

# On-Farm Health and Safety Management Plan

Advance Agriculture Limited is committed to the Health & Safety of its employees in all locations regardless of where they carry out work.

The following plan outlines our:

- Health & Safety policy
- Hazards we bring to site and their controls
- On-farm and accident reporting procedures

## Health & Safety Policy

1. Management will:
  - a. Set health & safety objectives criteria for all staff and work areas. These will be reviewed annually.
  - b. Encourage accurate and timely reporting and recording of all incidents and injuries
  - c. Investigate all reported incidents and injuries to identify all contributing factors and where appropriate, formulate plans for corrective action
  - d. Identify all existing and new hazards and take all practicable steps to eliminate, isolate or minimise the exposure to any significant hazard.
  - e. Ensure that all employees are made aware of the hazards in their work areas and are adequately trained so they can carry out their duties in a safe manner.
  - f. Promote a system of continuous improvement, including annual reviews of policies and procedures
  - g. Be committed to meet our obligations under the Health and Safety in Employment Act 1992
2. Every employee is expected to help maintain a safe and healthy workplace through:
  - a. Following all safe work procedures, rules and instructions
  - b. Properly using all safety equipment and clothing provided
  - c. Reporting all incidents, injuries and hazards to the appropriate person

## On-Farm Hazards and Hazard Controls

| On-Farm Hazard | Hazard Controls  |
|----------------|--|
| Ford Ranger    | All staff are licenced drivers<br>Vehicles are maintained to current warrant standards with current registration<br>Staff are to obey the traffic laws and any on-farm speed limits.<br>Staff are to be guided by the farmer on the terrain of their property and the suitability of driving in certain paddocks.<br>Fire extinguishers and first-aid kits are located in all vehicles |
| Trailer        | Make sure loads are secure and do not exceed the manufactures limits.<br>Trailers must have a current WOF and Registration   |

| On-Farm Hazard | Hazard Controls continued  |
|----------------|--|
| Chemicals      | Chemicals must be transported as per the regulations. HAZNOTES to accompany all chemicals over the threshold. These are stored in the DG pocket in the driver's door.<br>The Dangerous Goods Emergency Response Guide to be stored in the vehicle.<br>All staff to have a current approved handlers certificate<br>Farmers to have an approved handlers certificate if purchasing chemicals that require tracking. |

### **On-Farm and Accident Reporting Procedures**

Upon an Advance Agriculture employee arriving on farm they will text to advise they will be going on-site, the employee will text again when they are leaving the farm. In the event of no cellphone coverage the employee will arrange an alternative method with the farmer.

The farmer needs to advise of any hazards or procedures that the employee needs to follow. In some instances, staff may be inducted into the farms' Health & Safety program. At any stage if the employee deems the task or location is too dangerous they will not proceed.

Any On-Farm Accident or Incident, which harms or may cause harm, will be reported immediately to the farmer and an incident report at Advance Agriculture Ltd will be completed. Additional forms may need to be filled out on-farm which the farmer will advise.