

2015

HEALTH & SAFETY POLICY & SYSTEM



OnFarmSafety New Zealand
127 Broadway, Stratford 4332
Health & Safety Policy Document
4/1/2015

This booklet is designed as a vehicle version to the main working document held at the business office. This is for reference regarding the Health and Safety of this business and for entry criteria and hazard management and working on a client's property. Please keep this in your vehicle at all times.

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OWNER(S) OF BUSINESS

Ownership Structure: Equity /Corporate/ Overseas Directors /Shareholders/Partnership / Trust / Company	AgScan Ltd trading as AgScan
Business Operating Name:	AgScan
Owners Contact Name/s:	Carl and Jette Williams
Owners Physical Address:	166 West St Feilding
Owners Postal Address:	166 West St Feilding 4702
Owners Contact Email:	carl@agscan.co.nz
Business/Home Phone Number:	06 323 6530
Main Contact Cellphone Number:	027 288 7931
Preferred Contact:	Landline or email
Business Type:	Sheep and Cattle Pregnancy Scanning Business
Business Base Address:	166 West St Feilding
Staff – Permanent – Full Name	Age, duration of employment, previous job positions, experience
	Carl Williams, Director
	Jette Williams, Director
Staff - Casual	Scanning Sub-contractor
	Roger Ireland
Brief Business Description	Carl and Jette Williams own and operate their own sheep & cattle scanning business. Carl has been scanning for over 20 years and started this business in 1995.

HEALTH & SAFETY POLICY



HEALTH AND SAFETY STATEMENT OF COMMITMENT

The Management of AgScan, will comply with the requirements of the current Health and Safety in Employment Legislation and is also committed to providing and maintaining a safe and healthy working environment for all Employees, Clients, Contractors and Sub-contractors.

It is our policy to make every practical and reasonable effort to protect everybody within our work place, to prevent accidents or serious harm injuries and promote the health, safety and welfare of all persons working within this scanning business.

All steps will be taken by AgScan to identify, list and prioritise hazards and to determine ways of eliminating or minimising those hazards.

The Management of AgScan will encourage safe work methods with all plant, and training will be provided.

AgScan have an emergency preparedness programme and will ensure minimal exposure to hazards.

AgScan expects anyone working in this workplace to observe and practice safe work methods to ensure a safe and healthy workplace, as well as ensuring that no action or inaction on their part causes harm to any other person. AgScan is committed to support the safe and early return to work of any injured employee or contractor.

All accidents/incidents must be reported to management and recorded in the Health and Safety register.

All Clients & Employees are to be familiar with, understand and comply with the relevant Safety Codes or where applicable, specific instructions.

All Staff, Contractors, Sub-Contractors, Employee's Family Members, Clients, and Visitors will comply with the AgScan Health and Safety Rules.

Safety and safe work practices when working with AgScan are non-negotiable and failure to abide by any agreed rule will be viewed as a serious breach of good health & safety practice.

AgScan endeavour to have clear communication lines between all parties involved in the implementation of their Health and Safety system and expect all work related individuals to respect, engage and reciprocate to enable everyone to work safely.

Signed:		Date:		Position:	
Signed:		Date:		Position:	

Next review date: April 2016

BASIC SAFETY RULES

- ✓ Due to the nature of our scanning business, our worksite is mobile, noisy and with only one operator, is therefore challenging to isolate access from all persons. Always ensure that you have made it known that you are onsite, and be aware that the work site does come with an element of risk.
- ✓ Report any significant hazards immediately to AgScan.
- ✓ All accidents must be reported and recorded in the AgScan Accident Register.
- ✓ Wear protective safety equipment appropriate to the task being undertaken.
- ✓ Ensure all equipment is in safe working order.
- ✓ If a task requires you to physically lift something, ensure you use the correct lifting technique.
- ✓ Always respect the health and safety policy of the client and strive to provide a combined safe and healthy workplace.
- ✓ Adhere to work-site speed limit, where applicable.
- ✓ Keep all work areas as clean and tidy as is practical.
- ✓ Please refrain from smoking within our work environment.
- ✓ No alcohol or drugs (or anyone under the influence of either) allowed onsite at any time.

If you are unsure as to your on-site Health and Safety responsibilities or duties – ASK!

Casual Workers Agreement

The purpose of this agreement is to ensure that all casual workers and the manager of AgScan clarify and give regard to their respective responsibilities under the Current Health & Safety legislation.

