

Agricultural safety seminars

2021-2022

Training designed for
Oregon's agriculture industry

Wes Koester, SAIF Sr. Safety Management Consultant
wescoe@saif.com | 503.373.8735

Eric Lloyd, Safety Consultant
Oregon Risk Management Solutions, Inc.
eric@oregonrms.com | 503.881.4951

saif



Conditional exemption from small agriculture employer “random” OSHA inspections

The exemption is available for agricultural employers with 10 or fewer permanent year-round, full-time and part-time employees. For determining the number of employees, exclude members of the agricultural employer’s immediate family from the count.

The immediate family is defined as grandparents, parents, spouses, sisters, brothers, daughters, sons, daughters-in-law, sons-in-law, nieces, nephews, grandchildren, foster children, step-parents, step-children, and any blood relative living as a dependent of the core family.

Requirements for the exemption:

- **Accidents:** Within the preceding two-year period, the employer must not have had an accident resulting in death, in-patient hospitalization, or injury resulting in more than three days of lost work **that was the result of a violation of Oregon OSHA rules.**
- **Consultation:** A comprehensive consultation must be completed within the last four years and all problems identified in the report were corrected.
- **Training:** The employer and principal supervisors must annually attend at least four hours of instruction on agricultural safety or health. Attending a comprehensive safety and health consultation done on an agricultural place of employment is also acceptable as training.

The exemption does not include inspections for:

- Agricultural labor housing or field sanitation
- Valid complaints against the employer filed with Oregon OSHA
- Fatalities, catastrophes, and accident investigations

Sources: OAR437-001-0057 May 4, 2015 Oregon OSHA Program Directive: A-214

Contents

Session 1	Using communication skills on the family farm
Session 2	Every farmer is a firefighter
Session 3	Ag hacks 2.0 And introducing ag myth busters!
Session 4	After the ambulance leaves

Presenters

Eric Lloyd is a safety consultant with Oregon Risk Management Solutions, Inc. His exposure to safety and agriculture began at an early age, when he spent summers working on the family ranch in Idaho and watching his father provide training and consulting services to promote ag safety throughout Oregon. Eric earned a degree in criminal justice from Western Oregon University, and served in law enforcement for several years until being drawn back to his roots and joining the family business in 2016.

Wes Koester is a SAIF senior safety management consultant living and working in the Willamette Valley area. He grew up working in his family's farm and nursery business in Riddle, Oregon. Wes graduated from the University of Oregon with a Bachelor of Science degree in psychology. Over the past five years, he's helped both farms and businesses with their overall safety compliance by providing over 1,100 on-site walk-through inspections to proactively assist them with their safety needs.

Using communication skills on the family farm

Healthy communication skills build effective communication among all people who work at the farm. When we communicate effectively, we can:

- Improve self-worth
- Avoid misunderstanding and conflict
- Mend bridges
- Promote a sense of community

Interpersonal issues and conflicts are a lot like weeds. They don't go away unless you root them out. If they're left alone, they can choke out the crop.

We've all heard of businesses or farms that are known to be "toxic." In the absence of healthy communication, people can be unhappy and feel trapped.

It is all too easy to slip into unhealthy communication patterns. A proactive approach will help you stay ahead of that slide by regularly practicing healthy communication skills.

The four skills we are going to cover are:

Active listening
Respecting one another
Showing appreciation
Resolving conflicts immediately

Consider the old saying: "Root out the weeds."

What does that mean? It could mean that one angry outburst or one piece of gossip (true or not) can take root and cause a fracture or division between the people that work on your farm. Suddenly, people are choosing sides, more gossip is happening, and the weeds take hold and spread. It can happen fast. When conflicts are left unchecked, they can grow and fester and have a negative impact on everyone.

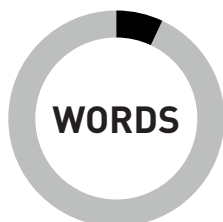
So, what do we do to avoid that?
Be engaged. Be available. Be genuine. Be a good example.

[illegible]

He'd ask his employees how their families were doing, how their kids were coming along in school, and all the normal things that involved life outside of work. He also ask them if they had the tools they needed to do their work, whether there were any pieces of equipment that weren't operating correctly, or whether their PPE was comfortable and fitting properly. By doing this, he demonstrated to employees that he was genuinely interested in their well-being.

If he was walking across the shop and he saw a slip or trip hazard he would quickly take care of it himself rather than delegating it to someone else. When he did, all eyes were on him. He literally led by example. In turn, everyone respected him. For him, communication started and grew from the top down. He knew that communication was not just about words, but also about the actions we take.

A recent landmark study regarding communication showed the relative impact of the words we use, how we say it, and how our body language impacts that communication. We communicate only seven percent of our meaning with the words we use. Thirty-eight percent of our meaning is carried by the tone of our voice. A full 55 percent of our meaning is conveyed by our body language.



7%

The words we use



38%

How we say it
(tone of voice)



55%

What we look like when we say it.
What does our body language tell
the other person?

Consider the phrase, “here are your safety glasses.”

When delivered with a positive tone, a smile, and a gentle gesture of handing off the glasses, the meaning can be interpreted as helpful with a sense of genuine care for a person's safety.

When delivered harshly with a sharp slamming of the glasses on a table, the meaning can be accusatory, demeaning, or reprimanding.

Yet, the words remain the same.

If effective communication is done properly, it can lead to the growth of a healthy farm. Too many times, we make things more difficult than they need to be. In fact, studies have shown the more difficult we make something (too many steps, too long of a recipe), the less likely we are to follow through with whatever it is we're trying to accomplish.

So, let's keep this simple.

Like four solid legs of a work bench, here are four solid methods of communication.



Active listening

It can be hard to simply listen. For example, when a person speaks to you with a frustrated or angry tone, you might leap to defense and attempt to defend the situation or try to solve a problem.

A person who is actively listening is fully engaged in the conversation, but doesn't do most of the talking. Instead, an active listener stays focused on what the other person is saying and tries to understand. An active listener checks for understanding, asks clarifying questions, and lets the other person talk. If it helps, take notes.

This is where empathy comes in. Empathy is the ability to understand and share the feelings of another. Basically, you're trying to walk in their shoes and understand what they're going through. Let them tell you all about it. Listen for the feelings behind their words. Pay attention to their body language.

You may be surprised at how your conversations and relationships change when you focus on listening to the other person.

It may also be helpful to know what an active listener doesn't do. For example, an active listener doesn't spend their time preparing what they are going to say when the other person stops talking. An active listener isn't distracted by their phone, their environment, or other people. Sometimes it's best to move to a safe, quiet place, and put the phone away.

And, if a translator is needed, and active listener finds one.

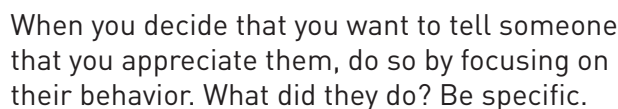
Active listening isn't easy. It takes practice. If you find yourself slipping into old habits, take a deep breath, and keep trying.



Even when we disagree, our focus should be to do so without letting our emotions get in the way. For example, when we stay in control of our emotions, we can prevent arguments from happening or help defuse arguments that have already started.

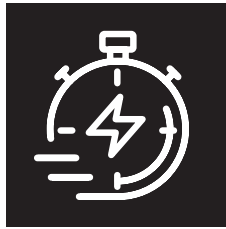
Empathy plays a role here too. Even when faced with frustration or anger, consider how you would want to be treated if the roles were reversed. Further, consider how each individual would want to be treated.

Show appreciation



That could sound like this:

"Thank you for wearing all of the proper PPE every time you are working with these chemicals. I know it takes a little extra time to do it right, but you are setting a great example for everyone here. I can see others follow your example and that makes everyone more safe."



Resolve conflicts immediately

One benefit for resolving conflicts immediately is that it makes communication easier. For example, if you are angry with someone, talking with them about anything is more difficult.

Addressing the conflict (large or small) with respect and active listening helps everyone involved feel valued, making them more willing to resolve issues.

