

SAFE SHEDS

THE SHEARING SHED SAFETY PROGRAM



Making the wool harvesting workplace safer for all.

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1. INTRODUCTION

Shearing is a physical occupation with workers therefore at an increased risk of work-related injury and illness, so it is of critical importance for industry to improve safety standards. The Wool Industry needs to reduce the likelihood of injuries and accidents occurring in shearing sheds to increase entry, retention and longevity of staff, as well as industry productivity and profitability.

The Shearing Shed Safety Program aims to:

- Assist woolgrowers, shearing contractors and shed workers to assess their current shearing shed working conditions, environment and equipment;
- Provide employers with an understanding of their duty-of-care obligations;
- Help woolgrowers create an improvement program to comply with workplace standards;
- Make the workplace safer for all participants with health and safety as priorities for the wool industry by identifying safety hazards and providing options to control risk in the shearing shed.

This guide and assessment is not a compulsory standard, it has been developed in conjunction with industry to provide shearing shed operators with an understanding of the risks and options to control risks wherever possible. By planning and noting the improvements and steps to control risk, you will be able to provide direct evidence of your efforts in managing safety as required by Workplace Health and Safety Legislation in your State.

Action to improve health and safety in the industry is not only a responsible step to take in terms of human health; duty-of-care is a legislated responsibility under Work Health and Safety Acts and Regulations in each State. For all these reasons, it is good business sense to manage safety and reduce the high cost of injury.

This Program has been developed by Australian Wool Innovation (AWI) and the WA Shearing Industry Association (WASIA).

This document has four parts:

1. Legal obligations of people involved in shearing
2. Guidance on how to assess and manage risks by using this assessment guide
3. Detailed best practice guidance for all areas of shearing operations
4. Checklists
 - Full assessment for growers
 - Pre-Shearing checklist for contractors
 - Induction checklist for growers and contractors
 - Post shearing checklist for growers and contractors

The Shearing Shed Safety Program is available in hard copy via the AWI Helpline 1800 070 099. It is available online in a PDF format at www.wool.com/safe-sheds, where you can also find further information and how to access it in an alternative format via mobile inspection app iAuditor by SafetyCulture which, can be used online or offline once downloaded as a simple and convenient alternative method.

2. THE LEGAL DUTIES OF PERSONS INVOLVED IN SHEARING

There are a number of entities that can be involved in the work of wool harvesting - the grower, the shearing contractor and the shed staff. Whilst all people involved in work in the shearing shed have a responsibility to identify hazards, the primary responsibility to ensure effective controls of risk are implemented lies with the person conducting the business or undertaking (PCBU) which includes the owner-manager or employer.

Employers or a Person Conducting a Business or Undertaking (PCBU) - woolgrowers, managers and shearing contractors - have responsibility for the safety of all workers (including shearers, shed hands, cooks, wool classers and wool pressers,

contractors and visitors). The duty-of-care of a woolgrower extends to contractors and their employees as though they were the woolgrower's employees.

If shearing contractors are used (e.g. shearing team), then there is a joint responsibility between the woolgrower/manager and the contractor as they employ the team members. The farm owner/manager and the contractor must work together with all workers to meet health and safety responsibilities. This extends to the workplace and all facilities and accommodation provided for employees.

KEY LEGAL RESPONSIBILITIES	
PCBU / EMPLOYERS	WORKERS / EMPLOYEES & CONTRACTORS
<p>Involving and consulting with workers to implement and manage their health and safety</p> <ul style="list-style-type: none"> • Provide a safe workplace and organising safe systems of work • Maintaining work areas, machinery and equipment in a safe condition • Assessing health and safety risks in the workplace and implement effective risk controls i.e. eliminate the hazard where reasonably practicable or provide personal protective clothing and equipment • Providing information, training, instruction and supervision on safe work practices and using machinery safely • Providing adequate facilities for the welfare of workers • Ensuring the effective rehabilitation and early return to work of injured workers. 	<p>Must co-operate with management in their efforts to comply with health and safety obligations</p> <ul style="list-style-type: none"> • Report hazards in the workplace • Comply with all reasonable safety instructions given to them • Take reasonable care to ensure their own safety and health at work and avoid adversely affecting the safety and health of any other person through any act or omission at work • Use protective clothing and equipment provided, in a way they have been properly instructed to use it.
MANUFACTURERS, DESIGNERS AND SUPPLIERS	
<p>Providers of plant, machinery and hazardous substances for use by people at work, must make sure that they are safe and without risks to health when properly used. They must also supply adequate information to ensure its safe use.</p>	

The parties who have developed and supported this Shearing Shed Safety Program believe that the best way to reduce the high number of injuries that occur in and around shearing sheds is for all those who take part in wool harvesting to work together towards achieving a greater sense of safety all year round.

Further information is available from Safe Work Australia and the ***“Model Code of Practice: How to manage work health and safety risks.”***¹. This model

Code of Practice has been developed to provide practical guidance for persons who have duties to manage risks to health and safety under the WHS Act and Regulations applying in a jurisdiction. The duty is placed on persons conducting a business or undertaking, including employers, self-employed, principal contractors, persons with management or control of a workplace, designers, manufacturers, importers and suppliers of plant, substances or structures that are used for work.

¹ <https://www.safeworkaustralia.gov.au/doc/model-code-practice-how-manage-work-health-and-safety-risks>. To have legal effect in a jurisdiction, the model Code of Practice must be approved as a code of practice in that jurisdiction. To determine if this model Code of Practice has been approved as a code of practice in a particular jurisdiction, [check with the relevant regulator](#).

This document should only be used as a general aid and is not a substitute for specific advice. It is important to comply with your relevant state or territory regulations, go to www.safeworkaustralia.gov.au/law-and-regulation for further information. To the extent permitted by law, Australian Wool Innovation Ltd and WA Shearing Industry Association (Inc) excludes all liability for loss or damage arising from the use of, or reliance on, the information contained in this document.

3. USING THIS SHEARING SHED SAFETY GUIDE

This Shearing Shed Safety Program provides a structure to systematically identify and control risks in the shearing shed looking at:

1. The Shearing Shed
2. Machinery & Equipment
3. Amenities & Facilities
4. Work Practices
5. General Working Conditions

Steps in the Shed Safety Assessment Process

The Shed Safety Assessment Program is designed to engage the various stakeholders including the woolgrower, shearing contractor and shearing team members in a cooperative effort to improve safety in wool harvesting activities.

The process results in a prioritised improvement plan to control identified hazards and manage safety risks in a way which will prevent accidents, injuries and damage in the workplace.



Risk management process

1. Identify Hazards

Hazards are the jobs, activities, processes, materials, machines, buildings, equipment, facilities and work practices that have the potential to cause harm.

Use the Shearing Shed Safety Program and Checklist and conduct a “walk around the shed”, with other participants if applicable and identify all risks, take photos if relevant and make notes.

Think about any past safety and health incidents, problems and hazards that have not been addressed. Talk to workers in the shed who know a lot about the hazards and risks in a shearing shed and have experience in working in a wide range of sheds and conditions. This can be helpful in working out the best way to make improvements.

2. Assess the Risk Level

Assessing risks is about working out how likely it is that a hazard will cause harm. Use this Risk Matrix to assess the likelihood and severity of the risk to determine the overall Risk Level for each risk.

RISK MATRIX	CONSEQUENCES				
	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC
LIKELIHOOD	No injuries, minor property damage	First aid treatment, medium damage	Medical treatment required, high level of property damage	Lost time injury or disease, major property damage	Death or disability significant property damage
ALMOST CERTAIN Is expected to occur in most circumstances	HIGH	HIGH	EXTREME	EXTREME	EXTREME
LIKELY Will probably occur in most circumstances	MODERATE	HIGH	HIGH	EXTREME	EXTREME
POSSIBLE Might occur at some time	LOW	MODERATE	HIGH	EXTREME	EXTREME
UNLIKELY Could occur at some time	LOW	LOW	MODERATE	HIGH	EXTREME
RARE May occur only in exceptional circumstances	LOW	LOW	MODERATE	HIGH	HIGH
Low Risk - Manage through routine procedures		Moderate Risk - Management responsibility must be specified		High Risk - Senior management attention needed.	
Extreme Risk - Immediate action required.					

3. Control the Hazards & Manage the Risk

Once you have your list of hazards and their level of risk assessed and prioritised, the next step is to determine and implement the actions or “controls” you will take.

Any risks assessed must be eliminated as far as is practicable. If they can't be eliminated, look for alternatives that can be substituted to lessen the hazard to an acceptable level, then look for engineering solutions, administrative solutions

(policies and procedures) or implement the use of personal protective equipment that might help.

Risk controls that rely on workers doing things differently often don't work very well as they require constant supervision and training. Protective equipment is often uncomfortable or doesn't allow the worker to do their job properly and end up not being used.

STRATEGY	DESCRIPTION
ELIMINATION	Where reasonably practicable, hazards must be eliminated, or removed from the workplace. This is obviously the most effective way to reduce risk. While it is often not possible to eliminate a hazard, WHS regulations require employers use this option where reasonably practicable. If it is not possible, then the next most effective solution should be sought and put in place.
SUBSTITUTION	Replace with a safer alternative. Where it is not possible to eliminate a hazard altogether, consider whether the hazard can be substituted for something that will do the same job but is less risky.
ENGINEERING	In most hazardous situations it is possible and practicable to improve the design of work and/or isolate the worker from the hazard. This is the basis of many of the safety improvements that should be put in place to reduce the risk of injury as well as to be compliant with WHS regulations.
ADMINISTRATIVE	Administrative controls include Safe Operating Procedures or rules, organising work in such a way that reduces risk. It also includes giving safety induction and training to workers, supervising unskilled workers and providing safety information to workers about the safety risk associated with the work to be done and how these risks can be minimised.
PERSONAL PROTECTIVE EQUIPMENT (PPE)	Provide personal protective clothing and equipment where workers cannot be protected from a hazard by a control measure higher up the order. This is a last resort measure only.

4. Record, Monitor and Review

Monitor and review each control measure to ensure that the hazards have been eliminated and not caused new or different problems.

Retain a copy of any Improvement Plans, as it will be useful in discussions with your contractor and other key stakeholders. If a WorkSafe inspector should ever visit your shed, you may find this Improvement Plans useful in demonstrating the risk assessment processes and resulting actions that have been undertaken.

It is recommended that the grower, contractor and members of the shearing team, work through the checklists:

- At least annually
- Prior to and after each shearing event, and
- When systems are changed - ie when new equipment is purchased, facilities and/ or work practices are changed.

Using the Checklists

Before shearing starts it is recommended that employers meet with workers to discuss safety and health and resolve any particular safety and health matters that are raised.

The "Pre-Shearing Checklist" should be used to conduct a pre-work audit and reach agreement between the woolgrower, contractor and shed staff on how any issues found will be dealt with.

The "Induction" checklist should be used by the employer to induct the shearing team and ensure all important work practices are identified.

After shearing is also a very good time to use the Post-Shearing Checklist and record anything broken during shearing, or issues noticed during shearing. This allows time before the shearing teams are next in the shed to address issues.

Growers should use the Shearing Shed Safety Program and the Full Checklist with the 5 modules at least once a year, preferably early in the off-season to go through the shed and record all issues for resolution. This allows as much time as possible to make all changes and improvements before the next shearing.

THE SHEARING SHED

SAFE SHEDS - THE SHEARING SHED SAFETY PROGRAM



Making the wool harvesting workplace safer for all.

SAFE SHEDS - THE SHEARING SHED SAFETY PROGRAM

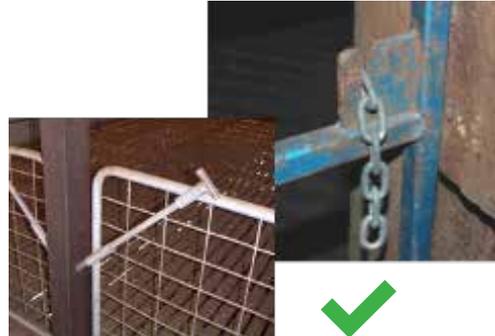
MODULE 1 - THE SHEARING SHED

Safe access to and movement around the shed is essential and can reduce the risk of injury from trips, slips and falls. This may result in back injuries and fractures. Variations in floor levels may also place stress on the lower back and knees. The risk of knee, ankle and lower back injury increases when jumping off or stepping down from height.

ITEM #	HAZARDS / RISKS	RISK CONTROLS - OPTIONS FOR IMPROVEMENTS & CORRECTIVE ACTION
1.1	SHED STRUCTURE	
1.1.1	<ul style="list-style-type: none"> The Shed Structure is sound and safe to enter, including shed frames, beams, flooring, roof and walls. 	
1.1.2	<p>Platforms</p> <ul style="list-style-type: none"> All platforms over 1000mm (1m) high have safety rails & gates or chain as suitable barriers. The edges of the platform and leading edges of steps are painted with a bright stripe to improve visibility. 	<ul style="list-style-type: none"> Consider installing rails or tight chains (fixed or removable) along the edge of raised platforms. Refer to the Australian Standard AS1657-2013, Fixed Platforms, Walkways, Stairways And Ladders – Design, Construction and Installation” 
1.1.3	<p>Step/Stairs</p> <ul style="list-style-type: none"> All steps and stairs are in good condition. ‘Steps’ should not be a ‘ladder’? Steps are securely fixed in place, non-slip, deep & wide enough to tread on safely. Steps are evenly spaced and not too high. Steps should not have a horizontal gap between them or a gap between the steps and the wall which could allow workers to step through the gap. 	<ul style="list-style-type: none"> Replace ‘ladders’ with fixed steps with extended handrail to 900 mm above the top floor. Ensure steps are level, secure and not slippery. Consider ‘scabbling’ timber steps. Repair/replace rotting, loose or broken steps. Install deeper steps or extra steps to make ‘step up’ shorter or to eliminate horizontal gaps. Extend steps to the wall to fill any gaps. 
1.1.4	<p>Handrails</p> <ul style="list-style-type: none"> Handrails are fixed to the outside of any steps. All handrails are strong and stable. There are no ‘finger traps’ in open end pipes. 	<ul style="list-style-type: none"> Install handrail on the outside of steps. Repair or make the handrail stable. Cover/fill open end of rail pipes. 

