integrated safety Standard Operating Practices

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| General Information | |
| SOP number | Written by: |
| Date effective: 01 03 15 | Last modified: 01 05 15 by Glen |
| Job task: Changing Sanitzer Barrels | |
| Location: Milk Room | No of employees performing job: 3 |

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| Responsibilities(Who is responsible for each aspect of the job) | |
| Position | Duties |
| Employer | Provide: Safe equipment, personal protective equipment, training supervision, maintenance and safe work environment |
| Herdsman | Follow instructions as directed, use PPE provided, completed task in a timely manner, report breakdowns / problems immediately, use equipment only for intended purposes |
| Farmhand | Follow instructions of Herdsman, do not operate equipment or processes you are not trained or instructed to operate |

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| Job Task Assessment(List all the tasks & associated hazards for the job being evaluated) | |
| Job Task | Hazards |
| Review the safety data sheet for the sanitizer to confirm the recommended handling procedures and appropriate required safety equipment. |  |
| Confirm that the emergency eye wash station is fully operational and that a water hose is available for washing down any spills on the floor. |  |
| Put on clean chemical splash goggles and chemical resistant gloves. |  |
| Disable controls and valves that are connected to the sanitizer barrel. |  |
| Carefully move the empty barrel to allow room for the new full barrel beside it without completely withdrawing the intake line. | Chemical splash |
| Move the new full barrel into place beside the empty barrel and carefully remove the cap, then transfer the intake line from the empty barrel to the full barrel ensuring the line is secure and will not slip out | Strain, chemical splash |

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| Remove the empty barrel to the designed storage area | Strain, slip, chemical splash |
| Wipe up / rinse off any areas where sanitizer may have dropped during the changeover process. Dispose of the clean-up materials to avoid further contamination. | slip |
| Rinse off the chemical resistant gloves to remove any traces of sanitizer and return them to the storage location along with the splash goggles. | Chemical splash |
| Enable controls or valves that were disabled for the changeover. |  |
| Record the time and date of the changeover in the log book. |  |

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| Hazard Controls(Describe the controls that will be implemented to remove hazards – elimination, substitution, engineered, administrative, PPE) **.** |
| Training, PPE use, Control shut offs |
| Workers have been trained in proper lifting techniques to avoid strain |
| Should anyone perceive a hazard that has not been identified or that suddenly materializes, they should immediately call for instructions but without permitting anyone else to expose to the new hazard. |

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| Skill Level / Training Required to Perform the Job(List training requirements) |
| Ability to read and understand the SDS, WHMIS training, current first aid certification |
| Employer training of workers to perform the task |

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| Communications Processes(Consider working alone, further instructions, concerns, how will assistance be delivered) |
| Workers and supervisors must always have a portable two radio in their possession. |
| If working alone the worker shall contact the supervisor prior to starting the work and confirm a radio check-in time, if the worker does not call at the agreed upon time the supervisor will call to verify conditions. If there is no response the supervisor will immediate go to the work site |

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| Emergency Procedures(Consider how the worker will intiate an emergency response) |
| In the event of a spill or splash immediate use the emergency eyewash or hose to decontaminate yourself then call the supervisor, if the supervisor does not respond call the farm office and identify your location and describe the situation. Do not unnecessarily expose yourself to danger. |
| If someone is injured attempt to remove them further danger without causing further injury if possible then administer first aid. If they cannot be moved attempt to stop further injury and provide first aid. |
| Please remember that we are located 30 minutes away from the nearest EMS, injury care is critical until professional help arrives. |

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| Expected Result(Consider the benefits of the Standard Operating Practice for farm operations) |
| The sanitizer barrels with be changed without any chemical loss or cross contamination. |
| The work will be completed in within 10 minutes. |
| No one will be injured or become ill as result of this work. |