Be prepared and watch for early warning signals that might suggest conflict is just around the corner. Those early warning signals given off by others might include sarcasm, teasing, nit-picking, criticism, yelling, avoidance, and that stony, silent glare.

Internal signals (those you experience in yourself) might include accelerated heart rate, faster but shallow breathing, increased muscle tension, and being defensive. All these signals may indicate that there is tension with a relationship. Recognize these signals. Pay attention to them. Take action to head off future conflict.

Here are some guidelines that might help you resolve conflict immediately:

- Try to go to another location for this discussion. Maybe go for a walk or take a food break.
- Avoid name-calling.
- Take turns talking so that each of you is heard.
- Try to come up with a joint solution that both of you can agree on.
- Address the conflict early before it grows and becomes irreparable.

Remember, conflict can be good if it makes people more aware that a problem exists. It can prompt them to become involved in solving that problem. But, don't let it fester. Try resolving it immediately.

Unresolved conflict can build up in ourselves and explode out in unpredictable directions. Perhaps even toward someone who has nothing to do with the conflict. Anger has been known to destroy life-long friendships and tear down families.


Resolving conflicts immediately is the perfect time to deploy the other three legs of effective communication. Practice active listening while showing respect to the other person. You may even need to swallow your pride and show them your appreciation for the good things that they have done.

Communication resources

Find these resources and more in the “Leadership series” at saif.com/bealeader

Find all the resources for the 2021-22 Ag Seminar on the “Resources” tab at saif.com/agseminars

Leadership series


Work. Life. Oregon.

Supportive supervision: techniques for being a great leader

This resource is part of SAIF's leadership project, which is meant to help employers and leaders of organizations establish strong and sustainable safety cultures using research-based concepts and strategies.

Adapted from "Family Supportive Supervisor Behaviors" by Linda Harrison, Ph.D., Portland State University


The Safety and Health Improvement Program is a great way to build and sustain supportive supervision. Access the training here, that includes access to tracking forms. saif.com/hsimprogram


Juggling work demands and family responsibilities can cause stress, which can affect personal health, as well as job safety and quality.


Supervisors are the key to increasing worker engagement on the job, improving worker well-being, and reducing workplace injuries. Family and personal support and safety support behaviors are great ways supervisors and managers can help workers ease the stress of work and family life.


Family and personal support behaviors require supervisors to focus on specific, repeated behaviors, such as these:

Work-life support


Creative management


Emotional support


Daily job and personal problem solving


Model healthy work-life behaviors

Provide emotional support

Behaviors that demonstrate workers are being cared for and their feelings are being considered:

- Increasing face-to-face contact with employees.
- Asking how employees are doing
- Communicating genuine concern about employees' work and life challenges

Model healthy work-life behaviors

Actions that show how you are taking care of your own work-life challenges:

- Discussing the importance of attending your child's school activities

Leaving work at reasonable hours to show that you, too, have a personal life

Help workers solve schedule conflicts

Helping workers manage schedules:


- Encouraging workers to let you know if their needs change and adjustments to their schedule are necessary
- Encouraging workers to learn new job skills to increase their ability to fill different positions

Find more on saif.com

Search **Q** Be a leader

51715 | 6/24/21 10:21 | Page 1 of 3

Leadership series


Work. Life. Oregon.

Communication: The bedrock of leadership and safety

This resource is part of SAIF's leadership project, which is meant to help employers and leaders of organizations establish strong and sustainable safety cultures using research-based concepts and strategies.


A hotel company tasked a traveling group of maintenance employees with running new cable to various rooms. Their main access point was a floor opening in a housekeeping closet. The group failed to notify the general manager or housekeeping that they were working. After they started working, a housekeeper entered the storage closet to retrieve a cart. She fell through the floor opening and was badly injured.


Companies that struggle to develop a strong safety culture, have high injury rates, or fail to retain quality employees often have one thing in common: poor communication. Communication is the key to positive leadership and an overall strong safety culture. Injuries occur because communication didn't happen, or it was unclear, and the receiver never fully understood the message.


How do we communicate?

Most experts agree there are four main types of communication: verbal, non-verbal, written, and visual. All of them communicate feelings and attitudes about the topic, whether intended or not.

Dr. Albert Mehrabian's landmark study explains how we convey these feelings and attitudes when communicating:


WORDS
7%
The words we use


How we say it (tone of voice)
38%


What we look like when we say it. What does our body language tell the other person?
55%

If you tell someone they need to wear safety glasses, can that be misinterpreted? Think of how you could say it to convey a different meaning and then think of the different ways you could look when you say it. Pointing a finger, frowning, or using a dismissive tone can all impact the way the message is received.

Communication breakdowns

The tips in this handout are meant to help you avoid a communication breakdown, but there are so many factors that even the best communicators occasionally get it wrong. Here's what to do when that happens:


- Don't react immediately to prevent an emotional response
- Take some deep breaths—this takes your brain out of fight or flight mode
- Ask for more time if you need it
- Listen to the other person's perspective
- Respond with understanding
- Apologize if your actions or words led to the breakdown
- End with an agreed upon solution to the issue

Find more on saif.com

Search **Q** Be a leader

51713 | 6/24/21 10:21 | Page 1 of 3

Leadership series


Work. Life. Oregon.

Challenging conversations: A strategy for tough talks

This resource is part of SAIF's leadership project, which is meant to help employers and leaders of organizations establish strong and sustainable safety cultures using research-based concepts and strategies.

Every organization has challenging conversations. When they are ineffective, we miss the opportunity to address critical hazards, unsafe behaviors, poor tools, and inadequate training and policies. Effective conversations are also crucial in building trust and developing strong and healthy relationships, both of which contribute to a strong safety culture.

Leaders who take time to develop these skills can have a big impact on their organization as well as their personal relationships.

What are challenging conversations?

A challenging conversation is a conversation where at least one of the people involved perceives the interaction to be uncomfortable or is likely to have strong emotions about what's being discussed. These strong feelings can come from differing opinions or perceptions, incompatible needs or wants, a lack of knowledge about the situation, or fear of what could happen if the topic is discussed. A challenging conversation often involves someone in a leadership role where the outcome may have an impact on those involved. An example could be an employee's conversation with a supervisor about a safety hazard not yet addressed by the company.

Why challenging conversations are avoided or are ineffective

Many people aren't comfortable with challenging conversations and tend to be unsuccessful navigating them or they avoid them altogether. Challenging or difficult conversations involve emotions. We may be afraid of hurting the other person's feelings or we could struggle with how we'll be perceived. Unfortunately, emotions sometimes get in the way and we communicate ineffectively. Examples of emotionally driven behaviors during a conversation include cutting the other person off, not hearing them out, or forcing your opinion. Our emotions may lead us to postpone critical discussions, which can give the perception that we don't care about others or their safety. Here are some strategies to avoid this behavior:

Self-reflection. Take the time to think about a situation, disagreement, or challenge. Do you have all the information, or is it possible that there is a lack of understanding? What are your assumptions, feelings, and perceptions about the situation? We often create stories about a situation that drive our emotions. Take the time to examine your story about the situation. What do you really want and what is the desired outcome? By taking the time to understand our own motives, stories, and feelings you can be in a better position to have a healthy conversation. Once you have reflected on yourself it's time to focus on understanding the other person's perspective.

Seek to understand. We usually believe we are right; we know exactly what's going on and why. That's often wrong, and lacking knowledge and understanding, it's unlikely we'll have an effective and productive

Companies with employees who are skilled at crucial conversations are two-thirds more likely to avoid injury and death due to unsafe conditions. ¹

¹Crucial Conversations: Tools for Talking When Stakes are High by Kerry Patterson and Joseph Grenny

Find more on saif.com

Search **Q** Be a leader

51712 | 6/24/21 10:20 | Page 1 of 3

SAIF Agricultural Safety Seminar 2021-22

9

Every farmer is a firefighter

We've said before that farmer's wear a lot of different hats – engineer, mechanic, carpenter, welder, accountant, meteorologist, and biologist. At some point every farmer will wear the hat of a firefighter.