1.2 ACCESS TO AND MOVEMENT AROUND THE SHED		
1.2.1	<ul style="list-style-type: none"> The Shearing Safety Zone is adequate between stands, pens, shearing and wool handling (including room for left hand shearers). 	<ul style="list-style-type: none"> Relocate shearing plant to be at least 1525mm apart in older sheds and 2100mm apart in new sheds. Relocate other activities away from shearing area.
1.2.2	<ul style="list-style-type: none"> There must be sufficient space in the wool room to ensure there are no collisions and contact with machinery. 	<ul style="list-style-type: none"> There should be a minimum open space of 2000mm (2m) between the wool table and any machines. There should be a minimum open space of 1000mm (1m) around the wool press. Ensure the area between the wool table and shearing board is level and free of obstacles.
1.2.3	<ul style="list-style-type: none"> Work and traffic areas are uncrowded, free of obstructions and debris e.g. power cords are suspended and people, animals & clutter are minimised. Note: Legislation requires increased diligence in all workplaces to ensure that work areas remain clear of build up of debris and rubbish. 	<ul style="list-style-type: none"> Ensure an adequate work area exists to avoid overcrowding. All work areas and pathways are kept clear of debris, power leads, wool butts etc. Run power leads overhead and above head height to avoid trip hazards. Work equipment is arranged to meet work requirements, is positioned to avoid overcrowding and does not block pathways or work areas. All debris is kept in enclosed bins which do not overflow. Non-work materials do not clutter work areas.
1.3 FLOORING		
1.3.1	<ul style="list-style-type: none"> Floors & battens throughout the shed are sound and well maintained. Check for missing, rotting, warped, loose, slippery flooring or flooring made of high friction material (e.g. melwire). Check for protruding nails & screws. 	<ul style="list-style-type: none"> You should repair or replace broken battens / flooring. Melwire grating should be re-secured (e.g. if the melwire overlap is uneven and protruding upward). Secure loose and lifted platform boards.
1.3.2	<ul style="list-style-type: none"> Floors & battens throughout the shed are even, without steps or gaps for tripping hazards. 	<ul style="list-style-type: none"> Secure raised or warped battens to achieve a smooth walking surface. Changing floor levels must be eliminated or highlighted with stripes of bright paint.  <p>image source: Kondinin Group</p>

1.3 FLOORING (CONTINUED)		
1.3.3	<ul style="list-style-type: none"> The floors must be dry & secure. 	<ul style="list-style-type: none"> Ensure all wet areas and spillage are mopped up.
1.3.4	<ul style="list-style-type: none"> Floors where a bale trolley is used are level and free of broken timber flooring. There are no large tin patches, sagging tin or raised edges. 	<ul style="list-style-type: none"> Chamfer raised edges to eliminate trip hazards. Replace all tin flooring with secure wooden flooring.
1.4 RAMPS & YARDING		
1.4.1	<ul style="list-style-type: none"> There is adequate overnight 'yarding' capacity for enough sheep to cover the following day's total tally. 	<ul style="list-style-type: none"> Consider options for increasing covered yarding capacity to meet daily requirements and consider covered external yards or a shed extension. Consult with the contractor regularly throughout shearing to ensure adequate supply of 'drained' sheep to keep pace with shearing. 
1.4.2	<ul style="list-style-type: none"> The sheep entry ramp is sound and without broken or rotting planks and battens.. 	<ul style="list-style-type: none"> Broken battens and boards are replaced. Loose boards are secured. Protruding screws are countersunk. Sharp metal is covered or turned in. Consider a concrete ramp. 
1.4.3	<ul style="list-style-type: none"> Loading doorways / raised platforms over 1000mm (1m) high has a closing door or gate for when not in use or an exclusion chain with signage. 	<ul style="list-style-type: none"> Install / Repair gate or door. Install a sign for the gate or door to remain closed when loading is not in progress. 

1.5 SHEEP PENS, RACES & GATES		
1.5.1	<ul style="list-style-type: none"> The design of races & pens promotes sheep to run and provides adequate flow. 	
1.5.2	<ul style="list-style-type: none"> Light does not come from under the floorboards and may hinder sheep from running. 	<ul style="list-style-type: none"> If light affects sheep movement, consider reducing light coming from below, either by extending the external shed to the ground or to lay the floor slats across the flow of sheep.
1.5.3	<ul style="list-style-type: none"> Sides of pens, races and gates are free of protrusions, sharp edges and splinters, posing hazards for workers. 	<ul style="list-style-type: none"> Round off any pointed corners. Remove protruding bale hooks or wires. Re-weld broken and protruding melwire. Cover or turn-in sharp metal edges.
1.5.4	<ul style="list-style-type: none"> Gates are made of lightweight material. 	<ul style="list-style-type: none"> Consider replacing heavy and sagging timber gates with lightweight, slide and swing or lift & swing gates. 
1.5.5	<ul style="list-style-type: none"> Gate hinges in penning up area are present and working. 	<ul style="list-style-type: none"> Replace broken or missing hinges (no wire). Ensure all gate hinges are secure and do not allow gates to drag on the floor. 

1.5 SHEEP PENS, RACES & GATES (CONTINUED)		
1.5.6	<ul style="list-style-type: none"> Gate catches and stops in penning up area operate easily and are easy to operate one-handed. 	<ul style="list-style-type: none"> Consider options for one-handed gate catches.
1.5.7	<ul style="list-style-type: none"> 'Telescoping' Gates are a safety risk. 	<ul style="list-style-type: none"> Telescoping gates should be removed or made into 'swing and slide' gates as they are a safety risk. 
1.6 CATCHING PENS, GATEWAYS & DOORS		
<p>The impact of catching pen and gateway design can influence the risk of injury. The physical size of the pens may result in excessive lifting and dragging of sheep if they are too large or restrict maneuverability if too small. The size, weight and action of the catching pen doors have injury implications. Low doors can strike the shearer in the lower back when pushed backwards by a sheep. Heavy doors can also induce back pain and strain when they strike the shearer as they drag the sheep from the pen. Gates which have a high level of resistance and hinges that do not swing freely may also contribute to increased fatigue and back strain while dragging. The shearer should be able to walk backwards from the catching pen door to the downtube without needing to twist or turn more than 90°. The best design is where the shearer walks backwards to the shearing position through a smaller angle.</p>		
1.6.1	<ul style="list-style-type: none"> The size of the catching pen does not require excessive lifting and dragging to operate. 	<ul style="list-style-type: none"> Catching pen size should be 2100mm wide x 3050mm deep (7ft x 10ft) and no less than 1830mm (6ft) wide and no more than 3200mm (10.5ft) deep.
1.6.2	<ul style="list-style-type: none"> Chutes that protrude into catching pens are guarded to prevent trip hazards for the shearer during tip & drag operations. 	<ul style="list-style-type: none"> Install a rail guarded with rounded corners or board off around the chutes inside the catching pens. 
1.6.3	<ul style="list-style-type: none"> There is one catching pen available for each shearer. 	<ul style="list-style-type: none"> Separate or re-design catching pens to achieve one pen per shearer. Locate doors for proper positioning ie forward of the shearing stand. Another example is where the catching pen and door directly face the stand so the door is at an angle to the wall rather than parallel with it.
1.6.4	<p>Catching Pen to Down Tube Alignment & Distance:</p> <ul style="list-style-type: none"> The alignment and distance does not require the shearer to turn more than 90 degrees for both left and right handed shearing. The drag distance from the back of the catching pen to the downtube should be kept to a minimum eg no more than 3005mm (3.05m). 	<ul style="list-style-type: none"> Re-align catching pen doors with shearing stand to avoid forward drag of sheep ie where the shearer has to drag forward of the catching pen door to the shearing position. Consider options to limit drag distance from catching pen to shearing position. The distance from the back of the catching pen to the downtube should be no more than 3005mm (3.05m).

1.6 **CATCHING PENS, GATEWAYS & DOORS (CONTINUED)**

1.6.5 **Equipment/Tool Benches:**

- An equipment/tool bench is available for each shearer.
- The equipment/tool benches are adequately sized (not less than 300 x 600mm), stable and located inappropriately.



Tool benches need to:

- be level
- be not less than 300 x 600mm
- have raised edges
- be positioned out of the work area e.g above let out pens or behind shearing plant poles, not on board side.



1.6.6 **Flooring:**

- Battens should run towards the catching pen gates.
- Battens are made of appropriate material (not melwire) to limit surface drag that increases risk to shearers.
- The flooring is in good condition, with no rotten or loose battens.
- There should not be a step or obstruction between the catching pen and the board eg board fixed to the floor across the gateway.

- Consider options for turning battens to run toward the catching pen gate.
- Consider replacing melwire with battens or other smooth surface material.
- A gradual floor slope in the catching pen toward the shearing board of 75mm for every 2500mm (2.5m) will assist with the ease of drag.
- Ensure the floor is clear of obstructions.

1.6.7 **Catching Pen Doors:**

- The top edge of the pen door should not be able to strike the shearer in the lower back.
- The doors are self-closing and close completely & automatically with each use.
- The doors swing in both directions (optional based on shearer preference).
- The doors are smooth and free of protrusions on both sides.
- The doors do not have pinch points.



'Best Practice' includes:

- self-closing doors (close completely automatically and not be wired or propped open)
- double doors (consider narrower door nearest the shearer)
- double-action hinges, fixed with 'flush' fittings
- light-weight (e.g. 'forming ply')
- rounded corners
- maintain hinge adjustment & springs to ensure doors close completely
- gates that swing both ways
- If possible have a 15mm gap between the doors where they meet.



1.7 SHEARING BOARD		
1.7.1	<ul style="list-style-type: none"> Ensure raised shearing boards are best practice depth and height for safety and ease for shed staff to reach and handle wool. 	<ul style="list-style-type: none"> Depth of 1500mm (1.5m) from the downtube to the front edge of the platform. Height 700mm - 750mm.
		
1.7.2	<p>Steps to Raised Board:</p> <ul style="list-style-type: none"> The steps are securely fixed in place, wide enough, not too high. There are no horizontal gaps between the steps. There is a handrail fixed to the outside of the steps. 	<ul style="list-style-type: none"> Secure steps to platform. Consider steps for both ends of the raised board. Clean steps of slippery material, consider 'scabbling' timber. Consider replacing steps with non-slippery material (e.g. prefabricated metal steps). Ensure each step is secure and level. Install deeper steps or extra steps to make 'step up' shorter or to eliminate horizontal gaps or consider replacing with prefabricated steps. Paint leading edge of platform & steps to improve visibility. Steps should not impede access to the board for woolhandlers
		
1.7.3	<ul style="list-style-type: none"> Consider a multi-purpose stand to be available for left and right-handed shearers that ensures no forward dragging of sheep and no turning of sheep more than 90 degrees. 	<ul style="list-style-type: none"> One multi-purpose stand for every four right-handed stands may be a suitable ratio where possible.
1.7.4	<ul style="list-style-type: none"> Lighting on the board is adequate for shearing and equipment maintenance. 	<ul style="list-style-type: none"> See 5.6
		
1.7.5	<ul style="list-style-type: none"> The distance between down tubes is 2100mm (7 foot). 	<ul style="list-style-type: none"> See 1.2

1.7 SHEARING BOARD (CONTINUED)		
1.7.6	<ul style="list-style-type: none"> The downtube is the appropriate distance out from the wall and chute face e.g. approx. 450 – 550mm maximum. Downtubes are between 152 – 178mm to the left of the let out chute. 	<ul style="list-style-type: none"> Consider options to reposition the shearing plant mounting beam and chute opening/fascia stand between 450–550 mm from down tube. Ensure downtubes are between 152–178mm to the left of the let out chute.
1.7.7	<ul style="list-style-type: none"> Joint Guards are fitted around all down tube elbow joints. 	<ul style="list-style-type: none"> Replace any missing or torn joint covers. Secure all guards around the joint with cable ties.
1.7.8	<ul style="list-style-type: none"> On/off ropes are made of non-stretch material. On/off Ropes are in good condition eg not frayed and worn at the attachment to the on/off lever and are correct length. On/off ropes are positioned correctly for easy access whether left or right-handed. 	<ul style="list-style-type: none"> Replace all 'poly', hemp or other stretchable on/off ropes with non-stretching cotton rope, min.7 mm thick. Use 'D' Shackles to avoid chafing and wear. Length to mid-ferule. Consult with the contractor if weighting of rope with knot, PVC pipe or similar is needed.
1.8 LET-GO AREA		
Obstructions to the smooth exit of sheep following shearing or crutching place significant strain on the shearer and increase the risk of injury.		
1.8.1	<ul style="list-style-type: none"> Chutes are large enough for large framed sheep. 	<ul style="list-style-type: none"> Consider options for enlarging let out chutes to be 600 – 800mm in width. Consider the height of the chute to be high enough for large sheep yet low enough that the shearer's bottom can hit it; helping to keep the shearer an appropriate distance from the chute (roughly 800mm).
1.8.2	<ul style="list-style-type: none"> Chute thresholds are free of wooden strips where sheep can get a foothold. 	<ul style="list-style-type: none"> Reduce obstructions to chute to avoid sheep gaining a foothold.
1.8.3	<ul style="list-style-type: none"> Chute entrances, where possible, are extended onto the floor of the shearing board by 100mm. Front edges of chutes, where possible, are set 100-200mm lower than the board floor. 	<ul style="list-style-type: none"> Consider 'best practice' of extending the floor of chute out into the board floor by 100mm and lower the leading edge of the chute to 100-200mm below board floor level. 
1.8.4	<ul style="list-style-type: none"> Exit runs for sheep are clear of debris and are without torn and sharp metal, timber or fittings. 	<ul style="list-style-type: none"> Remove or bend over metal to hide sharp edges. Secure loose or protruding metal or boards.

1.9 WOOL & PRESS ROOMS

Sufficient space is required in the wool room to enable the fleece wool to be safely and effectively skirted and classed. There is a risk of a range of injuries due to collision with fellow workers and contact with shed machinery - influenced by the amount of space available. A well designed and constructed wool table is essential for safe work and reduced risk of strain and injury.