While it is impossible to indemnify both parties from all liability, a commitment is given by those who sign this document that they have addressed, discussed and understand the essential steps required to be taken towards Health & Safety risk management.

EMPLOYEE NAME:	DATE:
OWNER/MANAGER:	START TIME:
IRD NUMBER:	FINISH TIME:
JOB DESCRIPTION:	
General Labourer	
WORKPLACE INTRODUCTION	
<i>I have been shown/ introduced to:</i>	
<input type="checkbox"/> The team I'll be working with	EMERGENCIES
<input type="checkbox"/> My key jobs & responsibilities	<i>I am familiar with:</i>
<input type="checkbox"/> The work area, toilets, meal time arrangements	<input type="checkbox"/> Where fire extinguishers / first aid kits are located
<input type="checkbox"/> The general layout of the worksite	<input type="checkbox"/> The emergency procedure for this business
	<input type="checkbox"/> Who the first aiders are if required
	<input type="checkbox"/> Where to assemble in an emergency
	<input type="checkbox"/> Who I report to.
HEALTH & SAFETY	Additional Comments or Health & Safety Concerns:
<input type="checkbox"/> I have been shown & had explained:	
<input type="checkbox"/> How to do my job safely including the use of guards and other safety equipment	
<input type="checkbox"/> The hazards involved with doing the job	
<input type="checkbox"/> What the controls are for these hazards.	
<input type="checkbox"/> Safe working procedures	
<input type="checkbox"/> My responsibilities as a casual employee in regards to the health & safety legislation	
Signed By Casual Employee	Signed By Employer/ Owner/ Manager

CLIENT ENGAGEMENT PACK



CLIENT ENGAGEMENT PACK

AgScan is required, under current Health and Safety in Employment regulations, to ensure that no person is put at risk during the time they are engaged by their client/principal. It is important for owners, managers, employers and contractors to understand that this is a shared duty and responsibility. The following information checklist can be used by AgScan as a guide for determining the safe operating level to be engaged when contracted by their client/principal.

Contractor to work alongside appointed HSE representative to ensure contracted work is carried out in a safe and controlled manner.

Combined we will ensure appropriate qualifications are in place (industry licences, registration, permits etc.) and comply with relevant regulations and codes.

Provide an induction for new client/principal (each site), and if any work is subcontracted to another party the contractor is to notify the client/principal prior to work commencing.

Recommended:

Client/principal engagement packs should contain:

- **Letter to Client/Principal**
- **Health and Safety Policy**
- **Basic Safety Rules**
- **Site Safety or Farm Map**
- **Health, Safety and Work Site Environment Acknowledgement Form (2 copies)**

The client and / or principal should provide all relevant HSE documents to AgScan

- Policies;
- Emergency evacuation details;
- Public liability insurance; and } May request or be provided.
- Worker's compensation coverage or accident insurance. } May request or be provided.

The contractor and client/principal should sign an agreement indicating that there will be compliance with all HSE regulations and procedures throughout the entire contracted period.

Determine how the contractor's activities will be monitored with the client and or contractor and review any precautions / controls required:

1. Normal contractual work activities;
2. Contract work undertaken outside normal working hours;
3. Working in an enclosed area;
4. Any extreme high hazard work involved;
5. Discuss and take regular breaks

Whilst onsite, both the contractor and the client/principal must ensure they do not endanger any person by using unsafe practices and equipment. Ensure that the client/principal normal work activities do not interfere with contractual work and present any workers with unnecessary risks. It is the client and/or contractor's responsibility to stop any sited unsafe work practices.

The client and/or contractor will consider how the workplace will operate during the contractor's activities:

- Detours
- Emergency procedures; and
- Access to areas.

Determine how and where the contractor's materials will be stored – hazardous materials, sharp materials, rubbish.

Ensure employees, visitors and others on-site are aware of the contractor's activities.

Ensure that the work site will be returned to normal after the contract work is completed.

CLEAN CLEAR SAFE SITE

Date of Job

Physical Address:

166 West Street
Feilding

Postal Address:

166 West Street
Feilding 4702

Contact Numbers:

Business: (06) 323 6530
Cellphone: 027 288 7931

Dear Customer,

As a client of ours, we are writing to inform you that we have introduced a new Health and Safety Policy for our business.

The safety of those in our business and also you and your staff is important to us, so we ask that you please inform your staff of our policy and that when you or your staff visit the work-site you sign our "Health, Safety & Work Site Environment Acknowledgement Form", so we are able to inform you of the work-site hazards you may encounter.

