

LANGUAGE-QA FAIL - blocking control failed: B5, G5

BILINGUAL AID - ENGLISH IS THE AUTHORITATIVE VERSION - NOT AUTHORISED FOR TONGAN-ALONE DISPLAY

If you do not understand any part of this sheet, ask for a human interpreter. Orchard Tech will provide one.

Kapau 'oku 'ikai mahino kiate koe ha konga 'o e la'ipepa ni, kole ha tokotaha fakatonulea. 'E 'omi 'e Orchard Tech ha tokotaha fakatonulea ma'au. °

Stock pad and harvest transport coordination on an almond farm

Fokotu'utu'u ngāue 'i he stock pad mo e fetuku 'i he taimi havesi 'i ha faama almond °

What to expect before you start

Me'a ke ke 'amanaki ki ai kimu'a pea ke kamata °

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Each Tongan line is printed under its English. Lines marked ° were written by Orchard Tech. See About this Tongan version at the end.

'Oku paaki 'a e laine Fakatonga takitaha 'i lalo 'i he'ene lea fakapalangi. Ko e ngaahi laine 'oku faka'ilonga'i 'aki 'a e ° na'e fa'u 'e Orchard Tech. Vakai ki he konga Fekau'aki mo e Version Fakatonga ni 'i he ngata'anga. °

This sheet describes typical stock pad and harvest transport coordination work and conditions. Your actual duties depend on the farm and what you are trained and authorised to do. Reading this sheet does not authorise you to drive a farm vehicle, operate machinery or repair equipment.

'Oku fakamatala 'a e la'ipepa ni ki he ngāue angamaheni mo e ngaahi tu'unga 'i hono fokotu'utu'u 'o e ngāue 'i he stock pad mo e fetuku 'i he taimi havesi. 'Oku makatu'unga ho ngaahi fatongia mo'oni 'i he faama mo e ngaahi ngāue kuo ako'i koe ke fai pea kuo fakangofua koe ke fai. 'Oku 'ikai 'oatu 'e ho'o lau 'a e la'ipepa ni ha ngofua ke ke faka'uli ha me'alele 'a e faama, ngāue'aki ha mīsini pe fakalelei'i ha me'angāue. °

Who you work for

Tokotaha 'oku ke ngāue ki ai °

Orchard Tech is your employer. Your host farm (your host) directs your daily work. Both are responsible for your health and safety. Raise questions or safety concerns with your supervisor or Orchard Tech: Hari Yellina, 0439 32 32 32, or Soana Fanua, 0400 174 471.

Ko Orchard Tech 'a ho'o pule ngāue. Ko e faama 'oku ke ngāue ai (ho'o host) 'oku ne fakahinohino ho'o ngāue faka'aho. 'Oku na fakatou fatongia'aki ho'o mo'ui lelei mo ho'o malu. Tala ki ho'o supavaisa pe Orchard Tech ho'o ngaahi fehu'i pe ngaahi me'a 'oku ke hoha'a ki ai fekau'aki mo e malu: Hari Yellina, 0439 32 32 32, pe Soana Fanua, 0400 174 471. °

Your working hours

Ho ngaahi houa ngāue °

Your confirmed roster sets your days, hours and breaks. Ask your supervisor if you are unsure. Stock pad work may include night shifts.

Ko ho'o fokotu'utu'u ngāue (roster) kuo fakapapau'i 'oku ne fokotu'u ho ngaahi 'aho, houa ngāue mo e taimi mālōlō. 'Eke ki ho'o supavaisa kapau 'oku ke veiveiua. 'E ala kau 'i he ngāue 'i he stock pad 'a e ngaahi sifi 'i he po'uli. °

The work you may do

Ngaahi ngāue te ke ala fai °

The stock pad. At harvest, bankouts (harvest machines that carry the almonds out of the rows) bring the almonds to the elevator site. An elevator is a machine with a moving belt. It carries the almonds up into a truck or onto a stockpile (a large pile of almonds). The area where this happens is often called the stock pad. Front-end loaders and tipping trucks may also work there.