1.9.1	<p>Wool Table - is:</p> <ul style="list-style-type: none"> • large enough to hold the fleece • Free of protrusions or sharp corners/edges • Height adjustable • Adjusted to an appropriate height • Easily portable, to maneuver depending on the requirements of the day eg no. stands being used, skirting or not. 	<ul style="list-style-type: none"> • Consider options for rounding-off sharp corners of the wool table. • Consider options for adjustable tables if needed. • Non-rotating rectangular (1600x3300mm) wool tables with rounded corners appear to be the most efficient for two or more wool rollers. Where there is only one wool roller a rotating round table may be more efficient.
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1.9.2	<p>Flooring</p> <ul style="list-style-type: none"> • Any concrete floors around the wool table are fitted with anti-fatigue matting. • Flooring is even and without significant cracks posing hazards for workers operating in these areas and standing on uneven surfaces for prolonged periods of time. • Any timber floors are strong enough and well-supported to take the weight of loaded bale trolleys and the woolpress. 	<ul style="list-style-type: none"> • More - See 1.3 • Consider anti-fatigue matting e.g. 'rubber' conveyor belting. • Fill concrete gaps/cracks to achieve a smooth floor surface. • Consider trolley wheel types and likelihood of trolley getting caught. • Consider strengthening or replacing and bracing the wool area floor in 'springy' areas.
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1.9.3	<ul style="list-style-type: none"> • Bale frames do not have sharp points that are not adequately covered. 	<ul style="list-style-type: none"> • Remove sharp points or edges from bale frames. • Consider alternatives for securing bales or covering sharp points such as using clamps over the top or cut polypipe to slide over. 
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1.9 **WOOL & PRESS ROOMS (CONTINUED)**

- 1.9.4 **Wool Bins:**
- Wool bins are easily accessible with no trip hazards.
 - Wool bins are free of sharp metal or splinters that are not covered.
 - Wool bin is easily portable, to maneuver depending on the requirements of the day.



- Remove or cover sharp metal, wood splinters and excess wires.
- Consider split PVC pipe to cover sharp ends of wool bins.
- Replace protruding foot brace at front edge of wool bins with a low-profile fastener or post into the floor.



- 1.9.5
- Bale handling is done with safe bale hooks and appropriate trolleys.



- Best practice are wool handling trolleys which are wider and backward inclining. Do not use warehouse trolleys which are upright and maybe too narrow.
- If a bale trolley is used the floor must be level and of sufficient strength to support the trolley.
- The routes between wool bins and press should be short and clear of obstructions.



- 1.9.6
- Lighting is adequate for shearing and equipment maintenance.

- See 5.6

MACHINERY & EQUIPMENT

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MODULE 2 - MACHINERY & EQUIPMENT

In sheds operating equipment such as grinders, shearing plant and wool presses incorrect positioning, installation and poor maintenance can hinder safe access and result in significant injury. Ensure all equipment is located away from thoroughfares and traffic. Wherever possible upgrade to equipment that has the latest in safety mechanisms. Before shearing starts, ensure all machinery is checked and working correctly. All electrical leads must be in good condition and positioned safely. The owner of the equipment is responsible for ensuring it is in good working order and all users should check and verify this before using.

ITEM #	HAZARDS / RISKS	RISK CONTROLS - OPTIONS FOR IMPROVEMENTS & CORRECTIVE ACTION
2.1 OVERHEAD GEAR & SHEARING PLANT		
2.1.1	<ul style="list-style-type: none"> Overhead drive shafts, belts & gears are clear of clothing, towels or other potential entanglements. 	<ul style="list-style-type: none"> Prohibit using the overhead gear as a location to hang toweling, cutter and other gear. Provide other suitable alternatives for shearers.
2.1.2	<ul style="list-style-type: none"> Drive belts are guarded. 	<ul style="list-style-type: none"> Drive belts must be guarded wherever they are within reach. Enclose belt drives, pulleys and gears with cladding or Melwire. 
2.1.3	<ul style="list-style-type: none"> Overhead drive shafts, belts & gears are high enough to avoid physical contact where belts and pulley meet. 	<ul style="list-style-type: none"> Ensure the drive shaft is high enough to avoid physical contact with raised arms and that adequate guards are in place to minimise the risk of clothing, towels or fleece becoming entangled in the shaft. 

NOTE: The use of overhead shaft gear (including drive belts, fly wheels & cone wheels) is now specifically prohibited in some States unless fully guarded. For more information visit www.safeworkaustralia.gov.au/law-and-regulation

2.1 OVERHEAD GEAR & SHEARING PLANT (CONTINUED)

<p>2.1.4</p>	<p>Emergency Stop Controls</p> <ul style="list-style-type: none"> Overhead drive shaft emergency stop controls are large enough for emergency stops. They are located for easy access by shearers and woolclasser during work (e.g. between the wool table and the nearest stand). Emergency Stop Controls are clearly identified. 	<ul style="list-style-type: none"> Install additional overhead emergency stop switch at opposite end of board near wool area for improved access by workers. Ensure there is an emergency stop switch on the raised board. Install signage and ensure all workers are aware of the emergency switch location. 
<p>2.1.5</p>	<ul style="list-style-type: none"> Individual shearing plant units are fitted safely and securely. 	<ul style="list-style-type: none"> Secure shearing plant to support structure and where shearing heads are removed each shearing, secure a shearing plant support bracket. 
<p>2.1.6</p>	<ul style="list-style-type: none"> Anti-lockup plant has been installed when replacement is required. 	<ul style="list-style-type: none"> Consider anti-locking plant when replacing shearing plant.
<p>2.1.7</p>	<p>All Shearing plants & equipment are to be appropriately serviced, installed and maintained, to work correctly (including where applicable):</p> <ul style="list-style-type: none"> Downtubes - in good condition and correctly installed and the lower end of downtube should describe a circle of approximately 275mm Safety clutches - good condition, properly adjusted Safety clutch tension setting - is not greater than 2-9Nm (26 in/lb) Tension wrench - that fits the safety clutch is available Protective covers should be placed over the shearing plant and downtube when not in use. Joint guards are fitted to all joints. 	<p>Discuss with Contractor and agree on:</p> <ul style="list-style-type: none"> Responsibilities for monitoring and reporting problems Servicing and maintenance requirements Tool requirements All other issues pertaining to equipment monitoring, maintenance and repair Availability of spare plant

2.2 BACK HARNESS SUPPORTS		
2.2.1	<ul style="list-style-type: none"> • Back aid fixing points are provided. • They swivel freely. 	<ul style="list-style-type: none"> • Consider models that swivel and are spring-loaded to re-centre automatically.
2.2.2	<ul style="list-style-type: none"> • Back aid fixing points are secure and fastened correctly. • Back aid fixing points are located correctly and clear of obstructions. • Back aid fixing points have chains that are long enough to prevent an excessive 'pendulum' lifting effect on shearers as they move around. 	<ul style="list-style-type: none"> • Provide extended chain loop and 'D' shackles for securing harness (not wire, bale hooks or rope). • Remove old wires or loose poles.
2.3 HANDPIECES		
2.3.1	<ul style="list-style-type: none"> • A correctly operating worm drive is fitted to all handpieces. • Handpiece vibration - is not excessive • Handpieces & parts - are maintained & adjusted and monitored appropriately by shearers e.g. combs & cutters are safe thickness 	<ul style="list-style-type: none"> • Utilise new equipment with technological safety advances as they become available.
2.4 GRINDERS		
2.4.1	<p>Grinder location:</p> <ul style="list-style-type: none"> • Is in a well ventilated and enclosed area • Is in a well-lit location • Minimum 1.5m of open space around the grinder • Open space is free of people • Grinder disc rotation is away from people, busy work areas and flammable material <div style="text-align: center;">  </div>	<p>If the Grinder does not have the required safety features:</p> <ul style="list-style-type: none"> • It should be removed from the shed or cut off the power plug to ensure it can't be used; • Attach 'Danger-Do Not Use' tag and signage until you can remove grinder from shed; • Advise all workers of the meaning of tags and signage.

2.4 GRINDERS (CONTINUED)

- 2.4.2
- Grinder is secured to a surface, unless otherwise designed. Grinding discs are properly secured
 - Safety guards are in place on grinder & properly adjusted to cover the edge of discs.



- 2.4.3
- Grinder electrical leads & cords are out of the way with no risk of being cut, entangled, damaged or causing trip hazard.

- Also see 2.8

- 2.4.4
- Safety glasses or face shields; earmuffs or ear plugs and dust mask are provided.
 - Safety signage for eye and hearing protection is in place.
 - Grinding is done by skilled and trained persons.

2.5 WOOLPRESS

- 2.5.1
- The Woolpress is fully guarded with an interlocking door mechanism, to exclude hand & arm access during activation.



- Consider options for fitting interlocking doors to exclude hands and arms during activation.
- Clearance between the front of the platen and the side of the bale holding frame should be at least 100mm.



- 2.5.2
- There is an Emergency Safety Stop switch or bar fitted and properly adjusted.
 - There is appropriate signage to identify the Emergency Safety Stop switch.

- Install emergency safety stop bar, switch or electrical shutoff mushroom button or mechanical methods.
- Ensure all adjustable safety stop devices are properly adjusted and maintained during operations

2.5 WOOLPRESS (CONTINUED)

2.5.3	<ul style="list-style-type: none"> Transport & Relocation of Woolpress – there are adequate ramps, vehicles and lifting devices available for safe movement of press to, from and within the shed. 	Identify and develop appropriate transfer and relocation methods. Consider: <ul style="list-style-type: none"> How press will be moved from shed to vehicle where different heights exist What equipment is needed eg. ramps, chains Training of workers required to move the press Who will be trained & who will train
2.5.4	<ul style="list-style-type: none"> There is a failsafe mechanism fitted and functional on mechanical / manual press to prevent the platen from falling when in the top position. 	<ul style="list-style-type: none"> Ensure safety pin is available and used to secure platen when in top position
2.5.5	<ul style="list-style-type: none"> Hydraulic lines are inspected, and worn lines are replaced to eliminate leaks. 	<ul style="list-style-type: none"> Where evidence of leakage exists, inspect and replace worn and leaking hoses, lines and joins. Clean up any leaks to prevent slips.
2.5.6	<ul style="list-style-type: none"> The location of the woolpresses are away from other work being carried out. 	<ul style="list-style-type: none"> Ensure 1000mm (1m) clear space around the woolpress (refer to 1.2)
2.5.7	<ul style="list-style-type: none"> Woolpress is free of any protrusions and sharp edges. 	

2.6 TOOL & EQUIPMENT STORAGE

2.6.1	<ul style="list-style-type: none"> Loose tools and equipment on the board pose a slipping/tripping hazard. Damage to tools and equipment may occur. 	<ul style="list-style-type: none"> Provide adequate storage space for shearers' tools and equipment near the work area. Storage area should be located about the let-go chute.
2.6.2	<ul style="list-style-type: none"> Prohibit using the shearing plants as a location to hang toweling, cutters and other gear. 	<ul style="list-style-type: none"> It is recommended that a storage shelf be not less than 300x600mm with a raised edge be provided per shearer.

2.7 UNGUARDED MACHINERY

2.7.1	<ul style="list-style-type: none"> All moving parts of machinery and equipment used in the shed that could expose workers to the risk of injury eg belts, flywheels, cranking points, drive shafts, pulleys etc must be adequately guarded. 	<ul style="list-style-type: none"> Machinery and equipment that is not adequately guarded must not be used until proper guards have been installed. Guards must be used to cover all belts where they may come in contact with workers.
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2.8 ELECTRICAL SAFETY

Workers can be electrocuted where electrical wiring is damaged or appliances are faulty, especially where there is no Residual Current Device (safety switch) fitted to power boards. Electrical installations, modifications and maintenance must comply with Regulations.

2.8.1	<ul style="list-style-type: none"> Shearing plant electrical cables are in sound condition. 	<ul style="list-style-type: none"> Replace/repair exposed wiring. Discuss with Contractor and or your shed staff prior to arrival about any additional cables to be brought into the shed.
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2.8 ELECTRICAL SAFETY (CONTINUED)

2.8.2	<ul style="list-style-type: none"> Shearing plant electrical cables do not obstruct work. 	<ul style="list-style-type: none"> Run power leads overhead and above head height to avoid trip hazards. Power leads should not run exposed along the ground, if needed ensure they are covered, and any trip hazards are correctly made visible and or signed.
2.8.3	<p>Electrical leads must meet regulations. Power leads & cables must either have:</p> <ul style="list-style-type: none"> opaque molded plugs or replaceable transparent plugs 	<ul style="list-style-type: none"> Replace opaque replaceable plugs with transparent plugs or use cables with opaque molded (non-replaceable) plugs.
2.8.4	<ul style="list-style-type: none"> Power points are located between 1000–1500mm (1–1.5m) above the board level to make them easily accessible to the shearer. 	<ul style="list-style-type: none"> Relocate power points to 1000–1500mm (1–1.5m) above the shearing board.
2.8.5	<ul style="list-style-type: none"> Isolating transformers or Residual Current Devices (RCDs) are fitted to the main power board or individual electrical equipment to prevent electrocution. The RCDs are tested regularly. 	<ul style="list-style-type: none"> Install RCD for all portable equipment and hand tools. Consider installing RCD on the main power board for the entire shed. Test RCD function regularly, and before shearing with enough time to fix before use. All electrical maintenance to be done by qualified electrician. The power box location is known by the team and easily identified in case of emergency to throw the main switch.
2.8.6	<ul style="list-style-type: none"> Plugs, sockets & switches are in good working order and not cracked or broken. Power sockets are not overloaded. 	<ul style="list-style-type: none"> Repair or replace as required. Have double power points at each stand to reduce the number of power leads and overloaded sockets.
2.8.7	<ul style="list-style-type: none"> Portable power tools are in good condition and tagged. Electrical equipment not-in-use is stored properly 	
2.8.8	<ul style="list-style-type: none"> Ensure all exposed wires are not 'live' and unused electrical wiring is not present. 	<ul style="list-style-type: none"> Ensure all exposed wires are not 'live' and remove unused electrical wiring.

AMENITIES & FACILITIES

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MODULE 3 - AMENITIES & FACILITIES

Providing appropriate amenities is a key responsibility of the owner/ manager. The influence of amenities and living conditions on the ability of workers to complete their duties safely and effectively cannot be underestimated.

