

INCIDENT MANAGEMENT ON THE FARM

INTRODUCTION

Incidents are an important part to any safety program because they provide the farm with intelligence about why people were hurt, animals were injured and equipment gets damaged. This information can then be used to prevent the same events from happening in the future.

INCIDENT

An unplanned, unwanted event that results in personal harm, property damage, injury to animal welfare, or loss.



An event that could have caused personal harm, injury to animal welfare, property damage or loss.

LESSONS LEARNED

Your incident management program reviews the event that occurred, or could have occurred and discusses what can be done differently in the future to prevent re-occurrence. The program allows farm managers to develop procedures and provide training to all family and farm workers based upon incidents that have occurred in the past- whether these events were on the farm, at the neighbours or elsewhere in the agriculture industry.

Here are the steps to QuickStart your: INCIDENT MANAGEMENT PROGRAM

STEPS FOR INCIDENT MANAGEMENT

STEP

After an incident or near miss has occurred report as soon as possible. Decide who on the farm will gather information about what happened and train farm workers to report as soon as possible. This will help to ensure that evaluation occurs quickly.

Analyze what happened and what caused the incident to occur. A simple evaluation tool that one can use is to "ask WHY" five times. For example, consider this scenario:

A TRACTOR ROLLED OVER IN THE DITCH WHILE MOWING.

1. WHY DID THE TRACTOR ROLL OVER?

Because the ground was steep and the tractor rolled when the driver turned uphill quickly.

- STEP
- 2. WHY DID THE DRIVER TURN UPHILL QUICKLY? Because they did not know how to drive out of the ditch properly.
- **3. WHY DID HE NOT KNOW HOW TO DRIVE?** Because they had no training.
- **4. WHY IS THERE NO TRAINING PROVIDED?** Because there is no one to provide training.
- **5. WHY IS THERE NO IDENTIFIED TRAINER?** Has never been thought of in the past.





Evaluate the reasons that caused the incident and setup corrective actions. For each one of the questions in step two above, develop corrective actions to address the issue. Have a look at the completed form below in this QuickStart guide for an example of corrective actions that can be implemented.

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STEP

STEP

3

Assign corrective actions and complete as soon as possible. Once the corrective actions are completed, sign the investigation form to document that all actions have been closed.

SUMMARY

Taking time to think about events that have occurred, and how you can prevent them from happening will contribute to the success of the farm. Incidents can be very costly, especially when you consider the hidden costs of lost time, long term injuries and damage to your farm capital. You can plan your future success by evaluating what has gone wrong in the past.

EXAMPLE

Farm Incident Review Form

Eve	nt Description: Rollover of trac	tor while cuttin	g grass
Inci	dent Location: Main farm from	ut dítch	
Inci	dent Date: June 4, 20XX		
FIV	E WHY'S REVIEW		
Que	stion	Answer	
1.	why did the tractor rollover?		nd was steep and the tractor rolled urned uphill quickly?
2	why did the driver turn uphill?	Because he did v properly.	ot know how to drive out of the ditch
з.	why did he not know how to drive out properly?	Because he had	o training.
4.	why was there no training provided?	Because there is properly.	no one on the farm that can train
5.	Why is there no one on the farm that can train?	This has never b	zen thought of before.
Cor	rective Actions <u>To</u> Prevent This I	From Happening A	gain
Actio	on Item		Date to complete
1.	Identify what tractor should be ditches.	e used to mow stee	June 20, 20XX
2	Ensure that all tractor operator steep ditches.	s are trained to m	w June 25, 20XX
з.	Provide training to all new farm workers regarding driving procedures for steep slopes.		ng October 1, 20XX
4.	Review training needs for other training programs for each.	r equipment and s	october 1, 20xx
5.	identify training champion fo	r the farm	June 25, 20XX
Incie	dent Reviewer: John (Farm Owner) Date all	Actions Completed: October 20, 20XX



LET IT GROW

Now that you have a program that reviews incidents and near misses on your farm, consider some additional steps as your program grows.

- Have your farm incident investigator take advanced training for understanding root causes. A little training will help to ensure that effective corrective actions are properly implemented.
- 2. Consider modifying your incident investigation forms and records to gather more information that meets your farm specific needs.
- Look at outside resources to assist you with incident investigations. In some situations, a professional can help you do a better evaluation and assist the farm with corrective action planning.
- Summarize your incidents annually to give you an overview of trends that might be happening. If there are ongoing problems, take steps to correct the situation.







BE SURE TO VISIT www.AgSafeAB.ca FOR MORE INFORMATION

AgSafe AB Resources

Our AgSafe website contains alot of information for you. Here are some examples of information that you can download.

- Hazard Management Training for the Farm Worker
- Fatigue Management on the Farm QuickStart
- Emergency Response Planning QuickStart
- Risk Management System Information
- Formal Task Hazard Assessment Templates

FORMS

RESOURCES

Work Safe Alberta - http://work.alberta.ca/elearning/Shiftwork/ Alberta Government - https://work.alberta.ca/documents/OHS-bulletin-ERG015.pdf National Center for Farmer Health - http://www.farmerhealth.org.au/page/health-centre/fatigue Canadian Center for Occupational Health and Safety - https://www.ccohs.ca/oshanswers/psychosocial/fatigue.html WorkSafe BC - http://www.worksafebc.com/en/resources/health-safety/hazard-alerts/the-dangers-of-fatigue-in-theworkplace?lang=en

Health and Safety Executive - http://www.hse.gov.uk/humanfactors/topics/10fatigue.pdf

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Incident Investigation Form

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DateLocation/Je	
Total Risk C HIGH C M	EDIUM [] LOW
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Fatigue Management Plan Form

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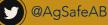
Safety Policy Form



AgSafe AB Connections

Hazard ID Form

www.AgSafeAB.ca



) www.facebook.com/AgSafeAB.ca

Disclaimer – These documents have been designed to assist the farm with a quick introduction to safety at the farm gate. To comply with legislation, farm management will need to evaluate legislation in your local jurisdiction and seek the advice of a safety professional to help you meet regulatory requirements that apply to your specific farming operation.