



MILKING FACILITIES



Business Name & Address: _____ **Property Name/PIC:** _____

Audit Team: _____ **Audit Date:** ____/____/____

Description: _____ **Make / Model:** _____ **Asset ID # (if applicable):** _____

RISK CALCULATOR	LIKELIHOOD – The likelihood of the exposure causing injury to a person given the frequency of exposure				
	ALMOST CERTAIN <i>Is expected to occur in most circumstances</i>	LIKELY <i>Will probably occur in most circumstances</i>	POSSIBLE <i>Might occur at sometime</i>	UNLIKELY <i>Could occur at sometime</i>	RARE <i>May occur in exceptional circumstances</i>
CATASTROPHIC <i>Death or permanent disability</i>	EXTREME	EXTREME	EXTREME	EXTREME	HIGH
MAJOR <i>Serious bodily injury</i>	EXTREME	EXTREME	EXTREME	HIGH	HIGH
MODERATE <i>Casualty Treatment</i>	EXTREME	HIGH	HIGH	MODERATE	MODERATE
MINOR <i>First aid only, no lost time</i>	HIGH	HIGH	MODERATE	LOW	LOW
INSIGNIFICANT <i>No injuries</i>	HIGH	MODERATE	LOW	LOW	LOW

RISK CLASS	ACTION REQUIRED
OK or Not Applicable	No Foreseeable Risk - OK for now; Review if any equipment/people/materials/work methods or procedures change. Or this particular inspection item is Not Applicable to this workplace
EXTREME	Extreme Risk - Act Now Do something about these risks immediately. Stop the task until the hazard is controlled and the risk managed.
HIGH	High Risk - Act As Soon As Possible. Do something to manage these risks as soon as possible. Consultant with Management
MODERATE	Moderate Risk - Develop a PLAN to manage these risks / note any suggestions on how the risk might be managed.
LOW	OK for now Review if any equipment/people/materials/work methods or procedures change.



