

Farm Risk Assessment & Safety Measures: Single Occupational Risk Document

Guide pratique pour aider
à la réalisation de son
document unique



Thematic Area: Socio-economic performance.

Priority: How can working conditions be improved?

Need: How to improve safety at work.

Solution EU Number: WC-8.

Content of the Solution:

Identify the risks on your farm and safety measures with your team during a meeting that can protect employees and animals, ensure compliance with legal requirements and reduce insurance and liability risks. A safe working environment also increases productivity and employee satisfaction.

Key Contacts:

- Insurance Companies
- Safety Specialists
- Authorities / Ministries of agricultural

Case Study: Not available.

Reasons for Implementing this Solution

Identifying and managing health and safety risks on a horse farm can be very long and boring. Most of the time workers don't care about this topic and don't consult (if it exists) the single occupational assessment risks document whereas it can help to reduce risks and improve health and safety at work. This document is most of the time mandatory through EU countries.

Description of Solution Strategies

Organise an annual meeting with your team to elaborate or update together the single occupational assessment risks document that identifies the different activities within the farm, the inherent risks associated within each activity and the control measures to be implemented.

The employer shall document and maintain a single occupational assessment risks document. This document shall include:

- An inventory of the hazards identified in each work unit.
- The assessment of the risks arising from those hazards.
- The control measures implemented to mitigate those risks.
- Reviewed at least annually.

This risk assessment record shall be:

- Reviewed at least annually.
- Updated whenever significant changes occur that may affect the health and safety of workers, such as:
 - Major changes to work processes or equipment.
 - Changes in legal or regulatory requirements.
 - Incidents or near-miss events.
 - New information about hazards or risks.

Implementation Steps

1. Prepare the meeting
 - Do you want to facilitate this meeting alone? Maybe you can ask to one of your worker which is comfortable with facilitation to do it.



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- Do you need to divide your team per group to work on it during the meeting? You can use 'world coffee' methodology if number of workers is high.
- Invite your team by communicating on the objective and program of the meeting
- To save time during the meeting you can already list the different work unit/situation in your farm (cleaning, mulching, disinfection / moving a horse / feeding / Break-down of young horses / training of horses / management of pasture, buildings / trailer loading / breeding activities, etc).
- Prepare pre-filled sheets if needed:
 - Individual sheets : Name, category (trainee, employee, family labour etc), seniority in the farm and in the job, initial training, job, date of last medical check-up, list of specific safety trainings followed (electrical authorization, first aid certificate, etc).
 - Sheets per work unit : title of the work unit, and then a table.

TITLE OF WORK UNIT/SITUATION				
Tasks	Risks	Permanent or temporary and severity	Existing control measures	Control measures implemented/to be implemented on farm with deadline

2. During the meeting: Identify Work Units / Situations with your team

- Ask to your team : What are in your opinion the different work units on the farm ? You can discuss the one you have prepared before and add some others if necessary. Then fill one sheet for each work unit.
- Examples of work units :
 - Horse handling and care
 - Stable management
 - Field work
 - Transportation
 - General farm operations

3. During the meeting : Identify tasks within each work units/situation with your team

- Ask to your team : For the work unit "...", what are the different tasks ?
- You can split the team into several groups (one group will work on one work unit for example) or not depending of the size of your team.
- Ask them to fill in the sheet for the corresponding work unit.
- Example of tasks for the work unit "transportation of the horse":
 - To drive the lorry or a van
 - Loading of hay/saddlery/water
 - Loading/unloading the horse
 - Protect the horse with equipment
 - Refuel
 - Check-up of the lorry before the departure (tire pressure, oil level, etc)

