

Farm Safety Association

How does safety rate on your farm?

With funds provided by the Ontario Ministry of Agriculture and Food, the Farm Safety Association has developed this safety checklist to help you create a safe and healthy working environment for you and your family. Please feel free to copy or duplicate the list and give it to others in your area.

Each year in Ontario, farm family members die or are injured in tragic accidents. **Accidents** can result in injury, death, or property damage, and are often caused by unsafe acts or conditions, faulty equipment, or human error.

An **INSPECTION** of your workplace will help prevent injuries by identifying hazards, recording them, and taking corrective action. You *must* be committed to correcting the hazards in some manner if you are to succeed in reducing accident potential.

Aspects of a workplace inspection

Your inspection should not be taken lightly. You may need several family members or an outside set of eyes to see some hazards that you may pass every day. No work area can be 100% free of hazards. Include the questions "WHO, WHAT, WHERE, WHEN, and HOW" for each area examined.

When to inspect

Many locations on a farm can be inspected year 'round'. The home, buildings and other structures are examples of this. Machinery and equipment can best be inspected when gearing up for work in early spring, or in operation. Static inspection examines the machine itself (shields and guards, decals, wear and tear on parts), while an inspection during equipment operation looks at unsafe acts of the operator or hazards in the field.

How to complete the inspection

As you go through the various sections of the following inspection checklist, answer the questions or statements by checking *Yes* or *No*. If you have answered *Yes*, no action is required. If you have answered *No*, then a hazard exists requiring corrective action. You should then determine a priority level for the hazard to indicate the urgency of the corrective action:

- A Major
 Life-threatening or serious
 injury potential
- B Serious Injury or property damage correct in the short term
- C Minor Long term action can correct
 the problem

Indicate a realistic target date to correct the hazard on the sheets. When a hazard has been corrected, check it off in the last column.

CHECKLIST	YES	NO	TARGET DATE	HAZARD CORRECTED (✔)
Home Safety				
Are smoke detectors installed in appropriate locations and operating properly? They should be tested periodically. Do you keep extra fuses on hand? Do small rugs have non-skid backings? Do you have a proper step stool or ladder for in-home use? Are there covers on electrical outlets where children play? Are all firearms safely stored and locked up according to new regulations? Do you post emergency numbers at all telephones? Stairways Are stairways clear of all hazards (shoes, toys, etc.)? Are there full length handrails, in good repair? Can stairways be well lighted? Are treads, risers, and carpeting in good condition? Are spills and wet surfaces cleaned up immediately?	aaaaa oo aaaaa			
Bathrooms Do you use non-skid mats/surfaces in bath tubs to prevents falls? Do you have a proper medicine cabinet? Are old medicines disposed of upon expiry? Do you keep electrical appliances away from sinks, tubs etc.? Do you have a night light to prevent tripping? Is a ground fault circuit interrupter installed (GFCI) for bathroom circuits?				

