



Inspection campaign

WorkSafe is currently conducting an inspection campaign in the horse racing stable industry with a view to reducing injuries in the sector. The campaign will involve inspectors visiting racing horse stables to identify any common safety risks and provide employers with information on how to comply with occupational safety and health requirements.

This newsletter has been developed to identify safety issues in your industry and to assist you in meeting the requirements of the Occupational Safety and Health Act and regulations.

What issues are we looking at?

A checklist has been developed which may assist you assess your workplace prior to being visited by an inspector. The checklist is included in this publication.

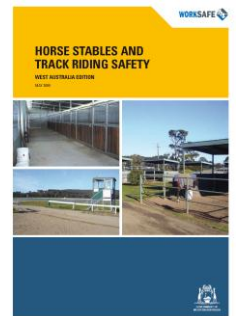
Issues covered by the checklists include:

- Manual tasks
- Electrical
- Hazardous substances
- Slips trips and falls
- Mobile plant
- Chemical hazards
- Horse stables
- Riding equipment
- Quad bikes
- New and young workers
- Machine guarding
- First aid and amenities
- Fire and emergency safety
- Emergency procedures
- Housekeeping
- Horse walkers
- Swimming pools

Further information can be obtained by contacting WorkSafe on 9327 8777 or by visiting the website at www.worksafe.wa.gov.au

Need more information?

WorkSafe, in conjunction with Racing and Wagering Western Australia, has modified WorkSafe Victoria's Guide to horse stables and track riding safety for Western Australia. This document provides information specifically developed to address safety issues within the racing industry



What is a risk assessment?

The occupational safety and health laws require risk assessments to be carried out.

A risk assessment is the process of determining whether there is a risk associated with an identified hazard, that is, whether there is any likelihood of injury or harm. The process should include consultation with people involved in the task, as well as consideration of the, experience and training of the operator, individual tasks to be performed and the length of time the operator is exposed to the identified hazards.

How do I use these checklists?

- Use the checklists in this newsletter to inspect your workplace. You may see other hazards as you are going through that can't be fixed immediately– add them to the checklist.
- Anything that you have ticked 'No' or added to the list needs to be fixed. So, look at each hazard using the table below to prioritise identified hazards.

Risk rating table – for working out level of risk Use the vertical and horizontal columns to consider both the likelihood of injury or harm to health and the consequences to work out the level of risk

Likelihood of injury or harm to health	Consequences of any injuries or harm to health			
	Insignificant eg no injuries	Moderate eg first aid	Major eg extensive injuries	Catastrophic eg death
Very likely	High	Extreme	Extreme	Extreme
Likely	Moderate	High	Extreme	Extreme
Moderate	Low	High	Extreme	Extreme
Unlikely	Low	Moderate	High	Extreme
Highly unlikely (rare)	Low	Moderate	High	High

Risk assessment is a 'best estimate' on the basis of available information. It is important the responsible person undertaking a risk assessment has the necessary information, knowledge and experience of the work environment and work process, or such a person is involved.

- If the hazard falls into 'high' or 'extreme', based on your view of how likely it is someone will get hurt and what level of injury could happen, then you need to fix it straight away.
If it is lower down in the table – moderate or low – then plan when you will fix it.

Remember hazards have to be controlled – you can't ignore them.

Most common injuries related to HORSE RACING

Shoulder

More than half of the injuries are fractures (eg broken collarbone) caused by falls from a horse while training or racing. Others include ligament damage, strains and muscle tears caused by falls and repetitive shoulder movements while feeding and grooming horses.

