

UVM Environmental Health & Safety Orientation/Training Checklist for Farm Workers

Name: _____ Circle : Faculty / Staff / Student / Intern / Work Study / FTP Student

Supervisor Name _____ Supervisor Contact: _____

Date Checklist Started: _____ Date Checklist Completed: _____

I. GENERAL SAFETY

- ☐ Review UVM Farm Safety Program website (www.uvm.edu/safety/farm-safety-program)
- ☐ Review UVM CatAlert website: (www.uvm.edu/emergency/catalert-campus-alerting-system)
- ☐ Download CatSafe App: <https://www.uvm.edu/dsc/catsafe>
- ☐ Complete a safety tour of all farm areas and buildings. Locate fire extinguishers, manual pull alarms & exit pathways.
- ☐ Be trained on location of and how to use emergency equipment: Eyewash/Shower, Chemical Spill Kit, First Aid Kit
- ☐ Understand when to call UVM Service Operations (SOS) 802-656-2560 and when to call 911.
- ☐ Learn your street address & town location: in case you ever dial or text 911
- ☐ Review Injury & Claims Reporting Procedure for employees vs students: uvm.edu/riskmanagement/incident-claim-reporting-procedures
- ☐ Supervisor has added me as a “member” of the farm in SciShield
- ☐ Learn to submit Planon service requests
- ☐ Complete Driver Safety training: www.uvm.edu/riskmanagement/driver-safety-training-become-authorized-driver
- ☐ Review the contents of **Farm Safety Notebook**
 - ☐ Review Monthly Self-Inspection Checklist for appropriate areas
 - ☐ Review Chemical Use Planning Forms and Working Alone Procedures
 - ☐ Review farm-specific Standard Operating Procedures (SOPs)
 - ☐ Review Equipment Manuals that pertain to your job
 - ☐ Verify your access to farm chemical inventory & safety data sheets (SDS) in **SciShield**: <https://uvm.scishield.com>

II. FARM HAZARDS IDENTIFICATION & TRAINING (<https://www.uvm.edu/safety/farm-safety-program>)

- ☐ Complete Tractor Safety & PTO Safety training
- ☐ Complete Farm Equipment training
- ☐ Complete Utility Vehicle (UTV) training
- ☐ Complete Trailer Towing training
- ☐ Complete Fire Safety Training (online)
- ☐ Complete Hands-On Fire Extinguisher Training: Groups may schedule this with UVM Fire Marshal: emergency@uvm.edu
- ☐ Complete EPA Worker Protection Program training, if it applies at your farm. Ask Supervisor.
NOTE: Workers who will apply or handle pesticides, including organically-approved materials, must hold an individual VT Non-Commercial Pesticide Applicators license. Contact with Farm management regarding applications.
- ☐ Respirator Use Training: Annual medical clearance and respirator training required for those wearing ANY respirator.
See: www.uvm.edu/safety/respiratory-protection-0
- ☐ Complete Chainsaw Safety training. See: “Game of Logging”: www.woodlandtraining.com/courses/
- ☐ Complete Confined Space Training: www.uvm.edu/safety/confined-space-entry
- ☐ Complete Electrical Safety and LOTO training: www.uvm.edu/safety/lockout/tagout-loto
- ☐ Electric Fence Safety training
- ☐ Complete Shop Safety training
- ☐ Complete Machine Guarding training: www.uvm.edu/safety/machinery-guarding
- ☐ Complete Hand & Power Tools training:
- ☐ Complete Ladder Safety training
- ☐ Complete Fall Protection training: www.uvm.edu/safety/fall-protection
- ☐ Complete Proper Lifting training

III. FARM HAZARDS IDENTIFICATION & TRAINING (<https://www.uvm.edu/safety/farm-safety-program>)

Choose appropriate location training:

- ☐ Complete Horticulture Research and Education Complex Training (non-affiliates only?)
- ☐ Complete Morgan Horse Farm Training
- ☐ Complete Miller Research & Education Complex Training
- ☐ *No PMRC-specific training exists*

IV. WASTE MANAGEMENT

- ☐ Complete Lab Chemical Waste Management Procedures training
- ☐ Review proper collection, labeling, segregation, storage and disposal procedures for regulated, Universal and recycled wastes: assorted batteries, lightbulbs, ballasts, oils, oily rags/debris, lead acid batteries, surplus equipment, E-waste, assorted recyclables. *NOTE: Liquids must be stored in HDPE poly secondary bins.*
- ☐ Review UVM Sink Disposal Procedure: [uvm.edu/safety/laboratory-chemical-waste-management](https://www.uvm.edu/safety/laboratory-chemical-waste-management)

V. BIOLOGICAL SAFETY (<https://www.uvm.edu/safety/biological-safety>)

- ☐ Complete Biowaste Management training:
- ☐ Complete appropriate Animal Safety trainings in CITI: www.uvm.edu/rpo/citi-program-training
- ☐ Complete Zoonotic diseases training (cows, goats, chickens, etc)
- ☐ Review procedure for proper disposal of blades/sharps/needles: (<https://www.uvm.edu/safety/sharps-safety>)

VI. SIGNOFF

I understand that this checklist is intended as a safety-training guide for working at the Horticulture Research & Education Center; it is not a comprehensive list of all the safety training that I may need to be safe from the hazards in my specific work area.

Signature: _____ Date Completed: _____ Revised by KF, 08_2025