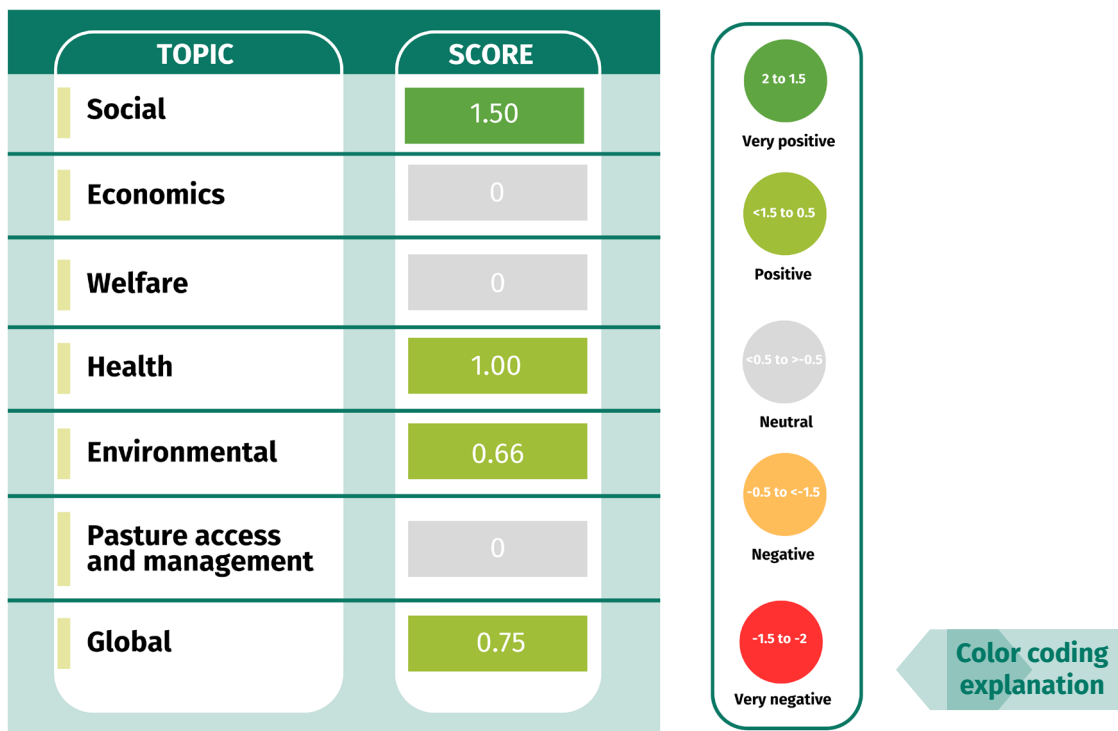


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4. During the meeting : Identify Risk Situations for each task with your team
 - Physical injury from horse interactions.
 - Slips, trips, and falls.
 - Exposure to hazardous substances.
 - Musculoskeletal disorders.
 - Equipment-related accidents.
 - Fire hazards.
 - Zoonotic diseases.
5. Assess Risks
 - Evaluate the severity of potential harm for each risk.
 - Assess the likelihood of each risk occurring.
 - Prioritize risks based on their severity and likelihood.
6. During the meeting: Identify Preventive/Control Measures for each risk that exist with your team
 - Implement engineering controls (e.g., guarding machinery, improving lighting).
 - Implement administrative controls (e.g., training, safe work procedures, supervision).
 - Provide personal protective equipment (PPE).
 - Establish emergency procedures and evacuation plans.
 - Designate responsible individuals for safety oversight.
7. After the meeting : Develop an Action Plan for the farm
 - Gathering sheets and information collected during the meeting : it's your single occupational assessment risk document
 - Create a detailed action plan outlining specific tasks, responsibilities, and deadlines for implementing preventive measures.
 - Allocate necessary resources (e.g., budget, personnel) to support the action plan. .
8. Implement Actions
 - Execute the action plan, ensuring timely implementation of preventive measures.
 - Monitor progress and address any challenges or obstacles that arise.
9. Reassess the Situation
 - Periodically review the effectiveness of implemented measures with your team.
 - Identify any new or emerging risks.
 - Update the risk assessment and action plan as needed.
10. Update Documentation
 - Maintain accurate and up-to-date records of risk assessments, action plans, and incident reports.
 - Ensure compliance with relevant regulations and standards.