Knee

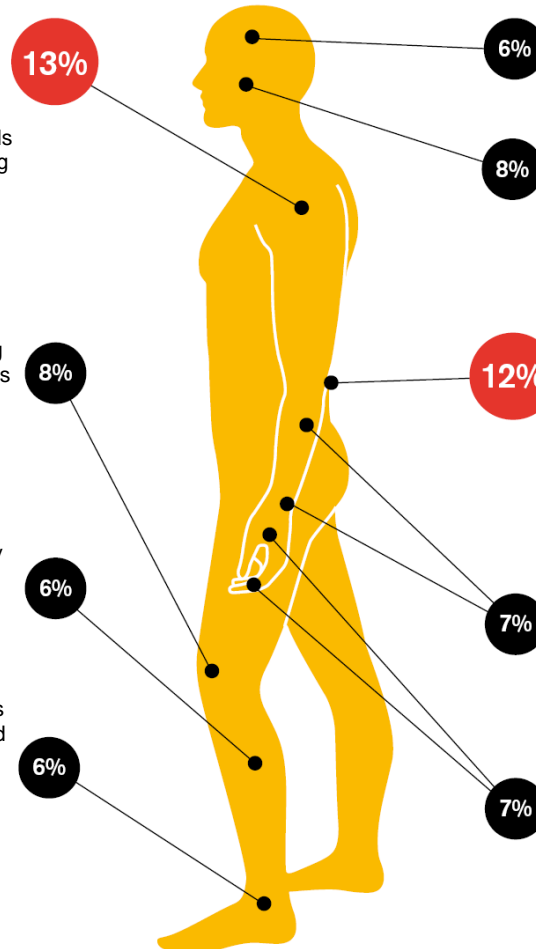
Two thirds of knee injuries involve ligament damage and strains caused by falls while training or racing and/or being hit by horses. Other injuries include wounds and fractures.

Leg

The majority of injuries are fractures and others are bruises. They result from falls or being hit by horses.

Ankle

More than half of the injuries are fractures. Others are strains and bruises. These injuries are caused by falls or being hit by horses.



Head

Majority of injuries are concussion and others are wounds caused by falls or being hit by a horse.

Face

More than half of the injuries are broken/chipped teeth, cuts, bruises and lacerations. Other injuries are fractures (mostly caused by horses (eg kicked or hit by horses)).

Back

More than half are strains, sprains and disc injuries caused by falls and repetitive bending and lifting. Fractures are caused by falls and wounds and lacerations are caused by falls or being hit by horses.

Forearm/wrist

The majority of injuries are arm and wrist fractures. Other injuries include wounds, sprains and strains. The causes include falls or being hit by horses.

Hand and fingers

More than half of hand injuries are fractures; others are wounds, strains and torn ligaments. These injuries are a result of falls or being hit by horses.

WorkSafe expects employers to have safety solutions in place to protect workers from injury and illness. Below are some common solutions known to reduce injury; employers should work together with their employees to determine the most effective solutions for their workplace.

Hot spots	Solutions
Handling horses <ul style="list-style-type: none"> Shoulder Back Hands and fingers Face Forearm/wrist Knee 	<ul style="list-style-type: none"> Keep safe distances from other horses when riding or leading horses. Wear personal protective equipment (PPE) while in vicinity of horses eg high visibility safety vest, helmet (less than five years old), body/shoulder protectors, enclosed boots. Ensure PPE is maintained. Ensure tack is maintained (eg rein grip, girths). Ensure horses have a bit in their mouth. Bits should be attached to a lead. Bridle horses where possible when being led outside stables. Place bridles and saddles on horses correctly. Be aware of any track conditions (such as the weather) and any injuries that may affect horse behaviour
Track riding conditions/environment <ul style="list-style-type: none"> Shoulder Back Hand and fingers Knee Head 	<ul style="list-style-type: none"> Develop strict trackwork policies/rules on wearing of safety gear, trackwork times, codes of conduct etc. This is the responsibility of training facility management. Induct track riders in training facility policies/rules. Conduct training in daylight where possible. If training in pre dawn hours, ensure track supervisors are able to observe horses/riders on track. Affix safety warning lights to helmets when riding in darkness. Establish consultation/issue resolution procedures for track safety issues. This is the responsibility of training facility management. Representatives must include jockeys, trainers, race course management and stewards. Supervise all training track sessions to ensure safety measure compliance.
Slips, trips and falls <ul style="list-style-type: none"> Shoulder Back Knee Forearm/wrist Hand and fingers Leg 	<ul style="list-style-type: none"> Both floor surfaces and footwear should be non-slip. Ensure damaged floor surfaces are fixed. Clear walkways of obstructions. Roll up hoses and store tack after use. Ensure efficient drainage of indoor/outdoor ground surfaces. Keep float and ramps clean and have non-slip foot grips. Provide appropriate lighting in work and stable areas.
Lifting <ul style="list-style-type: none"> Shoulder Back 	<ul style="list-style-type: none"> Ensure work is done between knee and shoulder height (eg using height adjustable work platforms or stands). Minimise lifting and manual handling. Ensure wheelbarrows, trolleys are available. Deliver stock directly to storage areas where possible.
Reporting and training	<ul style="list-style-type: none"> Establish an Injury Register and record employee health and safety. Report all workplace injuries/accidents/illnesses. Provide health and safety training, including induction for workers. Highlight chemical and electrical safety. Also highlight good hygiene practices to minimise disease.

