

CHECKLIST FOR FARMERS AND CONTRACTORS

FARMER

POSSIBLE QUESTIONS YOU COULD ASK	
Have I:	
checked where the contractor will be going/working?	
got their contact details?	
told them about any expected or unexpected risks?	
told them about other work activity on the farm that could pose a risk to them?	
asked: <ul style="list-style-type: none"> > what they are going to be doing? > what risks that poses to others? > how we are going to manage and communicate those risks? 	
told them about: <ul style="list-style-type: none"> > farm rules (eg speed limits, alcohol) > any expectations of their behaviour on farm? 	
told them about any relevant emergency procedures?	
determined appropriate time in/time out reporting?	
made a back-up plan with the contractor if there's no phone coverage?	
made a note of what I told them? (eg in the farm diary)	
Also consider	
<ul style="list-style-type: none"> > printing and marking-up a farm map to show hazards > getting the contractor to call in at the farmhouse, or phone before starting work > helping them across rough terrain using an appropriate vehicle. 	

Table 1: Checklist for farmers

CONTRACTOR

POSSIBLE QUESTIONS YOU COULD ASK	
Have I:	
communicated with the farmer about where I or my team will be going/working?	
checked with the farmer if there is risk from farm work activity where I will be going/working?	
told the farmer: <ul style="list-style-type: none"> > what I am going to be doing? > what risks it poses to others? (including the farmer) > discussed how I am going to manage and communicate those risks? 	
been made aware of any relevant emergency procedures?	
agreed with the farmer on appropriate time in/time out reporting?	
made a back-up plan with the farmer if there's no phone coverage?	
Also consider	
<ul style="list-style-type: none"> > letting the farmer know about any changes in the work that may create additional risks to other persons (including the farmer) on farm. 	

Table 2: Checklist for Contractors