Rider Operator Handbook?								
Are ATV trailer's loaded and towed within the operational load limits in the Operator Handbook?								

2. Vehicles and Motorcycles	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Additional Hazards								
Policy and Practice								
Are all workers inducted to the safe use of motorcycles and ATVs on this farm?								
Are all workers trained to ride motorcycles and ATVs on this farm?								
Do you provide helmets and PPE for motorcycle and ATV riders?								
Do riders wear helmets when riding motorcycles and ATVs?								
Are all motorcycles and ATVs operated on public roads in accordance with state road regulations?								
Have safe speed limits been established for farm motorcycles and ATVs, and communicated to all riders?								
Are routine servicing and pre-operational checks carried out on all motorcycles and ATVs?								

2. Vehicles and Motorcycles	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are records kept of maintenance on all motorcycles and ATVs?								
Do you have a policy that Children Under 16 Do Not Operate or Ride on ATVs?								
Do you enforce a policy that passengers do not ride or are carried on ATVs?								
Do you enforce safe load limits when riding ATVs?								
Do you enforce safe towing limits for ATVs?								
Additional Hazards								

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3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Infrastructure								
Can all doors be opened from the inside and outside to allow quick entry and exit in an emergency?								
Is there adequate workspace in the workshop?								
Are floors free of slip/trip hazards including oil, tools, extension cords and rubbish?								
Does the workshop floor drain water properly?								
Are work benches at an appropriate height for working and lifting?								
Is there good ventilation in the workshop?								
Is there good lighting in the workshop?								
Are lights covered where there is risk of bulbs being broken?								

3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are jacks, cranes and hoists present to reduce manual lifting where possible?								
Are hoists routinely serviced and chains checked for wear?								
Is the maximum load bearing capacity clearly marked on jacks, cranes, hoists, gantries and chains?								
Is shelving strong enough to hold loads?								
Is there a safety cage to inflate split-rimmed tyres?								
Are stands used to support raised vehicles, machinery and equipment?								
Is the mechanical pit covered when not in use and are covers in good condition?								
Are there safety signs in place when mechanical pits are in use?								
Are there separate rubbish bins for combustible and non-combustible waste material?								
Are gutters and areas around buildings clear of flammable debris and rubbish?								

3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are ladders and other means of climbing onto roofs and tall structures stored away and inaccessible to children and other unauthorised persons?								
Are ladders in good condition and comply with the Australian Standard for fixed or portable ladders?								
Is a fall arrest harness available when working on buildings, roofs and high structures?								
Are workshops and other buildings with mezzanine type storage areas fitted with handrails and toe boards to prevent falls?								
Electrical Tools and Power Supply								
Is all electrical work carried out by a licensed electrician?								
Are overhead powerlines clearly marked and located clear of moving machinery?								
Are underground electrical cables clearly marked?								
Is all electrical wire that is at risk of being struck or cut by a person in conduit?								

3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are all power tools double insulated?								
Are only heavy duty extension cords used?								
Are all power tools and extension cords regularly inspected, tested and tagged?								
Is a Residual Current Device (RCD) fitted to the electrical circuit board?								
Is the RCD routinely tested?								
If there is no RCD fitted to the electrical circuit board, is a portable RCD used?								
Is the portable RCD routinely tested?								
Are portable power tools unplugged and stored away when not in use?								
Is there any water posing an electrical hazard?								
Is the electric power board protected from the weather and water?								
Are electrical switches and power points undamaged?								
Are outside power points weatherproof?								

3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Additional Hazards								
Equipment								
Are welder electrode leads and connections in good condition?								
Is there adequate ventilation when welding?								
Are protective screens used to protect bystanders when welding?								
Are oxyacetylene cylinders used and stored securely in an upright position?								
Are flash arrestors fitted to all oxyacetylene equipment?								
Are pressure gauges on oxyacetylene cylinders in working order and properly maintained?								
Are all oxyacetylene hoses and fittings in good condition and free of leaks?								
Are bench grinders located away from traffic areas?								

3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are bench grinder wheels regularly dressed and tool rests correctly adjusted?								
Are bench grinder wheels guarded and spark deflectors (eye shields) in place?								
Are all power tool guards in place and well maintained?								
Are air compressor pulleys and belts properly guarded?								
Is the air compressor located away from work areas to reduce noise?								
Are batteries charged in a well ventilated area away from sparks and flames?								
Are tyre pressure gauges available to correctly inflate tyres?								
Is Personal Protective Equipment (PPE) available for all work, including eye goggles, welding helmet, hearing protection and gloves?								
Is combustible material stored away from sparks and flames?								
Are exhaust systems on equipment in good order to reduce the level of noise, fume emissions and the risk of fire?								