I have included with this letter a copy of our Health and Safety Policy, Basic Safety Rules, and a detailed site safety map. Copies of all these documents are also kept in our vehicle (driver's door), as well as emergency contact numbers. There are also two copies of the Health, Safety and Work Site Environment Acknowledgement form, one for your records and the other to be signed and returned in the self-addressed envelope.

If you have any questions please do not hesitate to contact me.
Thanks for your co-operation, we look forward to working with you.

Kind Regards

Carl and Jette Williams
AgScan

EMERGENCY PREPAREDNESS



Emergency Procedures

STOP, THINK, ACT!

Primary Contact:

Name & Phone

Secondary Contact:

Name & Phone

Emergency Contact Numbers: Dial 111 for Fire/Police/Ambulance

The first priority in the event of an emergency is for the safety of all people present

1. Raise the alarm –
2. Call from a safe place
3. Tell the operator which emergency service you want
4. Wait until that service answers
5. Provide as much detail of your worksite location as possible, (use smart phone or GPS):

(Road Number):

(Road Name):

(Nearest Town):

1. Do not hang up until told to do so by the emergency service
2. Make sure someone is available to direct the emergency service to the scene

Immediately after calling 111, activate the emergency procedure.

Use an alternative phone if emergency services ask you to keep the line available.

Potential Emergencies

1. Medical injury
2. Fire
3. Fuel spill
4. Natural disaster

Location of Emergency Equipment in AgScan Ute

- Fire extinguisher located on back of ute deck
- Personal protective equipment (hard-hat with ear protection, high-viz vest, gloves, safety boots)
- First Aid Kit – inside ute
- Emergency communication – Cell phone
- Spade
- Other

After the event

- Complete an incident report
- Review the effectiveness of the emergency plan

MASTER HAZARD LIST



Master Hazard List Identification & Control – AgScan

ASSESSED <i>(Yes/No/N/A)</i>	HAZARD	RATING	POTENTIAL HARM	HAZARD CONTROLS	COMMENTS/ ACTIONS
General - Health Issues					
	OOS/RSI	H M L	Aches, pains, ligament Damage	Avoid repetitive awkward movements. Take regular breaks if . Use correct posture and techniques to carry out tasks. When possible vary work tasks.	Wear appropriate footwear, clothing and PPE for working with animals.
	Hygiene	H M L	Disease	Always wash hands before eating, drinking or smoking. Maintain facilities in tidy and clean order Use sanitizers for hands	AgScan staff always maintain good hygiene practice and Carl wears a long vet glove when scanning sheep and cattle.
	Toilet Facilities	H M L			Crate is washed down at the end of the day if water available to prevent the transfer of disease from farm to farm.
	Disease (Zoonosis, Leptospirosis, Ringworm etc.) Chemical Exposure	H M L	Illness, Death Head aches	Ensure any animal vaccination programme is adhered to if you have to handle client's animals. Good standard of personal Hygiene - No Smoking or eating without washing hands. Wear appropriate PPE when necessary.	Enquire as to animal vaccination programme for sheep and cattle? Carl to supply user friendly raddle markers and new user friendly aerosol sprays. Enquire as to dip/pour on programme for stock
	UV Rays	H M L	Melanoma	Wear Sunscreen, hats and appropriate sun protective clothing when exposed in direct sunlight.	
	Noise	H M L	Deafness	Keep dog noise to a reasonable level for all staff	Avoid over use of dogs in work site especially if in doors where noise echo's
	Stress & Fatigue	H M L	Mental Health, Death	Manage and report any signs at outset. Ensure you eat and drink a sufficient amount through day. Take rest breaks. Ensure calendar is well planned.	

Generic Work Site Hazards					
	Unloading/loading M/C	H M L	Bruising, Broken Bones, Lacerations, Concussion, Amputation, Death	Select stable flat/level terrain to unload/load M/C	
	Access to yards and work site	H M L		Assess access to yards and check for obstacles	Identify safe access to yards and set up a safe work site
	Slippery and uneven surfaces	H M L		Be aware of slippery surfaces.	Improve with non slip surfaces and eliminate obstacles
	Slippery Catwalks and hand rails	H M L		Be aware of slippery and awkward catwalks	Non slip catwalks with bird netting and put hand rails in place where necessary
	Steps up to catwalks and gate rails	H M L		Be aware of slippery, steps, gates and rails	Non slip steps with bird netting

