

**See**  
**Analyse**  
**Fix**  
**Evaluate**



**SAFEFARMSWA**  
SINCE 1994

## **30 Minute Farm Safety Check**

**Farms can be very dangerous workplaces. How safe is your farm?**

This simple and document has been developed to help you check your farm for hazards and risks. It will help you identify hazards and inspire you to develop effective controls for risks that may cause an injury or death to yourself, your family, friends or workers. It is not designed to cover all the hazards and risks on the farm however is a guide to help you and your staff develop a strong 'safety culture'.

### **Australian law says every farm must be a safe workplace**

Work, Health and Safety legislation applies to all workplaces, including farms. Under WHS legislation, self-employed people, employers and workers, or a person in control of a workplace all have responsibilities to make the workplace safe.

All Primary Producers, whether an employer or self-employed, have a legal responsibility, called Duty of Care, to ensure that they provide a safe working environment. Employers must provide and maintain a safe and healthy working environment and this includes all equipment and substances that are in their control.

Anyone who enters the farm, whether as a fulltime worker, a casual worker, a contractor, a truck driver or just a visitor, has the right to be protected from any hazard that may exist. It is important for everyone that visits the farm to know their roles and responsibilities. By communicating 'the way we do things around here' will help to build a strong safety culture.

### **What must be done to ensure safety on your farm?**

WHS Regulations made under the Act require all employers, in consultation with their workers, to identify any foreseeable hazards that may arise and that have the potential to harm the health and safety of workers or any person at the employer's place of work. Employers (and this means Managers, Supervisors and Contractors too) must ensure that the hazards and risk are identified and the effective procedures are in place and implemented to assess and control those hazards and risks

Farmers should be familiar with the WHS Regulations, Australian Standards and the Industry Guides associated with their industry/workplace.

### **Getting started**

In order to help make your farm a safer place, we have included a checklist of common hazards found around the farm. This is not an exhaustive checklist but rather a starting point.

**Please read explanations for Steps 1, 2 and 3 before starting.**

# 1. Steps

## Step 1

Inspect the locations listed under the subject heading and answer the questions listed by ticking either the Yes or No box.

## Step 2

Use the rating table to rate the hazards. You do this by asking yourself the questions in the rating table and entering a rating from High, Medium or Low in the rating column. For example, an accident involving an unguarded PTO could kill or cause permanent injury and could happen any time the PTO is being used, therefore this hazard would receive a rating of High.

How severely could it hurt someone or make them ill	How likely is it to occur?		
	Could happen at any time	Could happen sometime	Could happen, but very rarely
Kill or cause permanent ill health or disability	High	High	High
Long term illness or serious injury	High	High	Medium
Medical attention and days off work	High	Medium	Medium
First aid needed	Medium	Low	Low

## Step 3

Now prioritise the hazards from High, Medium and Low. Those hazards that require immediate attention receive a 1. Once you have done this, you should list what control measure is required to control the hazard in the control measure column. And once you have put this in place, you can tick the hazard off in the completed column.

Step 1			Step 2	Step 3	
SEE			ANALYSE	FIX IT	EVALUATE
	Yes	No	High Medium Low	Fix it	Completed Name Date
1) Tractors are fitted with an approved Roll Over Protection System? (ROPS)			High	Fit an approved ROPS	
2) Guards are fitted to equipment where there is a risk of limbs, hair or clothing being caught (e.g. Power Take Off, augers, unguarded belts and pulleys)?			High	Replace broken PTO guard. Cordon off area as an interim measure	

## 2. Farm Safety Check List

Step 1			Step 2	Step 3	
SEE			ANALYSE	FIX IT	EVALUATE
	Yes	No	High Medium Low	Fix it	Completed
<b>Tractors and Equipment</b>					
Tractors are fitted with approved Roll Over Protection System? (ROPS)					
Guards are fitted to equipment where there is a risk of limbs, hair or clothing being caught (e.g. Power Take Off, augers, unguarded belts and pulleys)					
Operators of vehicles are trained to use and the vehicle and are familiar with the manufacturer's instructions.					
Inspections and maintenance of equipment are carried out regularly and prior to busy usage periods. e.g. in good working order and guards in place					
Air filters are replaced in accordance with manufacturer's instructions e.g. On tractors, spraying machinery and harvesting equipment					
When inflating tyres, precautions are taken to prevent injury from a tyre blowout.					
Plant and machinery brakes are functioning correctly on all plant and machinery.					
All plant and machinery is only ever started from the operator's seat.					
Hearing protection is worn when using noisy equipment.					
Vehicles carry loads in accordance with the manufacturer's recommended limits e.g. utilities, quad bikes and side by side vehicles					
Children and adults are prevented from riding on tractors/towed implements.					
Children have been told about and know the NO-GO Zones including near tractors and moving machinery.					
When moving equipment, we always watch for power lines and maintain safe distances.					

