

Agricultural Compliance Checklist

Workplace Accountabilities & Responsibilities				
Joint Occupational Health and Safety Committee				
Is there a JHSC (>20 Workers) or Worker Representative (10 – 19 Workers)? If there is a JHSC, do they have a Terms of Reference which includes: (Circle Yes or No)	Yes	No	N/A	WCA125-140
<ul style="list-style-type: none"> ▪ Committee Membership YES or NO ▪ Function and Duties YES or NO ▪ Monthly meetings being conducted and documented YES or NO ▪ Review of meeting minutes and addressing action items YES or NO 				
Accident Investigations				
Are accident investigations immediately undertaken by the employer? Does the firm know the intent of investigations: (Circle Yes or No)	Yes	No	N/A	WCA172-176
<ul style="list-style-type: none"> ▪ What incidents to investigate YES or NO ▪ What incidents to report to WorkSafe BC YES or NO ▪ When to report to WCB (i.e. immediately or within 3 days) YES or NO ▪ The content of the investigation report form YES or NO ▪ The appropriate distribution of the investigation report YES or NO 				
Do incident investigation reports include the place, date and time of the incident?	Yes	No	N/A	OHS3.4(1) (a)
Do incident investigation reports include the names and job titles of persons injured in the incident?	Yes	No	N/A	OHS3.4(1) (b)
Do incident investigation reports include the names of witnesses?	Yes	No	N/A	OHS3.4(1) (c)
Do incident investigation reports include a brief description of the incident?	Yes	No	N/A	OHS3.4(1) (d)
Do incident investigation reports include a statement of the sequence of events which preceded the incident?	Yes	No	N/A	OHS3.4(1) (e)
Do incident investigation reports include the identification of any unsafe conditions, acts or procedures which contributed in any manner to the incident?	Yes	No	N/A	OHS3.4(1) (f)
Do incident investigation reports include recommended corrective actions to prevent similar incidents?	Yes	No	N/A	OHS3.4(1) (g)
Do incident investigation reports include the names of the persons who investigated the incident?	Yes	No	N/A	OHS3.4(1) (h)
Small Operation (< 20 Workers in Moderate or High Risk or < 50 Workers Low Risk)				
Has the firm initiated and maintained a less formal program based on regular monthly meetings with workers focused on health and safety issues?	Yes	No	N/A	OHS3.2(a)
Do they maintain a record of the meetings and the matters discussed?	Yes	No	N/A	OHS3.2(c)
MSI/Slips, Trips and Falls				
Has the employer identified factors which may expose workers to MSI?	Yes	No	N/A	OHS4.47
Has the employer identified the risk factors associated with the work activities of the business?	Yes	No	N/A	OHS4.49

If factors are identified, has an assessment of risk been completed?	Yes	No	N/A	<i>OHS4.48</i>
Has the employer eliminated or minimized the risk to workers (I.E. engineering controls)?	Yes	No	N/A	<i>OHS4.50</i>
Have workers been educated and trained in risk identification, recognition of early signs of MSI, and the control measures related to their jobs?	Yes	No	N/A	<i>OHS4.51</i>
Has the employer monitored and evaluated the effectiveness of control measures?	Yes	No	N/A	<i>OHS4.52</i>
Has the employer consulted with workers, the JHSC, and/or OH&S representative regarding the MSI Requirements (I.E. identification, assessment, and control)?	Yes	No	N/A	<i>OHS4.53</i>
Are areas used by workers maintained in a state of good repair and kept free of slipping and tripping hazards?	Yes	No	N/A	<i>OHS4.39</i>
If a work process results in a liquid accumulating on the floor and the liquid creates a slipping or other hazard, are floor drains or other suitable means must be used to control the hazard?	Yes	No	N/A	<i>OHS4.40</i>
Do refuse, spills or waste material accumulate to constitute a hazard?	Yes	No	N/A	<i>OHS4.41</i>
Mobile Equipment				
Operation and Maintenance				
Are maintenance records for service, repair or modification (which affect safe performance) maintained and reasonably available to the operator and maintenance personnel during work hours?	Yes	No	N/A	<i>OHS16.3 (3)</i>
Do workers ensure mobile equipment is shut off when they service, maintain or repair the equipment? (Note: Equipment can be operating if it is essential to the process and a safe means is provided.)	Yes	No	N/A	<i>OHS16.3 (4)</i>
Is mobile equipment appropriate and safe when used off maintained roads? (Note: Consider travel surface, slope and operating activities.)	Yes	No	N/A	<i>OHS16.3 (6)</i>
Do the agriculture tractors have Rollover protective structures?	Yes	No	N/A	<i>OHS28.41</i>
Are there signs and procedures for equipment guarding?	Yes	No	N/A	<i>OHS28.17</i>
Competency of Operators				
Has the operator received adequate instructions regarding safe use (Note: does not apply to trainee under supervision), demonstrated competency to a qualified supervisor or instructor & reviewed the operating instructions?	Yes	No	N/A	<i>OHS16.4 (1) (a) (b) (d)</i>
Does the operator have a valid air brake certificate or a driver's license with an air brake endorsement, or evidence of successful completion of a course of instruction on air brake systems (if applicable)? (Note: does not apply to trainee under supervision)	Yes	No	N/A	<i>OHS16.4 (1) (c)</i>
Operator's and Supervisor's Responsibility				
Does the operator operate the equipment safely, maintain full control of the equipment, and comply with the laws governing the operation of the equipment (I.E. Cell phone usage)?	Yes	No	N/A	<i>OHS16.5</i>
Is there evidence that supervisors knowingly operate or permit workers to operate mobile equipment that is or could create an undue hazard or is in violation of the OHSR?	Yes	No	N/A	<i>OHS16.6</i>
Warning Signals				

