

Template #3

General Safety Rules

Farming and ranching consists of a variety of tasks performed in constantly changing conditions. Several of these tasks have the potential for a certain degree of risk which can be increased by inattentive or careless behavior.

Adherence to the following commonsense rules will promote the development of safe work habits and help prevent accidents. Failure to follow these rules could result in warnings followed by dismissal for a repeat offender.

1. Arrive at work on time, alert and without external distractions, or personal problems that could endanger yourself or other employees.
2. Anyone known to be under the influence of alcohol and/or drugs shall not be allowed on the job while in that condition. Persons with symptoms of alcohol and/or drug abuse are encouraged to discuss personal or work-related problems with their supervisor.
3. Wear appropriate clothing, including foot and hand wear, without risking entanglement with equipment or livestock.
4. Work as a team member by closely observing the actions of co-workers while avoiding all types of distractive behavior. Fighting and horseplay, i.e. ATVs, are expressly forbidden and may result in immediate dismissal.
5. Materials should be stored in a safe manner. You are expected to keep your work areas and/or machine as clean and uncluttered as possible.
6. Observe all hazard warnings and no smoking signs.
7. Know where fire extinguishers and first aid kits, etc., are located and keep the path to reach them clear.
8. Work calmly and quietly around livestock, be especially alert and observant to avoid action or reaction to changing situations that may place you or others at risk.
9. Use extreme care when operating a vehicle on ranch roads or rural county roads (gravel). These roads often have blind hills, poorly engineered corners and unstable surfaces.
10. Operate only equipment you are authorized and trained to use. Be alert that all guards and protective devices are in place and operable.
11. Do not attempt to operate equipment without special permission unless it is part of your regular duties.

12. Practice proper lifting by bending at the knees and using your legs. Avoid lifting and turning the same time.
13. Use protective equipment appropriate for the task.
14. Avoid carrying sharp-edged tools in your pockets.
15. Report hazardous conditions, unsafe acts, property damage, injury or illness to your supervisor as soon as possible after discovery.
16. Promptly seek medical treatment for injuries should one occur and notify supervisor as soon as possible.

These Safety rules have been written and provided to you for your safety. Take the necessary time to read and understand them. If you need additional information feel free to ask your supervisor. Please keep this copy in a convenient place for future reference.

Your signature below indicates you have read and understand these rules, and further, that you accept the responsibility of using good judgment at all times to make workplace safety your number one (1) priority.

Employee: _____ Date ____/____/____

Supervisor: _____ Date ____/____/____