Generic Work Site Hazards – continued					
	Wet and frosty surfaces	H M L	Bruising, Broken Bones, Lacerations, Concussion, Amputation, Death	Be aware of hazards in immediate surroundings,	
	Tracks & Races	H M L	Broken, bones Lacerations, death	Ensure FBR provides location of any difficult terrain with on farm map, adhere to farm speed limits	
	Bridges	H M L	Bruising, Broken Bones, Lacerations, Concussion, Amputation, Death	Ensure bridge structure is sound and designed to withstand heavy loads. Obey any bridge certification and weight limits and ensure own risk assessment is thorough and documented.	
	Worksite specific Steep gradients – Hills, gulley's, bluffs, tomo's	H M L	Bruising, Broken Bones, Lacerations, Concussion, Amputation, Death	Ensure complete induction liaison with farmer prior to job commencement as to expectations and task. Know limits and ensure own safety is paramount.	
	Children onsite	H M L	Bruising, Broken Bones, Lacerations, Concussion, Amputation, Death	All children must be fully supervised by an adult or restrained in a certified childproof seat at all times when onsite.	
	Scan Crate and Race	H M L	Cuts, bruises and broken bones	Be aware of all moving parts on scan crate at all times. Hands are most at risk of getting caught in front head bail, back stop gate, drafting gate and top of the crate from incoming sheep.	Have your wits about you at all times as stock can be very unpredictable.

Generic Work Site – environmental hazards					
	Rivers, streams, creeks, ponds	H M L	Bruising, Slips, Trips Falls, Broken Bones, Lacerations, Concussion, Amputation, Disease, Drowning, Death	Prior to any work commencing operative to carry out site safety inspection and create site safety plan.	
	Prevailing weather	H M L		Thoroughly inspect/assess worksites that feature water for their stability and integrity, approach with extreme caution.	
		H M L			
		H M L			
		H M L			

Farm Work Site Hazards - paddocks					
	Tracks & Races	H M L	Broken, bones Lacerations, death	Maintain good surface, identify any difficult terrain on farm map, adhere to farm speed limits	
	Terrain (Hills/Gullies/Bluffs/Slips/Tomos/)	H M L	Broken bones, concussion, death	Liaise with farmer as to highlighted hazards and no-go areas on Farm Map, warn all staff/visitors where they are, travel cautiously around these areas.	
	Gravel Pits / Quarries	H M L			
	Silage Pits / Stacks	H M L			
	Bull Holes	H M L			
	Stop banks	H M L			
	Stumps / Branches	H M L			
	Offal Hole / Rubbish	H M L	Asphyxiation, disease, drowning	Fence off, cover (if possible), identify on farm map, try to have two people present or advise if going there alone	
	Natural waterways & Crossings (Bridges/Fords)	H M L	Drowning, Broken Bones	Regular Maintenance, use bridge certification recommendations, mark on Farm Map	
	Soak Holes, Water Hydrants/Irrigation Infrastructure	H M L	Falls, Broken Bones, Lacerations, Drowning, Death	Ensure farmer has identified on Farm Map, and has clearly marked/ fenced off if practical	
	Power Poles/Pylons	H M L	Collision, falls, broken Bones, Lacerations, electrocution, gas inhalation, unconsciousness, death.	Must be clearly marked and identified clearly on farm map, ensure all staff/visitors are aware of location and if being worked on by organisational or maintenance crews. Add marker at site if applicable.	
	Overhead Wires	H M L			
		H M L			

Fences					
	Electric – Mains	H M L	Decapitation, cuts, broken bones, lacerations, electric shock	Discuss voltage and location of electric fences with farmer before commencement of job. Be alert when driving on lanes, watch for any shorts and ensure everyone is aware of live wires, have a remote control unit for the unit if possible.	
	Tapes & Wires	H M L			
	Barb	H M L	Scratches, cuts, tetanus	Take care when climbing; ensure staff and visitors aware of where barb is located on farm.	
	Gateways Cattle stops at entrance	H M L	Collision	Check width of gateway for sufficient clearance either side of vehicle. Close gates or leave as found.	
Trees					
	Shelter	H M L	Crush, lacerations, death	Be aware and careful in high winds. Use a trained operator for tree felling, & maintenance. Always use full personal protective equipment and know limits. Seek second opinion and assistance if in doubt as to task ability or outcome.	
	Plantations	H M L			
	Forestry block	H M L			
Animals					
	Bulls	H M L	Broken Bones, Lacerations Concussion, Unconsciousness, Death	Remain alert and watchful at all times, particularly in confined spaces and at times of peak sexual activity	Staff are trained in basic stock handling procedures. Staff are advised to take regular breaks for food and drink.
	Cattle / Cows	H M L		Stock behaviour is often unpredictable - Remain alert and watchful at all times when working around animals, treat stock with care and respect. Note any particularly stropky animal and advise staff/visitors - remove if practical.	31/3/15 Safety glasses are being considered as part of Scanning PPE
	Horses	H M L			
	Pigs	H M L			
	Dogs	H M L			
	Sheep	H M L			

