

Always read instructions and/or manuals for any piece of equipment, any chemical or any process, etc., even if you think you know what you are doing! If in doubt about anything, ask!

GENERAL TIPS

- Keep tools in good working condition and stored appropriately.
- Check all ax heads before use to ensure they are tight and in good repair.
- Know how to use battery chargers correctly, including:
 - Correct method for setting the battery charger.
 - How to remove the battery caps.
 - Use appropriate personal protective equipment.
 - The correct method for jump-starting trucks and tractors.
- Never work under or around a jacked-up vehicle without it being blocked up.
- Never leave anything in unmarked containers, including small amounts of oil, antifreeze, etc.
- Always use appropriate eye protection when there is a risk of eye injury, such as when grinding.
- Use tools correctly and only for the purpose they were intended. Using extension bars or undue force can cause tools to break and injure someone.
- Make sure no combustible materials are near the welder or in an area where welding activities are taking place.
- All welding equipment needs to be checked by an experienced person before use.
- Make sure adequate ventilation is maintained, especially in conjunction with operations such as welding, running engines, chemical usage/storage, and any type of fuels/mist/vapor use or generation.

ALL-TERRAIN VEHICLES

- Never allow a child to ride a full-size ATV.
- Helmets save lives. Always wear protective headgear.
- Do not ride double unless properly designed for passengers.
- Do not use an ATV on public roads unless they are equipped and licensed as "street legal." ATVs are designed primarily for off-road use.
- No speeding allowed. Never exceed the recommended speed of your vehicle.
- Require every driver to review the operating manual or safety video and practice driving the ATV in a flat area before allowing the use of the vehicle elsewhere.
- The ATV is unstable when climbing hills; follow the manufacturer's instructions for hill climbing.
- All new employees must have a check ride.
- Understand method of crossing ditches at the right angle to the ditch.
- Never take risks by riding up a hill that is too steep.
- Know how to load properly and adjust for terrain.
- Do not trust parking brakes.
- Understand that ATVs will turn very short and roll at high speeds.

BURNING TRASH

- Burn only during rainy weather and with proper permits and permission.
 - Have county fire district phone number with person at burning site.
 - Have GPS coordinates available.
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CHAINSAWS

- Supervise inexperienced users.
 - Require eye protection.
 - Require hearing protection or earplugs.
 - Keep first aid kits available.
 - Clearly label saw gas containers.
 - Inspect saws and chains daily for general condition.
 - Ensure that saw has working safety feature.
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FENCING

- Use appropriate Personal Protective Equipment (PPE) such as boots and gloves.
 - Always wear appropriate clothing.
 - Be cautious of lightning and other weather concerns in the area.
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FIRES

- Know location of all fire extinguishers.
 - Save yourself first.
 - Ban smoking in barns and shops.
 - Keep all fire extinguishers charged and up to date.
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LIFTING & CARRYING

- Avoid lifting whenever possible by pushing, pulling, rolling, sliding, or using mechanical aids (dollies, hand carts, etc.).
- Look over object to be lifted. Make sure it is not too heavy, bulky, or awkward.
- If in doubt about your ability to move an object alone, get help.
- Realize that as we age it takes less strain to injure our backs.
 - Know how to lift safely:
 - Know your physical limitations.
 - Stand close to the load with feet apart for good balance.
 - Make sure footing is secure.
 - Bend your knees and straddle the load while keeping your back as straight as possible.
 - Get a good grip. Many lifting accidents occur when the load slips off the fingers.
 - Straighten your knees and stand. Avoid quick, jerky motions

MACHINE SAFETY

- Never operate any machine you have not been trained to use.
- Never operate a machine without proper instructions.
- Never operate a machine without proper guards in place.
- Never allow riders on tractors or four wheelers without permission of supervisors.
- Always use appropriately rated chains, cables, or tow straps for heavy pulling.
- Keep bystanders away from area when pulling. Chains, cables, and tow straps can break and backlash.
- Seat belts on all vehicles must be worn when operating the vehicle. ROPS equipped machinery has seat belts to hold you within the safety zone of the frame or enclosure if an accident occurs.
- Never mount or dismount a machine while it is moving.
- Never jump off a machine; climb down instead. Try to maintain three points of contact when entering and exiting from tractors, trucks, or trailer units.
- Keep floor and bench areas clean and dry. Avoid working on oily or wet floor areas.
- Never remove radiator caps without adequate protection against scalding steam and hot water.
- Turn off motor before adjusting, cleaning, or repairing any part of any machine. Remember to padlock safety disconnect switches on electrically powered equipment before performing maintenance work.
- Always shut down machinery before fueling, only fuel from a properly grounded and bonded fueling apparatus, and only use an approved container.
- Fueling should not occur where ignition sources are not controlled. Ignition sources include, but are not limited to, places with smoking, welding, open flames, or equipment heat that could ignite the fuel.
- Use a checklist weekly (more often if recommended by the manufacturer) to check condition of machinery before operating. A preventative maintenance program should be developed and followed.
- Never wear loose clothing or dangling jewelry around machinery.
- Confine long hair to prevent it from being caught in machinery.
- Display the “slow moving” emblem on all farm machinery.
- If a jam occurs, shut the machine down before attempting to clear the jam or make adjustments.
- Power-Take-Off should always be properly guarded. The master shield should be in place and secured with a retaining pin and the PTO shaft guard installed. Drivelines should be fully shielded to include connection joints.
- Guard V-belts, pulleys, sprockets, chains, and shafts to prevent accidental contact. Replace guards before starting machine if they were removed for maintenance or repair work. Use approved guards and install guards where needed or missing.

PICKUP TRUCKS

- Be certain that all drivers have a valid driver's license.
 - Know how to cross ditches on the diagonal.
 - Do not try to get across swamps or steep hills just to save some walking.
 - Do not trust parking brakes.
 - Always wear the seat belt when in the vehicle.
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POST POUNDERS

- Require eye protection for person holding post.
 - Require hearing protection or earplugs for the driver and the person holding post.
 - Practice hand signals before pounding post.
 - Hold post with closed fist.
 - Do not wear loose clothing or hanging glasses, etc.
 - Do not reach around post to get to controls. Walk to the other side.
 - Fasten safety chain when moving pounder.
 - Only allow experienced tractor drivers to drive in bad terrain. Inexperienced drivers must be completely checked out and have practice time.
 - Use heavy rubber gloves when handling treated posts.
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TRACTORS & MOTORIZED EQUIPMENT

- Inspect brakes, steering, tires, and lights daily and repair as needed.
 - Shut down the engine and set brakes when making any adjustments, when hitching tools or when tractor is left unattended.
 - Avoid tight radius turns that could permit implements to "climb up" the tires. Apply brakes slowly to avoid overturns.
 - Always use hitch provided; never hitch to axel housing. Hitch low to reduce possibility of overturns.
 - Start slowly to avoid overturns. Operate at moderate speeds, when in doubt, slow down.
 - Use extra care when turning on a slope, side hill or rough/uneven ground. Tractors have a high center of gravity and overturn easily. Since wheel tractors are light on the front end, it is best to go up a steep hill backward to prevent a rear overturn.
 - Slow down before turning. This is particularly important at turn rows close to an irrigation ditch.
 - Tractors should be provided with factory-developed rollover guards and seat belts.
 - Always be seated when operating a tractor. Never stand.
 - Never permit riders on either the tractor or towed equipment unless it is designed for passengers.
 - Never mount or dismount a tractor while it is in motion.
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WILDLIFE

- Be aware of what is around you and stay alert.