

## SOP 22 – Transporting Livestock

**DO NOT** proceed in this operation unless appropriately instructed in its safe use and operation and permission to operate has been given.

### COMPULSORY PPE



### AS NEEDED PPE



### WHEN LOADING LIVESTOCK SAFETY CHECKS

1. Ensure all PPE is correctly fitted before entering the yards or trailers to load livestock.
2. Walk through the whole trailer to set gates. (truck driver)
3. Ensure the ramps are set in place and locked in position to allow livestock to move to the desired pen as set out in the load order. (truck driver)
4. Ensure all gates are fastened so they will not block the flow of livestock movement once loading commences. (truck driver)
5. Set all ramps between trailers to correct open position and ensure latches are secured to keep gates in correct positions. (truck driver)
6. When loading livestock, ensure all gates are set to allow livestock to move easily to desired pen. (truck driver)
7. Ensure safe exit points are identified prior to loading livestock.
8. Move slowly and carefully when filling pens.
9. When loading livestock, use swing gates to control movement of animals and restrict their attempts to rush back.
10. When working with other livestock staff ensure good communication to help the flow of livestock. Nominate the number of livestock required for the pen being filled.
11. Yard and bring correct numbers of livestock to fill the pen being loaded. Move in behind the livestock without undue pressure.
12. When climbing up and down trailer ensure foot pegs and hand rails are used at all times. Avoid placing hands and feet inside the trailer where they may be injured. (truck driver)
13. When loading is complete ensure all gates are securely fastened, all walkways are securely stowed and locked in travel position. (truck driver)
14. Before leaving ensure all paperwork is correctly filled out and signed.

### WHEN UNLOADING LIVESTOCK

1. Ensure all PPE is correctly fitted before entering the yards or trailers to unload load livestock.
2. Set all ramps between trailers to correct open position and ensure latches are secured to keep gates in correct positions. (truck driver)
3. Ensure the yard gates are correctly set to contain the livestock when unloaded from the truck.
4. Ensure safe exit points are identified prior to unloading livestock. Move slowly and carefully when releasing

This SOP should be used in conjunction with relevant machinery manuals and manufacturer recommendations.

Procedure Reference	Version	Effective Date	Review Date	Page Number	Date Printed
WHS SOP 22	1.0	28/03/2018	28/03/2021	1	24/04/2018

# Safe Operating Procedures



pens. (truck driver)

5. When climbing up and down trailer ensure foot pegs and hand rails are used at all times. (truck driver)
6. When unloading livestock, ensure all walkways and gates are set and locked in place prior to moving stock. (truck driver)
7. Move slowly and carefully when releasing pens.
8. When all livestock have been unloaded set ramps and gates for travel position. When lifting ramp to up position ensure flap is in place to securely lock the ramp in place (truck driver)
9. Maintain 3 points of contact when you climb down from the truck (truck driver)
10. Ensure paperwork for the load of livestock is delivered to the nominated person or place.
11. Record numbers received to match NVD paperwork, reporting variances.
12. Record the condition of stock received.
13. At the completion of operation, clean all machinery with high pressure cleaner or air compressor if needed. (truck driver)
14. Ensure all the proper protective clothing/equipment is worn during cleaning operation. (truck driver)
15. Empty effluent tanks at the nominated location (truck driver)

## HOUSEKEEPING

1. If you are at a set of yards for the first time, ensure you spend time to familiarise yourself with the yards and gates.
2. When moving around yards to unload cattle ensure you have nominated a safe area once you open the trailer gate. Identify and use steps and handrails where possible.

## POTENTIAL HAZARDS

1. Crash
2. Falls from truck - Three points of contact when climbing
3. Crush injury - Barriers and safety gates / man ways

## SPECIAL NOTE

NO PERSONNEL ARE TO USE THIS EQUIPMENT PRIOR TO OBTAINING:

- COMPETANCY IN THE CORRECT USE OF THE EQUIPMENT
- READING AND FULLY UNDERSTANDING THE OPERATOR'S MANUAL
- READING THE STANDARD OPERATING PROCEDURE
- UNDERGOING THOROUGH PRACTICAL TRAINING WHILE PROPERLY SUPERVISED
- SUPERVISOR TO ENSURE SOP SIGN OFF

All completed SOPs are to be recorded in TRIM Container A17/2181 utilising a TRIM license in your School/Business Unit. Completed SOPs are to be published on Safety Hub for ongoing utilisation.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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