integrated safety Standard Operating Practices

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| General Information |
| SOP number | Written by: |
| Date effective:20 03 14 | Last modified: 08 09 14 |
| Job task: Checking Grain Levels in Bins |
| Location: Bin Yard | No of employees performing job: 2  |

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| Responsibilities(Who is responsible for each aspect of the job) |
| Position | Duties |
| Employer | To provide safe equipment, facilities, training and supervision. |
| Workers | To follow the safe work practices as directed by the employer or supervisor for the given task. Inform your employer or supervisor of potential hazards that become evident.  |
| Checker/Climber | Using fall arrest harness and procedures, climb up ladder, open bin top and see how much grain is in the bin |
| Radio Operator | Ensure that climber reaches the top safely and gets information from the climber |

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| Job Task Assessment(List all the tasks & associated hazards for the job being evaluated) |
| Job Task | Hazards |
| Make sure that two-way radio is working and has fully charged battery.  | Loss of communication |
| After putting on hardhat and other PPE, climber ensures that the safety lock-out gate to the ladder is secured open. Check the overall condition of the safety cage as well.  | Falling, pinching |
| Climber begins to climb as radio operator watches. When the climber reaches a rest platform, they must close the hatch they just came through so that they don’t fall through it at a future point. | Falling, pinching of hand, fear of heights, wind speed, bang head on cage/hatch |

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| Once at the top, make radio contact with operator on ground that you are safe. Open up bin lid and look inside. Do not stick whole head into bin and do not lean over too far. Rely information back down to radio operator | Lose balance, fall, dust inhalation, heights, wind, cuts |
| Close bin lid and begin climbing back down after telling radio operator. Close all hatches once again after coming back through them. | Pinching, falling, heights, cuts, wind |

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| Hazard Controls(Describe the controls that will be implemented to remove hazards – elimination, substitution, engineered, administrative, PPE)**.**  |
| Workers must be dressed appropriately for the task; hard hat, steel toed boots, and gloves as well  |
| Workers must be trained and be familiar with the working areas  |
| Workers must have good communication with each other (hand signals, verbal, radio) and have access to call for help |
| Safety cage around ladder must be in good condition  |

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| Skill Level / Training Required to Perform the Job(List training requirements) |
| Workers must be trained by experienced worker and then carry out tasks in a proper manner. Climber must be employed by the elevator |
| Climber should be comfortable with heights and physically able to reach the desired height without becoming exhausted. |

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| Communications Processes(Consider working alone, further instructions, concerns, how will assistance be delivered) |
| Workers must always have cell phone on them as well as the two way radio. They can call for help or assistance if it is needed or if the battery on the radio fails  |
| Supervisor must have radio contact with the workers if they are working alone for an extended period of time, as per the Working Alone plan |

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| Emergency Procedures(Consider how the worker will intiate an emergency response) |
| Check if injured person is responsive, give first aid if needed, call for emergency services if needed |
| If possible, move injured person to safe area |
| Notify the supervisor and employer |

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| Expected Result(Consider the benefits of the Standard Operating Practice for farm operations) |
| Climbing must be done safely and in a time that the climber feels comfortable. They do not need to race up the ladder.  |
| All safety equipment must be worn each time this task is carried out with no exceptions.  |
| Accurate reporting of grain volume /condition. |