In September of 2020

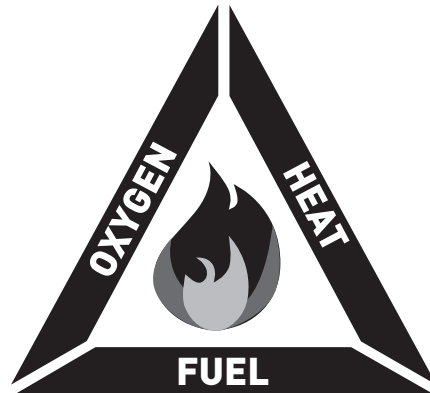
Acres burned - 1.2 million acres statewide

Buildings lost - 5,400

Dollar amount of damage - \$609 million

Lives lost - 9

The three elements of fire:



Inside the shop

If we know that heat, fuel, and oxygen are required for a fire to occur, one of the easiest ways to prevent a fire from occurring in the first place is to remove as much as we can the existence of one of those three elements.

Removing oxygen from the shop isn't an option, but what else could you do?

What about fuel?

Many of us think of gasoline, diesel, propane that fuel the machinery. Yes, following the rules and best practices related to fuel storage are important. It is important to be mindful of how we arrange our work spaces and storage areas, keeping a healthy separation between our sources of heat and our fuel storage.

Fuel can also be other items that are prone to combustion. For example: cardboard, the contents of garbage cans, rags, scrap wood, clothing, cob webs, and saw dust. The sparks thrown from our grinding, torching, or welding can land in that pile of sawdust and the cobwebs behind our work bench and smolder for hours or even days before breaking out into a flame, claiming our entire shop, and spreading from there.

Hot works policy

When we're going to be doing what we would call "hot work," those tasks that can potentially throw sparks or otherwise generate that "heat" portion of our combustion triangle, it's important that we're mindful of the environment in which we're doing so. Clean up those combustible piles of "fuel" in our workspace, or relocate our workspace outdoors or someplace a distance from those piles of "fuel."

Consider having a hot works policy. A short policy that is easy to understand and follow works best. A good hot works policy includes:

- Examples of types of hot works performed on the farm
- Who is authorized to do that work
- What types of tools are used to do the work
- Location of the work being done
- Location of where on the farm hot work should never be performed
- Energy control procedures
- Cleaning needed before the work begins
- The presence of fire fighting equipment
- The requirements around the presence of a fire-watch observer
- The window of time that hot work can be performed

Fields and outdoors

A fire in the field, or even a wildfire, can cost us our harvest, our farm, our home, plus all of those things belonging to our neighbors as well.

Let's start with defensible spaces. Keep a clear area away from our homes and buildings free from trees, brush, dry grass, and debris. This can stop a fire from reaching what we are trying to protect. We frequently hear this term applied to buildings, but can we build a defensible space around our fields and crops as well?

Sure we can. It is possible to leave an unplanted area around a field or around our buildings as a defense against fire. Weigh the risk of the potential for a total loss due to fire against the loss of a partial planting.

Find a resource on Defensible Space Zones here:

<https://www.readyforwildfire.org/prepare-for-wildfire/get-ready/defensible-space/>

Sources of ignition

In many parts of the state, lightning is one of the most common sources of ignition during those dry summers. There isn't much we can do to prevent lightning-induced fires.

A more common source of ignition is vehicles - trucks, combines, tractors, and others.

Be mindful of where you park vehicles. Exhaust systems in our cars and pickups can quickly cause dry grass to catch fire, even when the vehicle isn't running. During the busiest part of the season where there are extra vehicles on the farm, it is important that we designate specific parking areas that are mowed and watered. It is even better if they are paved or graveled.

Equipment maintenance can be a factor in preventing field fires.

Proper maintenance is often as simple as greasing and lubing equipment on the appropriate schedule. A lack of lubrication means friction, and friction means heat, which we established before is one of the big three elements of combustion.

Clean equipment at appropriate intervals. We do this to prevent a buildup of that "fuel" - dust, dirt, chaff, etc. This is more than following the maintenance routines prescribed in the owners manuals. For example, the intervals that we need to blow everything off can vary greatly from the equipment we're using, to the crop that we're working with, to the weather conditions that we're working in. This gets all the more complicated by that fact that many of us can be prone to getting in "it's harvest, gotta go go go!" mode. We may be tempted to skip or delay stopping to blow out our machines. However, as we've discussed previous years, while productivity and safety might feel at odds from each other, ultimately the most efficient way to do our job is to do it safely and correctly. We should take the time to blow off equipment when it needs it.

Of course, we are more likely to be willing to clean up regularly if we make it convenient. One cool idea we've seen more and more folks doing is keeping high-powered leaf blowers with their equipment. This allows them to be able to easily dust everything off as needed rather than having to stop and wait for a service truck with an air compressor.

Wildfire

Some of the largest wildfires in Oregon history didn't start from lightning strikes or an overheating combine. Instead, they came from fires people intentionally started and then went out of control. For example, camp fires and burn piles.

On a farm, a burn pile is often the best way of disposing of debris, stumps, straw, and more. It is important to check the burn status before lighting anything off the farm during the dryer seasons of

the year, and follow those guidelines. Not only does the citation for burning during a ban start at \$1,000 and go up from there, but the last thing any of us want is to be responsible for the next Santiam Canyon or Colombia Gorge fire.

Be prepared for fire

One simple but effective idea is to keep a couple gallons of water in the cab of the combine. This is easy to maintain and can stop a fire before it takes off.

Of course, fire extinguishers are always a good idea.

- Make sure you have the right extinguisher for the job.
- Locate extinguishers where they can be accessed immediately.
- Regularly service and check your extinguishers.
- Practice using the extinguisher.

An easy way to remember how to use a fire extinguisher is to use the acronym: PASS

Aim for the base of the fire, even if you have flames three to five feet in the air.

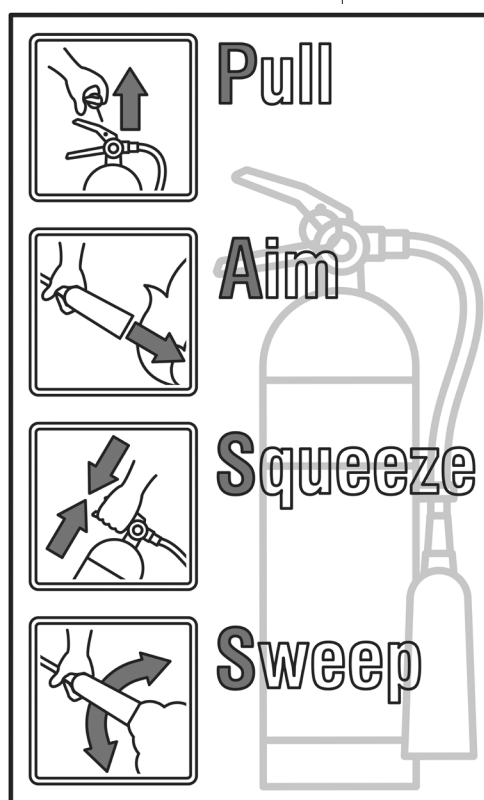
Sweep the nozzle side to side.

This process goes quickly. The average fire extinguisher lasts only 8 to 12 seconds.

Remember that annual checks for fire extinguishers are required. You can be cited for failing to maintain safety equipment. More importantly, you need to make sure that when you need it, the extinguisher will actually work.

Where are your extinguishers?

Extinguishers can be scattered all over the farm and in various pieces of equipment. Consider keeping a map showing where they are all located. This can help make sure none of them are missed in a regular inspection.



Fire suppression in the field

Here are some real-world examples of ways people are prepared for fire out in the field.



Assembled on the farm, this basic pump and extra tank in the back of a pickup. This is mounted on a pallet so it can be easily loaded into the truck when needed.

Approximate cost \$1,000



This Wildland firefighter pump was found at Fischer's Supply in Canby, a retailer of plumbing and related material. It serves up 110 psi and is designed specifically for fire fighting.

Cost \$850



This tank is mounted directly on a tractor. A convenient alternative to a pickup truck.