Step 1			Step 2	Step 3	
SEE			ANALYSE	FIX IT	EVALUATE
	Yes	No	High Medium Low	Fix it	Completed
<b>Silos and Field Bins</b>					
Silos are regularly inspected for structural damage or wear.					
Fall protection is provided and worn when climbing vertical ladders or working on top of the silo or bin. Appropriate training is provided for those working at heights					
Children have been told about NO-GO Zones including near silos.					
Silo ladders are far enough above the ground to be out of reach of children.					
Silo hatches are secured to prevent unauthorised access to the silo or field bin.					
Confined spaces procedures are followed when entering silos or field bins. Training is provided.					
Augers and/or conveyors are guarded to prevent limbs hair or clothing from getting caught e.g. Power Take Off, augers, unguarded belts and pulleys.					
When moving or transporting equipment, we always watch for power lines and maintain safe distances.					
Appropriate respirators are worn when loading dusty grains.					
Respirators are kept clean in accordance with manufacturer's instructions.					
<b>Chemicals</b>					
The users of farm chemicals are trained in the safe use of those chemicals.					
Children have been told about the NO-GO Zones including near chemicals.					
Chemicals are stored in a secure location. We have procedures in place to handle chemical spills.					
Chemical containers are labelled correctly, e.g. not in powerade or soft drink bottles.					
There is a register of hazardous substances used on the farm.					
Safety data sheets (SDS) are available on the farm for those using hazardous substances. The file is stored at _____					

Step 1			Step 2	Step 3	
SEE			ANALYSE	FIX IT	EVALUATE
	Yes	No	High Medium Low	Fix it	Completed
Appropriate respirators, gloves, safety glasses and clothing (e.g. apron) are provided when using chemicals.					
Safety equipment is regularly inspected and maintained as recommended by the manufacturer.					
We have identified the hazards associated with chemicals.					
All flammable liquids (Class 3) are stored away from ignition sources.					
Fire extinguishers are located near chemical/fuel storage areas.					
<b>General</b>					
A safety switch or residual current device (RCD) or an earth leakage protection device is used when using portable electrical equipment e.g. tools, irrigation pumps.					
Electrical leads, cables and equipment are regularly inspected and maintained.					
We have replaced/repaired any exposed electrical wires, damaged electrical switches, power points, conduits, or appliances likely to cause an electric shock/death.					
Prior to lifting anything, we adopt correct manual handling procedures.					
Appropriate hearing protection is worn when working in noisy environments					
Firearms and ammunition are stored in a safe place and out of reach of children.					
We always adopt correct handling techniques when working with animals.					
We have identified the hazards associated with dams and waterways.					
Children and visitors have been told about and instructed about NO-GO Zones.					

By completing the checklist and putting in place the necessary control measures you will be effectively working towards making your farm a **SAFE** Farm. You should now perform a broader check of your farm using the same principals of **See** (identifying the hazards), **Analyse** (assessing the risks), **Fix** (putting in place control measures to control risks and **Evaluate** (nominating someone to do the job and by a completion date). For further information contact SafeFarms WA at [www.safefarms.net.au](http://www.safefarms.net.au)

Disclaimer: This document has been designed to contribute to the development of strong safety culture and improved communication between farm owners/managers/supervisors, workers, contractors, family members and visitors. At all times you must duly perform and observe its obligations and responsibilities under the Work Health and Safety Act 2020, and comply with all State and Commonwealth laws, rules, regulations, and by-laws. Check the Work Health and Safety Act 2020 for more information.

Overview Guide - [Western Australia's Work Health and Safety Act 2020 - guide \(dmirs.wa.gov.au\)](http://www.dmirns.wa.gov.au)

Full Act - [https://www.legislation.wa.gov.au/legislation/statutes.nsf/RedirectURL?OpenAgent&query=mrdoc\\_43434.pdf](https://www.legislation.wa.gov.au/legislation/statutes.nsf/RedirectURL?OpenAgent&query=mrdoc_43434.pdf)