







Safe Work Procedure

Name: Machine Harvesting		Safe work procedure #	
Release date:		Revision date:	
Date of approval:		Management signature:	
Required training: COVID-19 on-farm rules, WorkSafe and food safety orientation			
Required personal protective equipment and additional precautions:			
	No jewelry: including bracelets, watches, rings, or necklaces		Long or loose hair must be tied back or contained
	No loose-fitting clothing; no cell phone use (unless an emergency)		Keep a 2-meter distance wherever possible
	Follow hand washing protocols		Wear face shield if in less than a 2-meter physical distance to the next person

Potential Hazards:

Safe Work Procedure

Before you start work

1. Inspect personal protective equipment and replace if required
2. Tie long or loose hair back or keep contained
3. Wash hands
4. Put on all the required personal protective equipment
5. Always keep a 2-meter physical distance wherever possible

While you are Working

1. Keep personal protective equipment on
2. If any tear or disintegration appears replace it immediately and notify supervisor
3. Do not touch your face or other surfaces with your hands
4. If hand contact with your face or other surface has been made, wash hands immediately
5. Wear face-shield when a 2-meter distance is not possible

After you Finish

1. Remove personal protective equipment and store appropriately
2. Wash hands
3. Always keep 2-meter physical distance

At all times practice respiratory etiquette:

- Cough or sneeze into your elbow sleeve
- Dispose of tissues in garbage cans
- Wash hands with plain soap and water for at least 20-30 seconds or use an alcohol-based sanitizer often, especially before eating, after using the washroom, before and after work.
- Avoid touching your face.

REPORT ANY HAZARDOUS SITUATION TO YOUR SUPERVISOR/MANAGER OR EMPLOYER IMMEDIATELY