

RECEIVAL DEPOT SAFETY – ZERO HARM GROWER RESPONSIBILITIES

Introduction

AGS takes Safety, Health & Environment (SHE) issues very seriously. Comprehensive SHE management systems have been implemented into all business units to reduce the incidence, severity and cost to the business of work related injury, illness, disease and environmental incidents.

AGS has a responsibility to all people on our sites – employees and visitors. We must ensure that nobody is exposed to risks to their health or safety arising from the conduct of our employees or visitors on our sites.

Harvest is the time of the year when many growers and contract carriers enter AGS paddy receival sites. Growers, their family members and employees and contractors have a responsibility to work in partnership with AGS to create and maintain a safe and healthy working environment.

Overall Grower / Family member / Employee / Contractor Responsibilities

- follow safe working practices.
- comply with directions from AGS personnel.
- comply with signage.
- take care for your own safety and for others in the workplace.
- be on the lookout for hazards and advise any detected to the depot supervisor.

Safety Signs & Colour Coding

- Wherever a safety sign is displayed – compliance is mandatory. If you do not know what a sign means, ask someone for assistance.
- AGS uses four types of signs:

BLUE

Personal Protective
Equipment requirements



RED

Danger i.e. confined space



GREEN

Information i.e. first aid



YELLOW

Cautionary i.e. electrical hazard



Reporting of Incidents / Accidents

- All incidents, accidents, near misses and property damage must be reported regardless of severity.
- Please report to the depot supervisor who will conduct a full investigation.

First Aid

- First aid facilities are available at all receival depots.
- AGS will ensure that all aspects of first aid are provided. For example, suitably trained first aid officers, content and placement of first aid kits, a procedure to follow in the event of a first aid emergency, who to contact, what to do and training in the use of accident / incident reporting.

Personal Protective Equipment

- It is mandatory that fully enclosed footwear be worn at all AGS receival depots.
- It is mandatory that everyone who enters a paddy receival depot wears a high visibility vest. Paddy receival depots, especially at Mill sites, can be congested with vehicle traffic – a high visibility vest will ensure you are seen. Vests will be available (on loan) at all depots, but you are encouraged to wear your own.
- The wearing of sunglasses at receival sites is strongly encouraged due to the environmental conditions and dust associated with paddy receival.

Emergency Evacuation

- In the case of an emergency, all persons must congregate at the weighbridge (designated assembly area).

- All persons must wait at this point until the 'all clear' has been given by the Warden and or Emergency Services Personnel.
- Smoking is prohibited.

Drug and Alcohol Policy

AGS is committed to providing a work environment in which the safety and optimum performance of staff is not affected by the use of alcohol and other drugs.

A Drug and Alcohol policy has been implemented across all AGS sites and employees are required to undertake drug and alcohol testing on a random or cause basis.

AGS expects all visitors to our sites to comply with the company's OH&S policies, and pose no drug or alcohol related risk to AGS staff or assets.

If a Site Supervisor believes that the actions of a person/s delivering rice at a AGS depot during harvest are placing AGS staff or assets at risk, and has formed a view that those actions are a result of alcohol and/or drugs, the Supervisor may require the person/s to park their vehicle in a designated area until such time as the issue is resolved.

Eating & Drinking

- Eat and drink only in designated locations (amenities facilities / designated outdoor areas). Water in plastic containers for personal consumption is allowed as needed.
- Depot supervisors will advise locations.

Smoking

- Smoking is only permitted in designated smoking areas. There is to be no smoking in amenities rooms, weighbridges and testing stands. Butts, matches, papers and packets are to be disposed of in the receptacles provided.
- The Deniliquin AGS depot and the SunRice mill are both smoke free sites.

Children at or on AGS Property

- We do not encourage growers or other visitors to bring young people under 16 years of age to AGS paddy receival sites. If it cannot be avoided, persons under the age of 16 years must remain inside the cabin of a vehicle while it is on AGS property.

Pets / Livestock

- Pets and livestock are not permitted on AGS sites.

Working at Heights

- Safety measures have to be taken to secure persons working at heights (legislation defines this as greater than 2 metres above the ground).
- Without the installation of rollover tarps, it is possible that WorkCover requirements may be breached.
- Growers need to be aware that in relation to removal of tarps from trucks and trailers, AGS must ensure that all activities on their sites comply with WorkCover requirements.

Hygiene

All visitors to receival depots must comply with AGS's GMP (Good Manufacturing Practices). These practices include:

- Smoking is only permitted in designated areas.
- Rubbish must be disposed of in bins supplied.
- Glass must not be brought onto any site.
- No eating, chewing (gum, tobacco) or drinking is permitted in operational areas including testing platforms, weighbridges, intake pits and paddy sheds.
- Water contained in plastic containers for personal consumption is permitted, as needed.
- Jewellery must not be worn in or around paddy sheds, testing platforms or the weighbridge.
 - This includes watches, necklaces, bangles, wristlets, earrings and rings with stones.
 - Wedding style bands without stones are permitted.

Grower acknowledgement of Safety requirements

Growers are required to acknowledge that they have read and understood the Receival Depot Safety Requirements applicable to AGS sites. This acknowledgement is part of the SunRice Pre-Delivery Declaration.