

See
Analyse
Fix
Evaluate



SAFEFARMSWA
SINCE 1994

Employer Checklist
(New staff and / or contractors)

Employee Name _____

Employer Name & Initials _____ Date _____

We have covered these important points during induction...	Yes/No N/A
<i>Fit for Work:</i> Employees and contractors (including their employees) have been instructed that they must <i>be Fit for Work</i> and not affected by drugs, alcohol or fatigue This includes prescription and over the counter medication	
Discussed pastoral property hazards and farm health and safety controls in place	
Pastoral business hazard locations and reporting hazards procedures	
Discussed the roles and responsibilities to ensure health and safety	
Using farm vehicle, equipment and machinery rules explained and noted (including speed limits)	
Skills and knowledge relevant to work to be completed (qualifications have been verified including evaluation of past experience)	
Staff have been instructed that if they don't have the resources or experience to undertake a job safely then they are not to proceed with the job and must tell their supervisor	
Personal Protective Equipment (PPE) location, use, maintenance and replacement	
First Aid kit location/s (circle) Chemical Shed/ Utility/ Truck/Workshop/Other _____ First Aid person on the farm (name) _____	
Workplace amenities location advised	
Chemical storage controls, location of Safety Data Sheet (SDS) file and first aid procedures advised	
Children are a high priority on this property. Staff and Contractors have been advised to always check for children or bystanders before operating any machinery – both stationary and moving vehicles	

Disclaimer: This document does not in any way, excuse a person from doing all that is reasonable and practicable to ensure the health, safety and wellbeing of themselves and others. Check the OSH Act (WA) 1984 for more information: http://www.austlii.edu.au/cgi-bin/viewdb/au/legis/wa/consol_act/osaha1984273/