



# AGRICULTURE VICTORIA

## FARM SAFETY REBATE SCHEME GUIDELINES

*The Victorian Government is assisting farmers to invest in infrastructure and equipment to improve safety on farms.*

### ABOUT THE SCHEME

The Victorian Government (through Agriculture Victoria, an agency of the Department of Jobs, Precincts and Regions) (Agriculture Victoria) has established the Farm Safety Rebate Scheme (the Scheme) to assist eligible farm businesses to invest in eligible infrastructure and equipment projects (Eligible Projects) to improve safety for farming families, workers and visitors to Victorian farms.

The Scheme is a key component of Smarter, Safer Farms, a \$20 million Victorian Government commitment to improve safety and skills outcomes for Victorian farmers. Funding for the Scheme is provided from the Agriculture Infrastructure and Jobs Fund. One of the aims of this fund is to strengthen the resilience of the agriculture sector.

Rebates of up to \$5,000 excluding GST are available to eligible farm businesses for Eligible Projects.

Only one rebate per farm business is permitted for the life of the Scheme.

Rebates will require at least 50 per cent cash co-contribution by the applicant.

The Scheme is available for farm businesses located in the State of Victoria.

The availability of rebates is subject to funds being available. No rebates will be offered beyond the allocated total Victorian Government funding of \$3 million (ex GST). The Scheme is available for farm businesses located in the State of Victoria.

### SCHEME OBJECTIVE

Farms are homes as well as businesses. The Scheme will assist eligible Victorian farm businesses to invest in infrastructure and equipment to help farm businesses improve safety outcomes for their families, workers and visitors.

Applications must address risks to health and safety that relate to the farm as a workplace. It can include risks associated with the intersection of the farm with family life. This rebate will assist in making these workplaces safer for family members, workers and visitors.

### ASSISTANCE AVAILABLE

A Rebate of up to \$5,000 excluding GST in matched funding is available for Eligible Projects, which are listed in Section 15 (below).

The rebates will be available from the date the Scheme opens until the Scheme funds are fully allocated or the closing date of 31 December 2021, whichever is sooner.

Applicants can apply for only one rebate. A combination of projects is permitted in one application for a combined total of no more than \$5,000 in matched rebate funding.

## ELIGIBLE PROJECTS

Safety infrastructure and equipment (dollar for dollar co-contribution required)

Eligible Projects are those that improve safety outcomes for farmers, farm workers, farm families, and visitors and that fall within the categories listed in Section 15: List of Eligible Projects and Section 16: List of Eligible Projects by Category.

Eligible Projects are those that aim for permanent safety improvements and can include, but are not limited to the following:

- Child safety fencing and installation costs to create safe on-farm play areas
- Safety and warning signs; e.g. children at play, traffic management, speed limits, overhead powerlines, chemical hazard, deep water, water not for drinking, steep descent, hearing protection must be worn etc.
- Animal handling equipment; sheep handling systems, cattle crush etc.
- Animal management; loading ramps, man-gates, access platforms, roofed sheep races (note: New Australian standard expected in late 2020)
- Chemical hazards; dedicated chemical storage sheds (AS2507), spill washdown and shower facilities, eye wash station etc.
- Upgrade of shearing, dairy or machinery shed electrics to install safety switches or improve power systems and lighting
- Emergency shut off switches for existing machinery and equipment
- Retrofit back brace hanging points in shearing sheds
- Reversing camera on farm tractors and vehicles
- Retrofit of seatbelts, seatbelt warning lights, deadman switches etc.
- Retrofit of guarding on machinery and plant where guards did not previously exist.

All funded projects must comply with Australian Standards (including installation) where required by regulation.

Installations must comply with the manufacturer's instructions and use licensed tradesmen when required by legislation, council regulation or the manufacturer's instructions. This is the responsibility of the farm business and the Department is not liable in any way in relation to or in connection with the Eligible Project, other than as expressed in these Guidelines.

