



TALK LEADER INSTRUCTIONS

This is background information ONLY. Be sure to customize your talk to your operation and facilities.

- ✓ Print copies of this sheet for yourself and each of the participants.
- ✓ Lead a discussion with your workers about the materials on this sheet at a location that is appropriate to the topic. Be sure to give real life examples whenever possible.
- ✓ Be open to questions.
- ✓ Conclude with a brief review of the main points or a summary based on the discussion.
- ✓ Fill in your operation name, location and the date on your sheet. Have each worker sign your sheet to confirm their attendance.
- ✓ File your sheet in your worker training records to document the training experience.

WORK ACTIVITY

Working around moving parts on farm equipment can be very dangerous if safe work procedures are not followed. Machinery guards when they are in place and properly maintained, provide a physical barrier to the hazard points and reduce the risk of injury.

BACKGROUND

Numerous farmers and farm workers have been injured or killed because guards were not installed or were improperly used. Guards and decals which identify the danger must be kept in place whenever the machine is operated. Guards or shields removed for maintenance must be properly replaced before use.

Key Points

WE HAVE INTEGRATED SAFETY STANDARD OPERATING PRACTICES FOR OPERATING ALL FARM MACHINERY ON OUR FARM. If you don't remember them, review them—you can find them:

Preoperational inspections must be done prior to using any equipment on a daily basis. If you notice any broken guards or missing labels, please inform a supervisor.

It's important to be aware of hazard points created by the motion of machinery components. Guards are physical barriers that prevent access to these hazard points.

BE AWARE OF

Pinch Points: where two parts move together and at least one of them moves in a circle; also called mesh points, run-on points, and entry points.

When guards cannot be provided, operators must avoid contact with hands or clothing in pinch point areas. Never attempt to service or unclog a machine while it is operating or the engine is running.

Wrap Points: any exposed component that rotates.

Watch components on rotating shafts, such as couplers, universal joints, keys, keyways, pins, or other fastening devices. Splined, square, and hexagon-shaped shafts are usually more dangerous than round shafts because the edges tend to grab fingers or clothing more easily than a round shaft, but round shafts may not be smooth and can also grab quickly. Once a finger, thread, article of clothing, or hair is caught it begins to wrap; pulling only causes the wrap to become tighter.

Shear Points: where two components move across each other in a scissor-like motion.

Remember that crop cutting devices cannot be totally guarded to keep hands and feet out and still perform their intended function. Recognize the potential hazards of cutting and shear points on implements and equipment that are not designed to cut or shear.

Crush Points: points between two objects moving toward each other or one object moving toward a stationary object.

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CAUTION

Moving parts present the greatest hazard because of the swiftness of their action and unforgiving and relentless motion.

EMERGENCY PROCEDURES / CONTACTS

In case of incident or injury, call 911 or your local emergency services, then me or your supervisor.

MORE RESOURCES

On Guard, by the Prairie Agricultural Machinery Institute (PAMI), available at http://www.pami.ca/pdfs/guidebooks/is_farm_machinery_guarded_complete_guidebook.pdf.

GUARD YOURSELF!

Never stand between two objects moving toward one another. Make certain the driver knows where the helper is at all times when hitching a tractor to an implement. Do not move between the two objects to complete the hitching until the backing vehicle is completely stopped and the brake is set. Never stand between the tires of an articulating four-wheel drive tractor. Use adequate blocking or lock-out devices when working under equipment.

Pull-in Points: points where objects are pulled into equipment, usually for some type of processing. Machines are faster and stronger than people. Never attempt to hand-feed materials into moving feed rollers. Always stop the equipment before attempting to remove an item that has plugged a roller or that has become wrapped around a rotating shaft. Remember that guards cannot be provided for all situations – equipment must be able to function in the capacity for which it is designed.

Thrown Objects: Any object that can become airborne because of moving parts. Keep shields in place to reduce the potential for thrown objects. Wear protective gear such

as goggles to reduce the risk of personal injury if you cannot prevent particles from being thrown.

Power Take Off (PTO): Tractors must have a master shield over the PTO drive. Connected equipment must have a tube or tunnel guard over the PTO shaft. Safety decals must be on equipment and must be clearly visible.

Here are some additional safety tips for avoiding injuries around hazard points on farm equipment:

1. Before you leave the operator's platform, you must power down all drive components.
2. Stay away from any rotating shafts (PTO), a three inch diameter shaft rotating at 540 rpm can wrap up about seven feet of material in one second.

What are some other safety tips for avoiding injuries around hazard points on farm equipment?

1. _____
2. _____
3. _____

COMMENTS / SUGGESTIONS

Operation Name _____

Location _____

Meeting Leader _____

Date _____

TOOLBOX TALK PARTICIPANTS

Print name _____

Signature _____

Print name _____

Signature _____

Print name _____

Signature _____

Print name _____

Signature _____



CanadaFarmSafe
SécuriFermeCanada

This Producer Tool was developed by the Canadian Agricultural Safety Association (CASA). Conducting regular Toolbox Talks, or safety meetings, with farm workers is one component of establishing a comprehensive farm safety plan as outlined in the Canada FarmSafe Plan, CASA's business-risk management tool for health and safety on the farm. To download the core Canada FarmSafe Plan, visit casa-acsa.ca/CanadaFarmSafePlan, or contact CASA to learn more at 1-877-452-2272.

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