Employers must consult with workers prior to making any changes that may affect their occupational health and safety. If someone suffers a work-related injury or illness, their employer has duties under the Accident Compensation Act, one of which is to ensure their safe return to work.

Manual TASKS

What are manual tasks?

Manual tasks are activities requiring the use of force exerted by a person to lift, lower, push, pull, carry or otherwise move, hold or restrain a person, animal or thing.

Some of the most common tasks causing injuries in horse racing stables are:

- Lifting and carrying bags of feed
- Taking feed from bins
- Picking up horse manure
- Holding or restraining horses

These are only a few of the manual tasks that can cause injury. Any task that involves high force, bad postures, and static postures such as standing for long periods, sudden or repeated movements can cause injury. These tasks need to be identified and changed to reduce the likelihood of injury.

Manual tasks can cause injury immediately (eg. lifting something heavy and injuring your back) or over time through gradual wear and tear on your body (eg. damaging your shoulder as a result of repeatedly reaching down into feed bins or picking up horse manure).

What is the current legislation on manual tasks?

The *Occupational Safety and Health Act 1984* contains general duties and responsibilities placed upon employers and workers to ensure their own safety at work, and that of others who might be injured by the work. These duties extend to the prevention of manual handling injuries.

The Act also requires employers to investigate matters reported to them by workers, determine the action to be taken (if any), and notify the worker who made the report of the action to be taken.

The Occupational Safety and Health Regulations 1996 require the employer to identify each hazard that is likely to arise from manual tasks and to assess the risk of injury or harm.

How can manual handling hazards be identified?

Manual handling hazards can be identified by:

- reviewing hazard/injury reports;
- consulting with workers and safety and health representatives; and
- observing tasks being performed.

Is it expensive to implement manual handling solutions?

The costs of manual handling solutions are justified when you consider the costs associated with injured workers requiring time off work.

How do I reduce the risk of lifting injuries?

Eliminate or reduce the need to lift, lower, carry or otherwise handle heavy bags of feed by:

- using tools such as trolleys or long handled tools
- having feed supplied in bulk bins or silos
- minimizing distances loads are carried
- arranging work tasks and physical layout to minimise the number of times the load is lifted or carried
- splitting the load
- more than one worker to do the task and
- carrying loads at hip height.

What is a safe weight to lift?

There is no safe weight. The risk of injury increases as the weight of the load increases. Evaluating the risk posed by the weight of the object needs to take into account:

- how long the load is handled
- how often the load is handled
- how awkward the load is and
- physical characteristics of the individual.

Is using a trolley a good idea?

To avoid manual handling injuries the use of trolleys is recommended. However trolleys that are not maintained or overloaded can result in injury.