ITEM #	HAZARDS / RISKS	RISK CONTROLS - OPTIONS FOR IMPROVEMENTS & CORRECTIVE ACTION
3.1	EATING AREAS, KITCHENS & FOOD PREPARATION	
3.1.1	<p>A non-smoking food preparation and eating area is available separate from shearing and wool handling work areas. It has:</p> <ul style="list-style-type: none"> • Sink for hand washing (separate from toilet sink) • Separate dishwashing sink • Table and chairs • Fridge for food • Adequate power and water supply for the hot water urn • Microwave 	<ul style="list-style-type: none"> • Consider options for supplying a totally separate designated eating area. • Designate the non-smoking, food preparation area with a bright line on the floor. • Seating for all workers - chairs are in good condition and repair. • Insect screens are maintained and in good repair to keep out flies and mosquitoes.
3.1.2	<ul style="list-style-type: none"> • There is a clean and working refrigerator that is large enough for all cold items.. 	<ul style="list-style-type: none"> • Provide sufficient refrigeration to store food safely to prevent spoilage and food poisoning.
3.1.3	<ul style="list-style-type: none"> • This area is free of all work tools and materials. 	<ul style="list-style-type: none"> • Remove work implements from this area.
3.1.4	<ul style="list-style-type: none"> • Power leads & cables are strung to avoid standing in water or being splashed with water. 	<ul style="list-style-type: none"> • Consider running power cable overhead. • Increase the number of power points to reduce the number of power leads.
3.1.5	<ul style="list-style-type: none"> • There is a clean supply of cool drinking water easily accessible to employees. 	
3.1.6	<ul style="list-style-type: none"> • Any undrinkable water is labeled appropriately. 	
3.1.7	<ul style="list-style-type: none"> • The area is cleaned daily 	<ul style="list-style-type: none"> • Cleanliness - all food preparation areas are kept clean and free of vermin.

3.2 WASHING, TOILETS & LAUNDRY		
3.2.1	<ul style="list-style-type: none"> • Appropriately clean, maintained, separate, private and secure toilets are readily available and accessible for men and women. • Toilets and ablution blocks are constructed to provide privacy. 	<ul style="list-style-type: none"> • Hand basins, soap and clean hand towels should be provided. • There is an adequate supply of hot and cold water. • Location of outflow/drains are in accordance with local government regulations.
3.2.2	<ul style="list-style-type: none"> • A sanitary disposal covered bin is supplied in the toilet e.g. covered waste bin with plastic bag. 	
3.2.3	<ul style="list-style-type: none"> • After-toilet hand washing facilities are separate from the source of drinking water 	
3.2.4	<ul style="list-style-type: none"> • Toilets are cleaned daily. 	<ul style="list-style-type: none"> • Cleanliness - toilets, showers and hand basins are cleaned and disinfected daily.
3.2.5	<ul style="list-style-type: none"> • There is a suitable laundry where needed. 	
3.2.6	<ul style="list-style-type: none"> • There is enough hot water for showers, baths, hand basins, washing clothes and cooking. 	

3.3 SLEEPING QUARTERS

At workplaces where amenities are provided by the employer for employees, including “found” accommodation, the general duty of care of the employer to provide and maintain a safe working environment extends to the accommodation, amenities and travel between shearing shed and quarters.

3.3.1	<ul style="list-style-type: none"> • Quarters are maintained in sound structural condition and are habitable, clean and hygienic. • All entry and exit points are kept clear of obstructions/ hazards to prevent tripping and falling. • Lighting is sufficient. • Beds are firm, clean and provide good back support. • Sleeping quarters are of adequate size. • Separate, private and secure toilets and bathing/ shower facilities are provided for men and women. 	<ul style="list-style-type: none"> • Have warming and cooling available to cope with temperature extremes, including good ventilation. • Fit windows and doors with fly screens and these are in good repair. • If men and women are accommodated, separate rooms must be provided. • 5sqm of floor space per person is recommended.
3.3.2	<ul style="list-style-type: none"> • Fireplaces and heaters are properly constructed and guarded with adequate smoke detectors, fire alarms, extinguishes and emergency exit procedures and signage. 	<ul style="list-style-type: none"> • All rooms are fitted with smoke detectors/alarms and power points are protected with a Residual Current Device (RCD).

WORK PRACTICES

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MODULE 4 - WORK PRACTICES

Providing appropriate amenities is a key responsibility of the owner/ manager. The influence of amenities and living conditions on the ability of workers to complete their duties safely and effectively cannot be underestimated.

ITEM #	HAZARDS / RISKS	RISK CONTROLS - OPTIONS FOR IMPROVEMENTS & CORRECTIVE ACTION
4.1	PENNING	
4.1.1	<ul style="list-style-type: none"> When penning-up, the major risks of injury include slips, trips and falls due to either contact with sheep or pen barriers, butting by sheep, jamming fingers, cuts from protruding/ sharp objects and dog bites. 	<ul style="list-style-type: none"> Re-design of pens and gates to promote stock flow reduces the need to “push” sheep into the filling pen. Identifying, repair and removal of protrusions and sharp objects on the pens prior to their use.
4.2	PRESENTATION OF SHEEP	
4.2.1	<ul style="list-style-type: none"> Yarding of sheep “drained” (removal from food & water) is overnight². 	<ul style="list-style-type: none"> Discuss with Contractor to ensure that all sheep have been totally off food and water for a minimum of 8 hours and preferably overnight. See 1.4
4.2.2	<ul style="list-style-type: none"> Workers in the shearing shed may also be subject to contact with chemical residues in wool if Withholding Periods for treated stock are not observed. 	<ul style="list-style-type: none"> Ensure withholding periods for chemicals are adhered to prior to shearing / crutching.
4.3	RAMS & SHEEP SIZE	
The trend for breed enhancement has implications for back injury in the industry and increased effort required to process sheep.		
4.3.1	<ul style="list-style-type: none"> Prior to shearing rams, negotiations between the owner/manager and contractor/shearing team has determined a suitable method for shearing. 	Discussions between the owner/manager and contractor/ shearing team can consider: <ul style="list-style-type: none"> Approach to ram sedation Extra support person(s) available to assist with rams, particularly if they get free on the board.
4.3.2	<ul style="list-style-type: none"> The shed design is suitable to handle the increased size of stock. 	<ul style="list-style-type: none"> Make appropriate shed modifications to handle the increased size of sheep, such as enlarging chutes and changing the batten orientation in the catching pen.

²Pastoral Award (2010) requires yarding for a minimum of 8 hours, however due to increasing weight and size of sheep, best practice is to yard overnight.

4.4 WOOL PREPARATION & WOOL PRESSING		
4.4.1	<ul style="list-style-type: none"> The training and skills of woolpress operators is confirmed by the supervisor before the press is used. 	<ul style="list-style-type: none"> Discuss with Contractor, who will train and monitor the press operator.
4.4.2	<ul style="list-style-type: none"> The size, height and shape of the wool table and the available space around the table is suitable to mitigate risk of injuries associated with skirting, rolling and classing. 	<ul style="list-style-type: none"> Ensure wool tables are large enough to handle the fleece size of the flock. Ensure the height of the wool table is adjustable to suit the height of workers. Wool tables which slope slightly toward the board will assist in the ease of "throw".
4.5 PROTECTIVE CLOTHING		
4.5.1	<ul style="list-style-type: none"> Shed staff do not wear loose clothing or inappropriate footwear which increase the risk of injury. 	<ul style="list-style-type: none"> The clothing worn should be appropriate for the job tasks and include suitable footwear which covers the whole foot.
4.5.2	<ul style="list-style-type: none"> Shearing footwear is worn that protects the feet, improves grip and stability with decreased risks of slipping, falling and fatigue. 	<ul style="list-style-type: none"> Adequate footwear must be worn by everyone in the shed.
4.6 CHEMICALS & HAZARDOUS SUBSTANCES		
<p>Many chemicals used in wool growing are hazardous substances that can have serious and permanent effects on health and sometimes be life threatening. As shearers and shed staff are in direct contact with sheep, wool and working in the shed for 8 hours a days, risk controls are critical. From Safe Work Australia see "Model Code of Practice: Managing risks of hazardous chemicals in the workplace".³</p>		
4.6.1	<ul style="list-style-type: none"> No chemicals or chemical equipment should be stored or used in the shearing shed. 	<ul style="list-style-type: none"> Any chemicals and chemical equipment should be stored in a separate and lockable area.
4.6.2	<ul style="list-style-type: none"> Chemical withholding periods are known, recorded and observed for all chemical treatment of sheep. 	<p>To ensure chemical exposure is avoided record:</p> <ul style="list-style-type: none"> Type of chemicals used prior to/ after shearing Exposure hazards identified Dates and locations of application Withholding period for each chemical used
4.6.3	<ul style="list-style-type: none"> All necessary safety equipment is available, accessible and in good operating condition. 	
4.7 HYGIENE		
4.7.1	<ul style="list-style-type: none"> There is good personal hygiene by all workers in the shed to reduce the risk of infection to cuts and grazes. 	<ul style="list-style-type: none"> Come to work with clean, freshly laundered clothes. This will help reduce the spread of infection and reduce exposure from remnant chemicals when jetting and drenching sheep. Ensure hands and forearms are washed prior to "smokos" or meals. Only drink clean water and do not share drinking bottles.

³<https://www.safeworkaustralia.gov.au/doc/model-code-practice-managing-risks-hazardous-chemicals-workplace>

4.8	FITNESS, WARMING UP / DOWN	
4.8.1	<ul style="list-style-type: none"> There is adequate warm up and warm down by workers at the start and finish of each "run". These exercises assist in limiting the extent of back injury and muscle strain. 	<ul style="list-style-type: none"> Encourage shearers and all workers to perform warm up and stretching exercises before starting work.
4.9	DRUGS, ALCOHOL & SMOKING	
4.9.1	<ul style="list-style-type: none"> Non-smoking laws which prohibit smoking in sheds are observed and enforced. 	<ul style="list-style-type: none"> Discuss with Contractor to ensure that no smoking laws are understood and enforced. Install no-smoking signs.
4.9.2	<ul style="list-style-type: none"> Drug and alcohol use at or prior to work in a shearing shed is not tolerated. 	<ul style="list-style-type: none"> There is a specific Drug & Alcohol policy in place. See the "Shearing Industry Drug and Alcohol Policy"⁴ from WoolProducers Australia and AWI.
4.10	DOGS & VISITORS	
4.10.1	<ul style="list-style-type: none"> Animals are kept away from shearing, wool handling and traffic areas & exit points e.g. allowed in sheep penning/working areas only. 	<ul style="list-style-type: none"> Discuss with the Contractor to ensure that animals are restricted to sheep handling areas and tethered to avoid entry to work areas when not working sheep.
4.10.2	<ul style="list-style-type: none"> Non-working visitors are restricted from the shed e.g. no child-minding or 'play' is allowed in the workplace. 	<ul style="list-style-type: none"> Discuss with the Contractor to ensure that authorised employees and visitors only are in the shed and children entering the workplace are directly supervised at all times.
4.11	EMERGENCIES & FIRST AID	
<p>Regulations require that the employer or main contractor provide a first aid kit and a suitable number of persons trained in first aid. From Safe Work Australia see "Model Code of Practice: First aid in the workplace".⁵</p>		
4.11.1	<p>First aid kit</p> <ul style="list-style-type: none"> There is a First Aid Kit in the shed and shearers' quarters when work is being done, as required by law. The First Aid Kit is visible and easily accessible. There is a contents replacement system in place. There is a First Aid Register in the First Aid Kit for recording injuries and treatment. Everyone knows where the first aid kits are located. 	<ul style="list-style-type: none"> Ensure First Aid Kit contents comply with First Aid Code of Practice. There must be a replacement system to ensure all items are present and within use-by-dates. Keep a First Aid Register.

⁴<https://woolproducers.com.au/wp-content/uploads/2019/11/Attachment-7-Shearing-Industry-Policy.pdf>

⁵<https://www.safeworkaustralia.gov.au/doc/model-code-practice-first-aid-workplace>

4.11.2	<ul style="list-style-type: none"> There is a trained first aider available at all times when work is being done. 	<ul style="list-style-type: none"> Discuss with Contractor - who will supply the first aider and ensure their training is current. Ensure everyone on the team knows who the trained first aider is.
4.11.3	<ul style="list-style-type: none"> There is a Fire and Emergency Procedures Plan⁶ posted in a conspicuous place in the shearing shed. 	<ul style="list-style-type: none"> Emergency plans should include plans for dealing with personal injury, poisoning, electrocution, fire, explosion, hazardous chemical spills, evacuation of the wool shed, assembly point and accounting for all workers. The farm address (rural address location) and/or coordinates with directions to the farm should be included in all Emergency Plans.
4.11.4	<p>Fire Extinguishers:</p> <ul style="list-style-type: none"> Appropriate Fire Extinguishers are mounted in a prominent place and clearly marked for type of fire. Fire Extinguishers are checked and serviced regularly to maintain charge. 	<p>Prior to work in the shed, ensure Fire Extinguisher is:</p> <ul style="list-style-type: none"> Mounted in an appropriate place Signed to improve visibility The appropriate type Not out-of-date
4.11.5	<ul style="list-style-type: none"> Emergency Exits are clear of obstructions at all times e.g. a clear exit pathway is maintained at all times. 	<ul style="list-style-type: none"> Discuss with the Contractor to ensure Emergency Exits always have a pathway open e.g. are not completely blocked by wool bales etc.
4.11.6	<ul style="list-style-type: none"> Signed Exit Doors open easily from the inside. 	
4.11.7	<ul style="list-style-type: none"> Emergency Contact Numbers are readily available in the shed. 	<ul style="list-style-type: none"> Post a List of Emergency Contact Numbers/Call Signs
4.11.8	<ul style="list-style-type: none"> Assembly Area / Muster Point - there is a pre-planned and known assembly area or muster point that is identified. 	<ul style="list-style-type: none"> Clearly identify routes to safe assembly areas and include in the Emergency Plan.
4.12	TRAVEL	
4.12.1	<ul style="list-style-type: none"> Travel has its own risks and where provided by the owner/ manager/ contractor has to be safe. 	<ul style="list-style-type: none"> All vehicles should be safe and roadworthy and driven by licensed and physically competent drivers. Individuals should be physically prepared for distance driving and have clear directions to properties.
4.12.2	<ul style="list-style-type: none"> Fatigue is a major cause of motor vehicle incidents and accidents. 	<ul style="list-style-type: none"> Fatigue needs to be managed. Ensure that the driver is not tired.
4.13	RISK MANAGEMENT SYSTEMS & SIGNAGE⁷	
4.13.1	<ul style="list-style-type: none"> Exit Signs are in place at 2 emergency exits, as required by law. 	<ul style="list-style-type: none"> Post 'Exit' Signs at two designated emergency exits. Go online to order shed safety signage at www.wool.com/shedsafety
4.13.2	<ul style="list-style-type: none"> Other signage is in place - access ('Authorised Personnel Only' or 'No Children', as appropriate), safety, no smoking). 	
4.13.3	<ul style="list-style-type: none"> A risk management system is in place where all workers can participate in the identification of hazards. 	

