

# VINEYARD/WINERY HEALTH AND SAFETY MANAGEMENT SELF-ASSESSMENT TABLE

ASSESS YOUR VINEYARD/WINERIES HEALTH AND SAFETY SYSTEM			
<b>Involve workers in health and safety discussions</b>			
Health and safety is always openly discussed with workers and vineyard/winery owners and/or managers	●	●	●
We have regular discussions where health and safety is dealt with	●	●	●
Records are kept of the key issues raised, and action taken from health and safety discussions	●	●	●
Workers are actively encouraged to contribute to better health and safety	●	●	●
<b>Identify risks created by work</b>			
We make sure everyone contributes to understanding the risks at work	●	●	●
Risks are formally recorded in a risk register	●	●	●
The risk register is regularly reviewed	●	●	●
New risks are added to the register as soon as they arise	●	●	●
<b>Assess risks at your vineyard/winery</b>			
The level of risk posed by activity at work is assessed by the likelihood of harm occurring and the potential severity of harm	●	●	●
New risks are formally assessed and documented	●	●	●
<b>Control and manage risks at your vineyard/winery</b>			
There is a process for controlling all risks at work	●	●	●
Controls are clearly documented	●	●	●
The system is regularly reviewed with everyone involved	●	●	●
Significant hazards are regularly monitored	●	●	●
<b>All people at the vineyard/winery are made aware of risks that affect them</b>			
We make sure that everyone working or visiting the vineyard/winery are aware of the risks	●	●	●
We make sure we understand the risk our work poses to others and the risk others pose to us. We work to mitigate this	●	●	●
<b>There is training, information, supervision and use of personal protective equipment on site</b>			
We check staff have the information, skills and equipment they need to do each task	●	●	●
There is a clear process of providing all people working at the vineyard/winery with information, training and supervision	●	●	●
There are checks to make sure the right personal protective equipment is always used when required and used properly	●	●	●
The process includes contractors, visitors and family members, as appropriate	●	●	●
<b>There are emergency plans in place at the vineyard/winery</b>			
We have assessed possible emergencies and have clear procedures in place to manage all emergencies	●	●	●
Everyone knows what to do in the case of an emergency	●	●	●
There is a list of emergency contact numbers	●	●	●
We have first aid kits and people at the vineyard/winery have first aid training	●	●	●
There are safety procedures for staff working alone	●	●	●

<b>ASSESS YOUR VINEYARD/WINERIES HEALTH AND SAFETY SYSTEM</b>			
<b>Worker health and risks at the vineyard/winery are monitored</b>			
All risk to worker health has been identified and assessed	●	●	●
Risks that may impact worker health are proactively monitored and managed	●	●	●
Health is monitored to make sure workers are fit for work	●	●	●
There are clear rules and policies to help manage health issues	●	●	●
<b>Injuries and near-misses at the vineyard/winery are reported</b>			
There is a clear process of reporting injuries or near-misses and understanding the causes	●	●	●
All injuries or near-misses are recorded in an incident register and investigated	●	●	●
Results are discussed with others to make sure lessons are shared	●	●	●
When required we change the way we do things	●	●	●
Notifiable injuries or events and if required, exposure levels are reported to WorkSafe	●	●	●
<b>There are safety inspections at the vineyard/winery</b>			
Regular safety inspections are part of the vineyard/wineries safety system	●	●	●
Outcomes of inspections are formally recorded and shared with others working on site	●	●	●
Workers are supervised to make sure everyone is following safety rules	●	●	●
<b>Vehicle equipment and building maintenance at the vineyard/winery is managed</b>			
Maintenance is planned and regularly completed	●	●	●
Clear records of completed maintenance is kept	●	●	●
We only use qualified people to complete repairs	●	●	●
We have rules about looking after equipment and vehicles	●	●	●
<b>Health and safety legal duties are understood</b>			
I am confident that I know the duties, rights and responsibilities that apply to me and others at the vineyard/winery, including workers, contractors and visitors	●	●	●

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