

JAYGOGA PTY LTD

Employee must provide TEN Declaration Form on commencement of employment. Positive proof of identity must be provided before commencing work,

Examples - Drivers licence - Passport Working Holiday Visa

A General Workplace Health & Safety Form, FairWorks Statement which is supplied with your Employment Details Form must be Read and Signed, before commencing any work with Jaygoga Pty Ltd.

WHILE ON FARM AND CUTTING CROPS THE FOLLOWING INSTRUCTIONS MUST BE ADHERED TO:

- HOURLY RATE IS \$24.36 per hour AS BY HORTICULTURAL AWARD 2010 or IF IT IS PIECEWORK/CONTRACT YOU WILL BE GIVEN A CONTRACT WITH PRICES PAID DEPENDING ON CROP, WHICH MUST BE READ AND SIGNED BEFORE COMMENCING WORK.
- FOLLOW ALL INSTRUCTIONS GIVEN IN TRAINING SESSIONS
- KNIVIES TO BE COLLECTED FROM SUPERVISOR EACH MORNING AT THE FARM AND RETURNED UPON COMPLETION OF WORK EACH DAY. IF LOST OR DAMAGED THROUGH YOUR OWN NEGLIGENCE, IT IS YOUR RESPONSABILITY TO REPLACE THEM
- FINGERS ARE TO BE KEPT AWAY FROM KNIFE BLADE & CAREFUL OF ARMS AND LEGS WHEN CUTTING. SAFETY GLOVES CAN BE WORN IF YOU WISH. SUPPLIED AT YOUR OWN COST.
- ALWAYS CUT AWAY FROM THE BODY.
- WHEN BENDING TO AVOID BACK STRAIN ON LOWER BACK BEND KNEES AND STRETCH.
- ALWAYS WEAR BRIGHT COLOURED CLOTHING OR FLO VESTS.
- COVERED FOOTWEAR MUST BE WORN AT ALL TIMES. PREFERABLE GUM BOOTS OR BOOTS TO PROTECT YOUR FEET FROM WATER, GLASS AND FOREIGN OBJECTS IN THE GROUND.
- ANY ALLERGIES TO SAP OR POLLEN MUST BE REPORTED BEFORE COMMENCING WORK.
- STAND AND STRETCH YOUR ARMS AND BACK EVERY 15 to 20 MINS. THAT DOES NOT MEAN YOU STAND THERE DOING THIS FOR 10 MINS OR MORE.
- FOLLOW FARMERS INSTRUCTIONS ON WHAT AREA TO WORK AND WHEN TO LEAVE A WORK AREA.
- WHEN CUTTING ONIONS, YOU ARE RESPONSIBLE FOR YOUR OWN SNIPS.
- ALWAYS KEEP SNIP BLADES BANDED TOGETHER WHEN NOT IN USE. ALWAYS WALK WITH SNIPS POINTED DOWNWARDS.
- IF BUCKET OR BASKET IS TOO HEAVY FOR YOU TO LIFT ASK THE Paddock SUPERVISOR FOR HELP, THAT IS WHAT THEY ARE THERE FOR.
- YOU MUST SUPPLY YOUR OWN FOOD, WATER, SUNSCREEN AND HATS. YOU MUST DRINK PLENTY OF WATER, EXAMPLE BRING UP TO 6 to 8 Lts. WITH YOU ESPECIALLY ON HOT DAYS AND HAT MUST BE WORN.
- IF YOU ARE FEELING UNWELL FROM THE HEAT YOU MUST LET THE SUPERVISOR KNOW STRAIGHT AWAY. AND SIT DOWN AND START SIPPING WATER DO NOT GUZZLE IT DOWN OTHERWISE IT WILL MAKE YOU SICK, SLOW SIPS.
- WORK IS SUBJECTED TO THE WEATHER CONDITIONS RAIN ETC.

Employee's Name (Print) _____

Date __/__/__

Employee's Signature