



Farm Employers Labor Service



Serving Agriculture in Labor Management Relations

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FARM EMPLOYERS LABOR SERVICE Safety Audit Checklist

Company: _____ Company Representative: _____ Date: _____

Written Injury & Illness Prevention Program (GISO §3203--i.e. IIPP)

- ☐ Designated person
- ☐ System to ensure employee compliance with safe work practices
- ☐ System to communicate with employees and to encourage employees to inform employer of hazards
- ☐ Procedures for identifying hazards
- ☐ Procedures to investigate injuries and illnesses
- ☐ Methods for correcting unsafe conditions
- ☐ Procedures to train and instruct employees

Respiratory Program (GISO §5144)

- ☐ Engineering controls where feasible (§5141)
- ☐ Approved equipment
- ☐ Education and training
- ☐ Inspection before use
- ☐ Maintenance, sanitation and storage
- ☐ Selection and issuance of respirator
- ☐ Medical limitations
- ☐ Respiratory protection program (written)
 - Qualified administrator selected
 - Medical evaluations
 - Fit testing and training
 - Voluntary use - Posting

Hazard Communication Program (GISO §5194)

- ☐ Written Hazard Communication Program
- ☐ List of hazardous substances
- ☐ Methods to inform employees of non-routine tasks
- ☐ Procedure to insure containers are labeled
 - Identity of substance
 - Appropriate hazard warnings
- ☐ Procedure to acquire MSDS and make available to employees
- ☐ Procedure to train employees

Emergency Action Plan (GISO §3220)

- ☐ Written procedures
 - Emergency escape procedures and assignments
 - Procedures for employees who remain to operate critical plant operations
 - Procedures to account for employees

- Rescue and medical duties
- Reporting emergencies procedures
- Names or titles of persons who can provide further information

- ☐ Training of employees
- ☐ Ten or fewer employees plan can be communicated orally
- ☐ Fire prevention Plan (GISO §3221)

Heat Illness Prevention (§3395)

- ☐ Water - 1 quart per employee per hour
- ☐ Shade
- ☐ Training
- ☐ High Heat Procedures
- ☐ Written Emergency Procedures

Weeding, Thinning & Hot Capping (§3456)

- ☐ Employees use of short-hand tool or hand weeding prohibited
- ☐ Hand weeding - Exemptions:
 - When there is no readily available, reasonable alternative
 - Hand weeding is occasional or intermittent and incidental (20%)
 - The commodity plants being weeded:
 - planted 2 inches apart;
 - registered as organic;
 - seedlings; or
 - horticultural - grown in 15 inches or less containers
- ☐ Regardless of meeting above conditions: an additional 5-minute rest period when not occasional or intermittent, and
- ☐ Employees supplied with gloves and kneepads

Lockout/Tagout

- ☐ Written energy control procedures
 - Scope, purpose & authorization in control of energy
 - Rules and techniques to control hazardous energy
 - Means to enforce compliance
- ☐ An employee training program
- ☐ Periodic inspection procedures

Medical Services (GISO §3400)

- ☐ Employer shall ensure the ready availability of medical personnel for advice and consultation
- ☐ In absence of clinic, etc. in near proximity to the workplace (4 minutes) a person shall be adequately trained to render first aid
- ☐ Adequate first-aid materials
- ☐ Suitable facilities for quick drenching or flushing of eyes or body if exposed to corrosive materials
- ☐ Supervision at isolated locations

Sanitation Facilities

- ☐ Alternative Compliance (<5 employees, <2 hours)
- ☐ Drinking Water-Readily Accessible
- ☐ Toilet and Handwashing-1/4 mile or 5 minutes
- ☐ One per sex, 5 or more in crew
- ☐ One per 20 employees per sex
- ☐ Maintenance Records (2 years)
- ☐ Employee Notices; hand-washing water only, good hygiene