Logan Padgett of Grass Valley Oregon started with a 1985 M923 military truck and built "The General." This six wheel drive truck has a load capacity of five tons, carries 1650 gallons of water, and pumps at 120 psi through 100 feet of hose or the water cannon on the front bumper that is controlled from inside the cab.

Estimated cost \$22,000

While we've focused primarily on using water to knock down the "heat" portion of our fire equation, oftentimes the most effective method for quickly stopping a large field fire in it's tracks, or at least preventing it from spreading further, is to remove it's fuel source – our crop that is burning up before our eyes. For those of us growing fields of wheat, grass, etc, keeping a disc hooked up and ready to go, attached to a tractor topped off with diesel is a great best practice during fire season.

When we're out working our fields during fire season, make sure we're keeping our eyes on the horizon for indications of a fire brewing, even if it's a long ways out. We're always better off catching a fire early while it is still small and more likely to be controllable, and even if that plume of smoke is over the hill on your neighbor's farm, it could be headed your way if not dealt with promptly.

We may have the skills and equipment to handle a fire on our farm ourselves, but it is always best and safest to call for professional backup as well, just in case. Last fall we saw many examples of successful and critical collaboration between professionals and farmers, loggers, and many others in knocking back the fires that spread throughout our state. In some extreme cases even civilians handled fires themselves that the professionals were simply stretched too thin to be able to tackle. The Marion County fire service offered their advice on how to best streamline this coordination, and they confirmed that we can play a critical role in supporting their efforts in these instances.

They stated that bringing out water trucks to act as tenders for the fire engines, or bringing out the heavy equipment like bulldozers and tractors with discs can be a huge help, and frequently much appreciated. However, just as multiple agencies responding to an emergency all follow a standardized Incident Command structure to ensure everybody is on the same page, its important that if we're coming to assist, we coordinate with the Incident Commander. This ensures that no one is being sent into a dangerous area, that fire fighting efforts are coordinated, and to simply ensure that resources are being used to their greatest effect. It's important that we DON'T just go headlong into a fire area without engaging with first responders already on scene. In turn, if we are first to the fire and we beat the professionals there, they will likely seek us out so that same coordination can occur.

[illegible]

Wildfire smoke and OSHA rules

Exposure to wildfire smoke, especially at higher concentrations, for extended durations, and while engaging in strenuous exertion, can be quite hazardous to our health. Some experts have stated that working in heavily smoky conditions for a day can have the same effect on our bodies as smoking 7-10 cigarettes.

Because of this health hazard, Oregon OSHA implemented rules related to protecting our employees from exposure to wildfire smoke.

This rule is all predicated around tracking the AQI, or Air Quality Index. The AQI is basically a measure of the level of smoke and other pollutants in the air. An AQI of zero is considered “perfect,” and it goes up from there.

Find out about the air quality
in your area at
www.AirNow.gov

As employers, there are three numbers on the AQI where we have to take action.

AQI 101 – Unhealthy for sensitive groups

When the AQI hits 101, that’s a level where it is considered to be unhealthy for people with compromised respiratory systems – maybe a person with asthma, COPD, or other similar conditions. When the AQI hits 101, we’re required to notify all our employees that could potentially be exposed to those conditions, and provide N95’s for optional use.

N95 vs. KN95

A lot of us still have scads of the KN95’s floating around our farms after they were given away by the hundreds or thousands last year – this rule does specify that KN95’s can be made available in place of N95’s when the AQI hits 101 – but only for this year, after which actual N95’s are required to be used. The N95’s and KN95’s are NOT interchangeable, and the label for the KN95’s specifies that they do not protect against the things that N95’s do. So, while legal to fulfill our obligations under this rule for this year, the fact that OSHA does not permit their use after this year would seem to indicate that even they acknowledge KN95’s are not really sufficient. If at all possible, let’s restock on N95’s so we can best protect our people from smoke hazards if the need arises.

AQI 201 - Very unhealthy

Our next obligation kicks in at 201. This is the point at which the air quality is considered to be hazardous for anyone, not just folks with compromised respiratory systems.

When the AQI hits 201, we are again required to notify all of our employees, and N95's become required if we're going to be working while exposed to the smoke. This doesn't apply to folks who are going to be working indoors where the air is clean and filtered. For example: working in a tractor cab with a charcoal filter. This applies to folks who are directly exposed to the smoky air. While wearing N95's and continuing work for the day is legal, working in respirators all day isn't a ton of fun, and we certainly will still be exposed to some degree of the hazardous smoke while doing so. When the AQI is in the 200s we might start considering if the work we're doing today actually needs done, or if it may be time to change jobs to something indoors. Perhaps it would be better to take a day or two off until the air quality improves.

AQI 500 - Hazardous

The final air quality measure we have to take action at is 500. At the 500 mark we aren't experiencing smoke blowing over from a fire somewhere across the state. That amount of smoke is probably being generated from a fire very close by.

Per the OSHA rule, if we get to 500 or higher, we're required to provide a half-mask respirator with detachable filters or better in order to continue working. If the AQI gets to that point, I would hope that the only work we might be doing is fire fighting, when the blaze is in our area and presenting a threat to our farms or our neighbors. But keep in mind, that in order to legally provide respirators of this style to our employees, we're also supposed to have a written respiratory protection program, completed medical evaluations, conducted fit testing, and completed training.

The final piece of this rule requires some simple training for our employees, including health effects and symptoms of smoke exposure, how to find AQI information, how we as employers will protect them from smoke exposure, how we will communicate AQI information, our employees rights to report concerns or seek medical attention without retaliation, and how to properly use the various forms of respiratory protection they might be issued. The full text of the rule and guides from OSHA on compliance with it can be found online:

<https://osha.oregon.gov/rules/advisory/smoke/Pages/default.aspx>

Ag hacks 2.0

Back by popular demand, we've got some new Ag Hacks for you.

Last year we presented several Ag Hacks. Here is an example.

Moving hoses is a common activity on the farm. Hoses can be heavy and awkward.

This "hose dolly" was built by attaching a regular exterior wall hose hanger, to a moving dolly with self-tapping screws. The large tires makes it easy to roll over gravel and uneven surfaces.

Approximate cost: \$70



Pool noodles can be used for a variety of things.

On the edge of your ladder to protect the gutters.

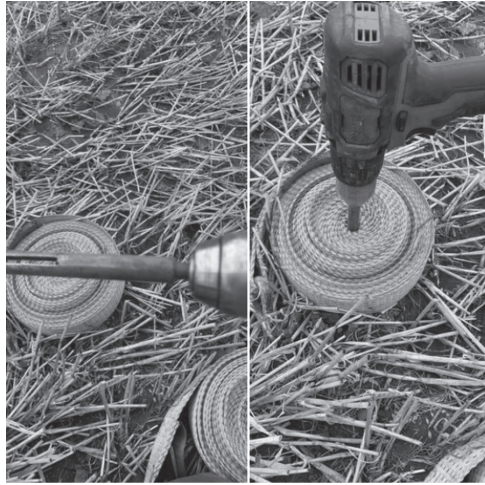
On those top two ladder rungs (that you should never use) to protect your shins.

On your roof rack to protect cargo.



Tie down roller

A farmer modified a drill bit by creating a two-inch-long notch at its open end, making it shaped like a tuning fork. He inserted the modified bit into the drill, put the end of the strap through the notch, adjusted the drill to run at its slowest speed, and allowed the drill to do the work of rolling up the strap.



Insulated water trough

A farm that experiences extreme cold weather might benefit from this Ag hack. These are old tires filled with straw. A barrel is placed in the stack of tires and the top of the barrel is removed. The barrels are filled with water for livestock. The water resists freezing in the winter and stays cooler in the summer.



Moving equipment on the public roadway when it's dark outside

In addition to working headlights, tail lights, hazard flashers, and pilot car, consider adding an extra "slow moving vehicle" placard when moving farm equipment on the roadway. But what happens when your rear tail lights and flashers are not working properly and you still need to move your equipment safely after dark? This next Cool Tool will help us do just that!