Ko e stock pad. 'I he taimi havesi, 'oku 'omi 'e he ngaahi bankout (ngaahi mīsini havesi 'oku nau fetuku 'a e ngaahi fua almond ki tu'a mei he ngaahi 'otu) 'a e ngaahi fua almond ki he feitu'u 'o e elevator. Ko e elevator ko ha mīsini 'oku 'i ai ha leta fetuku (belt) 'oku nga'unu. 'Oku ne fetuku 'a e ngaahi fua almond ki 'olunga ki loto 'i ha loli pe ki 'olunga 'i ha stockpile (ha fokotu'unga lahi 'o e ngaahi fua almond). 'Oku fa'a ui 'a e feitu'u 'oku hoko ai 'eni ko e stock pad. 'E ala ngāue foki 'i he feitu'u ko ia ha ngaahi mīsini fakaheka uta 'i mu'a (front-end loaders) mo e ngaahi loli hua'i uta (tipping trucks). °

Helping to coordinate. As your host directs, you may help to organise where the almonds are stockpiled, and where and when bankouts and trucks wait, unload, load and leave. At some farms, bankout drivers tell a stock pad controller when they arrive, then wait at a set holding place. The controller tells each driver when to go to the elevator and when to move away. Drivers tell the controller when they leave, and follow the set exit route. Your host will tell you who gives directions on the stock pad and what you are responsible for. Give directions to drivers only if your host has trained you and given you that job.

Tokoni ki hono fokotu'utu'u 'o e ngāue. 'I he fakahinohino 'a e faama 'oku ke ngāue ai, te ke ala tokoni ke fokotu'utu'u 'a e feitu'u 'e fokotu'u ai 'a e ngaahi fua almond 'i ha stockpile, mo e feitu'u mo e taimi 'e tatali ai, tuku hifo ai 'enau uta, fakaheka ai 'a e uta mo mavahe ai 'a e ngaahi bankout mo e ngaahi loli. 'I he ngaahi faama 'e ni'ihi, 'oku tala 'e he kau faka'uli bankout ki ha tokotaha 'oku ne pule'i 'a e stock pad (controller) 'i he'enau a'u atu, pea nau tatali 'i ha feitu'u tatali (holding place) kuo fokotu'u. 'Oku tala 'e he tokotaha 'oku ne pule'i 'a e stock pad (controller) ki he tokotaha faka'uli taki taha 'a e taimi ke 'alu ai ki he elevator mo e taimi ke mavahe ai. 'Oku tala 'e he kau faka'uli ki he tokotaha 'oku ne pule'i 'a e stock pad (controller) 'i he'enau mavahe, pea nau muimui ki he hala mavahe (exit route) kuo fokotu'u. 'E tala atu 'e he faama 'oku ke ngāue ai ko hai 'oku ne 'oatu 'a e ngaahi fakahinohino 'i he stock pad mo e ngaahi me'a 'oku ke fatongia'aki. 'Oatu 'a e ngaahi fakahinohino ki he kau faka'uli 'o kapau pē kuo ako'i koe 'e he faama 'oku ke ngāue ai pea kuo ne 'oatu 'a e ngāue ko ia kiate koe. °

Records. If your host asks you to keep a record of loads, it will show you what to record and how.

Ngaahi lēkooti. Kapau 'e kole atu 'e he faama 'oku ke ngāue ai ke ke tauhi ha lēkooti 'o e ngaahi uta, 'e faka'ali'ali atu 'e he faama ko ia 'a e me'a ke lēkooti mo hono founa. °

This sheet covers coordination work on the ground only. It does not cover driving (including bankouts, trucks and loaders), operating the elevator or any other machine, clearing blockages, repairs, using power tools, handling chemicals, covering or uncovering stockpiles with tarps (large covers), electrical work, climbing onto machines, trucks or stockpiles, other work at heights, or entering confined spaces, dams, tanks or channels. These are separate tasks. They need their own instructions, training and authorisation.

