integrated safety Standard Operating Practices

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| General Information |
| SOP number | Written by: |
| Date effective: 21 03 14 | Last modified:  |
| Job task: Manuring Poultry Bram with Conveyor Belt System |
| Location: Laying Barn | No of employees performing job: 1 |

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| Responsibilities(Who is responsible for each aspect of the job) |
| Position | Duties |
| Farm owner/manager | Provide safe equipment, facilities and training for everyone working in the operation. Routinely monitor work to ensure it is being done safely and correctly. |
| Employees | Carry out the task in a safe efficient manner.Notify management immediately if any problems occur. |

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| Job Task Assessment(List all the tasks & associated hazards for the job being evaluated) |
| Job Task | Hazards |
| Pick up coveralls, goggles and respirator for performing task. | To protect from inhalation of ammonia, dust, and manure. |
| Walk to back of barn and turn on lights and confirm that ventilation fan is running. | Dark area and need lights to safely carry out task. |
| Carefully climb down into unloading area and remove Styrofoam from manure conveyer. Climb back up onto barn floor. | Open pit area so caution must be used at all times when at back of barn. |
| Engage all scrappers on the cage rows using caution around pinch points. | Caution must be used as force is needed to engage scrapers. Keep hands clear to avoid getting pinched. |
| Turn on power switches in the proper sequence on the back wall. | Avoids malfunction of equipment. |

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| Walk through walkway to manure storage building and turn on light. Ensure equipment is running smoothly. | Good lighting required to ensure safety around stairs and operating equipment. |
| If adjustments are required, make adjustments using caution around moving equipment. | Moving conveyor system poses risk of personal injury so extra caution required. |
| Return to poultry barn when procedure is complete turn all power switches to off position. | Lock out power to all conveyor belts as you will be working near them. |
| Disengage manure scrapers. Scrape manure off all scrapers so it doesn’t dry hard. | Use caution when scraping to avoid falling into equipment. |
|  Sweep floor to clean stray manure off walk way. | Use caution to avoid slipping and falling into open pit area. |
| Enter manure storage building. Climb up to catwalk and clean scraper on top of conveyor. | Use extreme caution when climbing up to and walking along catwalk. May be slippery and risk of falling into manure pile. |
| Ensure all lights and power switches are off and return to front of barn. |  |

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| Hazard Controls(Describe the controls that will be implemented to remove hazards – elimination, substitution, engineered, administrative, PPE)**.**  |
| PPE: one piece coveralls, goggles, appropriate chemical cartridge respirator available at front of barn. Rubber boots available at the door. |
| Anyone performing task must be properly trained. |
| Have caution signs posted on walls in high risk areas. |
| First aid equipment available in office area. |
| Ensure all shields are in proper place and in good condition. |

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| Skill level / training required to perform the job(List training requirements) |
| Employees must be properly trained and knowledgeable about the procedure and controls. |
| The owner must be familiar with all operational procedures so they can properly train people. Periodically check on worker performing task.Owner must know how to handle or repair malfunctioning equipment. |

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| Communications processes(Consider working alone, further instructions, concerns, how will assistance be delivered) |
| Cell phones and two-way radios are to be available at all times. Any problems or concerns should be called into the farm owner/manager. |

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| Emergency Procedures(Consider how the worker will initiate an emergency response) |
| All injuries or emergencies must be reported or called into farm owner/ manager. |
| If serious injuries occur call 911 immediately. |

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| Expected Result(Consider the benefits of the Standard Operating Practice for farm operations) |
| Proper and safe operation of manuring equipment will accomplish the task in a timely manner. Ensure that maintenance is completed daily to keep equipment in top shape. |
| Consistent and timely work will prevent injuries and incidents in the workplace. |