IDENTIFIED HAZARDS		OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
STRUCTURAL						
1.	Is the lighting adequate for all milking conditions including early morning and evening milking?					
2.	Are concrete surfaces roughened to provide extra traction for both stock and workers?					
3.	For your dairy type, does the design minimise the amount of lifting and bending which is required. E.g. lifting buckets?					
4.	Are there exposed moving parts in the dairy (particularly rotaries) which pose a risk of persons being trapped?					
5.	Are moving parts on compressors, pumps, electrical motors and grain augers adequately guarded?					
6.	Is there a lanyard operated emergency stop system available for rotary dairies in addition to the forward/stop reverse					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
lanyard?					
7. Does the dairy have a residual current device (RCD) installed on the electrical circuit board?					
8. Are all-weather covers present on power points in wet or exposed areas?					
9. Do the milk line supports and union joints meet the recommended safety standards?					
10. Are projections which may be at head height such as the handles on milk filter casings, gate ways and head bale levers, signed and protected with some form of padding or alternative pedestrian pathway?					
11. Are exhaust pipes clear of walkways?					
12. Are exhaust systems in good order so that there are no admission of fumes and excessive noise in the workplace?					
13. Are effluent disposal ponds fenced off from children and stock?					
14. Are all water outlets which are not suitable for human consumption clearly marked?					
15. Are hot water taps inaccessible to children and clearly marked?					
16. Are entry / exit points to the dairy clear of rubbish and easily accessible?					
FEEDING SYSTEMS					
17. Does the design of feed systems reduce manual handling?					
18. Are all grain augers, pumps and belts guarded?					
19. Does the feed system minimise the emission of dusts from grain and other feed products?					
MILKING SYSTEM					
20. Is the working height for milking appropriate for operators?					
21. Are kick rails appropriately placed to reduce injury?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
22. Does the dairy have splash guards?					
23. Are eye goggles available to dairy workers to limit the transfer of leptospirosis?					
24. Does your dairy design minimise the carrying of hot water?					
25. Are milking operators provided with ear muffs or plugs to use if they need to raise their voices to be heard over machinery use?					
26. Is access to the vat free of potential trip hazards?					
27. Is lighting around the vat area connected to a motion detector for night pick ups?					
28. Can the milk tanker approach and exit from the pick up area in a forward direction?					
CHEMICAL MANAGEMENT					
29. Are carcinogenic substances such as formalin which are used in footbaths used in accordance with the label safety directions?					
30. Are Ag and Vet chemicals which are not necessary for milking, stored away from the dairy?					
31. Are veterinary medicines that require refrigeration stored away from human consumption foodstuffs in their own refrigerator?					
32. Are all chemicals / detergents physically separated from other chemicals and stored in a secure and well ventilated area in accordance with label directions?					
33. Has appropriate PPE such as gloves, eye goggles, aprons and respiratory protection been made available to workers when using hazardous substances?					
34. Has an appropriate training course such as a AusChem been provided for managers and workers, who may be required to use hazardous substances?					
35. Is an emergency eyewash facility available in the dairy for quick flushing of eyes in the event of acid or other chemical contamination?					
36. Is there an appropriate fire extinguisher/s in or near the dairy?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
WATER STORAGE AND IRRIGATION					
37. Are irrigation pumps, motors and drive couplings properly guarded? (including all exposed moving parts and intakes)					
38. Are irrigation channels/fences/other hazards clearly marked to allow safe movement in dark and /or poor weather conditions?					
39. Are wells guarded to prevent access by children and stock?					
40. Are irrigation pipes stacked at least 10 metres from any power-line, so as to prevent inadvertent contact with the lines?					
41. Has an electrical safety audit of the power-line system on the farm been conducted in accordance with the requirements of the <i>Queensland Electrical Safety Act 2001</i> ?					
42. Have overhead power-lines which pose a risk when moving irrigation pipes been excluded from the transport path or clear hazard reminders strategically placed?					
FODDER CONSERVATION					
43. Are children and stock restricted from hay storage areas?					
44. With pit silage, are gloves worn when handling tyres which hold plastic covers in place?					
45. Are silage pits fenced to prevent access by children and stock?					
ELECTRIC FENCING					
46. Is electric fencing tape secure to avoid contact with overhead power?					
47. Are electric fence wires that pass over troughs properly insulated?					
48. Are appropriate warning signs displayed on electric fences?					
POLICY AND PROCEDURE					
49. Are all workers, visitors or other persons living on the property aware of known and observed rules about 'out of bounds' areas for children in and around the dairy?					
50. Is there a policy and procedure for workers to report known or potential hazards in the dairy?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
51. Are dairy workers trained in safe animal handling and dairy shed operation practices including the safe use of hot water and chemicals?					
52. Do you have a formal safety induction process for new and existing employees?					
53. Are records of employee induction and training maintained on file?					
54. Do you have a Safe System of Work established in the business that encourages input from all workers, supervisors and management?					
55. Do you have a Safe System of Work that includes recording actions taken/planned towards controlling health and safety hazards and developing Policy and Procedures to manage hazards?					
56. Are Acts, Regulations, Codes of Practice, Safety Links, Advisory Standards, Farm Safety News and relevant Australian Standards available either in hard or electronic copies?					
57. Have the managers and supervisors in the workplace undertaken the “Managing Farm Safety course?					
58. Does the induction process make workers aware amenities such as toilets, washrooms and first-aid kits?					
59. During the Induction process, are all employees made aware of the requirement to report all workplace injury to their supervisor?					
60. Is it a policy of the business to provide an induction, to all persons who might have reason to enter the workplace, highlighting any known hazards, including warning parents of children about the dangers associated with effluent ponds?					
61. Have dairy workers been supplied with and instructed in the correct and safe use of personal protective equipment?					
EMERGENCY PROCEDURES					
62. Is there an emergency action plan in place in the event of an incident or emergency arising?					
63. Do farm workers; including family members have up-to-date tetanus protection?					
64. Are all fire extinguishers checked in accordance with the recommended maintenance schedule for each extinguisher?					
65. Do family members and employees have training in the selection and use of appropriate fire extinguishers for the range of potential fuel sources?					
66. Are emergency phone numbers displayed at each phone?					

IDENTIFIED HAZARDS	OK or NA	EXTREME (Act Now)	HIGH (Act ASAP)	MODERATE (Plan)	LOW (Review)
67. Is there somebody who lives/works on the farm that has a current first aid certificate?					
ADDITIONAL HAZARDS					
68.					
69.					
70.					
71.					
72.					
73.					
74.					
75.					
76.					

RISK ASSESSMENT AND MANAGEMENT RECORD

HIERARCHY OF CONTROLS PLANNED OR IMPLEMENTED

Item #	Date	Identified Hazard	Assessed Risk Level	Control 1 Eliminate	Control 2 Substitute	Control 3 Isolate or Guard	Control 4 Redesign or Engineering	Control 5 Administration	Control 6 PPE

IMPLEMENTATION AND CONTROL SHEET						
Item #	RISK MANAGEMENT ACTION REQUIRED	Responsible Person	Cost \$	Target Date	Date Actioned	Revised Risk Level after Action