⁶<https://www.safeworkaustralia.gov.au/doc/emergency-plans-fact-sheet>

⁷ AWI and WASIA have produced a Shed Safety Signage Kit that is available by contacting either organisation.

GENERAL WORKING CONDITIONS

SAFE SHEDS - THE SHEARING SHED SAFETY PROGRAM



Making the wool harvesting workplace safer for all.

MODULE 5 - GENERAL WORKING CONDITIONS

ITEM #	HAZARDS / RISKS	RISK CONTROLS - OPTIONS FOR IMPROVEMENTS & CORRECTIVE ACTION
5.1	WATER	
5.1.1	<ul style="list-style-type: none"> There is a clean supply of cool drinking water easily accessible to employees. 	<ul style="list-style-type: none"> Adequate intake of drinking water between 600 - 800 ml/hour.
5.1.2	<ul style="list-style-type: none"> Any undrinkable water is labeled appropriately. 	<ul style="list-style-type: none"> Label undrinkable or suspect water (e.g. "Do Not Drink" or "Not suitable for drinking")
5.2	HEAT & COLD	
5.2.1	<ul style="list-style-type: none"> Measures are taken to mitigate the range of extreme climatic conditions under which shearing and crutching work is often completed. Heat and cold can have a significant impact on the health of all shed workers. 	<ul style="list-style-type: none"> Install industrial fans or evaporative air conditioning or portable industrial evaporative coolers. Ensure exterior covering reflects rather than absorbs light e. g. the roof is painted a light colour as opposed to a dark colour. Insulating the interior of the shed. Clear plastic strips are used on chutes/ doorways to restrict cold drafts. Installing roof insulation. Blinds, eaves and awnings that block direct sunlight in summer but allow sunlight in winter. Ceiling and/or portable fans. Shade trees and wind breaks close to the shearing shed and sheep yards to reduce heat and cold draughts. Sprinkler system on the roof.
5.2.2	<ul style="list-style-type: none"> There are skylights that cause too much heat. 	<ul style="list-style-type: none"> Consider replacing with 'heat reflecting' skylights or adding blinds.
5.2.3	<ul style="list-style-type: none"> Work practices to reduce heat stress / cold problems are agreed and in place. 	<ul style="list-style-type: none"> Allow for heat acclimatization including work pace, rest breaks and altering work hours. There is an adequate and accessible supply of clean, cool water.

5.3 VENTILATION		
5.3.1	<ul style="list-style-type: none"> There is ventilation that provides adequate air flow. 	<ul style="list-style-type: none"> Vents strategically placed at or near the ridge of the roof. Strategically placed windows that open and close adjacent to the work areas. Ensure windows are open prior to start-up of fuel driven equipment. 
5.3.2	<ul style="list-style-type: none"> Ventilation does not expose employees to extremes of heat, cold or drafts. 	<ul style="list-style-type: none"> Consider methods for improving ventilation e.g. exhaust vents, overhead fans, water sprinklers on roof or shutter widows.
5.4 DUST, VAPOURS, FUMES & GASES		
5.4.1	<ul style="list-style-type: none"> Measures are taken to mitigate dust in the yard and shed. Dust can initiate asthma attacks and other respiratory illnesses in susceptible people and the risk of contracting Q-Fever for all people in and around the shed is increased. 	<ul style="list-style-type: none"> Spray yards with water to settle dust before yarding sheep. In raised sheds, restrict sheep from camping under the shed to reduce the level of air-borne dust. Thoroughly clean shed prior to shearing or crutching.
5.4.2	Fumes from petrol or diesel engine exhausts which power equipment is not released within the shed.	<ul style="list-style-type: none"> Use electric driven equipment where possible. Locate motors outside of the shed and run flexible hydraulic lines to the wool press (also reduces noise). If the motor is located in the shed, ensure that exhaust gases and fumes are vented outside the shed where it will not be blown back in. Ensure that all seals on exhaust systems are working effectively and not leaking.
5.4.3	Action is taken to limit ammonia from stock urine in the shed. This has an unpleasant odour and is an irritant gas.	<ul style="list-style-type: none"> Limit ammonia fumes by regularly cleaning out manure from under the shed. Ensure adequate drainage. Consider installing a commercial fan to improve ventilation if build up is occurring.

5.5 DISEASES FROM ANIMALS (ZONOSSES)

Zoonoses are serious diseases that humans catch from animals and they can be life-threatening. Working in a shearing shed and handling animals all day exposes shed workers to infection. Infections may include Q Fever, hydatid infection, Leptospirosis, Orf and Yolk boils and wool sorters' diseases/wool lung. Cuts, scratches and grazes which may eventuate from crutching and shearing are a common target for infection. Sources of infection may include sheep urine and manure, maggots, lice, and a range of veterinary and agricultural chemicals.

5.5.1	<ul style="list-style-type: none"> Work practices are in place to limit worker exposure to infection. 	<ul style="list-style-type: none"> Encourage all workers to be vaccinated against Q Fever. Sheep with an active outbreak of orf must not be shorn or crutched until their condition is resolved. Use proper safeguards when handling infected animals.
5.5.2	<ul style="list-style-type: none"> Good sanitary amenities are provided and maintained that promote good hygiene practices 	<ul style="list-style-type: none"> Provide a hand wash basin with soap and water. Provide and have disinfectant for use in the wash up water for combs and cutters. Encourage washing of hands prior to meal breaks and smoking by all shed workers. Immediate and effective treatment of all cuts, nicks, grazes and burns. Daily washing of clothes.

5.6 LIGHTING

Low lighting or glare can increase the risk of slips, trips and falls for workers and cuts to the shearer. Excessive glare or poor lighting levels may place extra strain on the eyesight of shed workers resulting in headaches, fatigue and decreased work capacity. The Australian Standard for lighting in wool sheds specifies a minimum light level of 400 lux (about that found in a well lit kitchen).

5.6.1	<ul style="list-style-type: none"> All lights work and lighting is adequate for general movement and work, especially in the main work areas e.g stands, wool handling & pressing. 	<ul style="list-style-type: none"> Balance internal light with bright external light e.g. increase internal lighting or reduce external light penetration e.g. blinds. Consider a single fluorescent light per stand. Ensure lights do not flicker or cast shadows and are cleaned prior to shearing or crutching. It is better to have individual work areas on different switches to provide better lighting control.
5.6.2	<ul style="list-style-type: none"> External Lighting - lights work & lighting is adequate for general movement around the shed. 	<ul style="list-style-type: none"> Repair/Replace any broken light fittings.



Hearing damage (Noise Induced Hearing Loss or NIHL) is a typical injury associated with agricultural production where workers are exposed to loud noise.

Long hours of exposure and relatively loud levels of noise in the shearing shed should be minimised where possible. The maximum noise level of 8 hours a day is 85dB. As a guide if it is difficult to have a normal conversation at a distance of 1m there may be a noise problem. To properly assess noise risks it may be necessary to measure noise exposure. From Safe Work Australia see "[Model Code of Practice: Managing noise and preventing hearing loss at work](#)".⁸

5.7.1	<ul style="list-style-type: none"> Noise is maintained below safe maximum noise levels to ensure adequate communications and protection from hearing loss (* under 85dB over an 8 hour period). 	<ul style="list-style-type: none"> Locate internal combustion engines/ motors outside of the shed and ensure all machinery is properly maintained and lubricated to reduce noise. Utilise effective sound absorbing materials on noisy equipment and machinery to dampen noise. Placing any noisy equipment in locations which enable noise to dissipate, such as close to open doors/ windows, or outside the shed. Wear hearing protection when necessary to reduce exposure to loud noise from the wool press and motors. When buying new equipment look for less noisy equipment and add-ons such as mufflers. Ensure radio / music sound is at a level to allow for good communication between shed staff.
5.7.2	<ul style="list-style-type: none"> Corrugated iron walls found in many shearing sheds reflect noise and increase overall noise levels. 	<ul style="list-style-type: none"> Keep noise levels in mind when choosing building materials and consider installing proper sound installation.

⁸<https://www.safeworkaustralia.gov.au/doc/model-code-practice-managing-noise-and-preventing-hearing-loss-work>

APPENDICES

SAFE SHEDS - THE SHEARING SHED SAFETY PROGRAM



Making the wool harvesting workplace safer for all.

1. HOW TO USE CHECKLISTS

Safe Sheds, The Shearing Shed Safety Program provides four checklists to use at different times of the shearing season:

Full Assessment Checklist

Growers should use the best practice guide and the full checklist with the five modules at least once a year, preferably early in the off-season to go through the shed and record all issues for resolution. This allows as much time as possible to make all changes and improvements before the next shearing.

Pre-Shearing Checklist

This checklist should be used by a woolgrower and the shearing contractor prior to shearing commencing to assess the safety of the shearing shed and reach agreement between the woolgrower, contractor and shed staff on how any issues found will be dealt with.

Induction Checklist

Used by the employer with the shearing team to ensure all important work practices are identified and that all shed staff are aware of work practices and safety information.

Post Shearing Checklist

This checklist should be used by a woolgrower and the shearing contractor immediately after shearing to report any issues noticed or items broken or damaged during shearing. This allows time before the shearing teams are next in the shed to address issues.

2. FULL ASSESSMENT CHECKLIST

This checklist should be used by a woolgrower to assess the safety of the shearing shed(s) on the property.

It is recommended that this be done at least once a year in the off-season to allow enough time to make improvements before shearing commences.

Name of woolgrower:	
Name of property:	
Property address:	
Completed by (name):	<input type="checkbox"/> Woolgrower <input type="checkbox"/> Shearing team

