

5. POST SHEARING CHECKLIST

This checklist should be used by a woolgrower and the shearing contractor immediately after shearing to report any issues noticed or items broken or damaged during shearing.

Name of woolgrower:	
Name of property:	
Property address:	
Completed by (name):	<input type="checkbox"/> Woolgrower <input type="checkbox"/> Shearing team

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1. THE SHEARING SHED					
1.1	SHED STRUCTURE				
1.1.3	Step/Stairs <input type="checkbox"/> All steps and stairs are in good condition.				
NOTES:					
1.3	FLOORING				
1.3.1	<input type="checkbox"/> Floors & battens throughout the shed are sound and well maintained. <input type="checkbox"/> There are no missing, rotting, warped, loose, slippery flooring or flooring made of high friction material (e.g. melwire). <input type="checkbox"/> There are no protruding nails & screws.				
1.3.2	<input type="checkbox"/> Floors where a bale trolley is used are level and free of broken timber flooring. <input type="checkbox"/> There are no large tin patches, sagging tin or raised edges.				
NOTES:					

ITEM #	HAZARDS / RISKS	RISK LEVEL	WHO	BY WHEN	DATE COMP
1.4 RAMPS & YARDING					
1.4.2	<input type="checkbox"/> The sheep entry ramp is sound and without broken or rotting planks and battens.				
NOTES:					
1.5 SHEEP PENS, RACES & GATES					
1.5.3	<input type="checkbox"/> Sides of pens, races and gates are free of protrusions, sharp edges and splinters, posing hazards for workers.				
1.5.5	<input type="checkbox"/> Gate hinges in penning up area are present and working.				
1.5.6	<input type="checkbox"/> Gate catches and stops in penning up area operate easily and are easy to operate one-handed.				
NOTES:					
1.6 CATCHING PENS, GATEWAYS & DOORS					
1.6.6	Flooring: <input type="checkbox"/> The flooring is in good condition, with no rotten or loose battens.				
1.6.7	Catching Pen Doors: <input type="checkbox"/> The doors are self-closing and close completely & automatically with each use. <input type="checkbox"/> The doors swing in both directions (optional based on shearer preference).				
NOTES:					
1.7 SHEARING BOARD					
1.7.7	<input type="checkbox"/> Joint Guards are fitted around all down tube elbow joints.				
1.7.8	<input type="checkbox"/> On/off ropes are made of non-stretch material. <input type="checkbox"/> On/off Ropes are in good condition e.g. not frayed and worn at the attachment to the on/off lever and are correct length. <input type="checkbox"/> On/off ropes are positioned correctly for easy access whether left or right-handed.				
1.7.8	<input type="checkbox"/> On/off ropes are made of non-stretch material. <input type="checkbox"/> On/off Ropes are in good condition e.g. not frayed and worn at the attachment to the on/off lever and are correct length. <input type="checkbox"/> On/off ropes are positioned correctly for easy access whether left or right-handed.				
NOTES:					

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1.8 LET GO AREA					
1.8.4	<input type="checkbox"/> Exit runs for sheep are clear of debris and are without torn and sharp metal, timber or fittings.				
NOTES:					
1.9 WOOL & PRESS ROOMS					
1.9.1	Wool Table - is: <ul style="list-style-type: none"> <input type="checkbox"/> large enough to hold the fleece <input type="checkbox"/> free of protrusions or sharp corners/edges <input type="checkbox"/> height adjustable <input type="checkbox"/> adjusted to an appropriate height <input type="checkbox"/> easily portable, to maneuver depending on the requirements of the day e.g. no. stands being used, skirting or not. 				
1.9.2	Flooring <ul style="list-style-type: none"> <input type="checkbox"/> Any concrete floors around the wool table are fitted with anti-fatigue matting. <input type="checkbox"/> Flooring is even and without significant cracks posing hazards for workers operating in these areas and standing on uneven surfaces for prolonged periods of time. 				
NOTES:					
2. MACHINERY & EQUIPMENT					
2.1 OVERHEAD GEAR & SHEARING PLANT					
2.1.1	<input type="checkbox"/> Overhead drive shafts, belts & gears are clear of clothing, towels or other potential entanglements.				
NOTES:					

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2.5 WOOLPRESS					
2.5.1	<input type="checkbox"/> The Woolpress is fully guarded with an interlocking door mechanism, to exclude hand & arm access during activation.				
2.5.5	<input type="checkbox"/> Hydraulic Lines are inspected, and worn lines are replaced to eliminate leaks.				
2.5.7	<input type="checkbox"/> The woolpress is free of any protrusions and sharp edges.				
NOTES:					
2.8 ELECTRICAL SAFETY					
2.8.1	<input type="checkbox"/> Shearing plant electrical cables are in sound condition. <input type="checkbox"/> Shearing plant electrical cables are not worn or chewed. <input type="checkbox"/> Power leads are not frayed, chewed or exposed.				
2.8.6	<input type="checkbox"/> Plugs, sockets & switches are in good working order and not cracked or broken. <input type="checkbox"/> Power sockets are not overloaded.				
2.8.8	<input type="checkbox"/> All exposed wires are not 'live' and unused electrical wiring is not present.				
NOTES:					
3. AMENITIES & FACILITIES					
3.2 WASHING, TOILETS & LAUNDRIES					
3.2.1	<input type="checkbox"/> Appropriately clean, maintained, separate, private and secure toilets are readily available and accessible for men and women. <input type="checkbox"/> Toilets and ablution blocks are constructed to provide privacy.				
3.2.4	<input type="checkbox"/> Toilets are cleaned daily.				
NOTES:					

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4. WORK PRACTICES					
4.13 RISK MANAGEMENT SYSTEMS & SIGNAGE					
4.13.3	<input type="checkbox"/> A risk management system is in place where all workers can participate in the identification of hazards.				
NOTES:					
5. GENERAL WORKING CONDITIONS					
5.2 HEAT & COLD					
5.2.2	<input type="checkbox"/> Any skylights do not cause too much heat.				
NOTES:					
5.6 LIGHTING					
5.4.2	<input type="checkbox"/> All lights work and lighting is adequate for general movement and work, especially in the main work areas.				
NOTES:					