

AGRI.BI.

ENTE BILATERALE PER L'AGRICOLTURA VERONESE

Safety before everything else

**BOOKLET
FOR THE HEALTH AND SAFETY
AND THE INFORMATION/TRAINING
OF THE EMPLOYEE**

AS PER LEGISLATIVE DECREE 27/03/2013

SAFETY PROCEDURES FOR AGRICULTURE

Text of legislative decree 81/08 and appendices

Organisation of the company

The Employer is the person who provides work to the employee

The employer must:

- Evaluate the risks in the company using the Risk Evaluation Document (D.V.R.).
- Provide safety equipment for the individual (D.P.I.)
- Organise training and provide information for the workers
- Monitor that the workers respect the operational safety procedures as described in the D.V.R.

Director: puts into practice the safety policy of the employer organising the activities and monitors compliance.

Officer: manages the work activities and guarantees that the orders received are put into practice and correctly carried out by the workers.

Safety policies

(organogram representing the organisation of safety in your company)

Safety Officer (RSPP) the person responsible for the prevention and protection procedures inside the company. Usually it is the employer but it may be an external consultant.

Workers safety representative. Represents the workers in all matters of health and safety in the workplace. Proposes ways to prevent problems to the employers

Fire Officer intervenes in the case of fire and makes sure that emergency procedures are respected.

First aid officer intervenes first in the event of someone feeling unwell.

Medical Officer checks the state of health of the workers and if the worker is exposed to health risks.

The worker

Has the following rights:

- To be informed about the risks in the company (see the following scheme)
- To be trained about the risks for carrying out the tasks identified by the employer
- To be equipped with personal protective equipment (D.P.I.) which are required for the task.
- To know the fire emergency procedures and first aid procedures as used by the employer.
- To know the organisational safety chart of the company.

Must:

- Wear safety equipment needed for the job and supplied by the employer.
- Put into practice the operational instructions received from the employer.
- Communicate any problem regarding safety in the workplace.
- Not behave in ways which cause risk or damage to themselves or others.

RISKS IN AGRICULTURE FOR THE PRUNING OF PLANTS AND THE HARVEST

Microclimate and exposure to the sun

During the operation of harvesting or pruning, the worker may be faced with unfavourable climatic conditions because they are working in hot/cold places with high humidity and/or ventilation. It is possible that the worker is exposed to the sun during the central hours of the day when the sun is stronger.

Parts of the body involved

All of the body including internal organs,
Eyes
Head
Neck
Shoulders

What can it cause?

- o Dehydration
- o Heatstroke
- o Freezing
- o Stress of the internal organs
- o Damage to the skin (irritation, sunburn)
- o Damage to the eyes

What must you do?



- ✓ Drink constantly during the day
- ✓ Rest in the shade during the hot months and in a warm place during the cold months respecting the pauses indicated by the employer
- ✓ Protect the head, neck and shoulders with a wide-brimmed hat made of a material which is resistant to UV light.
- ✓ Protect the eyes when necessary
- ✓ Wear appropriate clothes (see section on clothing)



RISKS IN AGRICULTURE FOR THE PRUNING OF PLANTS AND THE HARVEST

Manual shifting of loads

According to the role, the worker may have to collect and move boxes, containers, buckets. Plateaux or materials.

What can it cause?

- o Pains in the joints and hands
- o Pulled muscles
- o Back pain
- o Crushing of feet

What must you do?



- ✓ Use the equipment provided (e.g. Wheelbarrow)
- ✓ Reduce to a minimum the weight of the material moved.
- ✓ Reduce to the minimum the number of containers transported at the same time
- ✓ During movement, the load must always be balanced and well distributed
- ✓ Bend the knees and not the back!
- ✓ Avoid rotatory movements of the trunk during the movement of the load.
- ✓ Keep the load near to the body
- ✓ Before moving the material, check that there are no obstacles in the way

Parts of the body involved

Legs
Feet
Back
Arms
Hands



RISKS IN AGRICULTURE FOR THE PRUNING OF PLANTS AND THE HARVEST

Repetitive movements and overloading of the arms

During the activities of pruning and harvesting, the worker carries out repetitive movements of the hands and arms using pruning shears or simply in the manual collection of the product

Parts of the body involved

Hand
Elbow
Wrist
Arms
Shoulders
Back

What can it cause?