AgScan Base Depot Loading Area					
	Travel To & From Farm	H M L	Fatigue, Concussion, unconsciousness, broken bones, lacerations, death	Manage fatigue carefully, abide by all road rules, never drive while under the influence of any inhibiting substance. Drive to the road and weather conditions. Plan ahead, manage time and stay overnight to reduce travelling when tired.	
	Public Liability Insurance	H M L		AgScan has in place	
	First Aid Certificates	H M L		20/4/15 Carl Williams has up dated stage 1 and 2 Certificates	First aid kit and fire extinguisher are located on the back of the AgScan ute.
	Vehicle check	H M L			
Workshop					
	Power Hack Saw	H M L	Burns, Eyesight damage Cuts, bruises, broken bones	Use tools in safe and controlled manner and for what they are designed for, use PPE as required	
	Band Saw	H M L			
	Drill Press	H M L			
	Hand Tools	H M L	Cuts, bruises, broken bones	Use tools in safe and controlled manner and for what they are designed for, use PPE as required	
	Fencing Tools	H M L			
	Welding Equipment (Arc/Mig/Gas)	H M L	Burns, Eyesight damage	Use in a safe manner by trained operators only, use appropriate PPE	
	Water Blaster	H M L	Electrocution		
	Air Compressor	H M L			
		H M L			
		H M L			
		H M L			

Communication					
	Working Alone	H M L	Stranded, injured, death	Implement communication system, give expected time back, ensure all staff, contractors and visitors check out when leaving the farm, if limited cell coverage utilise RT's.	
	Mobile Coverage/RT's	H M L			
Miscellaneous					
	Bee Hives	H M L	Stings, Allergic reaction, Death	Ensure anti-histamines are on hand or even an Epi pen	
	Road/Highway	H M L	Crush, broken bones, lacerations, death	Barriers and signs to be used, traffic control provided. Staff trained, flashing lights, high visibility vests, helmets if on bike/quad, seat belt worn if in vehicle, remember the public road/railway line is not a private laneway.	
	Railway Line	H M L	Crush, broken bones, lacerations, death	Follow railway timeframes for train movement. Barriers and signs in place as required. Staff trained, flashing lights, high visibility vests, helmets if on bike/quad, seat belt worn if in vehicle.	
	Firearms	H M L	Gunshot wound, death	Secure firearms in locked gun safe/ vehicle holdall when not in use and ammunition is stored separately, only licenced people to use firearms, all firearms regulations to be abided by.	
	Fire Extinguishers	H M L	Electrocution, poisoning	Ensure correct extinguisher is in place for likely type of fire, ensure a regular maintenance programme in place and that it is not expired, ensure staff are capable of correct use.	
	Knives	H M L	Cuts, amputation	Store knives appropriately when not in use, use correct cutting techniques, exercise caution when using	

TRAINING



ACCIDENTS AND NEAR MISSES



ACCIDENT REPORTING FORM

Location where accident occurred:

PARTICULARS OF ACCIDENT

Date of accident: M T W T F S S	Time:	Location:	Date reported:
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THE INJURED PERSON

Name		Address		
Age	Phone number			
Date of accident		Length of employment — on job		
TYPE OF INJURY:	<input type="checkbox"/> Bruising	<input type="checkbox"/> Dislocation	<input type="checkbox"/> Other (specify)	Injured part of body
<input type="checkbox"/> Strain/sprain	<input type="checkbox"/> Scratch/abrasion	<input type="checkbox"/> Internal		
<input type="checkbox"/> Fracture	<input type="checkbox"/> Amputation	<input type="checkbox"/> Foreign body	Remarks:	
<input type="checkbox"/> Laceration/cut	<input type="checkbox"/> Burn scald	<input type="checkbox"/> Chemical reaction		

DAMAGED PROPERTY

Property/ material damaged	Nature of damage
	Object/substance inflicting damage

THE ACCIDENT

Description

Describe what happened (draw diagram if necessary — essential for all vehicle accidents)

Analysis

What were the causes of the accident?