*“I want my Dad to come home safely after working in the yards all day. The new equipment means he’s less tired and less likely to have an accident.”*



## INELIGIBLE PROJECTS

Project expenses not eligible under the Scheme include (but are not limited to):

- Safety items or equipment of a solely personal nature e.g. fire blanket for the home kitchen, smoke alarms in the home, flotation devices etc.
- Personal protective equipment (the Scheme aims to support higher order controls than PPE)
- Swimming pool fencing
- Standard boundary, paddock or laneway fencing
- Subscriptions and/or software costs
- UHF/VHF radios and boosters
- Sensor lighting and CCTV monitoring
- Wages for your employees or your self-assessed labor or transport costs associated with purchase and installation of the equipment and infrastructure
- Livestock electronic identification tags or hand-held tag reading equipment
- Training costs
- Replacing agricultural machinery and equipment (e.g. tractors, silos) unless specified in the 'List of Eligible Projects'.
- Vehicles (e.g. cars, motor bikes, quad bikes, side by sides, trailers and trucks)
- Roll over protection devices for quad bikes
- Administration, consultancy, legal or insurance costs

## ELIGIBILITY CRITERIA

In order to apply, applicants must meet all of the following criteria:

- a. Be the owner, operator, share farmer or lease holder of a farm business:
  - carried out on land in Victoria;
  - located where the Project will be installed,
  - which is focused on 'Primary Production' (as defined below),
  - holding an Australian Business Number (ABN);
  - which is registered for GST.

- b. Sign a Declaration confirming that you meet the eligibility requirements of the Scheme.
- c. If requested by Agriculture Victoria, provide further evidence in relation to any of the eligibility requirements above.

Applicants must ensure that their ABN registration information is up-to-date and current as at the time of application.

One rebate will be offered per farm business (ABN). An applicant who operates more than one farm business or who has more than one farm property may only apply for one rebate.

Projects that have already received (or are approved to receive) funding from another Victorian Government source will be ineligible for funding under this Scheme.

### Primary production definition:

For the purposes of eligibility under the Farm Safety Rebate Scheme, 'Primary Production' means:

- a. an enterprise established under the legal structure of a sole trader, partnership, trust or private company; and
- b. is carried on by a person(s) who trades in a primary production industry, including cultivating or propagating plants, fungi or their products or parts (including seeds, spores, bulbs and similar things) in any physical environment, or maintaining animals for the purpose of selling them or their bodily produce (including natural increase), or manufacturing dairy produce from raw material that they produce, and
- c. excludes apiary, aquaculture, forestry and marine-based primary production; and
- d. undertakes all primary production aspects of the business wholly in Australia; and
- e. is not a public company under the meaning of the Corporations Act 2001 (Cth).

*“I’m a single parent and I need to know my child is happy and safe while I am milking the cows. The new child safety fencing around the dairy cubbyhouse does just that.”*

## APPLICATION AND ASSESSMENT PROCESS

Applicants should carefully consider their eligibility against the criteria set out in these Guidelines before applying.

To apply for a rebate, the Farm Safety Rebate Scheme – Application Form must be completed (digital or paper copy).

Applicants can either apply for a reimbursement under Option A or seek “in-principle approval” for an Eligible Project under Option B. Only one application may be submitted per eligible farm business. Section 8 shows the process of these two options.

### Option A:

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Applicants may seek reimbursement for Eligible Projects purchased and installed after the Scheme opens by submitting paid receipts with their application.

There is no guarantee that Projects already undertaken and paid for will be reimbursed under the Scheme.

The application must be accompanied with the following supporting documentation:

- Evidence of the Location in which you own, operate, share or lease your farm business. Evidence may include:
  - Lease documentation
  - Rates notices
  - Share-farming contract.
- Paid tax invoices and/or receipts
- Photos showing completed installation and other evidence as required (e.g. electrical certificate).

### Option B:

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Applicants may seek “in-principle approval” of their Eligible Project before expenditure is committed. Cost estimates must be provided.

The application must be accompanied with the following supporting documentation:

- Evidence of the Location in which you own, operate, share or lease your farm business. Evidence may include:
  - Lease documentation
  - Rates notices
  - Share-farming contract.
- Cost estimates for the proposed work or infrastructure investment.

On receiving written in-principle approval, applicants are required to purchase the infrastructure or complete the work proposed within three months of the date of approval.

On completion of the Eligible Project, rebate applicants are required to forward the following supporting documentation to Rural Finance:

- Paid tax invoices and/or receipts
- Photos showing completed installation and other evidence as required (e.g. electrical certificate).