3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Additional Hazards								
Emergency Preparedness								
Are appropriate fire extinguishers available in the workshop?								
Are fire extinguishers easily accessible and sign posted?								
Is a first aid kit readily available in the workshop?								
Is there someone trained to provide first aid in an emergency?								
In an emergency, can emergency services be readily contacted?								
Additional Hazards								
Policy and Practice								
Have all workers been inducted for safe work in the workshop on this farm?								
Have all workers been trained/instructed in the correct use of all tools and equipment in the workshop?								
Are floors kept clean and the workshop tidy?								

3. Workshops	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Is the condition of power tools regularly checked?								
Are gauges on oxyacetylene regulators well maintained and always turned off after use?								
Are tools, paints and other chemical products stored away safely after use?								
Are firearms and ammunition stored separately in appropriate lockable stores?								
Are mechanical devices used when moving heavy items such as 200 litre drums and other heavy equipment?								
Is noisy equipment (where practicable) placed towards the front of the workshop to help dissipate sound?								
Is Personal Protective Equipment (PPE) provided where required?								
Is there appropriate signage to warn persons entering the workshop of hazards?								
Do you encourage a NO SMOKING policy in the workshop, especially around flammable or combustible materials?								
Do you provide amenities for workers?								

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4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Storage and Use								
Are chemicals selected on efficacy and safety for human health?								
Are chemicals only used according to registered use?								
Is there an inventory for all types of chemicals stored on the property?								
Are records of spray use maintained, including the names of the operators?								
Is health surveillance regularly conducted for all persons using those described hazardous substances?								
Are Material Safety Data Sheets (MSDSs) and labels available for all agricultural and veterinary chemicals stored on farm?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are all chemicals stored in their original containers and with clear and legible labels?								
Are all chemicals stored in a properly constructed lockable area, which is resistant to fire and prevents access by children and unauthorised persons?								
Are there clear warning signs posted on the outside of storage area?								
Is the chemical store properly ventilated?								
Is there sufficient light in the chemical store so chemicals can be identified and their labels easily read?								
Are incompatible materials (eg flammables and poisons) stored separately from each other?								
Are chemical stores bunded to retain accidental spills?								
Is the storage adequate for the volumes of chemicals held in the store?								
Are materials (eg sand) available to control spills in the storage area?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Does the type and amount of certain chemicals stored on farm require a Dangerous Goods storage licence?								
Are chemicals protected from water and moisture?								
Are chemicals stored according to label instructions and MSDS?								
Are fire extinguishers located adjacent to fuel & chemical storage areas?								
Is the recommended Personal Protective Equipment for handling chemicals available?								
Is there an emergency shower and eye wash located adjacent to the chemical storage/mixing areas?								
Additional Hazards								
Transport								
Are chemical containers checked for leaks or damage before transport?								
Are chemicals transported in a compartment separated from people and foodstuffs?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are chemical containers well secured during transport?								
Are vehicles with chemicals locked when parked to prevent access by unauthorised persons?								
Are chemicals protected from the weather during transport?								
Is there a documented emergency response procedure in the event of chemical spills during transport?								
Additional Hazards								
Mixing/Loading/Cleaning Down								
Is there good ventilation at the mixing site/s?								
Is appropriate personal protective equipment (PPE) available at the mixing site/s?								
Is PPE in good condition?								
Do all operators use PPE during mixing/loading according to label requirements?								
Are there good hand washing facilities and an emergency shower located adjacent to the mixing/loading area?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are mixing tanks free from leaks or risk of splashes during mixing/loading?								
Are safety decals/warnings on spray machinery legible?								
Are the following systems used for mixing and loading? <ul style="list-style-type: none"> • Manual Pouring/Mixing Does the system pose risk of exposure due to awkward system, eg pouring into spray tank above head height?								
<ul style="list-style-type: none"> • Pump/Tap fitted on drum Does the system pose risk of exposure due to leaking fittings?								
<ul style="list-style-type: none"> • Closed System Transfer Does the system pose risk of exposure from leaking fittings or hoses etc.								
<ul style="list-style-type: none"> • Other (eg powders and granules) Does the system pose risk of exposure to dusts or powders?								