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1. THE SHEARING SHED					
1.1	SHED STRUCTURE				
1.1.1	<input type="checkbox"/> The Shed Structure is sound and safe to enter, including shed frames, beams, flooring, roof and walls.				
1.1.2	Platforms <input type="checkbox"/> All platforms over 1000mm (1m) high have safety rails & gates or chain as suitable barriers. <input type="checkbox"/> The edges of the platform and leading edges of steps are painted with a bright stripe to improve visibility.				
1.1.3	Step/Stairs <input type="checkbox"/> All steps and stairs are in good condition. <input type="checkbox"/> 'Steps' are not a 'ladder' <input type="checkbox"/> Steps are securely fixed in place, non-slip, deep & wide enough to tread on safely. <input type="checkbox"/> Steps are evenly spaced and not too high. <input type="checkbox"/> Steps do not have a horizontal gap between them or a gap between the steps and the wall.				
1.1.4	Handrails: <input type="checkbox"/> Handrails are fixed to the outside of any steps. <input type="checkbox"/> All handrails are strong and stable. <input type="checkbox"/> There are no 'finger traps' in open end pipes.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.2	ACCESS TO AND MOVEMENT AROUND THE SHED				
1.2.1	<input type="checkbox"/> The <i>Shearing Safety Zone</i> is adequate (shearing plant to be at least 1525mm apart in older sheds and 2100mm apart in new sheds) between stands, pens, shearing and wool handling.				
1.2.2	<input type="checkbox"/> There is sufficient space in the wool room to ensure there are no collisions and contact with machinery.				
1.2.3	<input type="checkbox"/> Work and traffic areas are uncrowded, free of obstructions and debris e.g. power cords are suspended and people, animals & clutter are minimised.				
NOTES:					
1.3	FLOORING				
1.3.1	<input type="checkbox"/> Floors & battens throughout the shed are sound and well maintained. <input type="checkbox"/> There are no missing, rotting, warped, loose, slippery flooring or flooring made of high friction material (e.g. melwire). <input type="checkbox"/> There are no protruding nails & screws.				
1.3.2	<input type="checkbox"/> Floors & battens throughout the shed are even, without steps or gaps for tripping hazards.				
1.3.3	<input type="checkbox"/> The floors are dry & secure.				
1.3.4	<input type="checkbox"/> Floors where a bale trolley is used are level and free of broken timber flooring. <input type="checkbox"/> There are no large tin patches, sagging tin or raised edges.				
NOTES:					
1.4	RAMPS & YARDING				
1.4.1	<input type="checkbox"/> There is adequate overnight 'yarding' capacity for enough sheep to cover the following day's total tally.				
1.4.2	<input type="checkbox"/> The sheep entry ramp is sound and without broken or rotting planks and battens.				
1.4.3	<input type="checkbox"/> Loading doorways / raised platforms over 1000mm (1m) high have a closing door, gate or exclusion chain with signage for when not in use.				
NOTES:					
1.5	SHEEP PENS, RACES & GATES				
1.5.1	<input type="checkbox"/> The design of races & pens promotes sheep to run and provides adequate flow.				
1.5.2	<input type="checkbox"/> There is limited light from under the floorboards that may hinder sheep from running.				
1.5.3	<input type="checkbox"/> Sides of pens, races and gates are free of protrusions, sharp edges and splinters, posing hazards for workers.				
1.5.4	<input type="checkbox"/> Gates are made of lightweight material.				
1.5.5	<input type="checkbox"/> Gate hinges in penning up area are present and working.				
1.5.6	<input type="checkbox"/> Gate catches and stops in penning up area operate easily and are easy to operate one-handed.				
1.5.7	<input type="checkbox"/> There are no 'Telescoping' Gates which are a safety risk.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.6	CATCHING PENS, GATEWAYS & DOORS				
1.6.1	<input type="checkbox"/> The size of the catching pen does not require excessive lifting and dragging to operate. Catching pen size should be 2100mm wide x 3050mm deep (7ft x 10ft) and no less than 1830mm (6ft) wide and no more than 3200mm (10.5ft) deep.				
1.6.2	<input type="checkbox"/> Chutes that protrude into catching pens are guarded to prevent trip hazards for the shearer during tip & drag operations.				
1.6.3	<input type="checkbox"/> There is one catching pen available for each shearer.				
1.6.4	Catching Pen to Down Tube Alignment & Distance: <ul style="list-style-type: none"> <input type="checkbox"/> The alignment and distance does not require the shearer to turn more than 90 degrees for both left and right handed shearing. <input type="checkbox"/> The drag distance from the back of the catching pen to the downtube is no more than 3005mm (3.05m). 				
1.6.5	Equipment/Tool Benches: <ul style="list-style-type: none"> <input type="checkbox"/> An equipment/tool bench is available for each shearer. <input type="checkbox"/> The equipment/tool benches are adequately sized (not less than 300 x 600mm), stable and located appropriately. 				
1.6.6	Flooring: <ul style="list-style-type: none"> <input type="checkbox"/> Battens run towards the catching pen gates. <input type="checkbox"/> Battens are made of appropriate material (not melwire) to limit surface drag that increases risk to shearers. <input type="checkbox"/> The flooring is in good condition, with no rotten or loose battens. <input type="checkbox"/> There are no steps or obstructions between the catching pen and the board e.g. board fixed to the floor across the gateway. 				
1.6.7	Catching Pen Doors: <ul style="list-style-type: none"> <input type="checkbox"/> The top edge of the pen door is not able to strike the shearer in the lower back. <input type="checkbox"/> The doors are self-closing and close completely & automatically with each use. <input type="checkbox"/> The doors swing in both directions (optional based on shearer preference). <input type="checkbox"/> The doors are smooth and free of protrusions on both sides. <input type="checkbox"/> The doors do not have pinch points. 				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.7	SHEARING BOARD				
1.7.1	<input type="checkbox"/> Shearing boards are best practice depth and height for safety and ease for shed staff to reach and handle wool. Depth of 1500mm (1.5m) from the downtube to the front edge of the platform. Height 700mm - 750mm.				
1.7.2	Steps to Raised Board: <ul style="list-style-type: none"> <input type="checkbox"/> The steps are securely fixed in place, wide enough, not too high. <input type="checkbox"/> There are no horizontal gaps between the steps. <input type="checkbox"/> There is a handrail fixed to the outside of the steps 				
1.7.3	<input type="checkbox"/> There is a multi-purpose stand available for left and right- handed shearers that ensures no forward dragging of sheep and no turning of sheep more than 90 degrees.				
1.7.4	<input type="checkbox"/> Lighting on the board is adequate for shearing and equipment maintenance.				
1.7.5	<input type="checkbox"/> The distance between down tubes is 2100mm (7 foot).				
1.7.6	<input type="checkbox"/> The downtube is the appropriate distance out from the wall and chute face e.g. approx. 450 – 550mm maximum. <input type="checkbox"/> Downtubes are between 152 – 178mm to the left of the let out chute.				
1.7.7	<input type="checkbox"/> Joint Guards are fitted around all down tube elbow joints.				
1.7.8	<input type="checkbox"/> On/off ropes are made of non-stretch material. <input type="checkbox"/> On/off Ropes are in good condition e.g. not frayed and worn at the attachment to the on/off lever and are correct length. <input type="checkbox"/> On/off ropes are positioned correctly for easy access whether left or right-handed.				
NOTES:					
1.8	LET GO AREA				
1.8.1	<input type="checkbox"/> Chutes are large enough for large framed sheep.				
1.8.2	<input type="checkbox"/> Chute thresholds are free of wooden strips where sheep can get a foothold.				
1.8.3	<input type="checkbox"/> Chute entrances, where possible, are extended onto the floor of the shearing board by 100mm. <input type="checkbox"/> Front edges of chutes, where possible, are set 100-200mm lower than the board floor.				
1.8.4	<input type="checkbox"/> Exit runs for sheep are clear of debris and are without torn and sharp metal, timber or fittings.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.9	WOOL & PRESS ROOMS				
1.9.1	Wool Table - is: <ul style="list-style-type: none"> <input type="checkbox"/> large enough to hold the fleece <input type="checkbox"/> free of protrusions or sharp corners/edges <input type="checkbox"/> height adjustable <input type="checkbox"/> adjusted to an appropriate height <input type="checkbox"/> easily portable, to maneuver depending on the requirements of the day e.g. no. stands being used, skirting or not. 				
1.9.2	Flooring <ul style="list-style-type: none"> <input type="checkbox"/> Any concrete floors around the wool table are fitted with anti-fatigue matting. <input type="checkbox"/> Flooring is even and without significant cracks posing hazards for workers operating in these areas and standing on uneven surfaces for prolonged periods of time. <input type="checkbox"/> Any timber floors are strong enough and well-supported to take the weight of loaded bale trolleys and the woolpress. 				
1.9.3	<input type="checkbox"/> Bale frames do not have sharp points that are not adequately covered.				
1.9.4	Wool Bins: <ul style="list-style-type: none"> <input type="checkbox"/> Wool bins are easily accessible with no trip hazards. <input type="checkbox"/> Wool bins are free of sharp metal or splinters that are not covered. <input type="checkbox"/> Wool bin is easily portable, to maneuver depending on the requirements of the day. 				
1.9.5	<input type="checkbox"/> Bale handling is done with safe bale hooks and appropriate trolleys.				
1.9.6	<input type="checkbox"/> Lighting is adequate for shearing and equipment maintenance.				

NOTES:

2. MACHINERY & EQUIPMENT

2.1	OVERHEAD GEAR & SHEARING PLANT				
2.1.1	<input type="checkbox"/> Overhead drive shafts, belts & gears are clear of clothing, towels or other potential entanglements.				
2.1.2	<input type="checkbox"/> Drive belts are guarded.				
2.1.3	<input type="checkbox"/> Overhead drive shafts, belts & gears are high enough to avoid physical contact where belts and pulley meet.				
2.1.4	Emergency Stop Controls <ul style="list-style-type: none"> <input type="checkbox"/> Overhead drive shaft emergency stop controls are large enough for emergency stops. <input type="checkbox"/> Emergency stop controls are located for easy access by shearers and woolclasser (e.g. between the wool table and the nearest stand). <input type="checkbox"/> Emergency Stop Controls are clearly identified. 				
2.1.5	<input type="checkbox"/> Individual shearing plant units are fitted safely and securely.				
2.1.6	<input type="checkbox"/> Anti-lockup plant has been installed when replacement is required.				
2.1.7	<ul style="list-style-type: none"> <input type="checkbox"/> All Shearing plants & equipment are appropriately serviced, installed and maintained, to work correctly <input type="checkbox"/> Downtubes are in good condition and correctly installed, the lower end of downtube describes a circle of approximately 275mm <input type="checkbox"/> Safety clutches are in good condition, properly adjusted <input type="checkbox"/> Safety clutch tension setting is not greater than 2-9Nm (26 in/lb) <input type="checkbox"/> Tension wrench that fits the safety clutch is available <input type="checkbox"/> Protective covers are placed over the shearing plant and downtube when not in use. <input type="checkbox"/> Joint guards are fitted to all joints. 				

NOTES:

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
2.2	BACK HARNESS SUPPORTS				
2.2.1	<input type="checkbox"/> Back aid fixing points are provided. <input type="checkbox"/> Back aid fixing points swivel freely.				
2.2.2	<input type="checkbox"/> Back aid fixing points are secure and fastened correctly. They are located correctly and clear of obstructions. <input type="checkbox"/> Back aid fixing points have chains long enough to prevent excessive 'pendulum' lifting effect on shearers as they move.				
NOTES:					
2.4	GRINDERS				
2.4.1	Grinder location: <input type="checkbox"/> Is in a well ventilated and enclosed area <input type="checkbox"/> Is in a well-lit location <input type="checkbox"/> There is a minimum 1.5m of open space around the grinder <input type="checkbox"/> Open space is free of people <input type="checkbox"/> Grinder disc rotation is away from people, busy work areas and flammable material				
2.4.2	<input type="checkbox"/> Grinder is secured to a surface, unless otherwise designed. <input type="checkbox"/> Grinding discs are properly secured. <input type="checkbox"/> Safety guards are in place on grinder & properly adjusted to cover the edge of discs.				
2.4.3	<input type="checkbox"/> Grinder electrical leads & cords are out of the way with no risk of being cut, entangled, damaged or causing trip hazard.				
2.4.4	<input type="checkbox"/> Safety glasses or face shields; earmuffs or ear plugs and dust mask are provided. <input type="checkbox"/> Safety signage for eye and hearing protection is in place. <input type="checkbox"/> Grinding is done by skilled and trained persons.				
NOTES:					
2.5	WOOLPRESS				
2.5.1	<input type="checkbox"/> The Woolpress is fully guarded with an interlocking door mechanism, to exclude hand & arm access during activation.				
2.5.2	<input type="checkbox"/> There is an Emergency Safety Stop switch or bar fitted and properly adjusted. <input type="checkbox"/> There is appropriate signage to identify the Emergency Safety Stop switch.				
2.5.3	<input type="checkbox"/> There are adequate ramps, vehicles and lifting devices available for safe movement of press to & from and within the shed.				
2.5.4	<input type="checkbox"/> There is a failsafe mechanism fitted and functional on mechanical/ manual press to prevent the platen from falling when in the top position.				
2.5.5	<input type="checkbox"/> Hydraulic Lines are inspected, and worn lines are replaced to eliminate leaks.				
2.5.6	<input type="checkbox"/> The location of the woolpresses are away from other work being carried out.				
2.5.7	<input type="checkbox"/> The woolpress is free of any protrusions and sharp edges.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
2.6	TOOL & EQUIPMENT STORAGE				
2.6.2	<input type="checkbox"/> Shearing plants are not used as a location to hang toweling, cutters and other gear.				
NOTES:					
2.7	UNGUARDED MACHINERY				
2.7.1	<input type="checkbox"/> All moving parts of machinery and equipment used in the shed that could expose workers to the risk of injury e.g. belts, flywheels, cranking points, drive shafts, pulleys etc are adequately guarded.				
NOTES:					
2.8	ELECTRICAL SAFETY				
2.8.1	<input type="checkbox"/> Shearing plant electrical cables are in sound condition. <input type="checkbox"/> Shearing plant electrical cables are not worn or chewed. <input type="checkbox"/> Power leads are not frayed, chewed or exposed.				
2.8.2	<input type="checkbox"/> Shearing plant electrical cables do not obstruct work.				
2.8.3	<input type="checkbox"/> Electrical leads must meet regulations. Power leads & cables must either have opaque molded plugs or replaceable transparent plugs				
2.8.4	<input type="checkbox"/> Power points are located between 1000–1500mm (1–1.5m) above the board level to make them easily accessible to the shearer.				
2.8.5	<input type="checkbox"/> Isolating transformers or Residual Current Devices (RCDs) are fitted to the main power board or individual electrical equipment to prevent electrocution. <input type="checkbox"/> The RCDs are tested regularly. <input type="checkbox"/> The power box location is known by the team and easily identified in case of emergency to throw the main switch.				
2.8.6	<input type="checkbox"/> Plugs, sockets & switches are in good working order and not cracked or broken. <input type="checkbox"/> Power sockets are not overloaded.				
2.8.7	<input type="checkbox"/> Portable power tools are in good condition and tagged. <input type="checkbox"/> Electrical equipment not-in-use is stored properly.				
2.8.8	<input type="checkbox"/> All exposed wires are not 'live' and unused electrical wiring is not present				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
3. AMENITIES & FACILITIES					
3.1 EATING AREAS, KITCHENS & FOOD PREPARATION					
3.1.1	<input type="checkbox"/> A non-smoking food preparation and eating area is available separate from shearing and wool handling work areas. It has: <ul style="list-style-type: none"> <input type="checkbox"/> Sink for hand washing (separate from toilet sink) <input type="checkbox"/> Separate dishwashing sink <input type="checkbox"/> Table and chairs <input type="checkbox"/> Fridge for food <input type="checkbox"/> Adequate power and water supply for the hot water urn <input type="checkbox"/> Microwave 				
3.1.2	<input type="checkbox"/> There is a clean and working refrigerator that is large enough for all cold items.				
3.1.3	<input type="checkbox"/> This area is free of all work tools and materials.				
3.1.4	<input type="checkbox"/> Power leads & cables are strung to avoid standing in water or being splashed with water.				
3.1.5	<input type="checkbox"/> There is a clean supply of cool drinking water easily accessible to employees.				
3.1.6	<input type="checkbox"/> Any undrinkable water is labeled appropriately.				
3.1.7	<input type="checkbox"/> The area is cleaned daily.				
NOTES:					
3.2 WASHING, TOILETS & LAUNDRIES					
3.2.1	<input type="checkbox"/> Appropriately clean, maintained, separate, private and secure toilets are readily available and accessible for men and women. <input type="checkbox"/> Toilets and ablution blocks are constructed to provide privacy.				
3.2.2	<input type="checkbox"/> A sanitary disposal covered bin is supplied in the toilet e.g. covered waste bin with plastic bag.				
3.2.3	<input type="checkbox"/> After-toilet hand washing facilities are separate from the source of drinking water.				
3.2.4	<input type="checkbox"/> Toilets are cleaned daily.				
3.2.5	<input type="checkbox"/> There is a suitable laundry where needed.				
3.2.6	<input type="checkbox"/> There is enough hot water for showers, baths, hand basins, washing clothes and cooking.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
3.3	SLEEPING QUARTERS				
3.3.1	<input type="checkbox"/> Quarters are maintained in sound structural condition and are habitable, clean and hygienic. <input type="checkbox"/> All entry and exit points are kept clear of obstructions/ hazards to prevent tripping and falling. <input type="checkbox"/> Lighting is sufficient. <input type="checkbox"/> Beds are firm, clean and provide good back support. <input type="checkbox"/> Sleeping quarters are of adequate size. <input type="checkbox"/> Separate, private and secure toilets and bathing/shower facilities are provided for men and women.				
3.3.2	<input type="checkbox"/> Fireplaces and heaters are properly constructed and guarded with adequate smoke detectors, fire alarms, extinguishes and emergency exit procedures and signage.				