Does mobile equipment have an audio warning device that provides a signal to people in the vicinity that is audible above the ambient noise level and is activated automatically when the equipment controls are in reverse if the operator cannot see immediately behind the equipment?	Yes	No	N/A	OHS16.8
Are there warning signs for power take-off devices?	Yes	No	N/A	OHS28.16
Lights				
Does mobile equipment have activated lights that illuminate the direction of travel, the adjacent working area and the cab instruments if necessary?	Yes	No	N/A	OHS16.9
Rider Restriction				
Are workers on mobile equipment in the appropriate seat, footboard or platform? (Note: refer to regulation for more details.)	Yes	No	N/A	OHS16.31.1
Seatbelts				
Are seat belts used by the operator and passengers as appropriate?	Yes	No	N/A	OHS16.33
Are workers using a seatbelt at all times when operating an agriculture tractor equipped with a ROP?	Yes	No	N/A	OHS28.42
Pre-Shift Inspections				
Does the operator conduct pre-shift inspections, report deficiencies and ensure they are corrected to ensure safe operating conditions prior to use?	Yes	No	N/A	OHS16.34
Securing Tools and Equipment				
Are the cab, floor & deck free of things that could create tripping hazards, interfere with controls or cause injury in the event of an accident?	Yes	No	N/A	OHS16.35
Unattended Equipment				
Does the operator leave the controls unattended without securing the vehicle against inadvertent movement (I.E. Setting the parking, putting it in park or chocking the wheels)?	Yes	No	N/A	OHS16.36
Securing Elevated Loads (Dump Trucks)				
Do dump trucks (Manufactured after 1/1/1999) have a permanently affixed mechanical device capable of supporting the empty dump box in the raised position?	Yes	No	N/A	OHS16.37 (4)
Securing Loads				
Are materials/ equipment being transported loaded or secured to mitigate the hazard towards workers in the event of movement or shifting under normal or emergency operating conditions (I.E. emergency stopping)?	Yes	No	N/A	OHS16.44
When having to secure a load above 10 feet is the worker protected from the fall hazard?	Yes	No	N/A	OHS11.2
Restraint for Cylindrical Objects				
Are cylindrical objects on their sides restrained against inadvertent movement during loading and unloading? (Note: If perimeter pins are used they must be at least 18 inches high, extend above the top of the cylinders and be located adjacent to the cylinder. Perimeter pins are not required if specialized dunnage is used or the cylinders are effectively blocked.)	Yes	No	N/A	OHS16.45
Transportation of Workers				
General Safety				
Are worker transportation vehicles designed, maintained and operated in a safe manner?	Yes	No	N/A	OHS17.1.1

