

## Potato Harvesting – SAFETY ORIENTATION CHECKLIST

Before starting work at this farming operation, employees must review the following safe working procedures.

**Note:** *When completing this checklist, information about the major designated danger areas (such as pinch points, axles, railings, air vacuum, etc.) must be included.*

### Operators

- Only designated operators are responsible for the safe moving of machinery and crew.
- Once stopped, machinery should not be moved until the operator, or a person designated by the operator, has ensured no person is at risk.
- Operators or owners shall ensure all machinery is equipped with proper guarding.
- All trucks and harvesters shall be equipped with back-up alarms.
- Operators shall park harvesters in a safe area, turn them off and engage safety devices, before any cleaning, maintenance or repair is done.
- At lunch or break times, operators should stop harvesters as close to the designated parking area as possible, or bring the crew to that area in a safe manner.
- When unloading, trucks should not begin the “backing-in” process until a designated person is in place to assist and direct the driver. All other employees are to remain clear of the operation.
- Operators must ensure employees are aware of pinch point hazards.
- Owners must notify the Department of Post-Secondary Education, Training and Labour – Employment Standards Branch, when workers under the age of 16 are employed.

### Workers

- Workers should never walk between harvesters and loading trucks while in movement.
- Workers should be aware of pinch points, moving parts or conveyors and keep clear of them at all times.
- Workers should wait until equipment comes to a complete stop before embarking or disembarking.
- Storage crews should stay beyond the loading end of the bin piler.
- Besides the operator, no one is allowed to ride on machinery while traveling on public roads.
- All employees must wear Canadian Standards Association (CSA) approved safety footwear and proper clothing for the job being performed.
- CSA approved safety glasses and hearing protection must be worn, when required.
- A designated area is assigned to each employee to park their vehicle.

### General

- No visitors are allowed in the fields beyond the designated parking area.
- No children under 14 should be allowed in the field or in trucks.
- “**Employees Only**” signs should be posted in storage areas and fields being worked.
- Employees should inform family members and friends of the workplace policy regarding visitors.

**It’s the law!** In New Brunswick, those sections are legislated by the *Occupational Health and Safety Act*.

I, \_\_\_\_\_, have received the above information and agree to abide by it. I will follow the instructions accordingly to ensure my health and safety and that of my co-workers.

Instructions given by	Employee	Date