

HOUSEKEEPING

- Adequate lighting is provided
- Floors are well maintained, free of clutter and puddles
- Counters and workbenches are free of clutter and debris
- Excessive dust, cobwebs and other combustible material removed

CONFINED SPACES

- Confined spaces are clearly marked
- Each worker knows what a confined space is and the danger of entering one, and uses a “buddy system”
- A confined space entry procedure has been established and is followed
- PPE is available when/if needed Electrical

ELECTRICAL

- Building wiring was installed by a certified electrician
- Outlets are grounded
- Outlets near wet areas are GFCI (ground-fault circuit interrupted) protected
- Extension cords have ground pins
- Extension cords do not have splices or taps
- Cords are in good condition without fray
- Cords are protected from being run over
- Workers know which extension cords can be used outside
- Flat extension cords are not used
- Circuit breakers are clearly labeled
- Workers are aware of overhead power lines

SMALL EQUIPMENT

- Guards are used on grinding wheels, drill presses, and other shop equipment
- Equipment cords are in good condition
- Each operator has read and understood the owner’s manual
- Eye protection is worn
- Leather gloves are worn when sharps or sparks are present

POWERED HAND TOOLS

- Each user has read and understood the owner’s manual
- Eye protection is worn
- Tool guards are in place
- Cords are grounded or double insulated and free of damage

MATERIAL STORAGE

- Storage shelves are rated for weight of load and secured to floor and wall
- Loads over 50 lbs. are moved with mechanical assistance or a second person
- Stacked materials are stable

FENCES AND GATES

- All components of fences and gates are capable of holding the confined animal's weight
- Hinges and latches are checked routinely

ANIMALS

- Workers understand animal behavior and how they should act around animals
- Steel-toed boots with non-slip soles are worn in animal handling areas
- Cattle are de-horned
- Special care is taken when workers are near animals with newborns
- Handling bulls over six months of age is limited
- Animal medications are kept in original container and used only by designated workers
- Workers are informed on zoonotic diseases and their transmission

This checklist is not all-inclusive. You may have **unique aspects to your operations that were not addressed here. Take time to consider workers’ behaviors and equipment that could cause injuries or illnesses. Ask yourself what you could do to be safer. After all, protecting your health and safety will ultimately protect your business. This document is based on a publication and used with the permission of High Plains Intermountain Center for Agricultural Health and Safety (HI-CAHS).**

HEALTH & SAFETY CHECKLIST



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You are in your work environment day in and day out. This makes it difficult to see hazards that may be present since you have gotten used to them. Please use this checklist to identify hazards and address them with practical solutions. Contact us if we can help. We can provide you with the latest information on farm safety and health. Our services and resources are provided to you through non-regulatory government-grants and are free of charge.

Why should I be concerned about safety?

Farmers, ranchers, and agricultural producers may question why health and safety programs and policies would benefit them. Unsafe operations can cause injuries and illnesses.

If you are unable to work, who will do the work?

How will being short-handed affect your business? If people who work for you are injured, how does that affect your workers' compensation insurance rates?

Who covers for workers while they are gone?

The following checklist is designed to help you identify hazards.

ONCE YOU KNOW WHAT THE HAZARDS ARE, YOU CAN:

- Eliminate the hazard
- Buy products or machinery that can accomplish the same task, but are less dangerous
- Install safeguards, such as equipment guards or mechanical ventilation
- Modify work practices (behaviors) so that you and your workers stay away from the hazard
- Wear personal protective equipment (PPE) when other methods cannot eliminate the hazard

EMERGENCY PREPAREDNESS

- Emergency numbers, including name and address of nearest emergency medical facility, are posted where everyone can see them
- Directions to your farm are posted by the phone
- At least one person is trained in first aid and CPR
- Designated safe places are available for floods, tornados, lightning storms, etc.
- First-aid kits are stocked
- Farms with open water have rescue equipment available

FIRE

- Fire extinguishers are kept in each building near exits
- Fire extinguishers are checked each year to ensure they are charged
- Everyone knows how to use a fire extinguisher
- Building exits are free of obstructions
- Working smoke detectors are located in all buildings
- Work Above Six Feet
- Ladders over 25 feet high have cages
- Rails are installed on raised platforms
- A harness is worn and worker is "tied-off" when working on a roof or from a ladder
- Damaged ladders are fixed or replaced

FAMILY

- Children have designated safe play site areas, away from work site
- Children perform only those chores which they are physically and mentally capable of (check www.nagcat.org for more information)

CHEMICALS

- Chemicals are stored in a locked room or cabinet
- Incompatible chemicals are stored separately
- Everyone using chemicals has read and understands the label
- Chemicals are kept in their original containers and labels are intact and readable
- Chemical handling and mixing takes place near an eyewash and safety shower
- Everyone handling chemicals has had the required safety training

FLAMMABLES AND COMBUSTIBLES

- Flammables are stored in approved containers and cabinets
- Fuel tanks are protected by barriers
- Bulk fuel tank stations are located outdoors
- NO SMOKING signs are posted and enforced
- Containers with flammable liquid are grounded when dispensing
- Waste oil is recycled or disposed of on a regular basis

COMPRESSED GAS CYLINDERS

- Main valve is closed, no pressure is on regulator when not in use
- Cylinders are labeled
- Cylinders are chained to wall or cart and kept where they can't be knocked over
- Cap, protective collar or neck ring are in place over valve assembly
- Empty cylinders are returned to dealer

WELDING/CUTTING

- Flash arrestor is in-line
- Cables are in good condition
- Work is done in a well-ventilated area
- Eye protection and leathers are worn
- Fire-prone materials are removed from work area

PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Gloves fit and are resistant to any chemicals being used
- Respirator or dust mask fits and protects against the airborne chemical or dust of concern
- Chemical goggles are worn when mixing and using chemicals
- Safety glasses are worn when there is potential for flying debris or dust
- PPE is used, stored, or thrown away according to the manufacturer's recommendations

LARGE EQUIPMENT

- Tractors have ROPS and seatbelts are worn
- "No Riders" policy is strictly enforced
- Fire extinguishers and first aid kit are on board
- Handrails are sturdy, steps are clean
- Hydraulic lines/hoses are in good shape
- PTO, bells, chains, pulleys and sprockets are guarded
- Hitching balls/pins are in good condition
- Tractor is equipped w/proper lighting (headlights, flashers, tail lights) and they work
- Maintenance is only performed when equipment is off/locked out
- SMV sign is in place and not faded
- Tires are properly inflated and have good tread
- Operators have read and can understand owner's manuals
- Drive lanes are free of ruts, bumps, and stones
- Sufficient turning area is provided along ditches and embankments
- Steep slopes are avoided
- Operator has a walkie talkie or cellphone that works from any location on farm