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How Will this Solution Impact the Performance of your Farm ?



Socioeconomics: A clearly social positive score is related to the fact that a farm that prioritizes the well-being of its employees enjoys a better reputation. Improving the quality of life is a key objective outlined in the occupational risk assessment document and discussed in meetings. This solution requires no cost except for time and helps secure a reliable workforce. It enhances working conditions by reducing injury risks and improving organization, though it may increase production costs if compliance issues arise. It will also take time to fill the document well with workers. This could explain neutral performance score for economics.



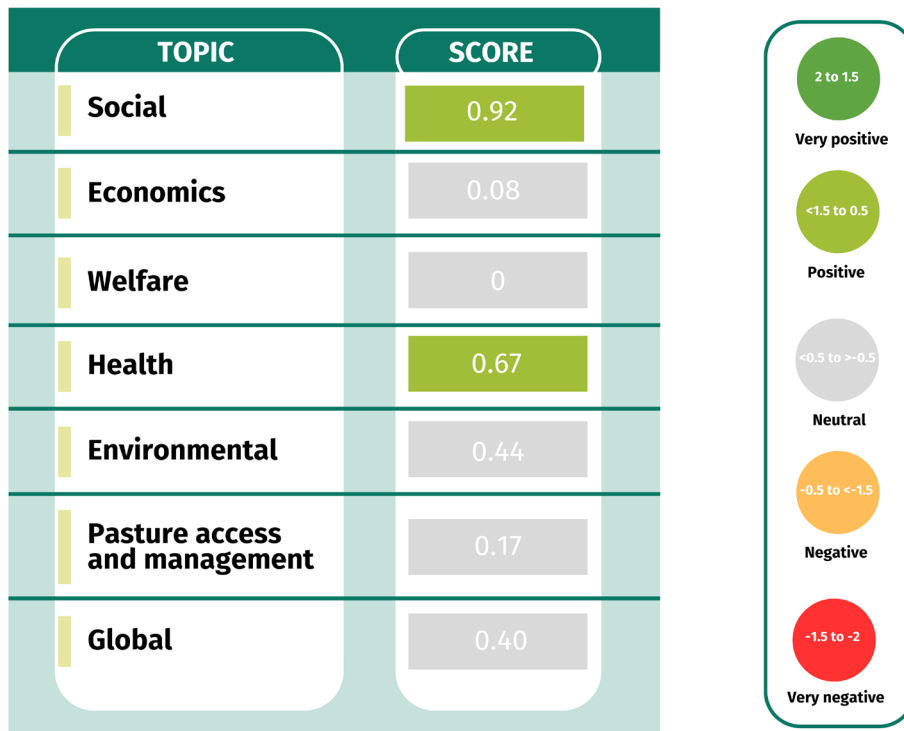
Health & Welfare: The safety measures (safe locking, wide corridors and exists, non-slip floor, lack of protruding elements etc.) are directly related to the health of horses (and people). The horses must undergo a skilful training for obedience and manageability to be safe to caretakers.



Environmental Sustainability: The safety measures have positive impact on environmental sustainability. If chemicals are used correctly, then the risk to biodiversity and water quality is reduced. The effect of this solution to grassland management is neutral.

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How Will this Solution Impact the Resilience of your Farm?



Socioeconomics: It has a positive impact on the company's image and working conditions in the event of different challenges, especially if a collective plan is set up. A crisis meeting can address potential risks, allowing a collective plan to be developed to ensure workforce stability and safety. This is related to a social positive score. The neutral score for the economics part could be explained by the potential additional costs linked to the implementation of the risk assessment recommendations.