ACCIDENT REPORTING FORM CONTINUED -

HOW BAD COULD IT HAVE BEEN?

Very serious Serious Minor

WHAT IS THE CHANCE OF IT HAPPENING AGAIN?

Minor Occasional Often

Prevention

What action has or will be taken to prevent a recurrence? Tick items already actioned

By whom When

TREATMENT AND INVESTIGATION OF ACCIDENT

Type of treatment given

Name of person giving first aid

Doctor/Hospital

Accident investigated by

Date

Worksafe advised YES / NO

Date

Draw picture of scene:

Name of Person completing this form:

Date:

NEAR MISS / NON INJURY REPORTING FORM

Date:		Time:		Location:	
Name of Person Involved:				Other:	

Investigation Carried Out:

Nature of the Accident:

Cause of the Accident:

Any significant hazard involved?

Yes No

If yes, note controls below:

Steps taken to control significant hazards identified

Health, Safety & Work Site Environment Acknowledgement Form

Principal Contractors	AgScan – Carl Williams
Sub-Contractor/ Employee Name & Address	
Clients Name, Address & contact ph. no. ☎	
Principal Contractor ph. no. ☎	
Person Onsite ph. no. ☎	

Please Note: This form is designed to be used as a one off agreement between AgScan & their Clients or an on-site sign in and out form and should be used as part of the Health & Safety Induction Process.

Brief description of contracted work to be carried out:		
<input type="checkbox"/> Sheep Scanning <input type="checkbox"/> Cattle Scanning		
Hazard Likely to be Created/ Encountered	Risk Management Controls Required	Controls Completed
Use of incorrect hazardous marker sprays	Use only approved sheep markers	AgScan carry non-hazardous sheep markers
Application of Hazardous chemicals prior to start of scanning	Pour-ons and dips to be administered one week before or post scanning only	Do not administer any pouron drench or dip during scanning
Hands are at most risk of getting caught in the front head bail, back stop gate, drafting gate and top of the crate from incoming sheep	Be aware of all moving parts on the scanning crate at all times	Discuss with AgScan before scanning commences as to the hazards on the scanning equipment
Unsecure, dangerous catwalk or steps. Front and back gates that latch securely.	Clean tidy worksite, secure nonslip steps and catwalk. Secure gate latches.	Complete site and maintenance check before cattle scanning commences. Remove excessive weeds, rubbish, boards posts etc and check catwalk, steps and surfaces
Uneven area for sheep scanning crate placement. Rocky ground.	Fill in any holes and level as much as practical.	Complete site and maintenance check before sheep scanning commences.
I/We have discussed, read & understand:		I/We know & have been inducted as to:
<input type="checkbox"/> Health & Safety Procedures & Policies for this worksite that are relevant to our contracted work		<input type="checkbox"/> Our responsibilities as a contractor, visitor and business owner
<input type="checkbox"/> Access procedures to the worksite		<input type="checkbox"/> The controls required for all hazards while carrying out task
<input type="checkbox"/> Any hazards or risk management required relevant to our contracted tasks & movements		<input type="checkbox"/> How and where to report hazards
<input type="checkbox"/> Emergency Procedures		<input type="checkbox"/> Who & How to report accidents/injuries
<input type="checkbox"/> Other:		<input type="checkbox"/> Safe work procedures to carry out contracted tasks
<input type="checkbox"/> Other:		<input type="checkbox"/> Other:
		Other:
Signatures of Contractor/ Business Employees:	Date:	Signature of Landowner/ Manager:
	Time in:	Date:
	Time out:	

This acknowledgement form is designed to ensure that all business's, contractors, visitors and subsequent employees carrying out work on this worksite, have been made aware and understand their responsibilities under the current Health & Safety in Employment Legislation. Owners & Management of this workplace expect all employees, contractors, and visitors who enter this workplace to ensure that they act and work in the safest possible manner, that no action or inaction on their part puts themselves or any other person at risk of harm, and that all rules and requirements including those specified above, are adhered to.

Legal Disclaimer

This programme, material, advice and all information contained in this publication is intended for the named recipient only and has been created in consultation with the named recipient.

This publication is intended to provide accurate and adequate information pertaining to the subject matters contained herein within the limitations of the size of this publication. Never the less it has been written, edited and published and is made available to all persons and entities strictly on the basis that its authors, editors and publishers fully exclude any liability by any or all of them in any way to any person or entity for damages in respect of or arising out of any reliance in part or full, by such person or entity or by any other person or entity, upon any of the contents of this publication for any purpose.

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