	YES	NO	TARGET DATE	HAZARD CORRECTED (~)
Kitchen				
Do you clean the stove's exhaust hood and duct frequently?				
Are cleaners, disinfectants, poisons, etc., secured out of reach of children		"		
and away from foods?				
Do you always use a step stool for climbing?				
Are utensils and knives neatly stored?				
Are handles of pots and pans always turned away from stove fronts? Are proceeded objected dishes and always a dispensal of important and always turned away from stove fronts?	Н	l H		
Are cracked, chipped dishes and glassware disposed of immediately? Are spills wiped up immediately?	H	ΙH		
Are cupboard contents kept orderly to prevent falling objects?	H	lΗ		
Is a fully charged fire extinguisher available?	Ħ			
Are matches and lighters kept away from access by children?	Ħ			
Entrances				
Is there adequate lighting at entrances?	П	Ιп		
Are tripping hazards cleaned up?	\Box			
Are steps well maintained?	В			
Livingrooms/Bedrooms				
Is furniture arranged to avoid bumping knees and shins?		П		
Are electrical cords kept away from carpets?				
Are fireplace screens used effectively?				
Are throw rugs avoided to prevent tripping hazards?				
 Is furniture kept away from windows to prevent children from falling out? Are screens and windows secured to prevent children from falling? 	H			
Are screens and windows secured to prevent children from fatting? Have plans been made for a fire escape route from bedrooms?	H	l H		
Are lamps located near beds to prevent tripping in the dark?	H	ΙH		
Do you keep a flashlight handy for power outages?	H	l H		
Basement				
Have gas and waterlines been tagged for easy identification?				
Are fuse box circuits marked properly?	Н	l H		
Do you avoid storing or using any flammable liquids in the basement?	Ħ	H		
 Do you have your furnace and water heater checked for safe operation? 	Ö			
 Are light switches properly located to prevent stumbling in the dark? 				
Are all chimneys checked for obstructions?				
Building Safety				
Are buildings free of litter and debris?				
Are walkways, aisles and traffic areas clear of any obstructions?		H		
Is there adequate lighting in work and travel areas?	□	Ī		
Are stairs in good condition and equipped with handrails?				
Are stairs kept clear of obstacles on steps and landings?				
Are permanent ladders in good condition and inspected regularly?	\vdash	\vdash		
Have defects in concrete floors been repaired? Have broken, damaged, or rotten floorboards been repaired?	Н	H		
Are low ceilings, beams, etc., marked clearly with signs or				
florescent materials to prevent bumping into them?				
 Are stored materials properly stacked to prevent them from falling? 				***************************************
 Are protrusions such as nails removed from walls, railings, etc., 	-	-		
to prevent contact?	Ц			
Are nails removed from used lumber before stacking? De you wine up chills immediately?	Н	H		
Do you wipe up spills immediately? Is there ample walking space between stored machines?	H	H		
Are keys removed from stored machines?	Н	Н		
Do large doors open smoothly?	Ħ	Ħ		
 Are floor openings protected to prevent individuals falling through them? 				
Do you keep your tractor and other fuel burning equipment in an	_	_		
outbuilding separate from the barn or other buildings?				
Do you avoid storing flammable liquids in barns or other structures?	L	U		
Fire Prevention				
In hazardous greas are NO SMOKING signs placed in				
In hazardous areas, are NO SMOKING signs placed in prominent locations?	[7			
Are light bulbs and heat lamps protected with wire guards?	Н	Н		
Are roofs checked for leaks where hay or straw are stored (excessive)		_		
wetting of hay or straw could lead to spontaneous combustion)?				
Are lightning rods checked for proper installation and grounding?				

	YES	NO	TARGET DATE	HAZARD CORRECTED (✔)
Are fire department numbers and farm location prominently displayed]			
Are appropriate fire extinguishers located strategically for easy access				
in case of fire? • Are fire extinguishers inspected regularly?				***
Do livestock buildings have at least two exits for animals?		H		
Are doors and gate latches easy to open? Are faulty wiring and electrical equipment repaired or replaced				
immediately?				
Does your family periodically review how to operate fire extinguishers and discuss emergency plans?	П	П		
Do you regularly dispose of rubbish and other combustibles?				
 Are flammable liquids properly stored away from any ignition sources? Do you take care not to damage concealed electrical wiring when 	ш			
drilling holes or driving nails into walls?				
Is there a cistern or pond that can be quickly and easily accessed in all kinds of weather?				
Are chimneys and heater pipes clean and in good condition?	Ĭ	ğ		
Do you obtain an outdoor burning permit where required?	U			
Electrical Safety				
Have you discussed the various types of insulation in buildings with your insurance company?				
Are power lines, poles and other electrical hardware coming into the farm in a good state of repair?				
 Have trees been trimmed well away from conductors in case of storms? Have you had overhead lines relocated underground to avoid contact with 		Ħ		
high vehicles in the farm yard? Do all outlets have three-pronged receptacles to provide proper grounding				
of electrical tools and appliances?				
Are there sufficient outlets to eliminate the continued use of extension cords?				
Are bare light bulbs protected from being hit by objects and machines, or splashed with liquid?				
Are outside outlets weatherproof and installed with ground fault circuit interrupters? Is your TV antenna located far enough from wires in case it falls during				
a storm?				
Do you have warning systems to indicate that vital equipment has failed?	П	П		
Do livestock ever act wary or refuse to drink?	ğ	ğ		
Do you unplug tools and equipment that are not being used? Do your tools and appliances carry a CSA certification?	H	Н		
 Are checks always made for underground wiring before digging? 	Ĭ	Ĭ		
 Is the correct sized fuse always used in circuits? Are fuses marked P or D used in circuits where furnaces, dryers, ranges, 				
air conditioners, etc., are connected?				
Are fuses and switches all labelled properly so as to prevent confusion in an emergency?				
Workshop				
Are all electrical outlets in the shop properly grounded with ground fault				
Are floors kept dry at all times? Is personal protective equipment available: i.e., goggles, face shields,	Н			
 Is personal protective equipment available: i.e., goggles, face shields, hard bate?] []		
hard hats? Is a stocked first-aid kit available?	Н	Н		
Are work areas debris-free and uncluttered? Is there adequate lighting to prevent working in shadows?				
 Are suitable receptacles available for oily rags, used oil, etc.? 		H		
Are there at least two exits available? Is adequate, well-organized storage available for tools and equipment?				
Are extension cords used only for temporary work? Are portable lights properly shielded to prevent breakage?	H	Н		
Are portable lights properly shielded to prevent breakage? Are portable tools unplugged when not in use?				
Are benches tidy and drawers kept shut?	H	H		