- Tendinitis
- Back pain
- Disturbances of the arms and hands

What must you do?

- ✓ Check that the equipment is in good working order
- ✓ Use equipment with adequate grips
- ✓ Use manual pruning shears with a reloading spring.
- ✓ Take breaks according to the indications of the employer



RISKS IN AGRICULTURE FOR THE PRUNING OF PLANTS AND THE HARVEST

Incorrect posture

During pruning and harvesting, the agricultural worker can adopt incorrect postures for long periods (e.g. arms above the line of the shoulders, staying hunched up or on their feet for a long period of time, or with knees bent in an incorrect manner)

Parts of the body involved

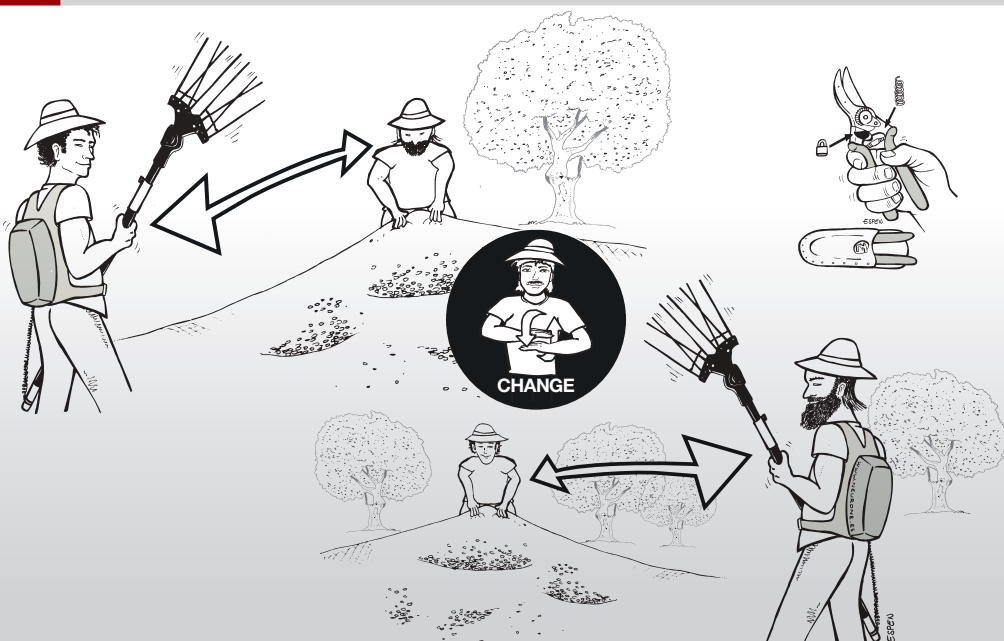
Knees
Back
Hand
Arms

What can it cause?

- o Back pain
- o Muscular aches and pains

What must you do?

- ✓ To hold a comfortable posture that does not create pain
- ✓ Not to stay too long in the same position
- ✓ Respect the work pauses as foreseen by the employer



RISKS IN AGRICULTURE FOR THE PRUNING OF PLANTS AND THE HARVEST

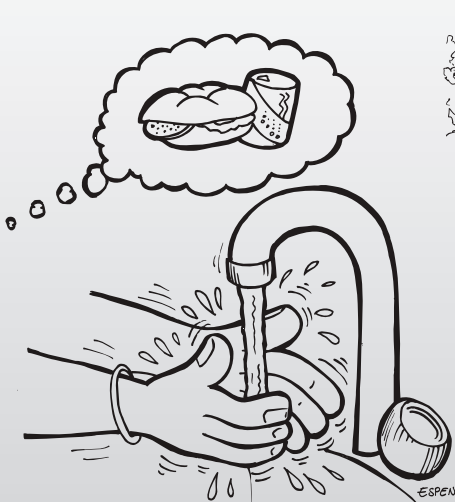
Mechanical risk and risk of burns	What can it cause?	What must you do?
The workers involved in harvesting and pruning are in contact with vegetation while working. Material may be emitted during the use of manual equipment The agricultural worker may slip on the ground or be accidentally hit by materials and/or equipment in the workplace. The movement of company vehicles exposes the workers to the risk of crushing their feet.	- o Cuts - o Distortions - o Contusions - o Fractures - o Abrasions - o Crushing - o Burns caused by contact with hot parts of equipment and tools	✓ Use gloves (see the section of the D.P.I.) ✓ Use protective glasses (see the section of the D.P.I.) ✓ Use proper safety shoes (see section D.P.I.) ✓ Keep a safe distance from colleagues during operations ✓ Keep a safe distance from machinery ✓ Do not use machinery or equipment for which specific training is needed ✓ Use the case for the shears and do not put them in your pocket 
Parts of the body involved		
Head Eyes Chest Arms, hands Legs and feet		