NOTES:

4. WORK PRACTICES

4.3	RAMS & SHEEP SIZE				
4.3.2	<input type="checkbox"/> The shed design is suitable to handle the increased size of stock.				

NOTES:

4.4	WOOL PREPARATION & WOOL PRESSING				
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4.4.2	<input type="checkbox"/> The size, height and shape of the wool table and the available space around the table is suitable to mitigate risk of injuries associated with skirting, rolling and classing.				
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NOTES:

4.6	CHEMICALS & HAZARDOUS SUBSTANCES				
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4.6.1	<input type="checkbox"/> No chemicals or chemical equipment are stored or used in the shearing shed.				
4.6.3	<input type="checkbox"/> Chemical withholding periods are known, recorded and observed for all chemical treatment of sheep.				
4.6.4	<input type="checkbox"/> All necessary safety equipment is available, accessible and in good operating condition.				

NOTES:

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
4.11	EMERGENCIES & FIRST AID				
4.11.1	First Aid Kit <ul style="list-style-type: none"> <input type="checkbox"/> There is a First Aid Kit in the shed and shearers' quarters when work is being done, as required by law. <input type="checkbox"/> The First Aid Kit is visible and easily accessible. <input type="checkbox"/> There is a contents replacement system in place. <input type="checkbox"/> There is a First Aid Register in the First Aid Kit for recording injuries and treatment. <input type="checkbox"/> Everyone knows where the first aid kits are located. 				
4.11.2	<input type="checkbox"/> There is a trained first aider available at all times when work is being done.				
4.11.3	<input type="checkbox"/> There is a Fire and Emergency Procedures Plan posted in a conspicuous place in the shearing shed.				
4.11.4	Fire Extinguishers: <ul style="list-style-type: none"> <input type="checkbox"/> Appropriate Fire Extinguishers are mounted in a prominent place and clearly marked for type of fire. <input type="checkbox"/> Fire Extinguishers are checked and serviced regularly to maintain charge. 				
4.11.5	<input type="checkbox"/> Emergency Exits are clear of obstructions at all times e.g. a clear exit pathway is maintained at all times.				
4.11.6	<input type="checkbox"/> Signed Exit Doors open easily from the inside.				
4.11.7	<input type="checkbox"/> Emergency Contact Numbers are readily available in the shed.				
4.11.8	<input type="checkbox"/> There is a pre-planned and known assembly area or muster point that is identified.				
NOTES:					
4.13	RISK MANAGEMENT SYSTEMS & SIGNAGE				
4.13.1	<input type="checkbox"/> Exit Signs are in place at 2 emergency exits, as required by law.				
4.13.2	<input type="checkbox"/> Other signage is in place e.g. 'Authorised Personnel Only' or 'No Children', as appropriate, safety, no smoking.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
5.	GENERAL WORKING CONDITIONS				
5.1	WATER				
5.1.1	<input type="checkbox"/> There is a clean supply of cool drinking water easily accessible to employees.				
5.1.2	<input type="checkbox"/> Any undrinkable water is labeled appropriately.				
NOTES:					
5.2	HEAT & COLD				
5.2.1	<input type="checkbox"/> Measures are taken to mitigate the range of extreme climatic conditions.				
5.2.2	<input type="checkbox"/> Any skylights do not cause too much heat.				
5.2.3	<input type="checkbox"/> Work practices to reduce heat stress / cold problems are agreed and in place.				
NOTES:					
5.3	VENTILATION				
5.3.1	<input type="checkbox"/> There is ventilation that provides adequate air flow.				
5.3.2	<input type="checkbox"/> Ventilation does not expose employees to extremes of heat, cold or drafts.				
NOTES:					
5.4	DUST, VAPOURS, FUMES & GASES				
5.4.1	<input type="checkbox"/> Measures are taken to mitigate dust in the yard and shed.				
5.4.2	<input type="checkbox"/> Fumes from petrol or diesel engine exhausts which power equipment is not released within the shed.				
5.4.3	<input type="checkbox"/> Action is taken to limit ammonia from stock urine in the shed.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
5.5	DISEASES FROM ANIMALS (ZOOSES)				
5.5.2	<input type="checkbox"/> Good sanitary amenities are provided and maintained that promote good hygiene practices				
NOTES					
5.6	LIGHTING				
5.6.1	<input type="checkbox"/> All lights work and lighting is adequate for general movement and work, especially in the main work areas.				
5.6.2	<input type="checkbox"/> External lighting works & lighting is adequate for general movement around the shed.				
NOTES					
5.7	NOISE				
5.7.1	<input type="checkbox"/> Noise is maintained below safe maximum noise levels (under 85dB over an 8 hour period) to ensure adequate communications and protection from hearing loss.				
5.7.2	<input type="checkbox"/> Corrugated iron walls found in many shearing sheds reflect noise and increase overall noise levels – there is proper sound installation installed.				
NOTES					

3. PRE-SHEARING CHECKLIST

This checklist should be used by a woolgrower and the shearing contractor prior to shearing commencing to assess the safety of the shearing shed and reach agreement between the woolgrower, contractor and shed staff on how any issues found will be dealt with.

Name of woolgrower:	
Name of property:	
Property address:	
Completed by (name):	<input type="checkbox"/> Woolgrower <input type="checkbox"/> Shearing team

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1. THE SHEARING SHED					
1.1	SHED STRUCTURE				
1.1.1	<input type="checkbox"/> The Shed Structure is sound and safe to enter, including shed frames, beams, flooring, roof and walls.				
1.1.2	Platforms <input type="checkbox"/> All platforms over 1000mm (1m) high have safety rails & gates or chain as suitable barriers. <input type="checkbox"/> The edges of the platform and leading edges of steps are painted with a bright stripe to improve visibility.				
1.1.3	Step/Stairs <input type="checkbox"/> All steps and stairs are in good condition. <input type="checkbox"/> 'Steps' are not a 'ladder' <input type="checkbox"/> Steps are securely fixed in place, non-slip, deep & wide enough to tread on safely. <input type="checkbox"/> Steps are evenly spaced and not too high. <input type="checkbox"/> Steps do not have a horizontal gap between them or a gap between the steps and the wall.				
1.1.4	Handrails: <input type="checkbox"/> Handrails are fixed to the outside of any steps. <input type="checkbox"/> All handrails are strong and stable. <input type="checkbox"/> There are no 'finger traps' in open end pipes.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.3	FLOORING				
1.3.1	<input type="checkbox"/> Floors & battens throughout the shed are sound and well maintained. <input type="checkbox"/> There are no missing, rotting, warped, loose, slippery flooring or flooring made of high friction material (e.g. melwire). <input type="checkbox"/> There are no protruding nails & screws.				
NOTES:					
1.4	RAMPS & YARDING				
1.4.1	<input type="checkbox"/> There is adequate overnight 'yarding' capacity for enough sheep to cover the following day's total tally.				
1.4.2	<input type="checkbox"/> The sheep entry ramp is sound and without broken or rotting planks and battens.				
NOTES:					
1.5	SHEEP PENS, RACES & GATES				
1.5.3	<input type="checkbox"/> Sides of pens, races and gates are free of protrusions, sharp edges and splinters, posing hazards for workers.				
NOTES:					
1.6	CATCHING PENS, GATEWAYS & DOORS				
1.6.7	Catching Pen Doors: <input type="checkbox"/> The top edge of the pen door is not able to strike the shearer in the lower back. <input type="checkbox"/> The doors are self-closing and close completely & automatically with each use. <input type="checkbox"/> The doors swing in both directions (optional based on shearer preference). <input type="checkbox"/> The doors are smooth and free of protrusions on both sides. <input type="checkbox"/> The doors do not have pinch points.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.7	SHEARING BOARD				
1.7.4	<input type="checkbox"/> Lighting on the board is adequate for shearing and equipment maintenance.				
1.7.7	<input type="checkbox"/> Joint Guards are fitted around all down tube elbow joints.				
1.7.8	<input type="checkbox"/> On/off ropes are made of non-stretch material. <input type="checkbox"/> On/off Ropes are in good condition e.g. not frayed and worn at the attachment to the on/off lever and are correct length. <input type="checkbox"/> On/off ropes are positioned correctly for easy access whether left or right-handed.				
NOTES:					
1.9	WOOL & PRESS ROOMS				
1.9.3	<input type="checkbox"/> Bale frames do not have sharp points that are not adequately covered.				
1.9.4	Wool Bins: <input type="checkbox"/> Wool bins are easily accessible with no trip hazards. <input type="checkbox"/> Wool bins are free of sharp metal or splinters that are not covered. <input type="checkbox"/> Wool bin is easily portable, to maneuver depending on the requirements of the day.				
NOTES:					
2. MACHINERY & EQUIPMENT					
2.1	OVERHEAD GEAR & SHEARING PLANT				
2.1.1	<input type="checkbox"/> Overhead drive shafts, belts & gears are clear of clothing, towels or other potential entanglements.				
2.1.2	<input type="checkbox"/> Drive belts are guarded.				
2.1.3	<input type="checkbox"/> Overhead drive shafts, belts & gears are high enough to avoid physical contact where belts and pulley meet.				
2.1.4	<input type="checkbox"/> Emergency Stop Controls <input type="checkbox"/> Overhead drive shaft emergency stop controls are large enough for emergency stops. <input type="checkbox"/> Emergency stop controls are located for easy access by shearers and woolclasser (e.g. between the wool table and the nearest stand). <input type="checkbox"/> Emergency Stop Controls are clearly identified.				
2.1.5	<input type="checkbox"/> Individual shearing plant units are fitted safely and securely.				
2.1.7	<input type="checkbox"/> All Shearing plants & equipment are appropriately serviced, installed and maintained, to work correctly <input type="checkbox"/> Downtubes are in good condition and correctly installed, the lower end of downtube describes a circle of approximately 275mm <input type="checkbox"/> Safety clutches are in good condition, properly adjusted <input type="checkbox"/> Safety clutch tension setting is not greater than 2-9Nm (26 in/lb) <input type="checkbox"/> Tension wrench that fits the safety clutch is available <input type="checkbox"/> Protective covers are placed over the shearing plant and downtube when not in use. <input type="checkbox"/> Joint guards are fitted to all joints.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
2.2	BACK HARNESS SUPPORTS				
2.2.2	<input type="checkbox"/> Back aid fixing points are secure and fastened correctly. They are located correctly and clear of obstructions. <input type="checkbox"/> Back aid fixing points have chains long enough to prevent excessive 'pendulum' lifting effect on shearers as they move.				
NOTES:					
2.4	GRINDERS				
2.4.4	<input type="checkbox"/> Safety glasses or face shields; earmuffs or ear plugs and dust mask are provided. <input type="checkbox"/> Safety signage for eye and hearing protection is in place. <input type="checkbox"/> Grinding is done by skilled and trained persons.				
NOTES:					
2.5	WOOLPRESS				
2.5.1	<input type="checkbox"/> The Woolpress is fully guarded with an interlocking door mechanism, to exclude hand & arm access during activation.				
2.5.2	<input type="checkbox"/> There is an Emergency Safety Stop switch or bar fitted and properly adjusted. <input type="checkbox"/> There is appropriate signage to identify the Emergency Safety Stop switch.				
NOTES:					
2.7	UNGUARDED MACHINERY				
2.7.1	<input type="checkbox"/> All moving parts of machinery and equipment used in the shed that could expose workers to the risk of injury e.g. belts, flywheels, cranking points, drive shafts, pulleys etc are adequately guarded.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
2.8	ELECTRICAL SAFETY				
2.8.5	<input type="checkbox"/> Isolating transformers or Residual Current Devices (RCDs) are fitted to the main power board or individual electrical equipment to prevent electrocution. <input type="checkbox"/> The RCDs are tested regularly. <input type="checkbox"/> The power box location is known by the team and easily identified in case of emergency to throw the main switch.				
NOTES:					
3. AMENITIES & FACILITIES					
3.1	EATING AREAS, KITCHENS & FOOD PREPARATION				
3.1.1	<input type="checkbox"/> A non-smoking food preparation and eating area is available separate from shearing and wool handling work areas. It has: <ul style="list-style-type: none"> <input type="checkbox"/> Sink for hand washing (separate from toilet sink) <input type="checkbox"/> Separate dishwashing sink <input type="checkbox"/> Table and chairs <input type="checkbox"/> Fridge for food <input type="checkbox"/> Adequate power and water supply for the hot water urn <input type="checkbox"/> Microwave 				
3.1.4	<input type="checkbox"/> Power leads & cables are strung to avoid standing in water or being splashed with water.				
NOTES:					
3.2	WASHING, TOILETS & LAUNDRIES				
3.2.1	<input type="checkbox"/> Appropriately clean, maintained, separate, private and secure toilets are readily available and accessible for men and women. <input type="checkbox"/> Toilets and ablution blocks are constructed to provide privacy.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
4. WORK PRACTICES					
4.2 PRESENTATION OF SHEEP					
4.2.1	<input type="checkbox"/> Yarding of sheep “drained” (removal from food & water) is overnight ¹ . Discussion between contractor and grower as to the number of sheep to be drained overnight.				
4.2.2	<input type="checkbox"/> Ensure withholding periods for chemicals are adhered to prior to shearing / crutching.				
NOTES:					
4.3 RAMS & SHEEP SIZE					
4.3.1	<input type="checkbox"/> Prior to shearing rams, negotiations between the owner/manager and contractor/shearing team has determined a suitable method for shearing e.g. ram sedation, extra support and extra draining time prior to shearing.				
NOTES:					
4.6 CHEMICALS & HAZARDOUS SUBSTANCES					
4.6.1	<input type="checkbox"/> No chemicals or chemical equipment are stored or used in the shearing shed.				
4.6.4	<input type="checkbox"/> All necessary safety equipment is available, accessible and in good operating condition.				
NOTES:					
4.11 EMERGENCIES & FIRST AID					
4.11.1	First Aid Kit <ul style="list-style-type: none"> <input type="checkbox"/> There is a First Aid Kit in the shed and shearers’ quarters when work is being done, as required by law. <input type="checkbox"/> The First Aid Kit is visible and easily accessible. <input type="checkbox"/> There is a contents replacement system in place. <input type="checkbox"/> There is a First Aid Register in the First Aid Kit for recording injuries and treatment. <input type="checkbox"/> Everyone knows where the first aid kits are located. 				
4.11.4	Fire Extinguishers: <ul style="list-style-type: none"> <input type="checkbox"/> Appropriate Fire Extinguishers are mounted in a prominent place and clearly marked for type of fire. <input type="checkbox"/> Fire Extinguishers are checked and serviced regularly to maintain charge. 				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
5. GENERAL WORKING CONDITIONS					
5.1 WATER					
5.1.1	<input type="checkbox"/> There is a clean supply of cool drinking water easily accessible to employees.				
NOTES:					
5.4 DUST, VAPOURS, FUMES & GASES					
5.4.2	<input type="checkbox"/> Fumes from petrol or diesel engine exhausts which power equipment is not released within the shed.				
NOTES:					
5.7 NOISE					
5.7.1	<input type="checkbox"/> Noise is maintained below safe maximum noise levels (under 85dB over an 8 hour period) to ensure adequate communications and protection from hearing loss.				
NOTES					

¹Pastoral Award (2010) requires yarding for a minimum of 8 hours, however due to increasing weight and size of sheep, best practice is to yard overnight.