Pre-Shift Inspection				
Did the operator of a worker transportation vehicle ensure that the vehicle was inspected by a qualified person before the first use of the work shift?	Yes	No	N/A	<i>OHS17.2.1 (1)</i>
Operation Requirements				
Does the operator of a worker transportation vehicle have the appropriate license?	Yes	No	N/A	<i>OHS17.2.2 (1)</i>
Are all doors closed and latched while the worker transport vehicle is in motion?	Yes	No	N/A	<i>OHS17.2.2 (2) (a)</i>
Is the parking brake engaged when the vehicles is left unattended and are the wheels blocked or chocked if necessary?	Yes	No	N/A	<i>OHS17.2.2 (2) (b)</i>
Riding Restrictions				
Does a worker ride in a vehicle while in a standing position without protection from being thrown off balance?	Yes	No	N/A	<i>OHS17.4 (a)</i>
Does a worker ride in a vehicle with any part of the body outside the vehicle that is not essential to the work process, while the worker is not adequately restrained?	Yes	No	N/A	<i>OHS17.4 (b)</i>
Securing Equipment				
Are materials, goods, tools and equipment located and secured to prevent injury to the workers?	Yes	No	N/A	<i>OHS17.5 (1)</i>
Is there a designated area for materials, goods, tools and equipment that are regularly carried in a worker transportation vehicle?	Yes	No	N/A	<i>OHS17.5 (2)</i>
Gross Weight				
Is the gross weight rating (GVWR) of a worker transport vehicle being exceeded?	Yes	No	N/A	<i>OHS17.5.1</i>
Hazardous Materials				
Are hazardous materials carried in isolated compartments that are accessible only from outside the vehicle, securely fastened, fitted with adequate ventilation/ drainage facilities, and if internal to the vehicle, separated from the crew compartment by an approved firewall?	Yes	No	N/A	<i>OHS17.6</i>
Carrying Animals				
Are animals carried in the operator's cab or passenger compartment of a vehicle transporting workers without appropriate facilities that are provided for this purpose?	Yes	No	N/A	<i>OHS17.7</i>
Passenger Compartments				
Do enclosed portions or compartments of the worker transportation vehicle have effective ventilation (independent of the doors) that provides clean air, adequate lighting, a means for heating and cooling, a means of communication between the operator and passengers, and more than one means of exit?	Yes	No	N/A	<i>OHS17.8</i>
Machine Safeguarding and Lockout				
Has the employer ensured that machinery and equipment is fitted with adequate safeguards that protect workers from contact with hazardous power transmission parts?	Yes	No	N/A	<i>OHS12.2</i>
Are rotating parts, such as friction drives, shafts, couplings and collars, projecting shaft ends, exposed to contact by workers guarded?	Yes	No	N/A	<i>OHS12.16</i>
Are gears and sprockets completely enclosed, or if complete enclosure is impracticable, have a band-type guard with flanges extending below the root of the teeth?	Yes	No	N/A	<i>OHS12.17</i>

Are power transmission belts, ropes or chains guarded to protect workers who would be endangered in the event of its failure?	Yes	No	N/A	<i>OHS12.19</i>
Has the employer developed and implemented lockout procedures?	Yes	No	N/A	<i>OHS10.4</i>
Safe Machinery and Equipment				
Has the employer ensured each tool, machine and piece of equipment is capable of safely performing the functions for which is used and selected, used and operated in accordance with the manufacturer's instructions, if available, and safe work practices?	Yes	No	N/A	<i>OHS4.3(1)</i>
Has the employer ensured that the installation, inspection, testing, repair and maintenance of a tool, machine or piece of equipment is carried out in accordance with the manufacturer's instructions and any standard the tool, machine or piece of equipment is require to meet, or specified by a professional engineer.	Yes	No	N/A	<i>OHS4.3(2)</i>
Has the employer ensured that any modification of a tool, machine or piece of equipment must be carried out in accordance with the manufacturer's instructions, if available, and safe work practices?	Yes	No	N/A	<i>OHS4.4(4)</i>
Farm Built Equipment				
Is the equipment capable of safely performing the functions for which it is used / built?	Yes	No	N/A	<i>OSH4.3(1) (a)</i>
Have the installation, inspection, testing, repair and maintenance carried out as specified by a professional engineer?	Yes	No	N/A	<i>OHS4.3(2) (b)</i>
Have the rated capacity or load certified by a professional engineer?	Yes	No	N/A	<i>OHS4.8(2)</i>
Have installed safeguards to protect workers from contact with hazardous power transmission parts, hazardous points of operation and contain ejected material from the work process?	Yes	No	N/A	<i>OHS12.2</i>
Have starting and stopping controls located within easy reach of the operator and control and switches clearly identified	Yes	No	N/A	<i>OHS12.11 (a) & (b)</i>
Use control systems meeting requirement of the Regulation	Yes	No	N/A	<i>OHS12.11</i>
If a control system is installed has it been designed, installed, operated and maintained in accordance with a standard acceptable to the Board?	Yes	No	N/A	<i>OHS19.36 (1)</i>
Does the control system have hard-wired emergency stop devices at operator stations?	Yes	No	N/A	<i>OHS19.36 (4)(c)</i>
Does the control system have up-to-date documentation which is readily available to affected workers describing the design, installation, operation and maintenance of a control system?	Yes	No	N/A	<i>OHS19.36 (8)</i>
Have written safe work procedures been developed for the use of equipment operated by a control system, including lockout procedures as required by the Regulation?	Yes	No	N/A	<i>OHS19.36 (10)</i>
Safe Buildings and Structures				
Has the employer ensured that each building and temporary or permanent structure in the workplace is capable of withstanding any stresses likely to be imposed on it. Example, greenhouse glass roof structures.	Yes	No	N/A	<i>OHS4.2</i>
Pesticide Safety				
Are workers qualified to mix, load or apply moderately or very toxic pesticides?	Yes	No	N/A	<i>OHS6.77</i>
Has the employer developed and implemented written safe work procedures for the handling, mixing, storage and application of pesticides? Cleanup and disposal of spilled pesticides, summoning of first aid and medical assistance for workers overexposed to pesticides?	Yes	No	N/A	<i>OHS6.78</i>

