

# Contractors

Self assessment – Add your actions to your Action Plan at the back of this folder

For contractors	Poor practice	Improving safety practice	Great safety practice
	Address these areas immediately!	There is still work to be done	Monitor and review to continually improve
A map of your farm with hazards marked	Not available	Sometimes provided	Always provided to contractors
Evidence contractors and their workers have relevant licences/certificates	Never check	Sometimes check	Check all and have copies on file
Evidence they have relevant insurances – public liability and WorkCover	Never check	Sometimes check	Check all and have copies on file
Safety induction for contractors before work starts, including known hazards, rules, no-go zones, authorised use of on farm equipment	Rarely	Sometimes	Always
Contractors have appropriate safety plans to eliminate or control risks associated with high risk hazards such as working at heights or use of hazardous substances	Rarely	Sometimes	For all jobs
Contractors inform you when they are going to be and are on-site	Rarely	Sometimes	Always
Contractors notify you about plant, vehicles, equipment, materials and substances they will be using	Rarely	Sometimes	Always
Their plant and equipment is well maintained and has relevant safety features such as guards, emergency stops, carbon filters	Not in place or not known	Mostly	Always
Their portable electrical equipment is tested and tagged	Not in place or not known	Mostly	Always
Contractors induct their staff around safety requirements for your jobs	Rarely	Sometimes	Always
Contractors supervise their staff on your jobs	Rarely	Sometimes	Always
Contractors and their workers use relevant Personal Protective Equipment (PPE)	Rarely	Sometimes	At all times
Contractors notify you of injuries, incidents or near-misses	No process set up	Process set up, not used by all	Process is used by all contractors
You monitor contractors' work to ensure it is safe	Never check	Sometimes check	Check all jobs
You take action if contractors are not working safely	Rarely	Sometimes	Always