

Evaluating Your Own Farm Shop

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This list of questions is designed to help bring attention to items or conditions that may need to be corrected or improved in your farm shop. The end goal is to make your shop safe and useful. As you respond to each question, think of ways to optimize any aspect of your shop. Make a list of the steps or actions you would like to do for specific improvements. Prioritize the steps that you plan to take for improving your farm shop. Consider accomplishing easy-to-correct steps first (perhaps those that take little time or of low cost).

Ask yourself the following questions.

Consider involving key workers and/or family members to address these questions.

1. Is there enough space for the functions that need to be accomplished in the shop?
Consider every season when contemplating shop functions. **Yes**___ **No**___
If there's not enough space, what can I do to improve space issues?
2. Can all farm equipment be pulled into the shop for repair or for preventative maintenance? **Yes**___ **No**___
If not, is there a way to rectify the situation?
3. Is my farm shop equipped with the necessary equipment and tools (hand tools and power tools) for the tasks I typically perform? **Yes**___ **No**___
If not, what equipment or tools should I consider obtaining?
4. Are the equipment and tools in my farm shop in good working order? **Yes**___ **No**___
If not, what equipment or tools need to be discarded, repaired or replaced?
5. Is my shop well organized? **Yes**___ **No**___
Can I (or others) find any tool when needed?
Can I (or others) find any supply item when needed?
Can I (or others) find all operators manuals?
Can I (or others) find all materials safety data sheets?
6. Is my shop clean and tidy (uncluttered)? **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?
7. Can I move about the shop easily? Consider flooring and flow of work. **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?
8. Is there adequate electrical power to all units (circuits)? **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?

9. Is light (natural and provided) adequate for the tasks that I typically need to perform? **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?
10. Can I work comfortably in any season in my farm shop? **Yes**___ **No**___
Is the shop dry?
Is the shop warm?
Can the shop be heated when necessary?
11. Is my shop well ventilated for good air exchange especially when welding, grinding, sanding, sand blasting or painting (or when fumes might exist)? **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?
12. Is there a phone in the farm shop (or some means to call in or call out)? **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?
13. Is there a first aid kit and is it well stocked? **Yes**___ **No**___
If not, what should be added or replaced in the kit?
14. Is all of the necessary personal protective equipment (PPE) easily available and in good working condition?
15. If not, what can be done to improve this aspect?
16. Is any part of the shop a hazardous area? **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?
17. Is my shop securable to restrict entry by others? **Yes**___ **No**___
If not, what can be done to improve this aspect of the shop?
18. Is all powered equipment in my shop unplugged and/or locked out when not in use? **Yes**___ **No**___
19. Do I have a restroom facility that is convenient to the shop? **Yes**___ **No**___
20. Is there a place in my farm shop where a worker can clean up (such as a sink or shower)? **Yes**___ **No**___