



# Contractors on farms

This fact sheet provides advice and examples of how farmers and contractors can work together to keep everyone on farm healthy and safe.



## WHAT CAN FARMERS DO TO KEEP CONTRACTORS HEALTHY AND SAFE?

Farmers must make sure:

- > that any risks from farm work are reasonably managed (eliminated or minimised) to protect the health and safety of contractors
- > that risks from any previous work carried out on the farm (eg spraying hazardous substances) are reasonably managed to protect the health and safety of contractors
- > that farm buildings and any area where work is being carried out (apart from the farm house) is safe for everyone including contractors.

## WHAT CAN CONTRACTORS DO TO KEEP FARMERS HEALTHY AND SAFE?

Contractors must make sure:

- > that any risks from their work that could affect the farmer, farm workers or other contractors on the farm are reasonably managed.

If a risk can't be eliminated then it must be minimised, so far as is reasonably practicable.

## HOW CAN FARMERS AND CONTRACTORS CONSULT, COOPERATE AND COORDINATE ACTIVITIES WITH EACH OTHER?

Farmers and contractors must work together to meet their overlapping duties every time a contractor comes on farm.

Having a face-to-face or over the phone meeting before work starts can help farmers and contractors to reach a common understanding and establish clear roles, responsibilities and actions. It will also prevent any gaps in managing health and safety risks.

The more influence and control a farmer or contractor has over a health and safety matter, the more responsibility they are likely to have.

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## CHECKLIST FOR FARMERS AND CONTRACTORS

### FARMER

POSSIBLE QUESTIONS YOU COULD ASK	
<b>Have I:</b>	
checked where the contractor will be going/working?	
got their contact details?	
told them about any expected or unexpected risks?	
told them about other work activity on the farm that could pose a risk to them?	
asked: <ul style="list-style-type: none"> <li>&gt; what they are going to be doing?</li> <li>&gt; what risks that poses to others?</li> <li>&gt; how we are going to manage and communicate those risks?</li> </ul>	
told them about: <ul style="list-style-type: none"> <li>&gt; farm rules (eg speed limits, alcohol)</li> <li>&gt; any expectations of their behaviour on farm?</li> </ul>	
told them about any relevant emergency procedures?	
determined appropriate time in/time out reporting?	
made a back-up plan with the contractor if there's no phone coverage?	
made a note of what I told them? (eg in the farm diary)	
<b>Also consider</b>	
<ul style="list-style-type: none"> <li>&gt; printing and marking-up a farm map to show hazards</li> <li>&gt; getting the contractor to call in at the farmhouse, or phone before starting work</li> <li>&gt; helping them across rough terrain using an appropriate vehicle.</li> </ul>	

**Table 1:** Checklist for farmers

### CONTRACTOR

POSSIBLE QUESTIONS YOU COULD ASK	
<b>Have I:</b>	
communicated with the farmer about where I or my team will be going/working?	
checked with the farmer if there is risk from farm work activity where I will be going/working?	
told the farmer: <ul style="list-style-type: none"> <li>&gt; what I am going to be doing?</li> <li>&gt; what risks it poses to others? (including the farmer)</li> <li>&gt; discussed how I am going to manage and communicate those risks?</li> </ul>	
been made aware of any relevant emergency procedures?	
agreed with the farmer on appropriate time in/time out reporting?	
made a back-up plan with the farmer if there's no phone coverage?	
<b>Also consider</b>	
<ul style="list-style-type: none"> <li>&gt; letting the farmer know about any changes in the work that may create additional risks to other persons (including the farmer) on farm.</li> </ul>	

**Table 2:** Checklist for Contractors