The rebate applicant must pay for the Project initially then Rural Finance will forward payment of the rebate amount upon completion.

Applications will be assessed by Rural Finance on behalf of Agriculture Victoria against the eligibility criteria (see Section 6 above).

Rural Finance and/or Agriculture Victoria reserves the right to request further information from you or from any business or individual you have engaged to carry out the Eligible Project, to assist in assessing the Application and to verify any information provided in your Application.

Completed applications will be processed in order of receipt.

By signing the application form, you are declaring that the information provided in the application form and supporting documentation is true and correct in every particular.

Providing inaccurate, untrue or misleading information may be a breach of criminal law for which serious penalties may apply.

GST is excluded from any rebate payment.

Payment of the approved amount (50% of the GST exclusive costs incurred by the applicant in completing the Eligible Project up to a maximum of \$5000) will be arranged and processed as soon as possible via electronic funds transfer to the applicant's nominated account.

## PROCESS FLOW CHART

Process for obtaining a Farm Safety Rebate:



## REVIEW AND AMENDMENT

The Scheme Guidelines are correct at the time of publishing.

Agriculture Victoria may review and amend the rebate Scheme at any time.

## EVALUATION OF THE SCHEME

The Victorian Government may conduct an evaluation to determine the extent to which the Farm Safety Rebates Scheme has contributed to Victorian Government policy objectives. Rebate recipients may be requested to provide information to assist in auditing during the Scheme or the evaluation after the Scheme's completion.

## FURTHER INFORMATION

### Rural Finance

Telephone: 1800 260 425

Email: [governmentservices@ruralfinance.com.au](mailto:governmentservices@ruralfinance.com.au)

Web: [ruralfinance.com.au](http://ruralfinance.com.au)

Postal Address: GPO Box 1313,  
Bendigo Central, Victoria 3552

### Agriculture Victoria

For further information on support for Victorian farmers please telephone: 136 186.

For general advice relating to farm safety please contact one of the organisations listed below:

### WorkSafe

WorkSafe can offer Farm Safety Checklists or free confidential safety audits and advice via its programs.

Telephone: 1800 136 089

Web: [worksafe.vic.gov.au](http://worksafe.vic.gov.au)

### Victorian Farmers Federation

Telephone: 1300 882 833

Email: [members@vff.org.au](mailto:members@vff.org.au)

Web: [vff.org.au](http://vff.org.au)

## INFORMATION ONLY

These Guidelines and any discussions you may have with Agriculture Victoria or Rural Finance representatives are for information only, and do not constitute advice. Applicants should seek independent advice before making an application.

Applications are at the cost of the applicant.

Rural Finance and/or Agriculture Victoria make no representation that a grant of a rebate will be made to any applicant and reserves the right to make no funds available under the Scheme.

The Rebate may constitute farm income depending on an applicant's financial situation. For advice relevant to your specific situation, please contact the ATO, your accountant or local tax professional.

Telephone: 13 28 66 (ATO Business customers)

Web: [ato.gov.au](http://ato.gov.au) and [ato.gov.au/Business/Income-and-deductions-for-business/](http://ato.gov.au/Business/Income-and-deductions-for-business/)

## PUBLICITY

Rebate recipients may be asked to assist Agriculture Victoria in promoting the Scheme. This may include involvement in media releases, case studies or promotional events and activities.

Agriculture Victoria may request rebate recipients to fact check text and seek all relevant approvals in order for Agriculture Victoria to use any imagery provided by the recipient associated with the Scheme prior to the publication of any such promotional materials.

Recipients must not make any public announcement or issue any press release regarding the receipt of a rebate without the prior written approval of Agriculture Victoria.

Agriculture Victoria may publicise the benefits accruing to the recipient and/or the State of Victoria associated with the provision of a Farm Safety Rebate.

## CONFIDENTIALITY

Any personal information provided by the Applicant or a third party in an application will be collected by Agriculture Victoria or Rural Finance for the purpose of administration of the Scheme. This information may be provided to other Victorian Government bodies for the purposes of assessing Farm Safety Rebate Scheme applications.

Data gathered through assessments may be compiled, aggregated and made anonymous by Agriculture Victoria for Scheme reporting, evaluation and research purposes.

Any personal information collected, held, managed, used, disclosed or transferred will be held in accordance with the provisions of the Privacy and Data Protection Act 2014 (Vic) and other applicable laws.

