







# Safe Working Procedure Template

**NOTE: DO NOT undertake this task/use this equipment unless you have been trained in its safe use and operation**

<b>Date: 06.07.2022</b>		<b>Name: <i>Livestock Checking</i></b>				
<b>Description of Work:</b>		<i>Visual checking of livestock without touching the animals. Completed by both Volunteer Livestock Checkers and Trust Staff</i>				
<b>SWP Ref: 77</b>			<b>Minimum number of staff/volunteers: 1</b>			
<b>Significant hazards (<i>things that could cause harm</i>):</b>						
<ul style="list-style-type: none"> <li>Working with livestock involves a potential injury from crushing, kicking, butting or goring.</li> <li>The risk is greater if the animals have not been handled frequently / are not used to people</li> <li>Certain hands-on jobs may increase the risk, e.g. veterinary work.</li> <li>Attempting to carry out stock tasks on unrestrained livestock or with makeshift equipment is particularly hazardous</li> <li>Never underestimate the risk from livestock, even with good precautions in place</li> <li>Working alone without immediate support if injured / medical emergency</li> </ul>						
<b>Equipment / tools needed:</b>						
<ul style="list-style-type: none"> <li>Mobile phone / means of communication</li> <li>Livestock Check Sheet (with list of phone numbers)</li> </ul>						
<b>Personal Protective Equipment (PPE) Required (<i>Check the box for required PPE</i>):</b>						
 Gloves	 Face Masks	 Eye Protection	 Face Shield	 Appropriate Footwear	 Hearing Protection	<b>Other – state requirement:</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Safe Work Procedure Checklist:</b>						
<b>1. PRE-Operation/Task:</b>						
<ul style="list-style-type: none"> <li>Assess if it is safe to travel to the site. If conditions such as snow and frost prevent this from being safe then call an appropriate member of staff as can be found on the Livestock Check Sheet.</li> <li>Where needed undertake appropriate Lone Working preparations as per the Lone Working Policy. I.e. set up a buddy with information as to where you are going and expected return time.</li> <li>Check that you are up to date on how many animals you are checking for and in which compartment.</li> </ul>						

## **2. Operation/Task**

- Upon entering site assess if the ground conditions are suitable for walking over considering wet areas, frost and slopes. Make your way over to where the animals are on site. Before entering the compartment, consider if checks can properly be done from outside of the compartment given their position (particularly for wet sites and working with cattle).
- Do not enter the compartment if animals seem at all agitated or are moving around quickly or the terrain is unsafe underfoot. Do not allow your dog to enter any compartment with livestock in, with the exception of Long Deans where your dog must be on a short lead and kept at least 5m away from any livestock.
- Flocks of sheep can be called over by shaking a container of sheep nuts to make a rattling noise and by calling the animals. Once the sheep begin approaching calling and shaking should stop so as to prevent them becoming overly excited.
- Avoid touching animals and their drinking water.
- If you must enter the compartment to undertake a check, ensure that all animals are aware of your presence by calmly calling or whistling before approaching the group. When approaching and moving around animals, keep your distance and walk steadily without any jerking movements so as not to startle them. Visually check for each item on the Livestock Check Sheet.
- Some cattle can be reluctant to stand when lying down. Only encourage animals to stand if they appear otherwise well and are not breathing or drooling excessively. To encourage cattle to stand first position yourself to the rear of the animal and attempt waving your hands and calling at them in an increasingly loud voice. Try not to startle the animals. If calling does not work then then leave the animal and report by following the steps on the Livestock Check Sheet.
- If the behaviour of the animals changes at any point, and they become agitated, leave the compartment immediately and safely.
- Always undertake livestock tasks on areas with good ground conditions. Avoid working in very wet or icy conditions as this increases the risk of accidents.
- Do not attempt to catch or chase an animal, even if they have escaped or has a health problem. If you cannot get close enough to an animal safely to properly assess its health then inform an appropriate member of staff as per the Livestock Check Sheet

### **When checking herds with young calves/[bulls]:**

- Do not attempt to approach calves and do not include them in the total herd count (for example if there are 10 cows and 10 calves you only need to attempt to count 10 cows)
- Do not position yourself between a calf and a cow
- Only get as close as is needed for you to be able to clearly see each cow. If some animals cannot be seen (such as due to long grass) then report this as per the Livestock Check Sheet
- Do not approach a cow which is by itself away from the others in the herd
- Male cattle (bulls) are to be treated in the exact same manner as the rest of the herd; however, if the bull becomes isolated from the herd then inform the appropriate person as per the Livestock Check Sheet

- If it is not possible to do a full herd check due to the above considerations then inform the appropriate person as per the Livestock Check Sheet

### 3. POST-Operation/Task:

- Report any issues discovered during the checks by phoning the appropriate person as per the Livestock Check Sheet. If there is no answer then leave a message detailing your name, the nature of the issue and your contact number and try another number on the sheet. If you are calling the on-call phone then wait for a call back to your message.
- If you do come into contact with livestock or their bodily fluids, you must wash your hands (or the affected area) as soon as reasonably possible. This is particularly important prior to eating, drinking, smoking or otherwise touching your face or any open wounds.
- Check yourself for ticks

#### Training and capabilities:

To have been inducted by experienced member of HMWT staff. Copies of this SWP and the Livestock Checking Risk Assessment provided.

#### Relevant Risk Assessments and Documentation

Risk Assessment: **GRA 54 Livestock Checking**

**SWP 49 – Lyme disease**

**Lone Working Policy**

**SWP 48 – Sheep – Rounding Up**

<https://www.hse.gov.uk/agriculture/topics/livestock.htm>

<https://www.hse.gov.uk/agriculture/topics/zoonoses.htm>

[https://www.hse.gov.uk/agriculture/topics/livestock.htm# Keeping bulls](https://www.hse.gov.uk/agriculture/topics/livestock.htm#_Keeping_bulls)

#### Safe Working Procedure review history

Version No:	Date:	Reviewed by:	Changes made:
Version 1.0	09.01.2020	Unknown	First iteration
Version 2.0	21.06.2022	J Tyas	Translated to new SWP template Significant hazards added to the SWP
Version 2.1	06.07.2022	Steven Werrell	Added bullet about checking male cattle (bulls) Added link to HSE Guidance on keeping bulls