



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.

WORK ACTIVITY

Implement hitching happens so frequently in agriculture that it is easy to become complacent. On our farm, I want you to develop good work habits to hitch safely so it becomes a routine process.

BACKGROUND

Hitching and unhitching causes many crush and pinch injuries every year on Canadian farms. I would rather that you take a few moments longer to do the job safely, than to spend a lifetime regretting an injury.

Key Points

We have Standard Operating Practices for each piece of equipment on our farm.

If you don't remember them, review them—you can find them:

IF YOU ARE ALONE

Remember we use a Working Alone Plan. Ensure that you use it and have established a check-in schedule with someone so that if they have not heard from you within the time you agreed to, he or she will come to check on your safety.

At the slowest speed possible, back the tractor squarely towards the implement.

When close (approximately 0.3 m (1ft.)), stop the tractor and ensure the tractor will not move (e.g. engage the park / lock brake).

Look at the drawbar and hitch alignment (vertical and horizontal). Lower or raise the implement hitch as required using a jack or blocking. Note any horizontal misalignment.

Return to tractor, disengage park / lock brake, make a steering correction based on estimated side-to-side offset and slowly back up the tractor by the estimated distance.

To avoid an impact, repeat the above three steps in small increments as needed to approach the implement and hitch.

After the drawbar and implement hitch holes are aligned, insert the hitch pin and install the pin positioning lock (hitch pin clip or equivalent).

IF YOU HAVE A HELPER

Prior to starting, coordinate hand signals with your helper. For industry standard hand signals go to *Hand Signals On The Farm*, on the Canadian Agricultural Safety Association's web site <http://casa-acsa.ca/content/hand-signals-agricultural-safety>.

Ensure that you maintain visual contact with each other throughout the entire process and that the helper remains safely away from the tractor until it is stopped.

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CAUTION

Whenever possible, hitch and unhitch on level ground. If there is a risk of rolling, block wheels before unhitching.

EMERGENCY PROCEDURES / CONTACTS

In case of incident or injury, call 911 or local emergency services, then me / your supervisor.

MORE RESOURCES

Safe Implement Hitching, available at <http://casa-acsa.ca/content/safe-implement-hitching-guide-safe-connection-agricultural-tractors-implements>.

At the slowest speed possible, back the tractor squarely towards the implement.

When close (approximately 0.3 m (1ft.)), stop the tractor and ensure the tractor will not move (e.g. engage the park / lock brake), then signal your helper that it is safe to do a closer inspection for alignment.

The helper should lower or raise the implement hitch as required using a hitch jack or blocking.

The helper should step out of the path of the tractor then signal you to indicate any further needed side-to-side and backup distance.

Disengage the park / lock brake and make the steering correction based on your helper's guidance.

To avoid an impact, repeat the above three steps in small increments as needed to approach the implement.

After the drawbar and implement hitch hole are aligned, stop the tractor and engage the park / lock brake and / or shut off the engine.

The helper can then insert the hitch pin and install the position lock (hitch pin clip or equivalent).

COMMENTS / SUGGESTIONS

(Use extra pages to write further comments or suggestions)

Operation Name _____

Location _____

Meeting Leader _____

Date _____

TOOLBOX TALK PARTICIPANTS

Print name _____

Signature _____

Print name _____

Signature _____

Print name _____

Signature _____

Print name _____

Signature _____



CanadaFarmSafe
SécuriFermeCanada

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 www.casa-acsa.ca/CanadaFarmSafePlan, or contact CASA to learn more at 1-877-452-2272.

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