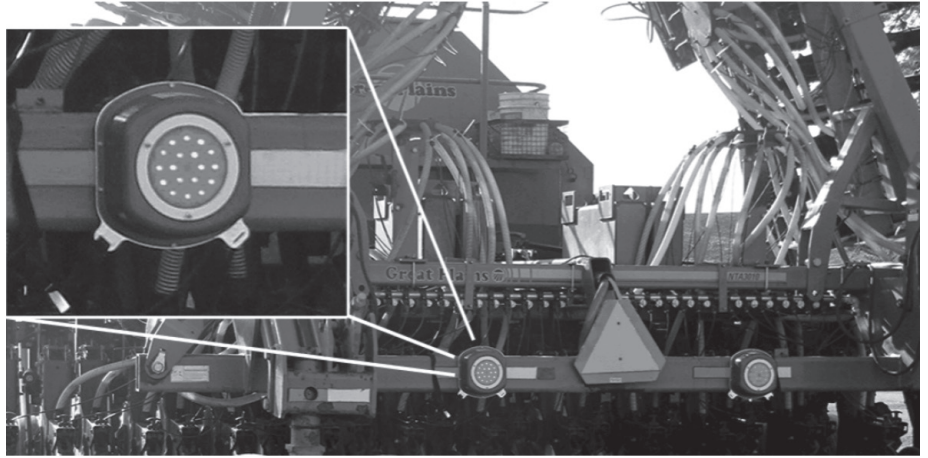


EasyOn Wireless Tail Lights

Available at www.ezonlights.com

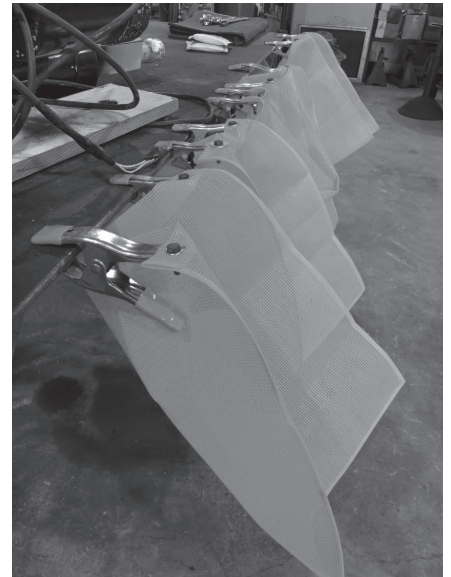
These are completely wireless and run on two D-size batteries for about 40 hours. The galvanized steel back plate mounts magnetically to the farm equipment. Turn signals, running lights, brake lights, and hazard lights are run by remote control from inside or outside the cab of the vehicle.

\$285 per pair.



Flag clamps

Mari-Linn Farms in Albany purchased orange mesh flags and bolted them to steel spring clamps. These easily attach to long loads.



Under mount drum storage

Here's a good use for an old 55 gallon (or 30 gallon) plastic drum. Remove a portion of the side and mount it under a trailer. Consider drilling holes in the bottom for drainage.



Reused containers

Triple washed chemical containers re-used as chicken boxes.



Plastic tote with removable top and closable entrance.



Two plastic totes, a shower head, tubing, some wire, and a few trim boards can produce a field shower. Consider using an elevated third tote filled with water and naturally warmed in the sun for a gravity fed warm water source.

Recycled livestock body scratcher

Contact your local public works department to see if they have used street sweepers that they would like to recycle. Hang it like a gym punching bag for your livestock to enjoy.

Cost: often free



Cool tools

Defendme

www.resqme.com

A light-weight personal siren alarm. Pull the pin and it emits a 120 decibel siren that can be heard at least 300 feet away. This can kept with field equipment or worn on the body and used as an alert signal if there is an emergency out in the field.

Cost: \$4-\$10 each

Alertme

This is a drowsy driver device attached behind the ear that emits a 90 decibel sound when the wearer's head nods while driving.

Cost: \$10 each

saif.com resources

Visit saif.com for printable agriculture resources. Go to saif.com, select "Safety and health" then "Topics" then "Agriculture" under Industry-specific topics.

<https://www.saif.com/safety-and-health/topics/industry-specific-topics/agriculture.html>

Kestrel DROP

This is a data logger. It gathers information on temperature, dew point, humidity, and heat index. This device then makes the information available, through an app, on your smartphone.

<https://kestrelmeters.com/products/kestrel-drop>

Cost: \$100 - \$130

The information from this device can help you stay in compliance with OSHA's heat stress rule.

Find more information in English and Spanish at: <https://osha.oregon.gov/Pages/topics/heat-stress.aspx>

New rule includes requirements that must be met when the heat index equals or exceeds two main levels: 80 degrees Fahrenheit and 90 degrees Fahrenheit.

Items in the rule include:

- Sufficient shade
- Cool drinking water
- Proper emergency communication
- Monitoring workers for signs of heat illness
- Regular cool-down breaks
- Emergency medical planning
- Training

Fact sheet from Oregon OSHA on the temporary rule for heat illness prevention: <https://osha.oregon.gov/OSHAPubs/factsheets/fs85.pdf>

Build a low-cost air filter

From the School of Public Health, University of Washington:

https://deohs.washington.edu/sites/default/files/AirFilterInfographic_FINAL.pdf

Flexifreeze Ice Vest

This item retails at several locations. Here is one:

<https://flexifreeze.com/collections/health-wellness/products/flexifreeze-professional-series-ice-vest-hi-vis-yellow>

Find a comprehensive list of these resources at saif.com/agseminars on the "Resources" tab.

Disclaimer:

The information provided should not be construed in any way as an endorsement of any good, service, or business, or as giving business, legal, or other advice. Any specific product references may include a product that was provided without cost to author by a company selling the product. Please note all disclaimers and representations described at <https://www.saif.com/privacy-and-legal-information.html> apply.

Ag myth busters

Wasp nest decoys

These fake wasp nests are made of light-weight plastic or paper. They are designed to be a deterrent for wasp nest building. Wasps are naturally territorial and do not build their nests near other wasp nests. It is recommended that nests in the area should be destroyed before putting these up.

To see if they work, we hung these fake wasp nests up around Eric's home, barn, and mailbox to see if they would take care of his annual infestation of wasps.

Eric felt like he had less wasp nests this year, particularly near his home and mailbox area.

However, the wasp population overall in Oregon was down this year. While we think the decoys worked, we are not entirely certain.



Mega-corporations vs. family farms

There is a notion out there that mega corporations control mass amounts of the U.S. farmlands as well as the farms themselves.

It is true that some good farmland has gone away due to rezoning for homes and developments, but that's not necessarily due to being bought up by large corporate farms.

Nationally, and in Oregon, over 96 percent of all farms are still family owned.

Today, in Oregon, there are more than 37,200 farms over 15.8 million acres. The average farm size is 425 acres.

We have 3,000 more farms today than we did in 2018.

After the ambulance leaves

Immediate actions

Stop work for the time being to gain composure, gather available manpower, and determine priorities. However, don't send witnesses home until information is gathered or, at least, their contact information is collected.

Designate an incident commander

Who is going to take the lead? Before the incident, that may be obvious, but what if the presumed incident commander is the person who is injured or unable to serve in this role. You will need a clear-headed leader to get through the upcoming tasks in a short period of time. You need a single point of contact that can delegate appropriately.

SAIF resource:

As part of your preparation before a serious or fatal incident, SAIF provides a list of items to consider. Find that list at **saif.com**, select "Employer guide" then "Filing and managing a claim" then "Emergency procedures." There you will find a link to a checklist for actions following a serious/catastrophic event or fatality accident.
<https://www.saif.com/employer-guide/filing-and-managing-a-claim/emergency-procedures.html>

Emergency contact

One of the most important and difficult responsibilities may be contacting a person's next of kin. It is a best practice to ask all employees for an emergency contact as part of your onboarding process.

In the event of a serious injury in which an employee or co-worker has been transported to the hospital and is receiving medical care, we'll want to clearly explain the circumstances as quickly as possible so that family members can make a plan to respond accordingly. But if the worst has happened, and a fatality has occurred on our workplace, there are some general guidelines we'll want to try and follow:

Notifications — always made by two, always in person

Plan notification — who will speak, what will be said?