	YES	NO	TARGET DATE	HAZARD CORRECTED (V)
Fields, Woodlots, Lanes, Drives and Yards			•	
Do you leave a sufficient turning area for machinery along ditches and				
Are washouts repaired and filled so vehicles won't get stuck?				
Do you trim low tree branches that could hit equipment?	ΙH	ΙH		
Do you stop machinery before crossing railway lines on your farm?	lΠ	lΗ		
 If underground utilities (e.g., gas lines, power lines, etc.) cross your farm, 	_	_		
are they well marked?				
 Do you keep your drive/lane in good condition, free of ruts and bumps 				
Are all gates (yard and field) wide enough for machinery and trucks to	"	"		
enter and exit easily?				
 Are workers made aware of overhead powerlines when moving 				
tall equipment, ladders, etc.?				
Are laneways marked before winter snows to indicate ditches, etc.,	l	_		
for snow removal? • Are all obstacles that can be snow covered removed from yard and				
work areas before winter?				
 Is equipment kept off of steep slopes where stability can be uncertain? 	lΠ	Н		
Are sidewalks and walkways in good repair?		8		
Are lawn and garden tools put away after use?				
Is the yard clear of rubbish, dead vegetation, waste, mislaid tools, etc.?				
 Is there protection from the danger of uncovered water tanks, wells, 				
• Do you inspect trees after storms and in spring for broken limbs that				
could come down?				
 Do you have an assigned play area for children (i.e., α fenced area)? 	🗏			
Do you kill or remove hazardous plants such as poison ivy?				
 Do you check for nests of stinging insects, and take appropriate action 				1 1
for their removal?				
Do you read the operator's manual for your farm tractor, and follow the operating, maintenance and safety recommendations found therein?				
Before operating, do you walk around the tractor making a visual check for	ן ט	"		
bystanders and other objects?	lπ			
 Is the tractor equipped with a rollover protective structure (ROPS) 	_			
and seatbelts?				
 Do you always wear seatbelts with ROPS? Do you enforce the rule "NO RIDERS ON THE TRACTOR AT ANY TIME"? 	lΗ			
Is there an SMV (slow moving vehicle) sign on the rear of the tractor or	"	"		
towed equipment for roadway travel?				
 Is the SMV sign clean, with good reflective qualities? 				
Do you lock brake pedals together before roadway travel?			l	
When towing equipment, do you use safety hitch pins and chains? Is there a first-aid kit mounted on the tractor?	ΙH			
Is a fire extinguisher located on the tractor?	18	l H		
When operating a tractor in buildings, do you open doors and windows or				
start ventilation fans?				
 Are steps free of mud, tools or debris that could cause slips? 	Н	Н		
• Are keys removed from the tractor when not in use, to prevent theft or				
unauthorized people from using the equipment? • Do you always steer clear of hazards such as ditches, steep hills and				
other greas where tractors can tip?				
• When using front-end loaders, do you travel with the bucket low to avoid				
tipping sideways?				
Have all tractor operators on your farm received training on their				
equipment and reviewed the operator's manual?				
includes a walk around the equipment to check lights, visibility,				
tires, brakes, etc.				
 Is mounted equipment always lowered before the operator leaves 				
the tractor?	8	R		
 Are towed loads always hitched to the drawbar, and never higher? 				
When towing high loads, are clearances from overhead powerlines always checked?				
always checked?	ΙH	Н		