Agriculture Victoria is committed to protecting the privacy of personal information. Agriculture Victoria's Privacy Policy can be found online at [djpr.vic.gov.au/privacy](https://djpr.vic.gov.au/privacy). Enquiries about access to information should be directed to the Department of Jobs, Precincts and Regions' Privacy Unit by email: [privacy@ecodev.vic.gov.au](mailto:privacy@ecodev.vic.gov.au).

## LIST OF ELIGIBLE PROJECTS

### Eligible Project with listed examples

**Chemical storage:** Dedicated chemical storage sheds (AS2507) and/or lockable chemical cages with racks. (can be large enough to include a fridge for veterinary chemicals)

**Chemical spill:** permanently bunded area

**Cool room:** Carbon dioxide alarms/motion detector

**Electrical upgrades for buildings:** switchboards, safety switches, overload switches, lighting and associated electrical improvements for dairies, shearing sheds and machinery sheds

**Electrical upgrades for machinery and plant:** emergency stop switches, replace shaft driven shearing stands with individual electric units, retrofit safety bar/emergency stop on wool presses, isolation switches on feeding systems

**Emergency shower/eyewash station**

**Exclusion fencing of hazards (child focus):** effluent ponds and effluent pits

**Fire hose reels and hoses** with associated plumbing and piping: installed at machinery sheds, shearing shed

**Guarding and safety barriers:** for machinery, equipment and plant including: extending hot water pipes or hoses into dairy wash-up drums to reduce splash, guarding to remove entanglement, pinch and shear hazards in the dairy, installation of skirt around platform or guards on the dairy platform rollers, retrofit guards on machinery including augers, grinders, motors, pumps, Power Take-Offs (PTOs), grain and feed auger flights in and out of silos

### Eligible Project with listed examples

**Livestock handling:** Veterinary inspection crush as part of yard structure, separate AI/pregnancy crush beside dairy, solid yard paneling or post and rail fencing, install personnel escape gates, refuges or man gates in yards, improved spring latches, races, shade protection, redesign and modifications to dairies/ramps/races including retrofit of quick release systems to allow cows to be released if they go down, permanent shade structure over races, installation of races with side gates and drop gates to improve handling of livestock and exclude people from the race

**Livestock loading:** Loading ramps, races, forcing pens, solid paneling and/or post and rail fencing

**Manual handling improvements:** redesign catching pens including slope and direction of slats, retrofit back brace infrastructure in shearing sheds

**Remote inspection cameras:** Installation of silo remote inspection cameras

**Safe play area (child focus):** Fencing for child containment including standard "backyard" area around house

**Seat belt and or seated sensor installation:** may include replacement seat only if required for safe fixing of the seatbelt

**Silo access:** Safety rails, ladders, platforms and stairways for permanent installation on existing silos (must be inaccessible to children)

**Vehicle alert devices:** reversing camera, audible reversing beepers, smart beepers

**Warning signs:** child/vehicle shared zone, Beware of children, , speed limits, overhead powerlines, hearing protection, chemical and hazard warning signs etc



## LIST OF ELIGIBLE PROJECTS BY CATEGORY

Description	Additional guidance
<b>Children on farms</b>	
Warning signs: child/vehicle shared zone, Beware of children	Must supply photo of completed installation
Safe play area fenced e.g. at the dairy or can include standard "back yard" area around the house to separate children from the farm	Must supply photo of completed installation
Exclusion fencing of farm-based hazards. E.g. effluent ponds	Must supply photo of completed installation. Fencing for swimming pools will not be funded
Reversing camera	Must supply photo of completed installation
Audible reversing beepers, smart beepers for farm machinery	Must supply photo of completed installation
<b>Dairies</b>	
Electrical switchboard upgrades, safety switches, overload switches and associated electrical improvements	Must supply electrical safety certificate from electrician; may include improved permanent lighting. Must supply photo of completed installation
Lockable chemical cage with shelving and able to contain fridge for veterinary chemicals	Must supply photo of completed installation
Extend pipes and hoses deep into the wash-up drums to minimise splashing of extremely hot water	Must supply photo of completed installation
Re-design cow entry that has a slope of less than 6% and that slopes up to the dairy	Must supply photo of completed installation
Construct a separate AI/pregnancy test race alongside the dairy	Must supply photo of completed installation
Install guarding to remove entanglement, pinch and shear hazards in the dairy	Must supply photo of completed installation
Install a skirt around the platform or guards on the rotary dairy platform rollers	Must supply photo of completed installation
Retrofit quick release systems to allow cows to be released if they go down in the bail/stall	Must supply photo of completed installation
Installation of suitably sized personnel escapes or refuges in yards	Must supply photo of completed installation
Exclusion fencing installed around effluent pits and ponds	Must supply photo of completed installation