‘Oku kau ‘i he la‘ipepa ni ‘a e ngāue fokotu‘utu‘u ‘i he kelekele pē. ‘Oku ‘ikai kau heni ‘a e faka‘uli (kau ai ‘a e ngaahi bankout, loli mo e ngaahi mīsini fakaheka uta (loaders)); ngāue‘aki ‘o e elevator pe ha toe mīsini kehe; to‘o ‘o e ngaahi punitia; ngaahi fakalelei‘i; ngāue‘aki ‘o e ngaahi me‘angāue ‘oku fakalele ‘aki ha ivi (power tools); ngāue mo e ngaahi kemikale; ‘ufi‘ufi ‘o e ngaahi stockpile ‘aki ‘a e ngaahi ‘ufi‘ufi lalahi (tarps) pe to‘o ‘o e ngaahi ‘ufi‘ufi ko ia mei ai; ngāue ‘uhila; kaka ki he ngaahi mīsini, loli pe stockpile; ngaahi ngāue kehe ‘i he ngaahi feitu‘u ma‘olunga; pe hū ki he ngaahi feitu‘u mapuni (confined spaces), feitu‘u tauhi vai (dams), ngaahi ‘ai‘anga (tanks) pe halanga vai (channels). Ko e ngaahi ngāue makehe ‘eni (separate tasks). ‘Oku fiema‘u ki he ngāue taki taha ‘a ‘ene ngaahi fakahinohino pē ‘a‘ana, ‘ene ako‘i pē ‘a‘ana mo ‘ene ngofua pē ‘a‘ana. °

Working on foot among machines

Ngāue ‘i he lue (on foot) ‘i he lotolotonga ‘o e ngaahi mīsini °

The stock pad can be busy. Bankouts, trucks, loaders, elevators and other vehicles may be moving or working close together. A person on foot can be hit, run over or crushed.

‘E lava ke femo‘uekina ‘a e stock pad. ‘E ala nga‘unu pe ngāue ofi fakataha ‘a e ngaahi bankout, loli, mīsini fakaheka uta (loaders), elevators mo e ngaahi me‘alele kehe. ‘E lava ke tuki ‘e ha mīsini pe me‘alele ha tokotaha ‘oku lue (on foot), pe lele ‘i hono funga, pe laiki ia. °

- **Keep separate from machines.** Before you start, ask your host to show you where to work and how workers are kept away from machinery. If a machine comes into your work area, stop work, keep clear and tell your supervisor.

Nofo mavahe mei he ngaahi mīsini. Kimu‘a pea ke kamata, kole ki he faama ‘oku ke ngāue ai ke faka‘ali‘ali atu ‘a e feitu‘u ke ke ngāue ai mo e founga ‘oku tauhi ai ‘a e kau ngāue ke mama‘o mei he ngaahi mīsini. Kapau ‘e hū mai ha mīsini ki ho feitu‘u ngāue, ta‘ofi ho‘o ngāue, nofo mama‘o pea tala ki ho‘o supavaisa. °

- **Never approach a working machine** until the operator has stopped and clearly signalled you to come closer. Eye contact alone is not enough.

‘Oua ‘aupito na‘a ke ‘unu‘unu ofi ki ha mīsini ‘oku ngāue kae ‘oua kuo ta‘ofi ia ‘e he tokotaha ‘oku ne ngāue‘aki pea kuo ne ‘oatu ha faka‘ilonga mahino ke ke ‘unu‘unu ofi ange. ‘Oku ‘ikai fe‘unga ‘a e fesiofaki pē. °

- **Be seen:** wear the high-visibility clothing your host provides at all times. Stand where drivers can see you. Places a driver cannot see are called blind spots. Never stand in a blind spot or behind a vehicle that is reversing or may reverse. Dust, low sun, dawn, dusk and darkness can stop a driver from seeing you.

Ke hā koe: tui 'i he taimi kotoa pē 'a e vala lanu mata'ā'ā 'oku 'oatu 'e he faama 'oku ke ngāue ai. Tu'u 'i ha feitu'u 'e lava ke sio ai 'a e kau faka'uli kiate koe. 'Oku ui 'a e ngaahi feitu'u 'oku 'ikai lava ha tokotaha faka'uli 'o sio ki ai ko e "blind spots". 'Oua 'aupito na'a ke tu'u 'i ha "blind spot" pe 'i mui 'i ha me'alele 'oku lele ki mui (reversing) pe 'e ala lele ki mui. 'E lava ke ta'ofi 'e he efu, la'ā 'oku ma'ulalo, mafoa 'a e ata, fakapo'uli hifo 'a e 'aho mo e po'uli 'a e sio 'a ha tokotaha faka'uli kiate koe. °

- **Use set walking routes:** use the walking routes and safe places your host shows you. Never stand or walk between two machines, or between a machine and the elevator, a truck or a stockpile.