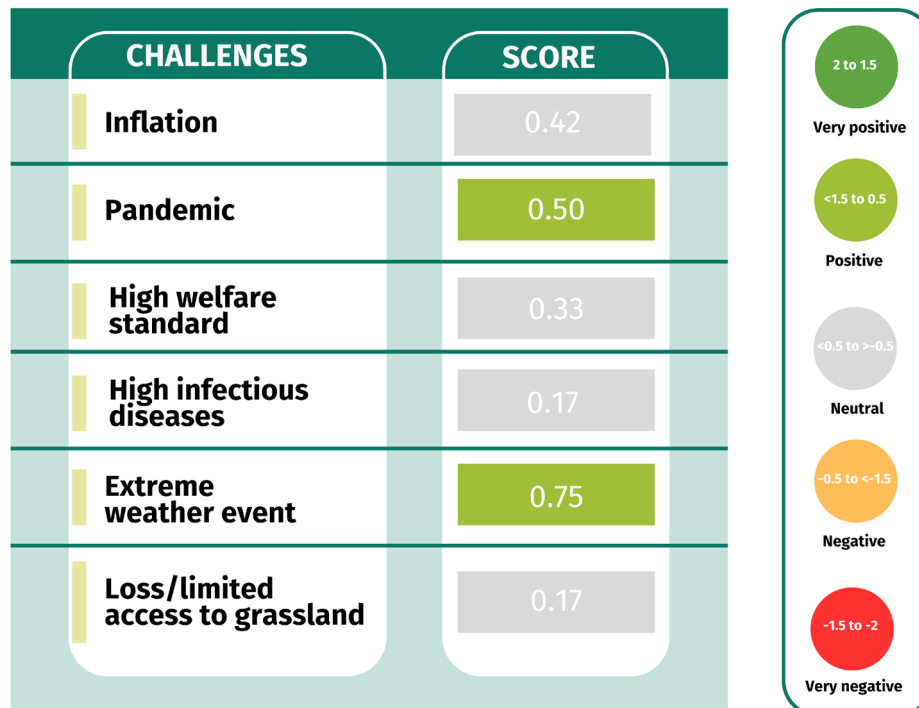
Health & Welfare: The farm having this solution will better resist the potential challenges from health perspective, as some measures to prevent risks and improve human health can also help to improve horse health (limit risk of electric shock in the event of flooding, etc). With the better protection of health, welfare is enhanced.



Environmental Sustainability: This solution can support environmental performance facing external challenges as it has positive effect on water quality and biodiversity through better management of chemical products to avoid leak. It can also help to reduce the risk of fire facing extreme weather events.

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How Can this Solution Help your Farm Cope with Specific External Challenges to Become More Resilient?



Inflation & Social Crises: The image of the company is improved during inflation or a pandemic because the risk assessment helps anticipate problems, optimize the workforce, and take into account the well-being of the workers. Nevertheless, both the time spent and the implementation of the recommendations of the risk assessment represent costs which increase during inflation, which can thus explain the neutral score for the social aspect (time consuming) and barely positive for the economic aspect.



Welfare & Diseases: The farm having this solution will better resist the potential challenges in health impairment risks, so, the protection against infectious diseases could be more effective. But globally, the performance on the farm will not be affected by this solution facing high welfare standards or high infectious diseases.



Climate Change & Access to Land: This solution has a positive effect on resilience in a case of extreme weather event. The single occupational risk assessment document helps to identify climate risks and preventive measures. Products are stored securely to prevent pollution in the event of flooding or storms. The risk of fire or electrocution is also reduced in the event of flooding or storms. The chemical risk management has a positive impact on biodiversity and water quality. But this solution will not have effect on the global performance of the farm facing loss of lands.