Other Cal-OSHA Rules

- ☐ Occupational Carcinogens Control Act - Example: Asbestos
- ☐ Smoke-free Workplace
- ☐ Proposition 65 (Clean Water Act)
 - Postings - clear and reasonable warning
- ☐ Access to Medical Records (§3204)
- ☐ Noise exposure; testing, and analysis
- ☐ Permits/Inspections:
 - Pressure vessel
 - LPG tank; > 60 gallons
 - Excavation, scaffolding (3-stories)

Required OSHA Posters:

- ☐ "Safety and Health Protection on the Job;"
- ☐ "Emergency" phone numbers; S-500
- ☐ "Access to Medical and Exposure Records;" S-11
- ☐ Notice to employees regarding location of MSDS's
- ☐ Notice to employees regarding location of Hazard Communication Program
- ☐ Notice to employees regarding name of person responsible for Injury and Illness Prevention Program
- ☐ "Agricultural-Industrial Tractors;" GISO §3664
- ☐ "Operating Rules for Industrial Trucks;" GISO §3657, 3659 and 3664
- ☐ Form 300A, Summary of Work-Related Injuries and Illnesses; (during the months of February, March and April)
- ☐ Field sanitation notice
- ☐ Prop 65 warning notice
- ☐ Emergency signs e.g., fire extinguishers, exiting from buildings, or other appropriate warnings

Record-keeping and Reporting Requirements:

- ☐ Cal/OSHA Forms 300, 300A and 301 (11 or more employees) - Retain for 5 years
- ☐ Inspection records
- ☐ Review of accidents or illnesses
- ☐ Communications with employee - response to

employee suggestions

- ☐ Employee safety warnings - employee recognition program
- ☐ Correction of hazards
- ☐ Training and instructions
- ☐ Medical records - chemical exposure, etc.
- ☐ Report serious accidents to Cal/OSHA within 8 hours

Safety Training:

- ☐ New employee orientation, e.g., Workers' Compensation Insurance coverage, work rules, emergency procedures, hazard communication program, good hygiene practices, etc.
- ☐ Job specific training at time of hire
- ☐ When assign a new task where no previous training was provided
- ☐ When a new substance, process, procedure or equipment is introduced into the workplace
- ☐ When an unrecognized hazard becomes known
- ☐ Annual equipment operator training, e.g., GISO §3664
- ☐ Familiarize supervisors of hazards associated with tasks performed by employees under their control

Specific Training Requirements

- ☐ New employees, new assignments, new processes
- ☐ Supervisory Safety Training
- ☐ Equipment; forklift, tractor (annually)
- ☐ Pesticide Safety
- ☐ Emergency action plan training
- ☐ First Aid & CPR
- ☐ Medical & Exposure Records - Access
- ☐ Hearing Conservation - use of hearing protection devices
- ☐ Heat Illness Prevention
- ☐ Tree Work
- ☐ Fire prevention, fire extinguisher
- ☐ Lockout/Tagout
- ☐ Welding & Cutting Safety – Hot Work Safety
- ☐ Wheels or Rims – Servicing
- ☐ Medical responders, first-aid/CPR
- ☐ Personal Protective Equipment
- ☐ Respiratory Protection
- ☐ Confined space entrants and rescue teams
- ☐ Battery charging
- ☐ Cotton Dust
- ☐ Ergonomics - When triggered by §5110
- ☐ Fall Protection
- ☐ Bloodborne pathogens
- ☐ Hazard Communication
- ☐ Other non-agricultural jobs may have specific training requirements

HAZARD IDENTIFICATION:

- ☐ Complete Hazard Identification Log (see attachments)
- ☐ Dual Employer: Engaging a FLC - Direct contact
- ☐ Multi-Employer: Exposing, creating, controlling or correcting employer

HAZARD ASSESSMENT FORM

(Company Name)

[illegible]

FORMA DE EVALUACIÓN DE PELIGROS

(Company Name)

[illegible]