Tell the person what happened — the circumstances and the result

Be prepared for almost any initial reaction

Allow time to answer questions and provide assistance.

Ensure scene safety

Make sure that the area is safe for us and those around us. That may mean turning off and locking out equipment, discharging stored energy, extinguishing fires, or maybe simply just designating a large enough perimeter to remove everyone from any potential hazards that may exist.

Stop, think, and then act

By not reacting right away you are able to think and observe more leading to better decisions and no additional potential injuries.

Look around and assess the whole scene even before entering an incident scene. What was the hazard? Are there still hazards? Can hazards be removed without disturbing the scene or somehow mitigated?

Sensory check

Assess what you are hearing, smelling, seeing, and what you heard or observed as you arrived or approached.

Ask ourselves questions like - How many people are around? What is the weather? Temperature? Is it dry or wet?

Be prepared

Have a plan and train on it before an incident occurs. Conduct realistic training to ensure staff is prepared to deal with a real incident.

Protective equipment

Is PPE needed? Is special clothing needed?

OSHA

“Do not disturb the scene of a fatality or catastrophe until Oregon OSHA investigates the incident, unless a law enforcement officer tells you to do so, or it is necessary to safely reach victims or to prevent injuries.”

Treat the scene carefully

In many cases, we might treat the scene of a serious incident on our farm like a crime scene.

Secure the area around the incident by putting up barricade tape or other physical barriers to prevent people from walking into the area.

Limit and/or restricting access to the area helps preserve the scene so that potential evidence may be preserved and not moved or destroyed.

This may also help prevent other employees or simply bystanders from inadvertently stumbling into a frightening or disturbing scene.

Those of us on the farm who might be handling an internal investigation should ensure not to remove, alter or disturb anything that could provide evidence of how the incident happened.

Reminder that in the case of serious injuries or fatalities, we'll need to leave the scene intact until we get permission from OSHA to begin cleanup.

Photograph the scene

Use the highest quality digital camera you have access to. That may be your smart phone, if you have one. If you are using a more traditional digital camera and you have access to specialized lenses, you might consider using those as well.

Memory cards, extra batteries, and chargers are useful to have on hand. Those are the types of things that are prone to running out at the worst times, and you can never have too many.

Have a good quality flash or lighting. If the incident occurred in a dark area, or in the evening after dark, you may need to bring in supplemental lighting. If necessary, return the next day when the lighting has improved.

A pop-up canopy can prevent weather from damaging evidence.

It may be difficult to understand the size of an object with a photograph alone. Including a familiar object or measuring tool in the photograph can help a person use comparison to envision size.

[illegible]

Certain strategies can be helpful to capture the scene

Starting from the outside in, taking shots from different angles and with different lighting if possible

Take more pictures than you think you need. Many shots should be taken, from the entire scene to medium-range shots showing relationship of objects. Work your way in to close ups of individual objects. Photograph each object in the center of the frame.

No detail is too small. Photograph as much as possible.

Identify relevant clues

It is important that we are not “investigating” to a degree that potentially disturbs the scene. We can’t be digging through rubble, moving items around, begin cleaning, or hiding anything we feel may be incriminating, etc.

However, during this period it can certainly be useful to watch and be aware of any clues that we might be able to see without disturbing the scene. To discover clues that might tell us what led to the incident, give us an idea about the direction to take for the rest of the investigation, or find something that indicates an ongoing hazard may still exist.

Witness statements

If witnesses are present, willing, and able, you could attempt to take statements from them and document relevant information while it is still fresh in their minds.

Eye-witness information is helpful, but so is information gathered from people who saw part of the incident or were nearby when it happened.

Ideally, witness interviews are done individually and privately. As quickly as possible, separate witnesses to ensure their recollection is unbiased by the memories or observations of other witnesses.

Ask open-ended questions like, “what did you see?” or “what did you do then?”

Incident analysis

Ideally, we want to end up with a chronological narrative that we can eventually hand off to OSHA. The Incident/Accident Analysis form can help organize this. Compiling pictures documenting the scene, witness statements used to paint a good picture of the events, and a thorough incident analysis and action plan can potentially head off a compliance officer coming out to your farm at all, and minimize the potential resulting citations.

Find the Incident/Accident Analysis form here:

https://www.saif.com/documents/Employer/trainings/SC_S767_incident_form.pdf

Incident/Accident Analysis



Company name: _____

Employee: _____ Department: _____ Supervisor: _____

Date and time of incident: _____ Date and time reported: _____ Incident location: _____
mm/dd/yy hh:mm tt mm/dd/yy hh:mm tt

Witnesses: _____

Describe incident completely.

Identify system problems that contributed to the incident/accident:

System factors	Management Consider: Policy enforcement Hazard recognition Accountability Supervisor training Corrective action Production priority Proper resources Job safety training Hiring practices Maintenance Adequate staffing Safety observations	<u>M</u> anagement systems	<u>E</u> mployee systems	Employee Consider: Procedures followed Shortcuts taken Appropriately trained Experience with the task Physically able to do the work PPE used Stressful conditions Safety attitude	System factors	
	Equipment Consider: Proper tool selection Tool availability Maintenance Visual warnings Guarding	<u>E</u> quipment systems	<u>E</u> nvironment systems	Environment Consider: Plant layout Chemicals used Temperature Noise Radiation Weather Terrain Vibration Ergonomics Lighting Ventilation Housekeeping Biological		
	Consider: Elimination/substitution Engineering controls Administrative controls Personal protective equipment (PPE)	Corrective actions/best practices:	Who will implement?	By when?		Date done.
	Person(s) conducting analysis: _____ Date: _____					

Copy to: Safety committee, management, owner or president

Conducting an incident/accident analysis

All workplace accidents, incidents, close calls, and near-misses should be promptly analyzed and corrected, regardless of severity.

This incident/accident analysis form should be completed by the immediate supervisor, with assistance from managers, safety committee members, safety coordinator, or analysis team as needed.

The form explores four organizational systems: management, employee, equipment, and environment (MEEE). Prompts alongside each box are designed to encourage open dialogue and communication about any factors, however minor, that may have contributed to the incident. The intent is to discover system failures so they can be corrected, and future incidents and accidents can be prevented.

There are four steps to this analysis: fact gathering, system analysis, corrective actions, and monitoring. (You may need additional pages to record your findings.)

Step 1: Fact gathering

For each of the four systems (MEEE), record any facts that contributed to the incident. (Some items may fall into more than one category.) Ask open-ended questions such as: How did this happen? Tell me what you and others were doing? What tools were you using? What were the conditions around you?

Step 2: System analysis

For each of the facts you record, try to determine what caused or allowed this condition or practice to occur. Asking “why” will help you get to the core of the problem. Record your findings.

Step 3: Corrective action

For each cause you’ve identified, develop solutions or corrective actions. (The solution could be the same for more than one fact.) Determine who is responsible for fixing the problem or implementing the solution, and when it should be done. This information can be updated or revised as needed. The following are descriptions of ways to control hazards:

Elimination/substitution—Remove or replace the hazard. While this is the most effective at reducing hazards, it also tends to be the most difficult to implement in an existing process.

Engineering controls—Isolate people from the hazard. Engineering controls (such as equipment guards or shields) are highly effective because they are designed to remove the hazard at the source, before coming in contact with the worker.

Administrative controls/PPE—Change the way people work, including adding personal protective equipment. Administrative controls and PPE are frequently used with existing processes where hazards are not particularly well controlled. They are helpful but have been proven to be less effective than thoughtful design or engineering measures.

Step 4: Monitoring

Management and the safety committee should follow up to make sure corrective actions were taken and countermeasures were used effectively.

If an injury requires medical treatment beyond first aid, you must complete the workers’ compensation claim form (801). Legal requirements for recording and reporting work-related fatalities, injuries, and illnesses also may apply. Please visit [osha.oregon.gov/Pages/topics/recordkeeping-and-reporting.aspx](https://www.osha-slc.gov/Pages/topics/recordkeeping-and-reporting.aspx) for additional information.