Is work clothing worn during spraying washed separately from other clothing?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Additional Hazards								
Crop Spray Application and Re-entry Systems								
Is appropriate personal protective equipment (PPE) used by spray operators?								
Do any persons enter sprayed crops within the re-entry periods?								
Is the PPE in good condition?								
List the type of spray equipment used (eg boomspray, airblast, knapsack etc). • • • •								
Is the equipment maintained in good condition?								
Are cabined tractors/vehicles used? If Yes, is cabin air filtered to remove chemicals?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are spray lines, taps and nozzles checked for leaks and maintained before spraying?								
Is clean water carried for washing?								
Are clean gloves carried for emergency use?								
Additional Hazards								
Disposal								
Is all unused mixed spray solutions disposed of safely?								
Are all empty chemical drums stored and disposed safety?								
Are old and expired chemicals disposed of properly?								
Anhydrous Ammonia								
Are all nurse and applicator tanks regularly inspected, pressure tested and certified?								
Are all transfer and applicator hoses in good condition, ie not worn, stretched or perished?								
Are all gauges, bleed and safety cut-off valves in good condition and working order?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are all safety signs (including transfer decal) in place and clearly legible?								
Are vapour and liquid taps clearly identified?								
Are all tyres on nurse and trailed applicator tanks in good condition?								
Are hitches and hitch points (including clamps, wedges and welds) on trailed tanks regularly checked and in good condition?								
Are steps and handrails on applicator and nurse tanks in good condition?								
Do steps and handrails provide safe access to taps, bleed valves and gauges when filling tanks?								
Additional Hazards								
Anhydrous Ammonia Metering Equipment								
Are strainers placed in meters correctly and is the way clean?								
Is the meter regularly serviced (within 3 years)?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Is the rate dial legible and can it be rotated?								
Are on off switches and valves working properly?								
Are hoses pressure tested and labelled with test dates?								
Are hoses free of wear and signs of rubbing, with hose end fittings securely in place?								
Are hoses approved ammonia hoses?								
Are all hoses suitably tied to the toolbar and not crimped by tied down tension?								
Do hoses fit over pipes properly without causing blockage, with hoses secured at the manifold and pipe with hose clamp?								
Is only approved steel pipe (no galvanised, brass or copper pipes) used?								
Are pipes dented due to broken shear bolts or tyne release events?								
Are pipes leading to and from converters and manifolds free of restrictions?								
Are all pipes lubricated so hoses can be pushed straight on (not side to side, causing hose and pipe damage)?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are all pipes checked for dents after breaking shear bolts or of severe tyre release events?								
Is welding on applicator pipes electric or oxy (not bronze brazed)?								
Additional Hazards								
Policy and Practice								
Are all operators properly trained to handle and apply anhydrous ammonia?								
Have all workers handling anhydrous ammonia received a safety induction?								
Are all operators trained to manage an emergency involving the escape/release of ammonia liquid or gas?								
Is PPE (including respirator and gloves) readily available in the tractor when applying anhydrous ammonia?								
Is proper PPE used when transferring anhydrous ammonia?								

4. Hazardous Chemicals	Yes No	Level of Risk	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Is the respirator filter cartridge within the use expiry date?								
Is anhydrous ammonia stored and transported according to Dangerous Goods Regulations?								
Additional Hazards								

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5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Water Storage/Irrigation Structures								
Are all irrigation pumps, motors and drive couplings properly guarded (including all moving parts and intakes)?								
Are all motors stopped and keys removed prior to maintenance and service?								
Are pump wells and inspection pits guarded to prevent access by unauthorised persons, including children?								
Are retaining walls and other abrupt drops marked?								
Are dams designed with low back slopes to permit maintenance without machinery overturning/rolling?								
Are all travelling irrigators regularly maintained and exposed belts, pulleys and drive shafts properly guarded?								

5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are travelling irrigator (rain gun) winch cable drum brakes in good condition?								
Are travelling irrigator winch cables marked to prevent collision with motorbikes and vehicles?								
Are all hydrants, lay-flats, trickle lines etc intact to leaks and prevent bog holes?								
Are irrigation channels/fences/ other hazards clearly marked to allow safe movement at night or poor weather conditions?								
Are channel crossings regularly maintained and in sound condition?								
Are all walkways, ladders and platforms properly constructed to Australian Standard 1657?								
Have overhead powerlines which pose a potential risk when moving irrigation pipes and tall machinery been excluded from the transport path?								
Have hazard signs been erected to warn of overhead powerlines where high machinery is transported?								