Strain injuries may occur when:

- trolleys are difficult to manoeuvre
- trolley wheels are too small or poorly maintained
- the trolleys and their loads are too heavy when other risk factors, such as the number of times a trolley is moved or the workplace layout, are taken into account
- surfaces over which trolleys are pushed are uneven or mismatched
- trolleys are moved over large distances or up steep slopes
- trolleys are difficult to grip due to the absence or poor location of handles and
- view is obstructed by an overloaded trolley.

Regular OSH updates

Do you want receive regular emails from WorkSafe to keep you up to date with changes to occupational safety and health in Western Australia, then go to www.worksafe.wa.gov.au
→services→mailing lists

ThinkSafe Small Business Assistance Program

If you are a small business owner or manager (employing less than 20 full-time employees) and want to make your workplace safe, the ThinkSafe Small Business Assistance Program can help you.

To apply download and complete the online form from www.worksafe.wa.gov.au or telephone 1800 429 273

Other issues

Working hours

Stable hands, track riders and other staff are subjected to frequent:

- long working days
- very early starts, without appropriate breaks
- inadequate meal or rest breaks, or
- overly demanding working environments (eg where work demands are considered significantly greater than would be normally expected),

resulting in exposure to fatigue related risks to employee and contractor health and safety.

Employers and people in control of the workplace should ensure staff and contractors are not exposed to frequent:

- long working days
- very early starts without appropriate breaks
- inadequate meal or rest breaks, or
- overly demanding working environments by eliminating, in the first instance, the frequent occurrence of such events.

To avoid or reduce exposing people to workplace related fatigue, employers and people in control of the workplace should provide:

- realistic task requests and adequate resources to complete tasks safely. This is best achieved through consulting before assigning work
- adequate meal and rest breaks while on shift
- adequate time between shifts that enable the opportunity for at least 7- 8 hours sleep, and
- sufficient time off shift to recover after a period of continuous working days.

For further information refer to the WA Commission for Occupational Safety and Health code of practice *Working hours*.

Chemicals

Chemicals used in stables can cause a number of health problems. Each hazardous chemical therefore needs to be identified, assessed and controlled to minimise health risks to workers. A Material Safety Data Sheet (MSDS) will include important information on the health effects, storage, safe use, cleaning spills and more.

Chemicals should be assessed for adverse health effects prior to being purchased and, if possible, replaced with safer chemicals (eg water based chemicals are used in preference to chemicals based on solvents).

Chemicals must be safely stored and secured in accordance with MSDS requirements. It is highly recommended that you consult with your chemical supplier as to how to safely store and handle chemicals used within the stable environment.

Chemicals decanted into other containers must be clearly labeled. Empty food or beverage containers should never be used to store decanted chemicals.

Staff and contractors who use or could be expected to use chemicals should be trained and aware of the associated hazards. Staff and contractors must have access to chemical MSDS.

Staff and contractors must have access to personal protective equipment where it is required, know how to use it and care for it (eg storage and maintenance).

Staff, contractors and first aiders should know what to do in the event of accidental consumption, spill, contamination or other chemical emergency.

Machinery safety

Oat crushers, mixers, augers and horse walkers need to be regularly maintained to ensure:

- safe operation
- plant is clean, and
- safety controls, such as fixed or 'interlocked' guards, are in place and operational.

'Interlocks' are generally electrical devices (commonly switches) connected to plant operational systems that prevent or stop the plant from operating until the guard associated with the 'interlock' is in the closed position.

Interlocked guards are typically used on plant where routine access is required (eg the lid of most domestic washing machines).

Ensure that:

- documented instruction and training has been provided to staff required to operate oat crushers, mixers, augers and horse walkers
- risk associated with oat crushers, mixers, augers and horse walkers have been identified, in consultation with staff and, most importantly, controlled.
- emergency stop buttons are appropriately fitted
- all plant is powered from an electrical outlet fitted with a Residual Current Device (RCD).

