Someone specific will be selected to conduct workplace inspections. The person responsible will be a supervisor, and if possible, a health and safety representative and worker. Those responsible will be trained by a qualified person so they can competently conduct workplace inspections. All records of workplace inspection training will be kept on file using a Training Records form

**Health and Safety Inspection Program Policy**

**Statement of Purpose**

Farm Name will conduct health and safety inspections of the premises, tasks, equipment work methods, practices and procedures will be conducted so hazards are identified and controlled to prevent injury and illness.

**Responsibilities:**

**How:**

Inspections will be conducted using the workplace inspection checklist. The checklist is used to ensure all items are thoroughly inspected and no important areas are missed and that records of each inspection exist.

**When:**

Inspections will be conducted regularly. Tasks, equipment, work methods, practices and procedures that are especially hazardous, or conditions that change quickly, will be inspected much more frequently than those lower in risk.

Inspections will also be conducted when new processes or equipment appear or when there has been an incident.

**Who:**

Inspections will be conducted by