5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are underground power cables clearly marked and located?								
Are all underground power cables at correct depth?								
Are underground power cables located and marked before excavation work is carried out?								
Are electric cables to irrigation pumps and equipment located away from vehicle and pedestrian traffic?								
Are all bores and wells properly covered?								
Have any Confined Spaces been identified?								
Where a Confined Space has been identified, have work procedures been developed?								
Additional Hazards								
Windmills								
Are windmills in good repair and well maintained?								
Are ladders and platforms in good condition and constructed to the Australian Standard?								

5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Is there more than one worker when working and maintaining windmills?								
Has wind conditions been assessed before maintaining mills?								
Are fall arrest systems used when working more than 2m above the ground to service wind mills?								
Additional Hazards								
Diesel Tanks/Fuel Storages								
Are diesel tanks, taps, hoses and nozzles in good working condition, without leaks?								
Is diesel and petrol stored in proper drums, tanks or bunded storages?								
Are people working more than 2m above the ground when dipping or filling overhead fuel tanks?								
Are fuel tank ladders and platforms in good condition and constructed to Australian Standard 1657?								

5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
When filling or refuelling, is there an appropriate fire extinguisher nearby?								
Additional Hazards								
Lanes and Roadways								
Are lanes and roadways in good condition and regularly checked and maintained?								
Have maximum speed limits been established and sign posted for farm roadways?								
Are road signs clearly visible for both workers and the general public?								
Do farm roads that intersect with public roads have appropriate Stop or Give Way Signs?								
Are the structural weight limits clearly marked on bridges and channel crossings?								
Are safe speed limits established and sign posts visible around the farm especially near houses, workshops and farm buildings?								

5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are boundaries cultivated or sprayed regularly to provide fire breaks around houses and buildings, including paddocks, fields, blocks and orchards?								
Are crop headlands and table drains of sufficient width to allow tractors, equipment, vehicles and harvest machinery to stop and turn safely?								
Is there sufficient easement (minimum 2.5m) for railway lines?								
Additional Hazards								
Silos								
Are steps and handrails on silos in good condition?								
Are silos, silo bases and supports rusted and at risk of collapse?								
Can the power supply to the silo be locked out (isolated) so that the loading/unloading mechanism (auger) cannot be started when someone is in the silo?								

5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are there warning signs on all silo areas about the risk of suffocation?								
Are there warning signs on silos identifying them as Confined Spaces?								
Are silos located away from overhead powerlines?								
Is appropriate respiratory protection provided when working in silos?								
Do silo ladders begin far enough above the ground (1.8m) as to be out of reach of children, or have a safety device to prevent children climbing in?								
Do people work on silos more than 2m above ground level?								
Additional Hazards								
Policy and Practice								
Have all workers received safety induction to this farm?								
Are all workers trained in the safe operation and use of irrigation machinery?								

5. Farm Infrastructure	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are workers properly trained and instructed in the operation and maintenance of windmills?								
Are fall arrest systems available for workers when working on silos, farm buildings and structures?								
Are there procedures developed for working in identified Confined Spaces? eg wells, silos and tanks.								
Are there work practices developed for servicing and replacing droppers and sprays on linear (lateral) and centre pivot irrigators?								
Are there known and observed rules about Out of Bounds areas for children and visitors?								
Is there a process to inform family members/employees of changes to the farm layout?								
When working alone, is it an observed practice to inform other people of your/their location on the farm?								
Are roadways regularly maintained and workers informed of any ruts, potholes and washaways?								
Is PPE, including gloves, masks, and goggles, available for handling fertilizers, chemicals or cleaning field bins and silos?								

