



TALK LEADER INSTRUCTIONS

This is background information ONLY. Be sure to customize your talk to your operation and facilities.

- ✓ Print copies of this sheet for yourself and each of the participants.
- ✓ Lead a discussion with your workers about the materials on this sheet at a location that is appropriate to the topic. Be sure to give real life examples whenever possible.
- ✓ Be open to questions.
- ✓ Conclude with a brief review of the main points or a summary based on the discussion.
- ✓ Fill in your operation name, location and the date on your sheet. Have each worker sign your sheet to confirm their attendance.
- ✓ File your sheet in your worker training records to document the training experience.

BACKGROUND

The actions taken in the initial minutes of an emergency are critical. A call for help to emergency services that provides accurate and critical information will help ensure the right personnel and equipment are sent. Using your first aid training and staying calm can be life-saving. Taking the correct action can potentially reduce harm to humans and help stop further damage to the farm.

Key Points

WE HAVE INTEGRATED SAFETY STANDARD OPERATING PRACTICES THAT INCLUDE EMERGENCY RESPONSES FOR EACH TASK ON OUR FARM. If you don't remember them, review them—you can find them:

WE ALSO HAVE AN OVERALL EMERGENCY PLAN THAT IS REVIEWED ANNUALLY.

When an emergency occurs, the first priority is always your safety and the safety of those around you. The second priority is the stabilization of the incident. There are many actions that can be taken to stabilize an incident and minimize potential damage. First aid can save lives. Use of fire extinguishers can extinguish a small fire. Containment of a small chemical spill can minimize damage to the farm and help prevent environmental damage.

Please review the location of emergency stations. This information can be found in the Integrated Safety Standard Operating Practices.

There are priorities to responding to an emergency. In the case of an accident or emergency, remember to take the following steps:

1. RESCUE, EVACUATE AND RENDER FIRST AID

- If possible, evacuate any injured person and minimize the danger of further harm. (Make sure to follow the ISSOP for emergency evacuations.)
- Give first aid to the best of your ability.
- Shut down or stop the continued hazard. (If you are trained to do so and if it will not place you or anyone else in harm's way.)

2. REPORT AND REQUEST ASSISTANCE

- Call 911 or your local emergency services, then a supervisor.
- Speak clearly and provide the location of the emergency.
- Describe the emergency (injury, fire, weather-related).
- Describe the victim(s) and the nature of any injuries.

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CAUTION

Nobody expects an emergency - especially one that affects them personally. The best way to protect yourself is to follow safe work practices so emergencies don't happen. However, it is best to prepare for emergencies before they happen.

MORE RESOURCES

During an emergency, by the Government of Canada, available at <https://www.getprepared.gc.ca/cnt/hzd/drng-en.aspx>

- e. Inform them of any hazards that may harm emergency personnel. (Chemical spills, running equipment, utilities).
- f. Account for all people known or expected to be in the area.
- g. When emergency personnel arrives, direct them to the incident and cooperate when requested to.

COMMENTS / SUGGESTIONS

Operation Name _____

Location _____

Meeting Leader _____

Date _____

TOOLBOX TALK PARTICIPANTS

Print name _____

Signature _____



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This Producer Tool was developed by the Canadian Agricultural Safety Association (CASA). Conducting regular Toolbox Talks, or safety meetings, with farm workers is one component of establishing a comprehensive farm safety plan as outlined in the Canada FarmSafe Plan, CASA's business-risk management tool for health and safety on the farm. To download the core Canada FarmSafe Plan, visit casa-acsa.ca/CanadaFarmSafePlan, or contact CASA to learn more at 1-877-452-2272.

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