4. INDUCTION CHECKLIST

This checklist should be used by the employer with the shearing team to ensure all important work practices are identified and that all shed staff are aware of work practices and safety information.

Name of woolgrower:	
Name of property:	
Property address:	
Completed by (name):	<input type="checkbox"/> Woolgrower <input type="checkbox"/> Shearing team

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1. THE SHEARING SHED					
1.9	WOOL & PRESS ROOMS				
1.9.1	Wool Table - is: <ul style="list-style-type: none"> <input type="checkbox"/> large enough to hold the fleece <input type="checkbox"/> free of protrusions or sharp corners/edges <input type="checkbox"/> height adjustable <input type="checkbox"/> adjusted to an appropriate height <input type="checkbox"/> easily portable, to maneuver depending on the requirements of the day e.g. no. stands being used, skirting or not. 				
1.9.5	<input type="checkbox"/> Bale handling is done with safe bale hooks and appropriate trolleys.				
NOTES:					
2. MACHINERY & EQUIPMENT					
2.1	OVERHEAD GEAR & SHEARING PLANT				
2.1.1	<input type="checkbox"/> Overhead drive shafts, belts & gears are clear of clothing, towels or other potential entanglements.				
2.1.4	Emergency Stop Controls <ul style="list-style-type: none"> <input type="checkbox"/> Overhead drive shaft emergency stop controls are large enough for emergency stops. <input type="checkbox"/> Emergency stop controls are located for easy access by shearers and woolclasser (e.g. between the wool table and the nearest stand). <input type="checkbox"/> Emergency Stop Controls are clearly identified. 				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
2.3	HANDPIECES				
2.3.1	<input type="checkbox"/> A correctly operating worm drive is fitted to all handpieces. <input type="checkbox"/> Handpiece vibration is not excessive <input type="checkbox"/> Handpieces & parts are maintained & adjusted and monitored appropriately by shearers e.g. combs & cutters are safe thickness				
NOTES:					
2.4	GRINDERS				
2.4.3	<input type="checkbox"/> Grinder electrical leads & cords are out of the way with no risk of being cut, entangled, damaged or causing trip hazard.				
2.4.4	<input type="checkbox"/> Safety glasses or face shields; earmuffs or ear plugs and dust mask are provided. <input type="checkbox"/> Safety signage for eye and hearing protection is in place. <input type="checkbox"/> Grinding is done by skilled and trained persons.				
NOTES:					
2.5	WOOLPRESS				
2.5.2	<input type="checkbox"/> There is an Emergency Safety Stop switch or bar fitted and properly adjusted. <input type="checkbox"/> There is appropriate signage to identify the Emergency Safety Stop switch.				
NOTES:					
2.6	TOOL & EQUIPMENT STORAGE				
2.6.1	<input type="checkbox"/> There are no loose tools and equipment on the board that pose a slipping/tripping hazard or damage to tools and equipment.				
2.6.2	<input type="checkbox"/> Shearing plants are not used as a location to hang toweling, cutters and other gear.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
2.8	ELECTRICAL SAFETY				
2.8.5	<input type="checkbox"/> Isolating transformers or Residual Current Devices (RCDs) are fitted to the main power board or individual electrical equipment to prevent electrocution. <input type="checkbox"/> The RCDs are tested regularly. <input type="checkbox"/> The power box location is known by the team and easily identified in case of emergency to throw the main switch.				
NOTES:					
4.	WORK PRACTICES				
4.1	PENNING				
4.1.1	<input type="checkbox"/> Take care when penning-up to avoid slips, trips and falls due to either contact with sheep or pen barriers, butting by sheep, jamming fingers, cuts from protruding/ sharp objects and dog bites.				
NOTES:					
4.4	WOOL PREPARATION & WOOL PRESSING				
4.4.1	<input type="checkbox"/> The training and skills of woolpress operators is confirmed by the supervisor before the press is used.				
NOTES:					
4.5	PROTECTIVE CLOTHING				
4.5.1	<input type="checkbox"/> Shed staff do not wear loose clothing or inappropriate footwear which increase the risk of injury.				
4.5.1	<input type="checkbox"/> Shearing footwear is worn that protects the feet, improves grip and stability with decreased risks of slipping, falling and fatigue.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
4.7	HYGIENE				
4.7.1	<input type="checkbox"/> There is good personal hygiene by all workers in the shed to reduce the risk of infection to cuts and grazes.				
	FITNESS, WARMING UP / DOWN				
	<input type="checkbox"/> There is adequate warm up and warm down by workers at the start and finish of each "run".				
	DRUGS, ALCOHOL & SMOKING				
	<input type="checkbox"/> There is adequate warm up and warm down by workers at the start and finish of each "run".				
	<input type="checkbox"/> Drug and alcohol use at or prior to work in a shearing shed is not tolerated.				
	DOGS & VISITORS				
	<input type="checkbox"/> Animals are kept away from shearing, wool handling and traffic areas & exit points e.g. in sheep penning/working areas only.				
	<input type="checkbox"/> Non-working visitors are restricted from the shed e.g. no child-minding or 'play' is allowed in the workplace.				
4.11	EMERGENCIES & FIRST AID				
4.11.1	First Aid Kit <input type="checkbox"/> Everyone knows where the first aid kits are located.				
4.11.2	<input type="checkbox"/> There is a trained first aider available at all times when work is being done.				
4.11.3	<input type="checkbox"/> There is a Fire and Emergency Procedures Plan posted in a conspicuous place in the shearing shed.				
4.11.4	<input type="checkbox"/> Everyone knows where the fire extinguishers are located.				
4.11.5	<input type="checkbox"/> Emergency Exits are clear of obstructions at all times e.g. a clear exit pathway is maintained at all times.				
4.11.8	<input type="checkbox"/> There is a pre-planned and known assembly area or muster point that is identified.				
4.12	TRAVEL				
4.12.1	<input type="checkbox"/> All vehicles should be safe and roadworthy and driven by licensed and physically competent drivers. <input type="checkbox"/> Individuals should be physically prepared for distance driving and have clear directions to properties.				
4.12.2	<input type="checkbox"/> Fatigue needs to be managed. Ensure that the driver is not tired.				
4.13	RISK MANAGEMENT SYSTEMS & SIGNAGE				
4.13.1	<input type="checkbox"/> A risk management system is in place where all workers can participate in the identification of hazards.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
5.	GENERAL WORKING CONDITIONS				
5.1	WATER				
5.1.2	<input type="checkbox"/> Any undrinkable water is labeled appropriately.				
5.2	HEAT & COLD				
5.2.3	<input type="checkbox"/> Work practices to reduce heat stress / cold problems are agreed and in place.				
5.5	DISEASES FROM ANIMALS (ZOOZOSES)				
5.5.1	<input type="checkbox"/> Work practices are in place to limit worker exposure to infection.				
5.5.2	<input type="checkbox"/> Good sanitary amenities are provided and maintained that promote good hygiene practices				
5.7	NOISE				
5.7.1	<input type="checkbox"/> Noise is maintained below safe maximum noise levels (under 85dB over an 8 hour period) to ensure adequate communications and protection from hearing loss.				
NOTES					

5. POST SHEARING CHECKLIST

This checklist should be used by a woolgrower and the shearing contractor immediately after shearing to report any issues noticed or items broken or damaged during shearing.

Name of woolgrower:	
Name of property:	
Property address:	
Completed by (name):	<input type="checkbox"/> Woolgrower <input type="checkbox"/> Shearing team

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1. THE SHEARING SHED					
1.1	SHED STRUCTURE				
1.1.3	Step/Stairs <input type="checkbox"/> All steps and stairs are in good condition.				
NOTES:					
1.3	FLOORING				
1.3.1	<input type="checkbox"/> Floors & battens throughout the shed are sound and well maintained. <input type="checkbox"/> There are no missing, rotting, warped, loose, slippery flooring or flooring made of high friction material (e.g. melwire). <input type="checkbox"/> There are no protruding nails & screws.				
1.3.2	<input type="checkbox"/> Floors where a bale trolley is used are level and free of broken timber flooring. <input type="checkbox"/> There are no large tin patches, sagging tin or raised edges.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.4	RAMPS & YARDING				
1.4.2	<input type="checkbox"/> The sheep entry ramp is sound and without broken or rotting planks and battens.				
NOTES:					
1.5	SHEEP PENS, RACES & GATES				
1.5.3	<input type="checkbox"/> Sides of pens, races and gates are free of protrusions, sharp edges and splinters, posing hazards for workers.				
1.5.5	<input type="checkbox"/> Gate hinges in penning up area are present and working.				
1.5.6	<input type="checkbox"/> Gate catches and stops in penning up area operate easily and are easy to operate one-handed.				
NOTES:					
1.6	CATCHING PENS, GATEWAYS & DOORS				
1.6.6	Flooring: <input type="checkbox"/> The flooring is in good condition, with no rotten or loose battens.				
1.6.7	Catching Pen Doors: <input type="checkbox"/> The doors are self-closing and close completely & automatically with each use. <input type="checkbox"/> The doors swing in both directions (optional based on shearer preference).				
NOTES:					
1.7	SHEARING BOARD				
1.7.7	<input type="checkbox"/> Joint Guards are fitted around all down tube elbow joints.				
1.7.8	<input type="checkbox"/> On/off ropes are made of non-stretch material. <input type="checkbox"/> On/off Ropes are in good condition e.g. not frayed and worn at the attachment to the on/off lever and are correct length. <input type="checkbox"/> On/off ropes are positioned correctly for easy access whether left or right-handed.				
1.7.8	<input type="checkbox"/> On/off ropes are made of non-stretch material. <input type="checkbox"/> On/off Ropes are in good condition e.g. not frayed and worn at the attachment to the on/off lever and are correct length. <input type="checkbox"/> On/off ropes are positioned correctly for easy access whether left or right-handed.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.8 LET GO AREA					
1.8.4	<input type="checkbox"/> Exit runs for sheep are clear of debris and are without torn and sharp metal, timber or fittings.				
NOTES:					
1.9 WOOL & PRESS ROOMS					
1.9.1	Wool Table - is: <ul style="list-style-type: none"> <input type="checkbox"/> large enough to hold the fleece <input type="checkbox"/> free of protrusions or sharp corners/edges <input type="checkbox"/> height adjustable <input type="checkbox"/> adjusted to an appropriate height <input type="checkbox"/> easily portable, to maneuver depending on the requirements of the day e.g. no. stands being used, skirting or not. 				
1.9.2	Flooring <ul style="list-style-type: none"> <input type="checkbox"/> Any concrete floors around the wool table are fitted with anti-fatigue matting. <input type="checkbox"/> Flooring is even and without significant cracks posing hazards for workers operating in these areas and standing on uneven surfaces for prolonged periods of time. 				
NOTES:					
2. MACHINERY & EQUIPMENT					
2.1 OVERHEAD GEAR & SHEARING PLANT					
2.1.1	<input type="checkbox"/> Overhead drive shafts, belts & gears are clear of clothing, towels or other potential entanglements.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
2.5 WOOLPRESS					
2.5.1	<input type="checkbox"/> The Woolpress is fully guarded with an interlocking door mechanism, to exclude hand & arm access during activation.				
2.5.5	<input type="checkbox"/> Hydraulic Lines are inspected, and worn lines are replaced to eliminate leaks.				
2.5.7	<input type="checkbox"/> The woolpress is free of any protrusions and sharp edges.				
NOTES:					
2.8 ELECTRICAL SAFETY					
2.8.1	<input type="checkbox"/> Shearing plant electrical cables are in sound condition. <input type="checkbox"/> Shearing plant electrical cables are not worn or chewed. <input type="checkbox"/> Power leads are not frayed, chewed or exposed.				
2.8.6	<input type="checkbox"/> Plugs, sockets & switches are in good working order and not cracked or broken. <input type="checkbox"/> Power sockets are not overloaded.				
2.8.8	<input type="checkbox"/> All exposed wires are not 'live' and unused electrical wiring is not present.				
NOTES:					
3. AMENITIES & FACILITIES					
3.2 WASHING, TOILETS & LAUNDRIES					
3.2.1	<input type="checkbox"/> Appropriately clean, maintained, separate, private and secure toilets are readily available and accessible for men and women. <input type="checkbox"/> Toilets and ablution blocks are constructed to provide privacy.				
3.2.4	<input type="checkbox"/> Toilets are cleaned daily.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
4. WORK PRACTICES					
4.13 RISK MANAGEMENT SYSTEMS & SIGNAGE					
4.13.3	<input type="checkbox"/> A risk management system is in place where all workers can participate in the identification of hazards.				
NOTES:					
5. GENERAL WORKING CONDITIONS					
5.2 HEAT & COLD					
5.2.2	<input type="checkbox"/> Any skylights do not cause too much heat.				
NOTES:					
5.6 LIGHTING					
5.4.2	<input type="checkbox"/> All lights work and lighting is adequate for general movement and work, especially in the main work areas.				
NOTES:					



**WA SHEARING INDUSTRY
ASSOCIATION (INC)**

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