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6. Fields and Open Areas	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Fields and Open Areas								
Are boundaries cultivated or sprayed regularly to provide adequate firebreaks around the house block, buildings and fields?								
Have areas been identified that may be increase the risk or exposure to leptospirosis?								
Are cane field drains and creek boundaries maintained to reduce stagnant water and vermin?								
Do all employees avoid entry to stagnant water or wear appropriate footwear to reduce contact with stagnant water and vermin urine and faeces?								
Additional Hazards								

6. Fields and Open Areas	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Policy and Practice								
Are there known and observed rules about 'Out of Bounds' areas for children and visitors on the farm?								
Is there a process and established practice to inform family members and other workers on the farm of changes to property layout and procedures (eg erection of temporary fences across roadways)?								
When working by yourself, or when others are required to work in isolation, is it observed policy to inform other people of your location?								
Are all workers encouraged to protect themselves from the sun when working outside?								
Is there a plan to prevent workers being injured by flying debris and lightning during thunder storms?								
Additional Hazards								

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7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Cane Harvesters								
Are harvester and machinery operator manuals readily available?								
Are all steps and handrails on harvesters and associated machinery in good condition to allow safe mounting and dismounting?								
Are all exposed moving parts (belts, pulleys, chains, etc) properly guarded and guards in place during operation?								
Are daily pre-operational checks made before use of all harvesting machinery and equipment?								
Are lights, reflectors, rear vision mirrors and windscreens clean and functional?								
Is the operator's seat in good condition?								

7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Can the seat be adjusted and pivot to allow for operators to look to the rear or one side?								
When working under machinery, are hydraulic cylinder locks and other blocks and stands used to support raised components or equipment?								
When maintaining harvesters, is there a lock-out system in place to prevent inadvertent starting or operation by another person?								
Are harvester, trailer and elevator tyres regularly checked for correct inflation?								
Are harvester, trailer and elevator tyres regularly inspected to ensure that they are free of cracks and excessive wear?								
Have overhead powerlines that pose a risk when moving along lanes or between rows been excluded from the transport path?								
Have all fixed hazards such as drains, irrigation equipment, cane railway lines etc been marked on the farm map?								

7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
When harvesting is conducted at night, are markers or reflectors used to identify hazards?								
Are precautions taken to prevent fire and explosion during refuelling?								
Are ear muffs or plugs available and worn by harvest and haulout operators during harvest operations?								
Are dust masks available for operators involved with harvesting?								
Is there a first aid kit available near the operating environment of harvesting operations?								
Is there a fire extinguisher mounted on all harvesters?								
Additional Hazards								
Cane Haulout and Transport								
Are transport drivers properly licensed?								
Does the load capacity of the trailer/tipper or elevator tyres exceed the axle load rating?								

7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
When harvesting, is the load capacity of the tractor rear tyres matched to the axle load rating of the trailer tipper or elevator?								
Are tyre regularly checked to ensure that they are inflated to the correct pressure?								
Are tyres regularly checked to ensure that they are inflated to the correct pressure?								
Are the routes taken by harvesting and haulout crews clearly identified and marked in the field?								
Have different entry and exit points been established at the siding?								
Do haulout operators wear ear-muffs or ear-plugs to avoid hearing loss and damage?								
Cane Railway Systems								
Road Sidings/Pads								
Are right-of-way rules at road sidings known to all contractors and employees?								
Does management ensure that all persons adhere to the right-of-way rules at road sidings?								

7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are the pad access roads well maintained?								
Is the pad surface well maintained in a level and stable state?								
Do haulout drivers avoid turning with the elevator or bin raised?								
Roll-On Roll-Off								
Is the wire rope and winch mechanism regularly inspected and maintained in a safe condition?								
Is the surface of the ground in the working area maintained in a safe and level condition?								
Has a safety procedure been established to ensure that persons are not crushed between bins?								
Railway Crossings								
Are the approaches to all crossings clearly sign-posted?								
Is good visibility at crossings maintained throughout the year?								
Do all persons take heed of approaching locos by yielding right of way when the crossing lights are flashing?								

7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Where no flashing lights are installed at railway crossings, are there Stop Signs, and do all persons stop before crossing?								
Railway Clearances								
Does the layout of the farm and fields allow vehicles to maintain minimum clearance distances from cane railway tracks?								
Do farm owners and managers maintain good railway track clearances when planting cane fields?								
Controlled Burning								
Have controlled burning permits been obtained?								
Have current local weather and wind forecasts been obtained before commencing controlled burning?								
Is controlled burning (cane firing) always undertaken by more than one person?								
Have escape routes been identified and planned before burning commences?								
Is there radio communication between persons engaged in burning?								

7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Are bystanders kept away from burning operations?								
Are fire extinguishers and fire fighting equipment maintained, ready and accessible?								
Is the fuel always mixed and maintained at a safe-mix ratio?								
Is proper PPE, including clothing, headwear, footwear, eye and respiratory protection, provided and worn?								
Does PPE clothing provide protection against radiant heat, sparks, floaters and hot surfaces?								
Additional Hazards								
Policy and Practice								
Are all harvest and haulout operators properly trained?								
Have all workers involved in harvest operations received a safety induction?								