Ngāue'aki 'a e ngaahi hala lue kuo fokotu'u: ngāue'aki 'a e ngaahi hala lue mo e ngaahi feitu'u malu 'oku faka'ali'ali atu 'e he faama 'oku ke ngāue ai. 'Oua 'aupito na'a ke tu'u pe lue 'i he vaha'a 'o ha ongo mīsini, pe 'i he vaha'a 'o ha mīsini mo e elevator, ha loli pe ha stockpile. °

- **Agree signals first:** before you start, agree the radio calls and signals with the drivers and the elevator operator, as your host trains you. Check your radio before work, as your host shows you, and keep it on and working. Before you direct any machine, learn the stop signal and what to do if you lose radio contact or cannot see the driver. Give signals only from a safe place where the driver can see you. If the radio fails, a call is not clear or you are not sure a driver has seen you, do not signal a machine to move. Stay in a safe place and tell your supervisor.

Tomu'a felotoi ki he ngaahi faka'ilonga: kimu'a pea ke kamata, felotoi mo e kau faka'uli mo e tokotaha 'oku ne ngāue'aki 'a e elevator ki he ngaahi ui 'i he radio mo e ngaahi faka'ilonga, 'o hangē ko hono ako'i koe 'e he faama 'oku ke ngāue ai. Vakai'i ho'o radio kimu'a 'i he ngāue, 'o hangē ko hono faka'ali'ali atu 'e he faama 'oku ke ngāue ai, pea tauhi ia ke mo'ui pea ngāue. Kimu'a pea ke fakahinohino ha mīsini, ako 'a e faka'ilonga ke tu'u (stop signal) mo e me'a ke fai kapau 'e motu 'a e fetu'utaki 'i he radio pe 'oku 'ikai te ke lava 'o sio ki he tokotaha faka'uli. 'Oatu pē 'a e ngaahi faka'ilonga mei ha feitu'u malu 'e lava ke sio ai 'a e tokotaha faka'uli kiate koe. Kapau 'oku 'ikai ngāue 'a e radio, 'oku 'ikai mahino ha ui pe 'oku ke veiveiua pe kuo sio ha tokotaha faka'uli kiate koe, 'oua na'a ke 'oatu ha faka'ilonga ki ha mīsini ke nga'unu. Nofo 'i ha feitu'u malu pea tala ki ho'o supavaisa. °

- **Night work:** in the dark it is harder to see people, machines and the ground, and harder for drivers to see you. Before night work, your host will show you the lights, routes and how to stay in contact.

Ngāue 'i he po'uli: 'i he po'uli 'oku faingata'a ange ke sio ki he kakai, ngaahi mīsini mo e kelekele, pea faingata'a ange ke sio 'a e kau faka'uli kiate koe. Kimu'a 'i he ngāue 'i he po'uli, 'e faka'ali'ali atu 'e he faama 'oku ke ngāue ai 'a e ngaahi maama, ngaahi hala ke fou ai mo e founga ke tauhi ai 'a e fetu'utaki. °

Other dangers to watch for

Ngaahi fakatu'utāmaki kehe ke tokanga ki ai °

- **At the elevator:** the hopper is the bin at the bottom of the elevator where the almonds are tipped in. Keep clear of the hopper while a bankout or loader unloads or backs away. Keep out of any barricaded area, such as around the stick chute (where sticks come out). Ask your host to show you the elevator's emergency stops.

'I he elevator: ko e hopper ko e pini (bin) 'i he takele 'o e elevator 'oku hua'i ki ai 'a e ngaahi fua almond. Nofo mama'o mei he hopper lolotonga 'oku tuku hifo 'e ha bankout pe mīsini fakaheka uta (loader) 'a 'ene uta pe 'oku ne lele ki mui 'o mavahe. 'Oua na'a ke hū ki ha feitu'u kuo fakangatangata 'aki ha ngaahi me'a ta'ofi (barricaded area), hangē ko e feitu'u takatakai 'i he stick chute ('a e feitu'u 'oku ha'u mei ai 'a e ngaahi konga 'akau). °

Lea Fakatonga: Ask your host to show you the elevator's emergency stops.

- **Moving parts:** belts and other moving parts can catch clothing, hair or a hand and pull a person in. Never reach into the elevator, the hopper or a belt. Do not wear loose clothing, and tie back long hair. If a guard is missing, something is jammed or something looks wrong, keep clear and tell the elevator operator or your supervisor.

