

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 at heights

Quick safety scan

Falls can occur wherever there is more than one level – for example when someone is on a structure, piece of machinery, set of rails or ladder above ground, or working at ground level beside an exposed edge such as a pit. Falls from heights can cause serious injuries, even when they are from less than 2 metres.

Legal regulations require that any work undertaken where a fall from one level to another is a possibility must have the risks controlled.

Quick safety scan – Start here	No	Some	Yes	Comments
1. Have all locations been identified where falls could occur when working at heights?				
2. Are unauthorised persons (including children) prevented from entering these locations?				
3. Has the need to work from heights been eliminated or minimised wherever possible?				
4. When working at heights, is fall protection used e.g. elevated work platforms, ladder cages, hand rails on steps?				
5. If portable ladders or fall harnesses must be used, has instruction/training in correct use been provided?				

Person doing Quick safety scan:	Date: / /
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