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Cost-Benefit Analysis

Costs

Socioeconomics:

- Availability of skillfull interleavers.
- Time: set-up and diagnosis, search for suitable solutions, creating comprehensive safety plans and implementing them can be time-consuming; training employees on safety procedures requires time and resources.
- Investment if adapted equipment required (e.g. mechanisation).
- Cultural Norms and Traditions: Some traditional horse keeping practices may not align with modern safety standards. Overcoming resistance to change can be challenging.
- Labor Force and Skills: Ensuring that employees have the necessary skills and training to implement safety procedures can be difficult, especially in rural areas with limited access to training resources.
- Small-Scale Operations: Many horse farms are small-scale operations with limited financial resources. Implementing safety measures can be costly, particularly for smaller businesses.
- Management may be reluctant to invest in safety measures or allocate resources for training and implementation.
- Employee Resistance: Some employees may resist changes to work practices or the adoption of new safety procedures.



Benefits

- A more efficient and secure business.
- Compliance with regulations.
- Opportunity to access finance.
- Better knowledge of the operating system.
- Improved quality of life at work and reduced risk of injuries; fewer accidents, fewer occupational illnesses
- Attracting and Retaining Skilled Workers: A strong safety culture can attract and retain skilled workers, reducing turnover costs.
- Increased Employee Satisfaction: A safe and healthy work environment can lead to higher employee satisfaction and morale; employees feel valued and cared for when safety is prioritized
- Reduced Absenteeism: Fewer accidents and illnesses can reduce absenteeism rates, improving productivity.
- Enhanced Community Reputation: A strong safety culture can improve the farm's reputation within the local community and attract more clients
- Increased profitability and productivity due to a reduced risk of accidents and illness.
- Increased Property Value: A well-maintained and safe farm can increase its property value.
- Enhanced Insurance Coverage: A good safety record and documented safety procedures can lead to lower insurance premiums and broader coverage.

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Costs

- Seasonal variations in workload can make it challenging to maintain consistent safety practices.

Health & Welfare:

- None if adapted properly and not overdone.

Environmental Sustainability :

- None, if done properly.



Benefits

- Potential Tax Benefits: Some jurisdictions offer tax incentives for implementing safety programs.
- Human welfare Pfeil nach rechts mit einfarbiger Füllung Animal Welfare: A safe and well-managed environment can reduce stress for horses, leading to improved behaviour and overall well-being.
- Proper handling and care can prevent injuries and diseases, promoting optimal health.
- A safe and comfortable environment can enhance the quality of life for horses.
- Reduced risk of fire and electrocution in the event of a climatic event.
- Reduced risk of chemical contamination.
- Management of phytosanitary products and effluents.
- Safety measures can contribute to sustainable farming practices, such as energy efficiency and water conservation.
- Positive impact on water quality and biodiversity.
- Proper waste disposal and chemical handling practices can minimize environmental damage.

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Costs

Cooperation between Farms:

No effect.



Benefits

- Proper waste disposal and chemical handling practices can minimize environmental damage.
- Reduced risk of fire, which would have a negative impact on the environment.
- Better grassland management to prevent horses and staff from slipping in muddy pastures.
- Less medicine needed for curing accident wounds.
- Working together with other farmers to search for safety risks and potential hazards (multiple eyes principle).
- Connecting over the same Interests in safety, exchanging experiences and optimizing the own established measurements over dialog.
- Experience exchange about which insurances are best.



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Additional Resources

Guidelines

- In french: <https://ssa.msa.fr/document/guide-pratique-pour-aider-a-la-realisation-de-son-document-unique-en-filiere-equine/>

Websites

- <https://entreprendre.service-public.fr/vosdroits/F35360?lang=en>
- <https://files.thehorseportal.ca/portal/uploads/2019/01/Horse-Farm-Safety-Checklist.pdf>
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Publications

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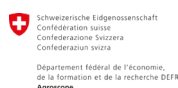
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Online Classes

- <https://oira.osha.europa.eu/fr>
- [Free Course: Equine Youth Safety | myhorseuniversity \(Kids and teens\)](#)

Contacts

- Germany: <https://www.svlfg.de/ansprechpartner-praevention>



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Ideas to Animate a Workshop About the Solution

- Ask an agricultural safety specialist specializing in health and safety measurements to be a guest speaker of the workshop.
- Ask insurance companies if they are interested in sponsoring such workshops, they could be of different topics from different insurances (i.e. physical health, fire risk prevention, ...).
- Find a model farm where the workshop can take place.
- Complete the required tasks and let the participants take part in these demonstration tasks so that they can get to know the system.