	YES	NO	TARGET DATE	HAZARD CORRECTED (V)
If the tractor does not have a sound proof cab, does the operator always wear hearing protection? Are brakes adjusted regularly?				
PTO Driven Equipment				
Do all PTO's have shields and guards in place? Is there a master shield in place where your PTO meets the tractor? Are shields on PTO's checked periodically to ensure that they rotate freely? (check only with power off) Before leaving the tractor seat, is the PTO always disengaged, engine shut off and keys removed? When working with PTO driven equipment, is clothing close-fitting, long hair covered, and no laces, etc., exposed? Do you always avoid stepping over a PTO shaft? Are worn or defective parts replaced as soon as possible? General Farm Machinery				
 Are key warning decals on machines readable? Are all shields and guards in place? Are all machines free of jagged metal or protrusions that could injure workers? Are hydraulic lines free of excessive wear or leaks? (Do not check hydraulic hoses for leaks with your hands, as fluid under pressure can be injected into human tissue. Use cardboard or wood to detect leaks.) Are defective and worn parts replaced as soon as possible on all machinery? Are tires inspected regularly and properly inflated? Are children and bystanders kept away from operating machinery? Is the power turned off before adjusting or servicing machinery? Are farm equipment manuals readily available to the operator? Is any equipment that is likely to be towed on roadways equipped with a slow moving vehicle sign, safety chains and safety hitch pin? Are SMV signs in good condition (clean and not faded)? Are moveable components properly blocked before repair or adjustments? Do you always observe the "NO RIDERS" rule on machines or drawbars? Are brakes adjusted regularly? 				
Pesticides Storage			I	
Regulation 751 of the Pesticide Act requires the following conditions to be met in order to insure proper storage of pesticides. How many of these conditions does your storage meet? Is your pesticide storage area used exclusively for the storage of pesticides? Is the storage area kept neat and orderly? Is the storage area vented to the outside? Is the storage area secure? Have you posted a chemical warning sign on all entrances to the storage area? Do you have adequate safety equipment (respirator, rubber gloves, boots, etc.)? Have you posted emergency phone numbers (i.e., fire, police, M.O.E.)? Is the storage area free of floor drains? When storing chemicals out-of-doors, do you keep them in a secure area? When chemicals are being stored in a vehicle, are they inaccessible to the public? Does your storage vehicle have a chemical warning sign prominently displayed? If you have answered Yes to all questions, your storage is in compliance with all provincial regulations. Note: Chemical warning signs can be obtained at no charge from your local Ministry of Environment office.				

	YES	NO	TARGET DATE	HAZARD CORRECTED (~)
Animal Handling Facilities				
Are steps and walkways roughened in facilities to prevent slips]			
and falls? • Are walkways and aisles kept free of debris, manure, feed, etc?				
Are outside ramps, steps and entrance ways protected from rain or spilled liquids that could freeze?				
 Are animal drugs and barn chemicals kept in a secure area in] [0		
Are pens, gates and fences in good condition, without protrusions?	H	H		
 Are ventilation fans and vents operative and in good condition? 				
Are heaters kept away from combustible materials? Do you use special care in handling animals with new-born young?	l H I	Н		
 Do you make animals aware of your approach so as not to frighten them? 		H		
Did you have cattle dehorned?				
Do you forbid anyone to excite, tease or abuse animals? Are icy areas in feedlots sanded?	H	H		
 Do you wear protective footwear and head protection when handling 				
animals? Do you leave yourself an "out" when working in close quarters with				
animals? Are pets and animals immunized as required?	Н	Н		
Ladder Safety				
Are ladders inspected before each use, and replaced or repaired.				
immediately if found faulty?				
Are wooden ladders coated with clear preservatives so that faults or cracks are visible?				
Are metal ladders free of weld cracks, missing rivets, etc?		Ħ		
Are ropes on extension ladders in good condition?	8			
Are the feet of the ladder in good condition? Do you face the ladder when climbing up or down, or when working				
from the ladder?				
Are areas around the top and bottom of the ladder clear of obstruction or debris?	п	П		
Are straight ladders placed at a four to one angle (the base set one foot out for every four feet up)?				
 Are metal ladders avoided where electrical contact is possible from 	_	_		
when using a ladder, does it extend at least three feet above the				
landing level?				
Have you replaced any missing or damaged rungs on the ladder?		8		
Are two people involved when moving or erecting long ladders? Do you store ladders where they cannot be damaged?	HI	H		
 Do you always put a ladder on firm footing or compacted soil? 	- I	Ħ		
Is work with ladders avoided in windy or stormy conditions?				
When working from a ladder, do you always keep the trunk of your body centered within the ladder rails?				
Safe Lifting and Materials Handling				
Has everyone on your farm received instruction on safe lifting techniques?		- D.		
Is the "bend your knees" rule always followed?				
Is appropriate protective equipment worn when lifting and handling materials (steel-toed boots, gloves)?				
Are two people or mechanical means used to move heavy loads?	H 1			
Do you check for a clear pathway before lifting and moving objects?				
First Aid / Emergency Action				
Do you maintain first-aid kits in the following locations:	_			
Home? Workshop?	HI	H		
Tractors?	Ŭ I			
Vehicles?				
Are first-aid kits periodically checked and replenished?				

