

Machine Safety Checklist

Review Date: _____

Reviewed By: _____

No.	Inspection Item	Present	Needs Correction	Date Corrected
1	Are employees aware that they should not operate farm machinery when guests are present, unless the machinery is being demonstrated or is part of an activity?			
2	Are all front end loaders, three point hitch attachments and implements lowered to the ground when not in use?			
3	In visitor areas, is machinery parked on level surfaces and secured with parking brakes and wheel blocks when not in use?			
4	Is equipment lacking proper safety features (such as ROPS) not used for demonstration purposes?			
5	Is unsafe equipment stored out of visitor sight in locked storage areas?			
6	Are visitors informed that they are not allowed to climb or play on machinery, and do employees enforce this rule?			
7	Have all keys been removed from machinery when not in use?			
8	Are barriers installed around operating and non-operating equipment to keep visitors away? Are signs posted indicating that visitors must remain behind the barriers?			
9	Is equipment being demonstrated kept at least 20 feet away from visitors?			
10	Do employees supervise all visitors present when machinery is in operation?			
11	Are rules in place and enforced prohibiting children and visitors from operating machinery?			
12	Is equipment operated by a licensed adult employee?			
13	Are rules in place and enforced prohibiting extra passengers on tractors and equipment?			
14	Is equipment that ejects or throws objects operated only when visitors are not present?			
15	Is the towing capacity of all vehicles checked, and the vehicle used according to capacity?			
16	Are vehicles driven slowly and tow only one piece of equipment when used in an agritourism site?			
17	Is the tractor hitched to the wagon prior to guest loading when used for hayrides?			

Resources that can be used to address these checklist items are available at www.safeagritourism.org/Resources. These resources include signs, policies, forms, logs, and other items.

National Children's Center for Rural Agricultural Health Safety www.marshfieldclinic.org/nccrahs

Funding provided by the National Institute for Occupational Safety and Health (NIOSH award no. 5U540H009568-04)