For further information on plant hazards and guarding, refer to WorkSafe WA's website www.worksafe.wa.gov.au → safety topics

Reportable injuries (1300 307 877)

Reporting to WorkSafe is required for:

- Employees who suffer death/injury/disease at work or at employer provided residential premises
- Self-employed people who suffer death/injury/disease at work or in connection with work.

Types of injuries that must be reported:

- A fracture of the skull, spine or pelvis
- A fracture of any bone in the arm, other than in the wrist or hand, or in the leg other than a bone in the ankle or foot
- An amputation of an arm, hand, finger, finger joint, leg, foot or toe joint
- Loss of sight of an eye
- Any other injury which, in the opinion of a medical practitioner, is likely to prevent the person from being able to work within 10 days of the injury.

Injury investigations

It is good practice to record all stable injuries and incidents in an injury register and it is a legal requirement to investigate the cause of injuries to prevent a recurrence of these incidents and notify the worker of the outcome of the investigation. An investigation can involve stable hands, track riders, occupational safety and health representatives, other staff and contractors.

Stable safety checklist			
Check	yes	no	n/a
Stables have been designed and are laid out to safely accommodate the maximum number of horses housed			
Stable boxes have enough room to allow a person to turn a horse and move around the horse safely			
Suitable lighting (natural or otherwise) is available for completing all tasks at all times of the day or night			
Dust is reduced or eliminated by sprinklers or other control measures			
Housekeeping, stable hygiene and regular maintenance is undertaken to ensure a safe working environment for employees and contractors			
Stable doors are wide enough to remove horses in an emergency			
Stable doors swing freely			
Stable doors close properly and horse-proof latches are in place			
Stables and yards are adequately fenced to eliminate the risk of horses escaping onto public roads			
Access / egress points to and within the stable and associated areas are adequately controlled with suitable gates			
Quick release knots are used when tying up horses			
Milk crates are not used for standing on or to mount horses			
Impermeable sharps containers designated for the disposal of needles are provided and used			

Riding gear safety checklist			
Check	yes	no	n/a
While being ridden, every horse must be properly saddled and bridled			
Saddles are in good condition			
Girth points are not worn			
Adequate grips are in place on reins			
Safety irons are available and used			
Girths and surcingles are not damaged			
Bridles and horse bits are in good condition			
Safety vests have been provided and are being worn			
High visibility vests are worn in poor light conditions			
Irons and leathers are maintained in good condition			
Breast plates / body protector are in good condition			
Riding helmets comply with Australian Standard AS3838:2003, US ASTM F11 6301 - BS EN 1384/1997 are in good condition and not older than five years			
Approved riding helmets are fitted and worn with the chinstrap in place			
Helmets are discarded after a fall			
Lights are attached to the riding helmet and are used in poor light conditions			
Jewellery and loose clothing is not worn at work			

Horse transport (trucks or trailers) safety checklist

Check	yes	no	n/a
Horse transport is regularly maintained to ensure safe operation			
Trailer couplings, powered brakes (hydraulic or mechanical), safety chains and electrical couplings etc. are regularly inspected and maintained			
Ramps are designed to provide ease of access without the need for hazardous manual handling and with no trip, slip or fall hazards			
Floor boards are in good condition (check at front where urine might collect and rot the floor)			
Heavy ramps requiring a hydraulic or mechanical raising or lowering device are fail safe (eg. do not drop down in an uncontrolled way when the hydraulics fail)			
There is safe access and egress while loading and unloading horses (eg safety barriers are in place to separate people from horses)			
Wheel safety is maintained (good tread on tyres, nuts tight, no jagged edges on mudguards)			
Hydraulics on tail gate are in good working condition			
Training and instruction on safe loading/unloading and use of horse transport is provided to workers required to use them			