Contact OSHA

There are specific time frames in which we must report to OSHA, depending on the nature of the incident.

OSHA says that: "You must report the death of any employee or a catastrophe within eight hours of when it happened or when it was reported to you or your agents. A catastrophe occurs when two or more employees are fatally injured, or three or more employees are admitted to a hospital or clinic as a result of the same incident."

"You must report an in-patient hospitalization, loss of an eye, and either an amputation or avulsion that results in bone loss within 24 hours of when it happened or when it was reported to you or your agents."

It's wise to take the time available to us to do everything we can on our end prior to making those reports.

The clock starts ticking when we as employers/managers become aware of an incident, not when the incident actually occurs. If a serious injury which triggers the reporting requirements occurs at 4:00 in the afternoon but we don't become aware of it until 8:00 the next morning, we have until 8:00 the following morning to make our report, which can be an extremely valuable block of time while we prepare for doing so.

801 form

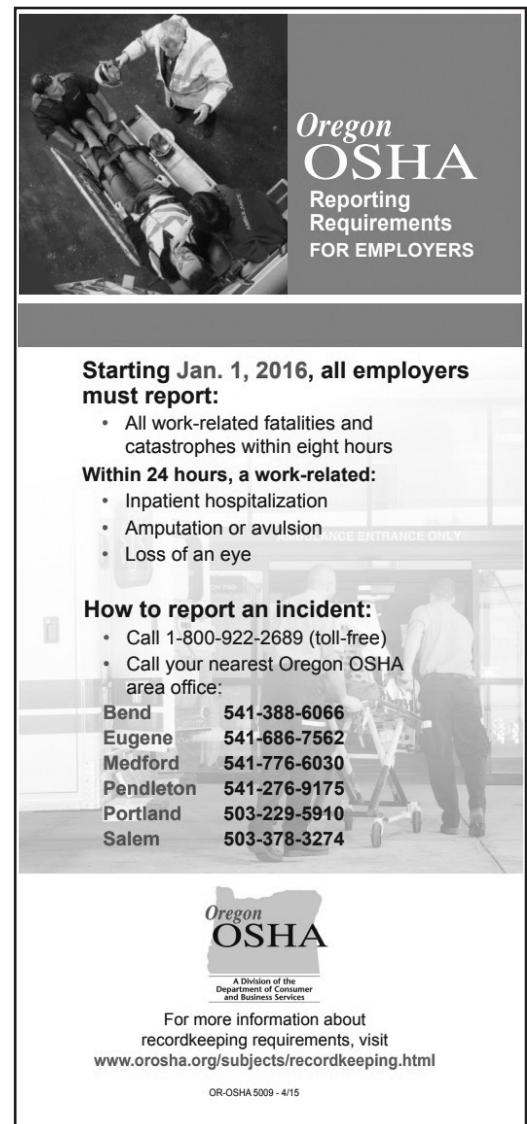
One report that we should make ASAP once the scene is secured, family members have been notified, and we've gathered the available information, is to SAIF. The sooner we can make them aware that an incident has occurred, the sooner they can get a claim opened, and get the team to work on supporting you and your injured employee .

Notify SAIF that an injury has occurred by submitting an 801 form. This can be done electronically with a fillable PDF form submitted via email. Or you can print and fax or mail in the form.

Find the 801 form under "File a claim" at the top of the home page at **www.saif.com**. It is available in English and Spanish.

Even if you cannot fully complete the form right away, fill it out with the information you have.

This form can look intimidating at first, but it is quite simple.



Oregon OSHA
Reporting Requirements
FOR EMPLOYERS

Starting Jan. 1, 2016, all employers must report:

- All work-related fatalities and catastrophes within eight hours

Within 24 hours, a work-related:

- Inpatient hospitalization
- Amputation or avulsion
- Loss of an eye

How to report an incident:

- Call 1-800-922-2689 (toll-free)
- Call your nearest Oregon OSHA area office:

Bend	541-388-6066
Eugene	541-686-7562
Medford	541-776-6030
Pendleton	541-276-9175
Portland	503-229-5910
Salem	503-378-3274

Oregon OSHA
A Division of the
Department of Consumer
and Business Services

For more information about
recordkeeping requirements, visit
www.oroasha.org/subjects/recordkeeping.html

OR-OSHA 5009 - 4/15

<https://osha.oregon.gov/Pages/topics/recordkeeping-and-reporting.aspx>



400 High St. SE
Salem, OR 97312

For SAIF Customer Use

Area _____

Dept. _____

Shift CC _____

CLAIM NO. _____
SUBJECT DATE _____
CLASS _____
DEFAULT DATE _____
EMPLOYER'S
ACCOUNT NO. _____

Email: saif801@saif.com

Toll-free phone: 1.800.285.8525

Toll-free FAX: 1.800.475.7785

Report of Job Injury or Illness*

Workers' compensation claim

To make a claim for a work-related injury or illness, fill out this form and give to your employer.

If you do not intend to file a workers' compensation claim with SAIF, do not sign the signature line. Your employer will give you a copy.

1. Date of injury or illness: / /	2. Date you left work: / /	3. Time you began work on day of injury: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	4. Regularly scheduled days off: <input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> T <input type="checkbox"/> F <input type="checkbox"/> S <input type="checkbox"/> S	DEPT USE: Emp Ins Occ Nat Part Ev Src 2src
5. Time of injury or illness: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	6. Time you left work: <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.	7. Shift on day of injury: (from) <input type="checkbox"/> a.m. <input type="checkbox"/> p.m. (to) <input type="checkbox"/> a.m. <input type="checkbox"/> p.m.		
8. What is your illness or injury? What part of the body? Which side? (Example: sprained right foot) <input type="checkbox"/> Left <input type="checkbox"/> Right			9. Check here if you have more than one job: <input type="checkbox"/>	
10. What caused it? What were you doing? Include vehicle, machinery, or tool used. (Example: Fell 10 feet when climbing an extension ladder carrying a 40-pound box of roofing materials)				
Information ABOVE this line: date of death, if death occurred; and Oregon OSHA case log number must be released to an authorized worker representative upon request.				
11. Your legal name:		12. Language preference:	13. Birthdate: / /	14. Gender: <input type="checkbox"/> M <input type="checkbox"/> F
15. Your mailing address:			City: State: ZIP:	16. Mobile/home phone:
17. Occupation:				18. Work phone:
19. Names of witnesses:		20. Your email address (Optional):		
21. Name and phone number of health insurance company:		22. Name and address of health care provider who treated you for the injury or illness you are now reporting:		
23. Have you previously injured this body part? <input type="checkbox"/> Yes <input type="checkbox"/> No				
24. Were you hospitalized overnight as an inpatient? <input type="checkbox"/> Yes <input type="checkbox"/> No				
25. Were you treated in the emergency room? <input type="checkbox"/> Yes <input type="checkbox"/> No				
26. By my signature, I am making a claim for worker's compensation benefits. The above information is true to the best of my knowledge and belief. I authorize health care providers and other custodians of claim records to release relevant medical records to the workers' compensation insurer, self-insured employer, claim administrator, and the Oregon Department of Consumer and Business Services. Notice: Relevant medical records include records of prior treatment for the same conditions or of injuries to the same area of the body. A HIPAA authorization is not required (45 CFR 164.512(I)). Release of HIV/AIDS records, certain drug and alcohol treatment records, and other records protected by state and federal law requires separate authorization. I understand I have a right to see a health care provider of my choice subject to certain restrictions under ORS 656.260 and ORS 656.325.				
27. Worker signature:		28. Completed by (please print):	29. Date: / /	

Employer at time of injury

Complete the rest of this form and give a copy of the form to the worker. If the worker is unavailable, complete with available information. Notify SAIF within five days of knowledge of the claim. Even if the worker does not wish to file a claim, maintain a copy of this form.