RISKS IN AGRICULTURE FOR THE PRUNING OF PLANTS AND THE HARVEST

Biological risk	What can it cause?	What must you do?
During work without being aware it is possible to enter into contact with: • Insects, animals and their secretions • Moulds • Contaminated material • Tetanus spores	- o Infectious diseases - o Allergies - o Diseases of the respiratory tract - o Tetanus	✓ Ensure tetanus vaccination has been carried out ✓ Keep an adequate hygiene personal ✓ Wear appropriate clothes (see section on clothing) ✓ Wear closed shoes or boots (see section D.P.I.) ✓ Use gloves (see the section of the D.P.I.)
Parts of the body involved		
Eyes Mouth Nose Hands Feet Skin Internal organs		



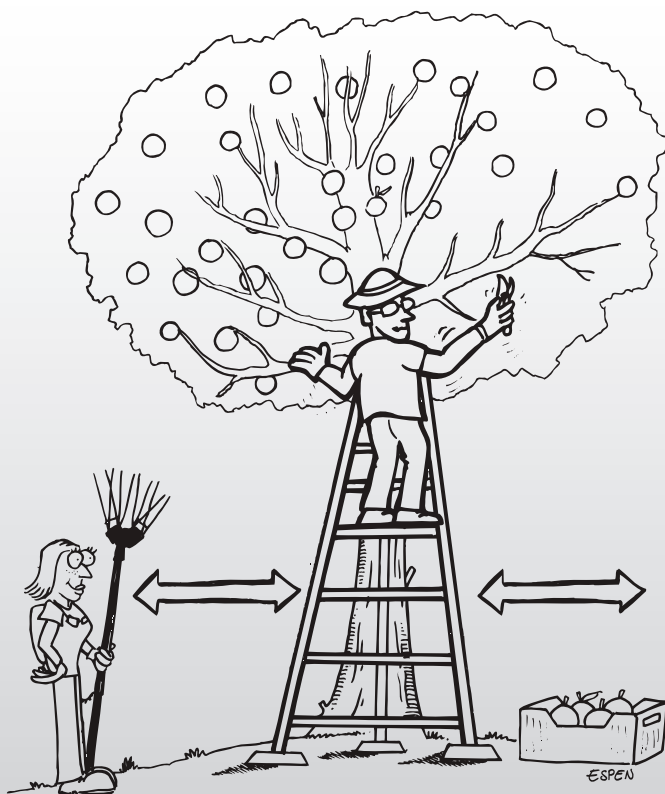
EQUIPMENT USED BY WORKERS INVOLVED IN HARVESTING AND PRUNING

LADDERS

In the operations of harvesting, pruning, etc., the operator must always place the ladder frontally against the tree, in order to avoid slippage to the side and falls. The worker must verify the following before using the scale:

- The presence of the label UNI- EN 131,
- The state of conservation of the ladder,
- That the supports and the pegs are anti-slip,
- That it is always firmly held in place placed or held at the base by a collaborator.
- That it overhangs by at least a meter above the access level.

To avoid dangerous situations, avoid going up the last three steps.



EQUIPMENT USED BY WORKERS INVOLVED IN HARVESTING AND PRUNING

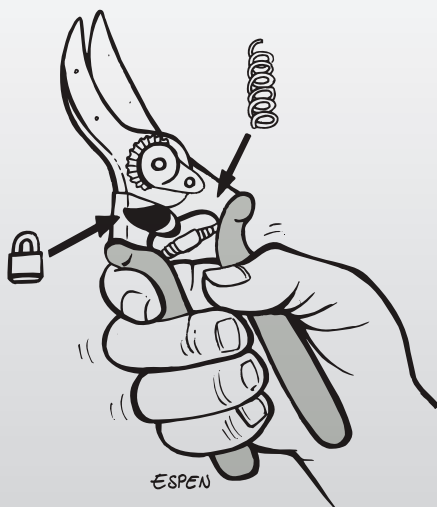
SHEARS: MANUAL, ELECTRICAL AND PNEUMATIC

The risks in using manual, electrical or pneumatic shears are:

- Cuts,
- Tripping over power cables,
- Repetitive movement of the arms and upper body,
- Wrong posture.

