

# FARM HEALTH AND SAFETY MANAGEMENT SELF-ASSESSMENT TABLE

| ASSESS YOUR FARM'S HEALTH AND SAFETY SYSTEM  |   |   |   |
|--|---|---|---|
| <b>Workers are involved in health and safety discussions and decisions on farm</b>   |   |   |   |
| Health and safety is always openly discussed with workers and farm owners/managers   | ● | ● | ● |
| We have regular discussions where health and safety is dealt with  | ● | ● | ● |
| Records are kept of the key issues raised, and action taken from health and safety discussions                                 | ● | ● | ● |
| Workers are actively encouraged to contribute to better health and safety  | ● | ● | ● |
| <b>Identify risk created by work on farm</b>   |   |   |   |
| We make sure everyone contributes to understanding the risk on farm  | ● | ● | ● |
| Risks are formally recorded in a risk register   | ● | ● | ● |
| The risk register is regularly reviewed  | ● | ● | ● |
| New risks are added to the register as soon as they arise  | ● | ● | ● |
| <b>Assess risks on your farm</b>   |   |   |   |
| The level of risk posed by activity on farm is assessed by the likelihood of harm occurring and the potential severity of harm | ● | ● | ● |
| New risks are formally assessed and documented   | ● | ● | ● |
| <b>Control and manage risks on your farm</b>   |   |   |   |
| There is a process for controlling all risk on farm  | ● | ● | ● |
| Controls are clearly documented  | ● | ● | ● |
| The system is regularly reviewed with everyone involved  | ● | ● | ● |
| Significant hazards are regularly monitored  | ● | ● | ● |
| <b>All people on farm are made aware of risks that affect them</b>   |   |   |   |
| We make sure that everyone working or visiting the farm is aware of the risk   | ● | ● | ● |
| We make sure we understand the risk our work poses to others and the risk others pose to us. We work to mitigate this          | ● | ● | ● |
| <b>There is training, information, supervision and use of personal protective equipment on farm</b>                            |   |   |   |
| We check staff have the information, skills and equipment they need to do each task  | ● | ● | ● |
| There is a clear process of providing all people working on farm with information, training and supervision                    | ● | ● | ● |
| There are checks to make sure the right personal protective equipment is always used when required and used properly           | ● | ● | ● |
| The process includes contractors, visitors and family members, as appropriate  | ● | ● | ● |
| <b>There are emergency plans in place on farm</b>  |   |   |   |
| We have assessed possible emergencies and have clear procedures in place to manage all emergencies                             | ● | ● | ● |
| Everyone on farm knows what to do in the case of an emergency  | ● | ● | ● |
| There is a list of emergency contact numbers   | ● | ● | ● |
| We have first aid kits and people on farm have first aid training  | ● | ● | ● |
| There are safety procedures for staff working alone  | ● | ● | ● |

| <b>ASSESS YOUR FARM'S HEALTH AND SAFETY SYSTEM</b>  |   |   |   |
|---|---|---|---|
| <b>Worker health and risks on farm are monitored</b>  |   |   |   |
| All risk to worker health has been identified and assessed  | ● | ● | ● |
| Risks that may impact worker health are proactively monitored and managed   | ● | ● | ● |
| Health is monitored to make sure workers are fit for work   | ● | ● | ● |
| There are clear rules and policies to help manage health issues   | ● | ● | ● |
| <b>Injuries and near-misses on farm are reported</b>  |   |   |   |
| There is a clear process of reporting injuries or near-misses on farm and understanding the causes  | ● | ● | ● |
| All injuries or near-misses are recorded in an incident register and investigated   | ● | ● | ● |
| Results are discussed with others on farm to make sure lessons are shared   | ● | ● | ● |
| When required we change the way we do things  | ● | ● | ● |
| Notifiable injuries or events and if required, exposure levels are reported to WorkSafe   | ● | ● | ● |
| <b>There are safety inspections on farm</b>   |   |   |   |
| Regular safety inspections are part of the farm's safety system   | ● | ● | ● |
| Outcomes of inspections are formally recorded and shared with others working on farm  | ● | ● | ● |
| Workers are supervised to make sure everyone is following safety rules  | ● | ● | ● |
| <b>Vehicle equipment and building maintenance on farm is managed</b>  |   |   |   |
| Maintenance is planned and regularly completed  | ● | ● | ● |
| Clear records of completed maintenance is kept  | ● | ● | ● |
| We only use qualified people to complete repairs  | ● | ● | ● |
| We have rules about looking after equipment and vehicles  | ● | ● | ● |
| <b>Health and safety legal duties on farm are understood</b>  |   |   |   |
| I am confident that I know the duties, rights and responsibilities that apply to me and others on farm, including workers, contractors and visitors | ● | ● | ● |

**KEEP SAFE, KEEP FARMING**

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