

Quick safety scan: Background

The traffic light scan is designed to be done in 30 minutes by any member of the farm team. It can be used initially to set up the farm safety system and then on an ongoing basis to review the system. It is recommended that Quick safety scans are re-done at least once per year.

How to use a Quick safety scan

1. Use the one page Quick safety scan sheet and allocate a staff member to undertake the scan.
2. Instruct the staff member to take 30 minutes to:
 - a. Answer the questions on the scan sheet
 - b. If a hazard is seen, take a photo if appropriate
 - c. Show the completed sheet and photos to the Farm Manager and discuss the hazards and possible solutions
3. Follow up (by the Farm Manager):
 - d. Transfer the hazards to the Action plan and describe the solution
 - e. Organise the actions to be taken

The Farm Safety Manual provides information and templates to assist you to comply with legal requirements and build a positive safety culture in hazard areas. For more information, visit www.thepeopleindairy.org.au/farmsafetymanual

Working environment

Quick safety scan

A good working environment enhances productivity and safety. The farm work setting can have physical hazards such as noise, dust, heat, cold and UV exposure. If psycho-social hazards such as workplace harassment, bullying or violence occur, they can contribute to workplace stress and fatigue.

The working environment includes the farm's plans and processes for emergency response. Without these in place it is very difficult to adequately respond if things go wrong, especially when time is critical.

Quick safety scan – Start Here	No	Some	Yes	Comments
1. Is lighting adequate in all working areas (particularly in the dairy, feed shed and workshop)?				
2. Are there any slip, fall and trip hazards present in main work areas and walkways?				
3. Is the milking shed well set up for the people working in it? e.g. protection from sun, rain and wind, heat, cold, noise and dust.				
4. Are there well maintained facilities for workers including designated eating area, toilets, hand washing and clean drinking water?				
5. Are there clear farm policies that are enforced around workplace bullying, harassment and violence?				
6. Are emergency response plans and equipment established, including first aid kits, training, fire extinguishers, assembly areas, communications, supported with practice and instruction and directional signage?				

Person doing Quick safety scan:	Date: / /
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