



# Abattoir safety: checklist

This checklist is a tool to assist duty holders and persons conducting a business or undertaking (PCBUs) to manage work health and safety (WHS) risks associated with work carried out in abattoirs and other workplaces where meat processing occurs.

This checklist should not be relied upon to ensure compliance with all requirements set out in the *Work Health and Safety Act 2020* (WHS Act) and Work Health and Safety (General) Regulations 2022 (WHS General Regulations).

## Checklist

General WHS management	
	Workers received adequate safety induction and task-specific training in relation to WHS
	Induction, information and training are provided in a format that will enable understanding (e.g. in the appropriate language)
	Safe operating procedures have been developed and implemented
	Emergency procedures are understood
	Mobile or other means of communication is available
Risk management process	
	Hazards have been identified
	The risk of injury has been assessed where necessary
	Control measures have been implemented so far as is reasonably practicable
	Control measures are monitored to ensure effectiveness
Hazard and injury reporting	
	Systems are in place for reporting hazards and injuries
	Systems are in place for reporting notifiable incidents to WorkSafe
	Reported hazards and injuries are investigated
Consultation and representation	
	Workers are consulted about WHS matters
	Where more than one PCBU is involved in the work, systems are in place for effective communication and consultation regarding WHS (e.g. a labour hire employer regularly visits and inspects the workplace, meets workers to ensure that WHS issues are being effectively managed, and meets a representative of the host PCBU to jointly take action on issues)

	Health and safety representatives elected as per the WHS Act, if requested by a worker
	Health and safety representatives trained as per the WHS Act
	A health and safety committee is in place if requested
<b>Knife safety</b>	
	A risk assessment has been conducted for knife and cutting tool selection
	Workers receive adequate training on working safely with knives
	Policies and procedures for working safely with knives are implemented, and worker compliance is monitored
	Knives are stored securely when not in use
	Knife condition is monitored (e.g. supervisor checks, systems for worker self-checks, issuance and collection systems, database of knife serial numbers)
	Damaged or worn knives are replaced promptly
	Unserviceable knives are removed from the workplace
<b>Manual tasks</b>	
	Repetitive manual tasks have been minimised through good work design (e.g. task rotation) so far as is reasonably practicable
	Mechanical aids are used to lift heavy objects where practicable
	Where mechanical assistance is not practicable, correct lifting techniques are used (e.g. multi-person lifts)
	Objects that are heavy, bulky or awkward to lift or handle are stored on shelves between knee and chest height
	There are alternative ways of retrieving objects stored above workers' shoulder heights (e.g. platforms)
<b>Layout, flooring and level changes</b>	
	Floors and other surfaces are designed, installed and maintained to allow work to be carried out without risk to health and safety (e.g. not slippery when wet)
	Floors have adequate drainage
	Physical barriers are used to prevent entry to floor areas that should not be accessed by workers
	Railing is installed at level changes where practicable
	Holes or openings in floors are guarded or otherwise controlled
	Steps and ledges are visually differentiated from other flooring using colour, edging or bull nosing
	Handrails are installed next to steps or stairs
	Hazardous floor sections (e.g. changes in level) are clearly demarcated by contrasting floor paint colours, edging, signage, tape and barricades as appropriate
<b>Plant</b>	
	Inspections and any necessary testing of plant are carried out by a competent person in accordance with manufacturer's or a competent person's recommendations
<b>Guarding</b>	
	Physical guards (e.g. barriers to prevent access, presence-sensing devices) are compliant with regulation 208 of the WHS General Regulations and are in place for all automated and semi-automated plant
	Guards are inspected on a regular basis
	Workers are physically isolated from interference from other workers while using manual plant such as hock cutters and bandsaws
	Where reasonably practicable, bandsaws are equipped with presence-sensing devices