30. Employer legal business name:		31. Phone:	32. FEIN:
33. If worker leasing company, list client business name:		34. Client FEIN:	
35. Address of principal place of business (not P.O. Box):		36. Insurance policy no.:	
37. Street address from which worker is/was supervised:		ZIP:	38. Nature of business in which worker is/was supervised:
39. Address where event occurred:			
40. Was injury caused by failure of a machine or product, or by a person other than the injured worker? <input type="checkbox"/> Yes <input type="checkbox"/> No		41. Class code:	
42. Were other workers injured? <input type="checkbox"/> Yes <input type="checkbox"/> No	43. Did injury occur during course and scope of job? <input type="checkbox"/> Unknown <input type="checkbox"/> Yes <input type="checkbox"/> No	44. OSHA 300 log case no:	
45. Date employer knew of claim:	46. Worker's weekly wage: \$	47. Date worker hired:	48. If fatal, date of death
49. Return-to-work status: Not returned <input type="checkbox"/> Regular Date: / / Modified Date: / /		If modified work, is it regular hours and wages? <input type="checkbox"/> Yes <input type="checkbox"/> No	
By my signature, I acknowledge I am responsible for notifying my workers' compensation insurance company within five days of knowledge of the claim. I understand I may not restrict the worker's choice of or access to a health care provider. If I do, it could result in civil penalties under ORS 656.260.			
50. Employer signature:	51. Name and title (please print):		52. Date: / /

801

Form 801 12.20

OSHA requirements: Employers must report work-related fatalities and catastrophes to Oregon OSHA either in person or by telephone within eight hours. In addition, employers must report any in-patient hospitalization, loss of an eye, and any amputation or avulsion that results in bone or cartilage loss to Oregon OSHA within 24 hours. See OAR 437-001-0704. Call 800.922.2689 (toll-free), 503.378.3272, or Oregon Emergency Response, 800.452.0311 (toll-free), on nights and weekends.
*This form was modified by SAIF Corporation, and has been approved for use by the Oregon Workers' Compensation Division.

Next steps

You can anticipate that you'll have an OSHA compliance officer walking around your farm in the next 24 to 72 hours.

One thing that a lot of folks might start thinking about at this stage is what other items on the farm they might be tempted to try and panic fix before OSHA sees them.

Consider this. Let's say you get a call one afternoon that your in-laws are in the neighborhood and they want to stop by for dinner. For some folks, a natural reaction might be to start PANIC CLEANING: piling laundry into the guest room, slamming dishes into the dishwasher, gathering up the kid's toys strewn around the house, scrubbing up the bathroom, and trying to decide if you have time to mow the lawn. Can you pull it off, and make the house look spotless on short notice? Maybe. At best its going to be stressful and difficult and more likely only marginally successful.

However, if we chip away on those projects around the house pretty consistently throughout the month, and THEN we get that call, we might decide we want to tidy up a little, dust off the mantle and pick up that stray sock from the corner of the room, and go into dinner with the in-laws with the confidence that we've done everything in advance that we can to make it go smoothly.

If immediately following a critical incident is the first time we've ever thought about safety and compliance on our farms, that doesn't bode well for how our inspection is likely to go.

When safety is already a priority, we have a running list of to-do items in our safety committee minutes or on a white board in the shop or the a notebook in our pockets, or even just in our heads. These are things we are planning to get to "someday." Unfortunately, the day AFTER we have a serious incident occur might be too late to fix the things we know we need to do to keep our people safe.

OSHA will be requesting records. A compliance checklist can help us stay organized. We've included a compliance checklist on the next page.

All of these things, and more, are items we can expect to potentially be asked for during the course of an OSHA investigation, and it definitely looks better to be able to produce them with confidence when asked for them.

Farm: _____ Date Prepared: _____

SAFETY PROGRAM	Not Needed	Already Done	Need to Work On	Notes	Program Complete
HAZARD COMMUNICATION					
- Written company policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- List of chemicals used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Safety Data Sheets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Pub. 1951 "Safe Practices...."	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Training for hand laborers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Training for all others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
RESPIRATORY PROTECTION					
- Written company policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Medical evaluation for users	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Annual fit testing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Annual training for users	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Maintenance & repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
- Storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

Farm: _____

Date Prepared: _____

	Not Needed	Already Done	Need to Work On	Notes	Program Complete
SAFETY PROGRAM					
SEASONAL WORKER TRAINING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
QUARTERLY INSPECTIONS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
SAFETY MEETINGS / COMMITTEE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
TRACTOR TRAINING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
FORKLIFT TRAINING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
EMERGENCY PLANS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
ENERGY CONTROL (LOCK OUT)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
CONFINED SPACE ENTRY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
OSHA 300 LOG	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
WORKER PROTECTION STANDARD					
- Central posting & Worker Info	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
- Training workers & handlers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
- Decontamination, PPE, & more	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	<input type="checkbox"/>
PPE Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>

Ready to report

Once we have taken pictures of the scene of the incident, taken our witness statements and compiled them into a clear chronological narrative, conducted an incident analysis and determined our corrective actions, fixed any of the most glaring and pressing issues on the farm, and gathered our written records, it's time to make our report.

The process for reporting itself is fairly simple. There is an 800 number to call that will direct you to your local field office. (See page 31)

You may be directed to a person who will set up an appointment, but you may get a compliance officer straight away who will take the report right then and there. Be prepared with the basic information of the incident: the name of the injured person, their date of birth, contact info for them or their next of kin, time of the incident, and location of the incident.

If you call after hours you will generally get voicemail, and can expect a call back during business hours the next day.

Find reporting guidelines from OSHA here:
<https://osha.oregon.gov/OSHAPubs/factsheets/fs24.pdf>

Once you have made your report, let them know that you have pictures, a chronological narrative, incident analysis, corrective actions, etc, and request to send them over. Providing those items may be sufficient for their investigation process. There may be no need for a person to come out to the farm.

If an investigation is opened by OSHA, they are statutorily required to begin with an “opening conference” – a sit down with the owners/managers of the farm. The compliance officer is introduced and presents credentials. The officer describes how the inspection process will go, and provides a written list of requested items to review. OSHA inspectors CANNOT simply let themselves on the farm, start poking around or reviewing the site of the incident that prompted their visit, speak with other employees, etc., until they have completed a formal opening conference.

After the opening conference, they will want to review that site of the incident. They will work collaboratively with you to determine a root cause, if you have not done so already. Their investigation is also likely include private and confidential interviews with all employees involved in the incident. This is normal, and nothing to be concerned about.

SAIF can help

The good news is, you are definitely not going to go through this process alone. Expect to be contacted by SAIF's safety and health consultation team to see what support they can provide.

SAIF and OSHA are not the same thing. When the SAIF team reaches out, they are doing so as an advocate for the farm. SAIF and OSHA don't compare notes, and nothing you do with SAIF will have a negative impact on the outcome of the investigation with OSHA. On the contrary, taking definitive action in bolstering our safety program through additional training and consultation services can help demonstrate your safety culture.

SAIF also has a Critical Claims Team who can help the family and employer navigate some of the many challenges that lie ahead of them when needed.

Media

In the days (or sometimes hours) following a serious incident, you may be contacted by the media. They may request a statement or want to interview you or our employees. While it is your call how you want to handle that scenario, consider a good old fashioned "No Comment" in response. Give yourself time to deal with more pressing matters, completed our investigation, and consider just what you want to say, if anything.

Resume the work

Getting back to work may need to be a gradual process. It may involve some rebuilding and repair, both when it comes to our facilities or equipment, as well as our employees capabilities.

Some people feel that keeping busy helps them deal with a tragedy. As long as they are able to keep their heads in the game, its entirely okay to allow them do return to work when they're ready. However, others may need days or weeks to process or recover, and that's okay too. We all process and grieve in our own ways, and as employers, supervisors, and co-workers, its important that we remember that.

It is realistic to expect an ongoing relationship with OSHA for a period of time. There could be check-ins until a formal closing conference. There may also be other, more routine, inspections. This is to be expected. It's most productive for us to view this as an opportunity to showcase any lessons learned or silver linings that we can take away from an incident to ensure it does not reoccur and that we're performing our jobs as safely as possible.

All too often, following a critical incident on a farm, our minds tend to go straight to one place: "Am I going to lose my farm as a result of this?" "Are my insurance rates going to skyrocket?"