Manual tasks safety checklist

Check	yes	no	n/a
In consultation with workers, all hazards in relation to manual tasks have been identified			
Risk assessment has been conducted for all hazards related to manual tasks have been taken into account and include: <ul style="list-style-type: none"> • postures • repetitive movements • forces • duration and frequency of tasks • environmental conditions 			
Practical control measures have been implemented and maintained to eliminate or reduce risk associated with manual tasks after consulting workers: <ul style="list-style-type: none"> • altering the workplace environment, design, layout or systems of work • change the systems of work used • modify the load being handled or change the objects used to do the task • use mechanical aids 			
Everyone exposed to manual task hazards have been provided with adequate instruction and training (induction and ongoing training)			
Suitable mechanical aids are provided where necessary eg. trolleys, wheel barrows or trailers used for feed preparation, feeding horses and manure collection, feed supplied in bulk (silos etc), bags weigh less than 30 kg, long handled scoops or ladles are used for feed, spring bottom feed bins, long handled forks, scoops or pans for collecting manure			
Trolley and wheel-barrow wheels are suitable for terrain and are well maintained			
A lead rope is used, attached to a head stall (halter), when walking horses			

Machine guarding safety checklist

Check	yes	no	n/a
Every dangerous part of fixed, mobile or hand held powered plant (for instance oat crushers, augers, mixers and horse walkers) is securely fenced or guarded, except where the plant is so positioned or constructed that it is as safe as it would be if fenced or guarded			
Adequate safe work procedures are provided and documented to set, test and use machinery during all cycles of production and maintenance: <ul style="list-style-type: none"> • Pre-operational checks • Presence sensing system: safe system of work documented and a clearly identified warning provided when guard is muted • Presence sensing system: inspection and maintenance records are maintained • Employer has provided appropriate isolation and lock-out procedures for maintenance • Where setting, testing and start-up of machinery is required with the final means of safeguarding removed, interim safeguards have been provided • Where fixed physical guards are provided, adequate provision is made for cleaning, maintenance, adjustment and repair Where it is not practical to guard machinery a safe system of work is in place for persons operating or passing in close proximity			
Operators and maintenance personnel are properly trained, familiar with the operation and set up of the machinery and able to demonstrate the safety features			
Emergency stop buttons are appropriately fitted			
Manufacturer's decals, manuals and operator instructions readily available and in the English language			
The highest level of guarding that is practical is provided and left in place during operation			

Horse walking equipment safety checklist

Check	yes	no	n/a
Horse walking equipment controls are located close to the gate and are fitted with an emergency stop button			
Drive motors, shafts or belts are guarded			
Gates are secure and have horse-proof locks in place			
Workers are trained in the safe use of the mechanised horse walker			

Horse swimming pools safety checklist

Check	yes	no	n/a
Open water pools in close proximity to stables have adequate perimeter fencing and gates			
Safe working procedures are in place to allow safe handling of horses in the water, eg. use lead ropes and safe access around the pool for stable hands to control the horses			



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Consultation safety checklist

Check	yes	no	n/a
Workers, contractors are consulted on safety issues			
Safety and health issues are discussed at staff meetings			
Safety and Health Representatives are elected at the workplace where requested			
Elected Safety and Health Representatives have been trained			
Safety committee is in place			

Quad bikes safety checklist

Check	yes	no	n/a
The most adequate and safest vehicle for the task and conditions has been selected			
Quad bike operators are trained, are competent and have received adequate training on safe work practices			
Induction, including safe work practices, has been completed			
Only authorised operators are permitted to use quad bikes			
Movement and speed of quad bikes at the workplace is managed to reduce the risk of injury to pedestrians and operators (signage, traffic flow, speed limits etc)			
Operators know about no-go zones for quad bikes (eg steep inclines etc)			
Quad bikes are kept in safe condition and are regularly maintained			
Faults are reported and fixed as they occur			
Operators wear a motor cycle helmet that meets Australian Standards (no cycle helmets)			
Operators wear additional personal protective equipment (PPE) if required, eg. eye protection, sturdy boots, gloves, long sleeves and trousers, PPE for hazardous substances if they are sprayed from the quad bike			
Fitted attachments comply with weight and towing specifications set by the manufacturer			
Manufacturer's recommendations are followed when using an attachment			
Workers know what attachments to use, and when			
Tanks for carrying liquid loads are fitted with baffles (eg spray tanks)			
Passengers are not permitted on quad bikes			
Safety signs or decals on quad bikes are legible			
Unauthorised use of the quad bike is controlled by the removal of keys (if appropriate)			