Does the employer have the proper equipment to mix, load or apply pesticides?	Yes	No	N/A	<i>OHS6.81</i>
Are there the appropriate warning signs being used when a moderately or very toxic pesticide or a fumigant is being applied?	Yes	No	N/A	<i>OHS6.85</i>
Are restricted entry intervals being applied?	Yes	No	N/A	<i>OHS6.89</i>
Is the employer maintaining a record of pesticide applications?	Yes	No	N/A	<i>OHS6.94</i>
Composting Operations				
Does the employer have an exposure control plan for the toxic gases and air contaminants?	Yes	No	N/A	<i>OHS5.54</i>
Confined Spaces				
Does the employer have a confined space inventory?	Yes	No	N/A	<i>OHS9.2</i>
Has the employer identified their confined spaces by a sign or other effective means?	Yes	No	N/A	<i>OHS9.3 & 9.12</i>
Are workers required to enter a confined space?	Yes	No	N/A	<i>OHS 9.5</i>
Prime Contractor Responsibilities				
Is there a written agreement between the owner and the directing contractor, designating them as a prime contractor (pc) for the purpose of health and safety for the project?	Yes	No	N/A	<i>WC Act 118 (1)(a)</i>
Has the prime contractor received from each subcontractor on site, the name of the person designated to supervise their workers?	Yes	No	N/A	<i>WC Act 118 (3)</i>
Does the prime contractor hold site meetings with subcontractors to coordinate safety and to ensure compliance with the Act/ Regulation?	Yes	No	N/A	<i>WC Act 118 (2)(a) (b)</i>
Does the prime contractor have a system to identify foreseeable or reasonably known hazards?	Yes	No	N/A	<i>WC Act 118 (2)(b)</i>
Does the prime contractor have a system to ensure that subcontractors notify them in advance of any undertaking likely to create a hazard for a worker of another subcontractor?	Yes	No	N/A	<i>WC Act 118 (2)(b)</i>
Does the prime contractor have a system to communicate any known hazards to all affected subcontractors and workers?	Yes	No	N/A	<i>WC Act 118 (2)(b)</i>
Does the prime contractor have a system in place to ensure corrective action of the hazards?	Yes	No	N/A	<i>WC Act 118 (2)(b)</i>
Does the prime contractor have a system to ensure regular inspections are carried out to prevent the development of unsafe acts, practices or conditions?	Yes	No	N/A	<i>WC Act 118 (2)(b)</i>
Does the prime contractor have a system to ensure that all persons employed on the worksite attend site health and safety orientation?	Yes	No	N/A	<i>WC Act 118 (2)(b)</i>
Does the prime contractor have a system to ensure subcontractors hold regular site safety meetings or tool box talks?	Yes	No	NA	<i>WC Act 118 (2)(b)</i>
Has the prime contractor ensured an emergency response plan (ER plan) is maintained for the worksite?	Yes	No	NA	<i>WC Act 118 (2)(b)</i>
Has the prime contractor ensured the ER plan is communicated to all workers on site?	Yes	No	NA	<i>WC Act 118 (2)(b)</i>
Does the emergency response plan include a system to address work by contractors outside regular hours?	Yes	No	NA	<i>WC Act 118 (2)(b)</i>

Has the prime contractor ensured: a) First aid services for the worksite? b) First aid equipment and/or facilities for the worksite? c) First aid supplies for the worksite? d) a system of transportation of injured workers to medical treatment? OHSR e) A system of first aid coordination after regular working hours (weekends, stat holidays, etc.)?	Yes	No	NA	<i>OHS3.20(2)(b) & WC Act 118 (2)(b)</i>
Does the prime contractor have a system to ensure subcontractors report incidents, promptly to the prime contractor?	Yes	No	NA	<i>WC Act 118 (2)(b)</i>
Does the prime contractor have a system to ensure incidents are reviewed?	Yes	No	NA	<i>WC Act 118 (2)(b)</i>