Description	Additional guidance
<b>Shearing sheds</b>	
Electrical switchboard upgrades, safety switches, overload switches and associated electrical improvements (including permanent lighting over work areas)	Must supply electrical safety certificate from electrician. Must supply photo of completed installation
Installation of emergency stop switches to plant or machinery	Must supply photo of completed installation
Replacing shaft driven shearing stands with individual electric units	Must supply photo of completed installation
Retrofit safety bar and emergency stop switch on wool presses	Must supply photo of completed installation
Redesign of catching pens including slope and direction of slats to reduce manual handling injuries	Must supply photo of completed installation
Retrofit back-brace infrastructure in shearing sheds	Must supply photo of completed installation
Retrofit guards on shearing machinery including grinders	Must supply photo of completed installation
Fire hose reels installed at machinery shed/ shearing shed (may include associated plumbing)	Must supply photo of completed installation
<b>Livestock handling</b>	
Installation of solid yard paneling or post and rail fencing to improve flow of livestock in the yards	Must supply photo of completed installation. Standard paddock and laneway fencing is not funded nor mesh that can cause entrapment of livestock feet and legs
Installation of strategic personnel escape gates, spring gate latches in the yard	Must supply photo of completed installation
Installation of permanent shade structure over race to protect workers from the elements	Must supply photo of completed installation
Installation of races and loading ramps	Must supply photo of completed installation
Veterinary inspection crush as part of yard structure	Must supply photo of completed installation
Installation of side gates and drop gates (manual or automatic) to improve handling of livestock in races and exclude people from the race	Must supply photo of completed installation

Description	Additional guidance
<b>Farm Machinery and Plant</b>	
Reversing camera	Must supply photo of completed installation
Audible reversing beepers, smart beepers	Must be installed
Retrofit guards on farm machinery including augers, grinders, motors, pumps, PTO etc	Must supply photo of completed installation; limit of one PTO guard per farm business
Retrofit seatbelt and replacement seat (if required to install seatbelt) and seatbelt sensors	Must supply photo of completed installation
Warning signs: Overhead powerlines, Hearing protection must be worn, Vehicle speed limits etc	Must supply photo of completed installation
Fire hose reels installed at machinery shed (may include associated plumbing)	Must supply photo of completed installation
Electrical switchboard upgrades, safety switches, overload switches and associated electrical improvements in workshop/machinery shed	Must supply electrical safety certificate from electrician and photo of completed installation
<b>Silos and grain/feed augers</b>	
Installation of silo remote inspection cameras (monitor located in dairy or images transmitted via wi fi/Bluetooth technology to office)	Must supply photo of completed installation
Safety rails, ladders, platforms and stairways for permanent installation on existing silos (must be inaccessible to children)	Must have engineering oversight to prevent compromising integrity of silo. Must supply photo of completed installation
Install mesh guards over exposed auger flights in and out of silo	Must supply photo of completed installation
Install isolation switches to the feeding system to allow the plant to be locked out when conducting silo maintenance	Must supply photo of completed installation
Warning signs: Overhead powerlines	Must supply photo of completed installation
<b>Chemicals</b>	
Dedicated chemical storage sheds (AS2507) and/or lockable chemical cages with racks.	Must supply photo of completed installation with signs displayed
Permanently bunded area for containing chemical spills	Must supply photo of completed installation
Emergency shower and/or eyewash station	Must supply photo of completed installation
Chemical and hazard signs	Must supply photo of completed installation
<b>Horticulture</b>	
Carbon dioxide alarms and motion detectors for cool room safety	Must supply photo of completed installation
Guarding for motors, pumps or exposed PTOs	Must supply photo of completed installation; limit of one PTO guard per farm business

