



## A short checklist

to prepare for Department of Labour and Employment Inspections During Lockdown

## 'n Kort kontrolelys

vir inspeksies deur die Departement van Arbeid en Indiensneming tydens Inperking



Please note that visits can ONLY be made by appointment and in accordance with the On Farm Protocol. The Department will also have to adhere to all guidelines regarding COVID-19.

### Specific aspects that inspectors look at are:

- Availability of hand-washing facilities and hand sanitizers with at least 60% alcohol content?
- Are there reminders of good hygiene placed in the workplace?
- Is Covid-19 part of the employer's risk assessment?
- Is a distance of at least 1 m being maintained between workers in the workplace?
- Is training being provided to workers on COVID-19 and records of such training are kept?
- Evidence that the farm health & safety committee meet regularly on the pandemic and that they sign off on sessions?
- Transport of workers:
  - Are there markers on the floor of vehicles where people have to sit / stand to maintain adequate social distance?
  - Is the vehicle's licensed carrying capacity being adhered to?
  - Are transport permits in place for each individual driver?
  - Are drivers wearing masks?

The opinions expressed are in good faith and while every care has been taken in preparing these answers to frequently asked questions, Agri SA makes no representations and gives no warranties of whatever nature in respect of these responses, including but not limited to the accuracy or completeness of any information, facts and/or opinions contained therein. Agri SA, its affiliates, the directors, and employees cannot be held liable for the use of and reliance of the opinions contained in these documents. Members are encouraged to take all possible precautions to protect themselves and their employees from the coronavirus and to ensure that they comply with the law. It must be noted that regulations are amended and new regulations are still being promulgated, therefore this information is subject to change.

Neem asseblief kennis dat inspeksies slegs deur afspraak kan geskied, soos vervat in die Plaasveiligheidsprotokol. Die Departement moet ook voldoen aan alle riglyne met betrekking tot COVID-19.

### Spesifieke aspekte waaraan aandag gegee moet word:

- Beschikbaarheid van handewas-geriewe en handsaniteerder met 'n minimum alkoholvlak van 60%.
- Is daar aanmanings oor goeie higiëne in die werkplek opgesit?
- Is Covid-19 deel van die werkgewer se risiko-assessering?
- Is daar 'n afstand van minstens 1 meter wat tussen werkers in die werkplek gehadhaaf word?
- Word opleiding oor COVID-19 aan werkers voorsien en word daar rekord gehou van die opleiding?
- Is daar bewyse dat die plaas se gesondheid-en veiligheidskomitee gereeld vergader oor die pandemie en is daar bewys van bywoning van hierdie sessies?
- Vervoer van werkers:
  - Is daar merkers op die vloere van vervoerruimtes vir werkers om te sit of staan om voldoende afstand te handhaaf?
  - Word voertuie se gelisensieerde drakrag gehandhaaf? ?
  - Is daar toepaslike vervoerpermitte in plek vir elke bestuurder?
  - Dra voertuigbestuurders maskers?

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