Working alone safety checklist

Check	yes	no	n/a
Isolated workers have a means of communication available and a procedure for regular contact			
Workers are trained in the procedure and correct use of communications devices			

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Other mobile plant safety checklist

Check	yes	no	n/a
Mobile plant (quad bikes, forklifts, tractors etc) is maintained to minimise risks			
Evidence of training/instruction is available on site Operator has appropriate high risk work licence where required (eg Forklift)			
The plant is in a safe condition, eg plant is registered with WorkSafe if required to do so, access to cab, seat and seat-belt, fall over or roll over protection systems as required, loadchart, operator's manual, controls labelled, guarding of dangerous parts is in place			
Work is organised for the safety of workers and others. Pedestrian control, traffic management, 2-way communication as required and high-visibility clothing as required			
Site hazards are identified, assessed and controlled (ramps, slopes, rough ground, power lines, excavations, ground load limits, underground services)			

Slips, trips and falls safety checklist

Check	yes	no	n/a
Floor or any stair or ramp has an unbroken and slip resistant surface			
Floor or any stair or ramp is free from any obstruction that may cause a person to fall (eg. electrical leads, hoses, tools, blankets, riding equipment etc)			
Access to and egress from the workplace is safe and kept free of obstructions			
Safe systems of work (eg. clean as you go policy) in place to ensure floor is free from obstructions and fall hazards			
Warning signs are available and erected near spills			
Guard rails or other safeguards are provided on ramps and stairs			
Appropriate personal protective equipment (eg. slip resistant footwear, riding helmets, safety vests, lights attached to riding helmets) is provided			
Ramps in areas where the height of floor levels change and trolley access is required or items are carried regularly			

Working at height safety checklist

Check	yes	no	n/a
Practical control measures have been implemented and maintained to eliminate or reduce the risk associated with work at heights (would a fall be arrested before the person hits the ground or a structure?) Hazard identification, risk assessment has been conducted Elimination of fall hazards have been considered			
Edge protection is required if could fall more than 2 metres from scaffold, fixed stairs, landing, suspended slab, formwork, or false work In any other case greater than 3 metres: fall injury prevention systems (eg. catch platform, scaffold, safety nets, safety mesh, or fall-arrest system) or edge protection are provided			
There is safe means of access and egress to the work being performed at heights Stairs, walkways, ladders, mechanical lifts etc are free of obstructions			
People required to work at height have been provided with adequate information, instruction and training for the work being performed			

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Electricity safety checklist			
Check	yes	no	n/a
Electrical installations are installed, constructed, maintained, protected (cover) and tested to minimise the risk of electric shock or fire Evidence of maintenance and testing is in place Components are clearly marked and switchboards are free from obstructions.			
Hand held or portable equipment is protected by residual current devices (RCDs) installed at the switchboard or into a fixed socket Switchboards or fixed sockets have signage to indicate they are RCD protected An RCD maintenance program is in place			
Flexible cords and extension cords are used in a safe manner Plugs, sockets and extension leads are in good condition and protected from damage			
Electrical installations are protected from damage that would increase the risk of electrical shock or fire			
The work is organised for the safety of employees and others at the workplace Work in the vicinity of power lines and plant must be controlled			