During harvesting and pruning the operator must:

- Check the state of maintenance of the shears,
- Check the presence of against accidental start.
- To use protective glasses and gloves (see section in the D.P.I.),
- Use a cable winder or position the cable in a way that does not cause a tripping hazard.
- Work at a distance from other workers,
- Put the tool back in a suitable container or closed bag in a safe place and not in the pocket;
- Take breaks as indicated by the employer in order to rest wrists, hands and arms.



EQUIPMENT USED BY WORKERS INVOLVED IN HARVESTING AND PRUNING

FRUIT COLLECTION WAGON

In the operations of collection with the wagon remember to not interfere with any of the safety protection and to follow the instructions of the driver; never lean out and use the appropriate handles when it is in movement. Only get off the vehicle when it has come to a halt and keep a safe distance between other workers.



HARVESTER

In the operation of collecting olives the operator uses a harvester. The use of this equipment involves exposure to vibrations and unnatural postures. These can provoke damage because of overload to the upper limbs and damages to the skeletal apparatus muscle, such as bad back, lumbar pain and pains to the shoulder and elbows. In order to avoid this, it is necessary to take breaks as indicated by the employer and to rotate the staff assigned to the use of the harvester with the staff assigned to the nets.



PERSONAL PROTECTION DEVICES (D.P.I.)

SAFETY SHOES



During harvesting and pruning the operators should wear shoes and or boots with anti-slip sole as indicated by the employer according to the climatic conditions and the terrain. To protect against the danger of cuts and accidental crushing in the event of movement of loads and the footwear must have reinforced toecaps.

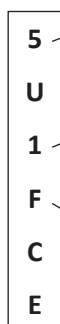
For the risks associated with harvesting simple shoes marked CE classified at least SB may be used.

EYE PROTECTION



Workers engaged in the operations of harvesting or pruning may have to wear glasses that protect from the physical agents (e.g. the sun) and mechanical agents (projected materials and contact with vegetation).

The protective glasses must carry the CE symbol on both the lens and the frame. Example of the symbol on the lens:



S= Protection against light
(2 or 3 = protection against UV
(5 or 6 = protection against sun)

U=Optical class
(1 = continual use
3 = occasional use)

F = Class of resistance to low energy (this is the protection degree that is required by a worker involved in pruning or harvesting)

In case of working in conditions of poor visibility, use glasses with altered colours such as those with yellow lenses.

GLOVES



Gloves are fundamental during the agricultural working to protect against cuts, crushing, abrasion and contamination. There are different types of gloves for each type of work. The employer should indicate to the worker the type of glove that must eventually be used.

Classification of gloves

Protection from mechanical risks - symbol



- Abrasion from 0 to 4
- Blade cuts from 0 to 5
- tears from 0 to 4
- perforation from 0 to 4

For the risks associated with harvesting use gloves 4141.

For risks associated with pruning use gloves 4341.

In case of working in the winter months use gloves that protect from the cold these have a symbol with 3 figures



- Convective cold from 0 to 4
- cold from contact from 0 to 5
- impermeable to water from 0 to 1

For risks associated with winter pruning use gloves x2x.

For the workings to contact with biological material to use gloves with the symbol



APPROPRIATE CLOTHING



Dress like an onion in layers in order to easily adapt to the changing climatic conditions during the day.

During harvesting and pruning, it is better to use clothes that fully cover the arms and the legs to protect arms and legs from possible abrasions, cuts and insect bites.

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The Veronese Bi-lateral Agriculture Authority is constituted by virtue of a union agreement between the employers and the employees' organisations who work in the agricultural sector of Verona Province: Confagricoltura Verona, Federazione Provinciale Coldiretti, Cia, Fai-Cisl, Flai Cgil and Uila-Uil.

AGRI.BI. has the purpose of integrating the services provided by the Welfare law in case of sickness or accident encountered by the agricultural worker, the provision of on-going Income Support services for agricultural workers, the promotion of measures to improve safety in the work place in the Province of Verona, as well as the promotion of training for the workers and the companies in the agricultural sector.