

On-Farm Operating Guidelines 2020



The safety of our operatives and your farm staff is our priority. For us to work safely and efficiently with your staff we have provided the following guidelines which we will discuss with you prior to commencing work.

Covid 19

Our staff have all been issued with specific guidance about informing management and not attending work if they feel unwell or display any symptoms of the Corona Virus. This guidance extends to feeling unwell whilst at work.

When we are on your farm we will:

- Ensure the vehicle is cleaned and sanitised inside prior to arriving at your site paying attention to external access points, controls, and machine controls
- Ensure all our vehicles are equipped with adequate stocks of sanitising materials, face masks and gloves.
- Maintain a 2m rule when talking to your site operatives. If it is necessary to work closer than this, we will wear suitable protective masks.
- Not share tools or other accessories with your staff. All our vehicles carry their own brushes, tools, and other items.
- Wash/sanitise hands before using your site welfare facilities and before eating or drinking.

What we expect of your staff who are working with us:

- Your staff will have been informed and understand the rules regarding not attending work, testing and self-isolating if they or anyone they have been in contact with is displaying symptoms of the virus.

- Your staff will respect the 2m rule when discussing site operations with our staff and where this is not possible to take measures such as wearing face masks.
- Your staff will use gloves and take practical precautions when handling seed bags that our staff will be using.
- Your staff will not use tools, brushes, or items from CYO vehicles.

Seed Cleaning Operations on Site:

We have conducted specific Risk Assessments for our operations and have made some important changes to the way we operate this year. Our crew will discuss these changes with you prior to commencing operations.

Communication – Our crew will discuss with your staff how the operation will be carried out. It is important that everyone involved understands what is expected of them. If at any point your staff are unsure or unhappy with any aspect of our operation, then they should make us aware immediately.

We will discuss vehicle movements and timings for delivering materials to be cleaned and how bags will be collected from the weigh loader when full. It is important that this information is also communicated to relief staff covering breaks. Where possible we would prefer the use of telescopic loaders to remove bags but where other machinery is utilised, we will discuss visibility and specific factors as appropriate such as positioning or removal of tines and the angle of approach.

Mobile Phones – The use of mobile phones has been identified as a specific risk. Our staff will not use mobile phones or devices whilst operating plant and machinery. We expect your staff to abide by the same rules and not to use mobile phones when operating machinery and loading equipment while working with us.

Hi-Visibility Clothing – All our crews will wear Hi-Viz clothing during operations on site. If your staff are assisting us with bagging operations or activities around our plant and machinery, then we would ask that they to wear Hi-Viz tabards. Our crew will always carry spare Hi-Viz vests.

These measures have been put in place to protect our crews and your site staff and our management will conduct regular inspections to ensure they are carried out. Our staff have also been instructed to stop operations immediately if they feel that their safety or that of those around them is compromised.