New and young workers safety checklist			
Check	yes	no	n/a
Induction, information, instruction and training on hazards at the workplace has been provided			
Staff capabilities are assessed and where applicable a training plan is developed and agreed by both parties			
Induction, information, instruction and training in emergency and evacuation procedures has been provided			
Induction, information, instruction and training in hazard and accident reporting has been provided			
Induction, information, instruction and training on the prevention of drugs and alcohol use at the workplace has been provided to workers			
Induction, information, instruction and training on the prevention of bullying and violence at the workplace has been provided to workers			
Induction, information, instruction and training in the use, maintenance and storage of personal protective equipment has been provided			
Trainees and apprentices are under constant supervision			
Employers ensure the risk of injury or harm to (young) visitors is reduced by means appropriate for the workplace and the type of work activity			



Hazardous substances safety checklist

Check	yes	no	n/a
A Register of hazardous substances is complete and includes a contents list and current Material Safety Data Sheets (MSDS) - check use of cleaning products for stables and other areas, pool chemicals, etc The Register is readily available			
Hazardous substances are properly labelled: manufacturers labels on containers Chemicals decanted into other containers are labelled with name, risk and safety phrases			
Risk assessment has been completed for all hazardous substances and is recorded in the register Empty food or beverage containers are not used to store chemicals Report is available where risk is significant			
Practical control measures have been implemented and maintained Hierarchy of control is taken into account			
People who may be exposed to or work with hazardous substances have been provided with adequate information, instruction and training and have access to the MSDS Record of training is available and includes health effects, controls, safe work methods, personal protective equipment			
Workers and contractors have access to personal protective equipment, know how to use it and how to care for it			
Workers, contractors and first aiders know what to do in the event of accidental consumption, spill, contamination or other chemical emergency			
Health surveillance is undertaken where appropriate			
Veterinary chemicals are locked up and not stored in fridges with food and drink			

Other areas safety checklist

Check	yes	no	n/a
Workers are supplied with and use all necessary personal protective equipment (PPE) such as: <ul style="list-style-type: none"> • hand protection • foot protection (leather work boots or shoes that comply with Australian Standard 2210.3 Occupational protective footwear) • helmets (and headlamps for working in poor light conditions) • body protectors and other riding gear • high visibility vests • hearing protection • respiratory protection • sun protection 			
Gloves are worn while leading horses			



Other areas cont..			
Check	yes	no	n/a
Ensure a safe distance is maintained from other horses when riding (track work) or when leading a horse			
Adequate toilets and meals areas are provided			
Toilets, showers, meals areas and other facilities are functional, clean and well maintained			
Workers are not exposed to frequent long working days and very early starts without appropriate breaks			
Serious injuries have been reported to WorkSafe including: injuries that result in the death of a person; fractures of a skull, spine, pelvis, arms or legs; amputations; loss of eye sight; and injuries requiring 10 days or more off work			
Injuries and hazards reported by workers have been investigated			
Emergency exits enable safe exit in event of emergency Exit signs are provided and maintained			
Portable fire extinguishers are provided and maintained			
Evacuation procedures, including a diagram showing the exits, are available and displayed			
Training in the use of fire fighting equipment is provided			
A clear zone is provided around fire fighting equipment			
No tobacco smoking is allowed in enclosed workplaces such as stables			
Warning signs are provided where appropriate			
Workplace is clean and debris has been removed			
Portable ladders comply with Australian Standard AS 1892.1 (metal) or Australian Standard AS 1892.2 (wooden)			
First Aid boxes or facilities and a first aid trained person is available at all times during stable operation			
Presence and location of asbestos at the workplace is identified, and the risk arising from hazards relating to asbestos has been assessed and recorded in an asbestos register			
Mobile phones are not used while attending to or in the immediate vicinity of a horse			
If employee accommodation not covered by a tenancy agreement or lease-like arrangement and it is provided outside the metropolitan area, then safety and health matters have been adequately addressed (premises are maintained and employees are not exposed to hazards)			