

Tractors and Mobile Plant

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

For Tractors	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
ROPS fitted and Falling Objects Protection Structures (FOPS) if using Front End Loaders.	Not all tractors have ROPS	ROPS present, not all have FOPS	All tractors have ROPS and FOPS
Seat belts fitted and in good condition.	Not checked or not present	Some but not all adequate	All in good condition
Belts, pulleys and moving parts like PTO shafts are guarded and in good condition	Not checked or addressed	Some but not all adequate	All guarded and in good condition
Tyres, rims and exhaust systems in good condition	Not checked or addressed	Some but not all adequate	All in good condition
Seats are ergonomically designed for prolonged use and adjustable	None	Some	All
Cabins in good condition and sealed for noise and chemical application	Not checked or addressed	Some but not all adequate	All in good condition
Cabin access in good condition	None	Some	All
Tractors serviced and maintained to manufacturer's recommendations	Not done	Some service to recommendations	All service to recommendations
Records of maintenance	Not kept	Some	Complete and up-to-date
Chocks, rated stands used before working under raised machinery	Not, or only occasionally	Usually	Always
Loads, attachments and modifications are within manufacturer's recommendations	Not checked	Usually	Always
Loads and attachments are suitable for the operating environments	Only occasionally	Usually	Always
Registration and operator licences (if used on roads)	Not in place	Some in place	Complete and up-to-date
Rules: only approved operators; no passengers; no getting off while in motion; operate from seat only	Not clear or followed	Usually followed, but not always	Always followed
Rules: 'no go' zones; road use and speed limits	Not clear or followed	Usually followed, but not always	Always followed

Continued over page

Tractors and Mobile Plant

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

For Tractors, Mobile Plant and all attachments	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
Plant serviced and maintained to manufacturer's recommendations	Not done	Some service to recommendations	All service to recommendations
Records of maintenance	Not kept	Some	Complete and up-to-date
Operator manuals available	None available	Some available	Available for all tractors and plant
Standard Operating Procedures (SOPs) for plant and attachments	SOPs not set up	SOPs set up, not used by all	SOPs are used by all workers
Operators are trained and competent to use the tractors for the tasks required	None, or not known	Some	All
Records of induction and training	Not kept	Some	Complete and up-to-date
Less experienced operators/ learners are supervised	Never	Sometimes	Always
Pre-operational checks are done	Never	Sometimes	Always
Keys removed when not in operation	Never	Sometimes	Always
Fire extinguishers and first aid kit	None available	Some available	Available for all operators
PPE such as hearing protection, eye protection, safety boots	None available or never used	Sometimes used	Used by all operators
Reporting damage or malfunction	No process set up	Process set up, not used by all	Process is used by all workers
Reporting accidents and incidents	No process set up	Process set up, not used by all	Process is used by all workers
Follow-up	None	Limited review and action	All issues acted on

NOTE: See Information section of this topic for checklists to assess safety for:

- › Specific attachments (post-hole diggers, post drivers, slashers)
- › Industrial loaders
- › Tele-handlers