

Appendix 6: Agriculture and Forestry checklist for inspectors

Agriculture and Forestry Checklist for Inspectors

Trade Name: _____

Name of Employer: _____

Physical Address: _____ Code: _____

Postal Address: _____ Code: _____

Contact Person: _____ Designation: _____

Telephone: _____ Fax: _____

Total no. of workers: _____ Females: _____ Males: _____

Name of Inspector: _____

Regulation	Appointments	Yes	No	N/a*
Sect. 17 (1) or (6)	Health and Safety Representatives			
Sect. 19(1)	Health and Safety Committees			
GSR 3(4)	First Aider			
GMR 2	Competent person in terms of machinery			
Documents to be kept				
GAR 4	Copy of the Act			
GSR 3 (4)(1)	First Aid Certificates			
Sect.20(2)	Health and Safety Committee minutes			
Sect. 8	Workplace risk assessment			
RHSA 8(1)	Medical surveillance records			
GAR 9 (1)	Incident register, including poisonings			
HCS 9	Air monitoring reports			
NIHLR 6(1)(a)	Assessment of potential noise exposure			
EIR 3 (2)	Electrical Certificate of Compliance			
DMR 18(5)	Testing of machines			
DMR 18(11)	Training of operators			
Workplace hazardous materials				
HCS 3(j)	Have workers been trained in safe work procedures for each hazardous product in use?			
HCS 3(k)	Do workers know what to do in case of a spill?			
HCS 9A(2)	Is a material safety data sheet available for each controlled product?			
HCS 11(6)(a)	Are washing facilities available for workers who mix, load, and apply pesticides?			
GSR(9)	Are showers or hoses available so workers can wash immediately if they are exposed to chemicals that might hurt their eyes or skin?			
HCS 14(c)	Are substances that might harm workers marked with signs or symbols?			
HCS 15	Are chemicals stored, handled and disposed of correctly?			

* Not applicable



labour

Department:
Labour
REPUBLIC OF SOUTH AFRICA

Regulation	Personal protective clothing and equipment	Yes	No	N/a*
HCS 11	Is the right personal protective clothing and equipment provided to workers?			
HCS 11(2)	Is the respirator the right type?			
HCS 11(2)	Is the respirator in good working order?			
HCS 11(2)	Have workers been told how to use and maintain a respirator?			
Tools, machinery and equipment				
GMR 4(1)	Are workers operating mobile equipment properly instructed and capable?			
GSR 2(5)	Do workers using orchard ladders receive instruction first?			
GSR 13A	Are ladders inspected before each use and replaced or repaired immediately if found to be faulty?			
GMR 3(b)	Are machines guarded?			
GMR 3(a)	Are machines regularly maintained?			
EMR 6(1)	Do the machinery have emergency isolation switches?			
First aid				
GSR 3(6)	Are signs posted that explain how to access first aid treatment?			
GSR 3(4)	Do you have designated first aid attendant/s?			
GSR 3(3)(a,b)	Does the employer have the proper first aid box and supplies for the number of workers per shift?			
Lighting and windows				
ERW 3	Is the illumination according to legislation?			
ERW 3(4)	Do you have emergency lighting?			
ERW 4	Do you have sufficient windows in your workplace?			
Ventilation				
ERW (5)	Is the air safe in your workplace?			
ERW 5	If a worker must enter a tank or silo, storage bin, pit or other confined space, have safe work procedures been developed and has the worker been told what to do?			
Fire protection				
ER 9	Are risk areas isolated?			
ER 9	Do you have a fire detection system?			
ER 9	Do you have an alarm and emergency evacuation system?			
ER 9(2)	Do you have sufficient fire extinguishers			
ER 9(2)	Are they regularly serviced?			
ER 9(2)	Have staff been trained to operate the extinguishers?			
ER 9(2)	Do you have fire hose reels?			
ER 9(2)	Do you have fire hydrants?			
ER 9	Do you have an automatic fire fighting system?			
Evacuation				
ER 9	Have procedures been established?			
ER 9	Were evacuation officers appointed?			
ER 9	Do you have a display of floor plans and escape routes?			
ER 9	Do you have a communication system to warn workers?			
ER 9(a)(b)	Are your exits unobstructed and open from inside?			
ER 9	Do you have evacuation drills conducted regularly?			
Hygiene				
FR 5	Do you have separate work and eating areas?			
FR 7	Do you have portable drinking water?			
FR 2	Do you have hand washing facilities?			
FR 2	Are your toilets sufficient with provided privacy?			
FR 3	Do you have work clothes lockers?			
FR 9	Are the premises kept cleaned?			

* Not applicable