7. Cane Harvesting	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Is there a known and observed rule that children are not permitted to ride on cane harvesters and machinery?								
Is it a policy that harvesting machinery is operated only by persons who are authorised by management?								
Is it policy that harvesting must stop when there are persons observed on the ground in close proximity of harvesting operations?								
Is it a policy that operators of machinery take regular breaks to reduce fatigue?								

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8. Induction and Training	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Induction and Training								
Is farm safety induction conducted for new and existing workers on this farm?								
Do new employees know the farm OHS consultation arrangements for workers?								
Are all workers involved in farm OHS business plan?								
Are all workers trained to operate plant and machinery safely?								
Do all workers who operate forklifts, front end loaders, backhoes and cranes have Certificates of Competency?								
Do you keep records of employee training?								

8. Induction and Training	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Hazard Identification, Risk Assessment								
Do you have a system for identifying and recording workplace hazards that encourages involvement and input from all employees?								
Is there a formal process for employees to report new hazards?								
Do you use appropriate safety information to effectively assess the risk of workplace hazards (eg safety pamphlets, operator's manuals, codes of practice)?								
Are appropriate control measures used to manage risk?								
Are records of control measures maintained?								
Do you keep records of injury and illness on your farm?								
Are records of the farm's hazard identification, risk assessment and control measures kept?								
Additional Hazards								

8. Induction and Training	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Policy and Practice								
Do you have a formal safety induction/training process for new and existing employees?								
Are records of employee safety training maintained on file?								
Do you have a system for recording action planned/taken to control hazards?								
Do you have a system for identifying and assessing hazards which encourages input from all employees?								
Is there a standard procedure for employees to report hazards?								
Do you use information to effectively assess the risk of workplace hazards (eg safety pamphlets, operator manuals)?								
Are records of control procedures maintained?								
Are appropriate control measures used to manage risks?								
Do you maintain a register of employee workplace injuries?								
Additional Policy and Practice								

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9. Emergency Preparedness	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Emergency Plans								
Is there a plan to ensure health and safety of all persons in the event of an emergency?								
Are emergency phone numbers and radio contact available/ displayed at all phones?								
Is there somebody who lives or works on the farm trained to administer first aid and has a current first aid certificate?								
Do all farm members, including family members, have up to date tetanus protection?								
Do family members and employees have training in the selection and use of appropriate fire extinguishers for the range of potential fuel sources?								

9. Emergency Preparedness	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Is there a first aid kit near the working and operating environment of the workshop, chemical store, tractor and other machinery?								
Are first aid kits regularly checked and contents restocked?								
Are all fire extinguishers checked in accordance with the required maintenance schedule for each type of extinguisher?								
Are people who live and work on the farm instructed in the correct response for snake bites?								
Are all workers and other relevant people on the farm aware of the correct use of emergency communication systems on the farm (including two way radio)?								
Additional Hazards								
Emergency Policy and Practice								
Have all workers been inducted to the emergency plan and evacuation procedures on this farm?								

9. Emergency Preparedness	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Is it policy that somebody who lives/or works on the farm has a current first aid certificate?								
Are all employees aware of who can provide first aid and where it can be obtained?								
Is there a policy that no worker will be allowed to work if he is under the influence of medication or drugs?								
Are all employees aware where first aid can be obtained?								
Have all persons working on the farm been instructed what to do in the case of emergency, including flood, fire and severe storm?								
Additional Emergency Policies and Practice								

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10. Injury Management	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Injury Management								
Have you developed an Injury Management Plan for injured employees?								
Do you have an Injury Management coordinator to help with management and treatment of injured workers?								
Is there a rehabilitation procedure for getting injured employees back into the workforce?								
Return to Work								
Do you have a Return to Work coordinator to help with management and return to work of injured workers?								
Workers Compensation, Accident Insurance								
Do you have Workers Compensation Insurance for your employees?								

10. Injury Management	Yes No	Risk Level	Action Planned	Cost \$	Target Date	Action Date	Person Responsible	Notes
Do you require or have personal accident insurance for you and your family?								
Do your contractors have personal accident insurance or Workers Compensation for themselves and their employees?								
Additional Policy and Practices								