<b>Emergency stops</b>	
	Emergency stop controls are installed on plant and cannot be adversely affected by electrical or electronic circuit malfunctions
	Emergency stop controls are located so that they can be immediately accessed by each plant operator in an emergency
	Emergency stop controls are clearly and durably marked, prominent and coloured red
	Where there are multiple emergency stop controls for plant (e.g. augers, conveyors), an emergency stop locks the plant off until reset (i.e. 'stop and lock-off')
<b>Plant controls</b>	
	Plant controls are clearly labelled to indicate the nature, function and direction of operation
	The locations of plant controls allow operators to readily and conveniently operate plant
	Guarding or the location of controls prevent unintentional activation of plant
	Plant controls can be locked into 'off' position to disconnect power
<b>Mobile plant</b>	
	Pre-start checks for all mobile plant are completed and documented as per manufacturer instructions
	Mobile plant is maintained as per manufacturer's instructions
	Worn or damaged mobile plant is repaired or replaced
	A traffic management plan is implemented and includes measures to manage plant and pedestrian interaction , including physically separating pedestrian and plant operation areas or using barriers where practicable
	Where there is a residual risk of mobile plant colliding with a pedestrian, the plant has a warning device to warn persons who may be at risk from the movement of the plant
	Mobile plant operators are verified as having the appropriate licences, training and competencies
	Attachments are rated and are used with appropriate mobile plant (i.e. designed and approved for use with the attachment)
<b>Fall prevention</b>	
	Fall restraint systems are installed where engineering control measures (e.g. railing) cannot be implemented
	Where work is completed in a cyclical workstation, shuttle systems are used to allow movement of workers with fall restraint systems
	All fall protection equipment (e.g. harnesses, connections, fittings) is rated, tested, and within service life
<b>Hazardous chemicals</b>	
	Safety data sheets (SDS) are current, accessible, and located near chemical use and storage areas
	Chemicals are stored per the SDS requirements (e.g. on bunding, protected from weather, ventilation)
	Personal protective equipment is provided as per the SDS and, where applicable, supported by risk assessment
	Emergency eyewash and shower stations are available as per the SDS requirements, and located near chemical use and storage areas
	Emergency eyewash and shower stations undergo appropriate testing via a competent person (i.e. weekly flush testing, annual flow rate testing, serviceability testing)
	Emergency eyewash and shower stations are adequately maintained

<b>Electrical safety</b>	
	Electrical equipment is tested and tagged regularly by a competent person in accordance with AS/NZS 3760
	Residual current devices are tested regularly by a competent person
	Records of testing are kept until equipment or devices are next tested, permanently removed from the workplace or disposed of
	Domestic-rated equipment is not available for use in industrial areas (e.g. power boards, leads)
	Isolation and locking out procedures have been implemented and are followed by workers
	Workers are instructed that mounting blocks are to be used to stand on when mounting horses
<b>Corrosion management</b>	
	A system has been implemented for corrosion management and can be applied to all relevant aspects of the workplace including structures, fixtures, plant and mobile plant
	Protective coatings are used on surfaces that may rust
	Corrosion inspections, cleaning and maintenance are conducted regularly
	Life expectancy of plant and structures is documented and replacement forms part of a proactive maintenance program
<b>First aid</b>	
	A risk assessment has been conducted to determine first aid requirements, taking into account the: <ul style="list-style-type: none"> <li>• nature of the work being carried out at the workplace</li> <li>• nature of the hazards at the workplace</li> <li>• size and location of the workplace, and</li> <li>• the number and composition of the workers and other persons at the workplace</li> </ul>
	First aid procedures are documented and implemented
	First aid training is provided in accordance with requirements determined by risk assessment
	The number of trained first aid personnel is adequate for the number and composition of workers and others at the workplace, the level of risk and location
	First aid kits and equipment are: <ul style="list-style-type: none"> <li>• available and accessible to all workers</li> <li>• monitored and maintained</li> <li>• suitable for the nature of the work and level of risk, and</li> <li>• adequate for responding to workers' existing medical conditions (e.g. allergies, asthma)</li> </ul>
<b>Other</b>	
	Lighting is adequate for the tasks being undertaken
	Workers are provided with appropriate personal protective equipment (e.g. eye protection, cut-resistant gloves, aprons, safety shoes, hair nets, respirators) as determined by risk assessment
	A Q-fever vaccination program is in place where at-risk animals are processed (e.g. sheep, cattle, goats, kangaroos, camels)
	The workplace induction addresses physical hazards, psychosocial hazards, health hazards (e.g. zoonoses) and communication and reporting protocols