

Checklist Guide for Reducing the risk of COVID-19 for Harvester and Planting Contractors and farming operations

This document provides a checklist guide on COVID-19 risk management measures for Harvester and Planting Contractors, and farming operations. Businesses are encouraged to modify the checklist to reflect their situation and circumstances.

Physical (health, hygiene, space & awareness)

- Inform workers to keep a safe physical distance apart of at least 1.5 metres, including when having breaks and eating. Where practical **Avoid allowing others to ride in machinery cabs with operators**
- Common areas – remove excess chairs and tables from lunchrooms and space apart to encourage staff to stay minimum 1.5 meters apart.
- Set up Handwashing facilities at each farm / workplace / service vehicle – providing clean water, soap, paper towels and a bag to dispose of paper towels (work ute could be setup as washing hands station)
- Hand sanitiser dispensers in a practical place on machinery and where handwashing facilities are not practical
- CLEAN HANDS** often, especially before eating and after toileting

* Please note: Soap/detergent is preferable. If Methylated spirits are used instead- DO NOT DILUTE TO MORE THAN 70% to remain effective AND be aware of the FLAMMABLE RISK to workers.

- Gloves and other personal protective equipment (PPE) – detergent surface cleaning (e.g. Ajax spray/ Spray and Wipe etc.), Aerosol disinfectant (e.g. Glen20), Disposable cloths/wipes. Supply available and being used appropriately
- Provide training – with a focus on health, hygiene, personal spacing and food handling. Keep a record of who has received training. Go through hand washing procedures
- Glove usage - Ideally use gloves if needing to clean a vehicle/tractor of an unwell worker. Gloves are not needed for routine activities/cleaning
- Tools – consider providing workers with their own tools where possible. Wash hands after using other people's tools.
- Utilise phone / SMS / email to share information such as maps and information to contractors / workers

Fit for Work Policy

- Inform workers the process if NOT WELL or confirmed case of COVID-19 at home, **DO NOT GO TO WORK**
- Inform workers the process if NOT WELL or confirmed case of COVID-19 at work.
- Recommended all workers get a flu shot (this may reduce the amount of work absences and reduce more severe illness if you contract COVID-19)

Designating Tasks to Individual Workers (where practical, below are examples)

- Fuelling machinery
- Adding chemicals to planter
- Block recording / ticket book / don't swap ticket books

Travelling

- Minimising the number of workers in same vehicle. Travel individually where practical