	YES	NO	TARGET DATE	HAZARD CORRECTED (V)
Has anyone on your farm received first-aid training in the last				
three years? Has anyone on your farm received training in CPR				
(cardiopulmonary resuscitation)?	\exists	Н		
Do all family members know how to shut off all machinery if someone is caught-up or pinned down?				
Do you act on issued weather warnings? Are you prepared for blizzards, floods, lightning, tornadoes, etc.,				
should they strike?				
Are emergency phone numbers posted by all phones along with farm locations (i.e., lot and concession)?				
Special Structures: Silos, Grain Bins, etc.				
Are entrances to silos and grain bins secured against entry by children? Are fixed ladders sound and in good condition?	R	R		
Are there safety cages around ladders on silos?	Ē	Ē		
Are warning signs posted to warn of silo gas or oxygen deficiency? Do you use appropriate self-contained breathing equipment when		П		
entering a silo where gas may be present, or where an oxygen deficiency may exist?				
Are workers made aware of hazards of flowing grain entrapment and crusted grains?				
Can power be locked out so that unloading mechanisms cannot start by accident?				
Åre all shields and guards in place on unloading mechanisms? Do you always avoid entering a manure pit for any reason?	R	R		
 Are dust respirators used when handling mouldy hay and grains, 				
or when grain dust is present? Is your silo free of cracks and structural problems, corrosion, etc?	H	\exists		
Transport Vehicles: Trucks, etc.				
Are keys removed from motorized equipment to prevent starting by children?				
by children? • When entering the public roadway from the farm drive, is there clear				
vision in both directions? Do you check your vehicle before going on public highways				
i.e., tires, lighting, visibility, security of load, etc.? Do you always wear seatbelts on the roadways?	Н	Н		
Are hoist-equipped trucks stored with boxes down when not in use?				
Lawn Mower Hazards				
Does the person who uses the lawn mower always wear heavy shoes?				
Does the person who mows the lawn always pick up trash etc., first? Does the lawn mower have safety shields?	8	\exists		
Is a grass catcher used to help prevent objects from being "thrown" by the rotary mower? Do you always turn the lawn mower off (or disengage the blade)				
Do you always turn the lawn mower off (or disengage the blade) before crossing gravel drives or walkways?	П			
Do you always refill the lawn mower and other gas tanks outdoors? Is extra gasoline stored in a safety gas can?	R			
 Do you always disconnect the spark plug wire before tipping the 				
lawn mower up to do any servicing under the mower deck? Do you keep good mufflers on all gasoline powered lawn mowers,				
bear mulchers, or snow throwers? Do you insist that everyone leave the area of lawn you are mowing?	H			
Do you work across the slope with a hand lawn mower? Do you mow up and down the slope with a riding mower?	8			
 Do you always look behind you before backing up a riding mower? Do you make it a practice to never pull a hand mower toward yourself? 		Ä		
 Do you always wear hearing protection when operating power lawn] [
equipment?				

Danger signs available

To help you post warnings (and to correct potential hazards found during your farm inspection), the Farm Safety Association offers the following signs and decals. Please check the items you require, and mail (or fax) completed forms to the Association.

Warning Signs	Decals
☐ No Smoking	☐ Flowing Grain Hazard
☐ Keep Aisles and Passageways Clear	☐ Think! (Machinery Hazard)
☐ Danger: Deadly Gases	☐ No Riders
(Silo and Manure Gases)	☐ Machinery Shut-Off
☐ Caution — Go Slowly	☐ Please Be Careful
	Pesticide Storage
	P.T.O. Hazard Decal
Name	
Address	
Telephone	



Please mail (or fax) completed order forms to: The Farm Safety Association Inc. Suite 22, 340 Woodlawn Road West Guelph, Ontario N1H 7K6 Telephone: (519) 823-5600 FAX: (519) 823-8880



