

Would your business pass a DOSH/L&I Safety & Health inspection?

If you answer any of these questions about conditions or circumstances in your workplace with: **"NO"** or **"I'm not sure"**, then you may benefit from a **free, confidential** safety & health consultation inspection by the Washington State Farm Bureau Safety Director. WSFB can assist you in meeting safety requirements to protect your employees and avoid costly fines and/or claims.

Do you have:

- A written safety program (Accident Prevention Program or APP) that tells how you will:
 - Identify and eliminate hazards in your workplace?
 - Inform employees on what to do in emergencies, evacuation, how to report unsafe conditions or practices, policies and procedures for safe work activities, determine use of PPE (personal protective equipment) and inform employees of proper use and care, how to eliminate workplace hazards?
 - Orient new employees on what they need to know to work safely?
 - Provide training on safe operations of specific equipment such as ladders, tractors, forklifts (certification), machinery and equipment, etc.?
 - Plan for emergencies that may occur such as fire, earthquake and provide for evacuation, machinery and equipment shutdown, responsible persons, drills, etc.
- A first aid kit(s) stocked to serve the numbers of employees you have and eyewash/showers where acids and corrosives or other hazardous chemicals are used? (*Note: pesticide/chemical labels may require eyewash and/or emergency shower*)
- A first aid trained person on site (one person per shift) and a monitoring system for individual employees working on remote crews?
- A safety bulletin board for communication for items such as Worker Protection Standard (WPS) centralized posting of pesticide applications if you use pesticides, WISHA posters telling employees of their rights and responsibilities, wage and hour information, etc.? (*Note: WSFB Retro/Safety members receive free posters at <http://wsfb.com/retro-safety/posters/>)*)
- All machinery and equipment properly guarded so employees can't accidentally contact moving parts and exposed items such as belt and pulleys, gears, chains and sprockets, blades, cutters, rotating shafts (including PTO), augers and other parts that could cause serious injury?
- A written and operational Lock-out/Tag-out or energy isolation program/policy and properly trained employees if employees service machinery and/or equipment as part of their job or task and explain procedures to prevent accidental start-up of the machinery or equipment?
- All electrical equipment and tools guarded against accidental contact with live parts and effectively grounded tools, circuits, etc.?
- Protection against fall hazards at floor edges (usually at heights of 4 feet or more), wall and floor openings, roofs and scaffolds and other elevated surfaces by use of guardrails, personal fall protection equipment or other effective means?
- Flammable materials stored in specialty containers, cabinets or rooms and used in a way that explosive atmospheres will not develop?
- Exits clearly marked, unlocked and accessible; fire extinguishers charged, marked and conveniently available?
- If you use chemicals a written program to inform employees of the hazards including:
 - A list of hazardous chemicals you use?
 - A system and person designated to assure that containers are labeled?
 - Maintaining SDS hazard information sheets?

- Providing employee training on chemical hazards and specific training for handlers, mixers, loaders and applicators?
- Providing information to outside contractors that perform duties on your worksite?
- Provide medical monitoring for employees that you suspect may have overexposure to hazardous chemicals used in the workplace?
- A chemical hygiene plan if you use a laboratory and/or laboratory chemicals in the workplace?
- ❑ If your employees use respirators a written program that explains among other things:
 - Providing medical clearance by a health care professional the ability of employees to wear a respirator?
 - Yearly fit-tests of the respirator for each user?
 - Employee training on use, care, maintenance, cleaning, change-out schedules of respirators and/or cartridges and equipment?
- ❑ If your employees are exposed to especially hazardous substances such as asbestos, arsenic, lead, benzene, bloodborne pathogens, etc., special programs to control the hazards? (*Note: First aid responders may need bloodborne pathogen training and bloodborne pathogen kits available for use*)
- ❑ If you use large quantities of hazardous chemicals, a written plan for cleanup of accidental spills and/or if you use or have large quantities or above threshold limits of certain chemicals on SARA Title III Tier II reporting that have the potential for catastrophic impact on the surrounding community, a written Process Safety Management (WAC 296-67 PSM) plan to insure that the system and backups will prevent a release from occurring?
- ❑ Adequate lighting, ventilation, workplace temperature control, protection from radiation, lasers, etc.?
- ❑ If employees are exposed to loud noise, documentation of efforts to:
 - Determine the noise level?
 - Eliminate or isolate the noise source?
 - Provide hearing protection for exposures above 85 dbA over an 8-hour period or equivalent shorter exposure?
 - Provide training for employees on use, care and need for required hearing protection?
 - Evaluate the effectiveness of protection provided by means such as audiograms?
- ❑ Knowledge of all confined spaces in your workplace and whether they contain any hazards that would require the spaces to be marked to prohibit access except when entering using a written procedure and proper training?
- ❑ Heat-Related Illness training for workers and supervisors? HRI Policy written in your APP?
- ❑ Do you have and maintain an OSHA 300 injury and illness reporting Log?
- ❑ Do you have at least monthly safety meetings documented and/or a safety committee that meets on a regular basis?
- ❑ Do you have documented employee training on all machinery and equipment?

For information and/or questions regarding these or any other safety & health issues, feel free to contact the Washington state Farm Bureau Safety Director; Jeff Lutz, at 509-669-2990 or e-mail at jlutz@wsfb.com , Corwyn Fischer at 509-881-4935 or e-mail at cfischer@wsfb.com or Dominique Damian at 360-556-2071 or e-mail at ddamin@wsfb.com