Proposed Structure for the Workshop on Farm Risk Assessment & Safety Measures: Single Occupational Risk Document

1. Introduction to identifying health and safety risks in horse stables

- Definition of hazards and risks.
- Common hazards on horse farms (e.g., electrical hazards, slips, trips, falls, animal-related injuries).
- Risk assessment techniques, different techniques (e.g., SWOT analysis, risk matrix).
- Single occupational assessment risk document.

2. Practical Module

- Practical Identification of Risks and training of Safe Work Practices.
- Let the participants think about examples on their farm or let them search for potential risks on the model farm.
- Then work together on:
 - Safe horse handling techniques.
 - Proper use of equipment and machinery.
 - Ergonomic principles for horse care tasks.
 - First aid and emergency procedures.
 - Fire safety and prevention.

3. Mental Health and Well-being if required / wished

The impact of stress and burnout on horse farm workers.

- Strategies for managing stress and improving mental health.
- Recognizing signs of stress and seeking help.
- Work-life balance tips.

4. Legal and regulatory Requirements (30 minutes)

- Overview of relevant health and safety regulations.
- Record-keeping and documentation requirements.
- Insurance considerations.
- Legal implications of accidents and injuries.



5. Practical Workshop

- Hands-on training on specific safety techniques (e.g., using a fire extinguisher, lifting heavy objects, performing CPR).
- Simulated emergency scenarios.
- Group discussions and problem-solving exercises.

6. Conclusion

- Review of key points, let participants think about questions regarding their farms.
- Q&A session.
- Evaluation of the workshop.
- Closing remarks and distribution of resources.

Additional Considerations:

- Tailor the workshop to the specific needs of the farm.
- Incorporate visual aids and interactive activities.
- Encourage participant participation and feedback.
- Provide handouts and reference materials.
- Consider offering follow-up training or coaching.
- Costs can vary in a large range, defined by the measurements and materials needed to implement this solution.

Initial Costs:

- Safety Equipment: Helmets, boots, gloves, high-visibility clothing, etc. 100-200€ per Kit
- First Aid Kit: Basic first aid supplies, medications. 10-50€ per Unit
- Fire Extinguishers: Purchase and installation. – 30-40€ per Unit
- Emergency Contact Information: Clear signage and emergency contact lists. – 5-10€
- Training and Certification: Costs for training staff in first aid, fire safety, and equipment operation. – depends on which workshop partner is chosen free – 1000€ per Participant
- Facility Modifications:
 - Improving lighting in dark areas.
 - Adding non-slip flooring in wet areas.
 - Installing safety barriers around equipment.
 - Upgrading electrical systems.

Ongoing Costs:

- Maintenance and Repairs: Regular maintenance of safety equipment and facilities.
- Training and Re-certification: Periodic refresher training for staff.
- Insurance: Ensuring adequate insurance coverage for accidents and liabilities.
- Risk Assessments and Audits: Conducting regular risk assessments and safety audits.
- Record-keeping: Maintaining accurate records of accidents, incidents, and training.



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Factors Affecting Costs:

- **Farm Size and Complexity:** Larger farms with more complex operations may require more extensive safety measures.
- **Local Regulations and Standards:** Compliance with local regulations and industry standards can impact costs.
- **Labor Costs:** The cost of hiring professionals for training, inspections, or facility modifications.
- **Material Costs:** The cost of materials for safety equipment, signage, and facility improvements.