Ngaahi kongokonga 'oku nga'unu: 'e lava ke puke 'e he ngaahi leta (belts) mo e ngaahi kongokonga kehe 'oku nga'unu 'a e vala, lou'ulu pe ha nima, pea nau toho ha tokotaha ki loto. 'Oua 'aupito na'a ke mono ho nima ki loto 'i he elevator, hopper pe ha leta (belt). 'Oua na'a ke tui ha vala 'oku tautau (loose clothing), pea ha'i ki mui 'a e lou'ulu loloa. Kapau 'oku 'ikai ma'u ha me'a malu'i (guard), 'oku fihia ha me'a (jammed) pe 'oku ngali 'ikai totonu ha me'a, nofo mama'o pea tala ki he tokotaha 'oku ne ngāue'aki 'a e elevator pe ki ho'o supavaisa. °

- **Tipping trucks:** keep well clear of a truck while it tips its load. Never go under a raised tray or any raised part.

Ngaahi loli hua'i uta (tipping trucks): nofo mama'o 'aupito mei ha loli lolotonga 'oku ne hua'i 'a 'ene uta. 'Oua 'aupito na'a ke 'alu ki lalo 'i ha puha uta 'i mui (tray) kuo hiki hake pe ha konga pē kuo hiki hake. °

- **Power lines:** elevators and tipping trucks are tall. A tipping truck becomes taller when its tray is raised. Electricity can jump to a machine that comes close to a line, even if it does not touch it. Before you start, ask your host to show you the overhead power lines and where machines and raised parts must not go. Never direct a machine towards a power line. If you are unsure, do not signal a machine to move; ask your supervisor. If a machine touches a power line, or electricity jumps to it, keep well away from the machine, anything touching it and the ground around it. Do not go near it, even to help someone. Warn others to keep away. Call 000 or ask someone to call.

Ngaahi laine 'uhila: 'oku ma'olunga 'a e ngaahi elevator mo e ngaahi loli hua'i uta (tipping trucks). 'Oku toe ma'olunga ange ha loli hua'i uta (tipping truck) 'i he taimi 'oku hiki hake ai hono puha uta 'i mui (tray). 'E lava ke puna 'a e 'uhila ki ha mīsini 'oku 'unu'unu ofi ki ha laine 'uhila, neongo kapau 'oku 'ikai ke ala ki ai 'a e mīsini. Kimu'a pea ke kamata, kole ki he faama 'oku ke ngāue ai ke faka'ali'ali atu 'a e ngaahi laine 'uhila 'i 'olunga mo e ngaahi feitu'u 'oku tapu ke 'alu ki ai 'a e ngaahi mīsini mo e ngaahi konga kuo hiki hake. 'Oua 'aupito na'a ke fakahinohino ha mīsini ke nga'unu fakahanga ki ha laine 'uhila. Kapau 'oku ke veiveiua, 'oua na'a ke 'oatu ha faka'ilonga ki ha mīsini ke nga'unu; 'eke ki ho'o supavaisa. °

Lea Fakatonga: If a machine touches a power line, or electricity jumps to it, keep well away from the machine, anything touching it and the ground around it.

Lea Fakatonga: Do not go near it, even to help someone.

Lea Fakatonga: Warn others to keep away.

Lea Fakatonga: Call 000 or ask someone to call.

Weather and the outdoors

Ko e 'ea mo e ngāue 'i tu'a °

Most work is outdoors in heat, cold, wind, rain and dust. Watch for holes, pipes, slippery ground and snakes. Work may change or stop in heat, storms or smoke: follow your host's instructions. Use sun protection all year (broad-brim hat, long sleeves, sunglasses, sunscreen), drink water often, take shade breaks and dress for the weather. Tell your supervisor straight away if you or a co-worker feel sick, dizzy or very hot.

Ko e lahi taha 'o e ngāue 'oku fai 'i tu'a, 'i he vela, momoko, matangi, 'uha mo e efu. Tokanga ki he ngaahi ava, paipa, kelekele hekeheke mo e fanga ngata. 'E ala liliu pe tu'u 'a e ngāue 'i he vela, ngaahi matangi mālohi (storms) pe 'ahu: muimui ki he ngaahi fakahinohino 'a e faama 'oku ke ngāue ai. Ngāue'aki 'a e malu'i mei he la'ā 'i he ta'u kakato (tatā 'oku falahi hono tapa, falani nima loloa, matasio'ata malu'i mei he la'ā, kilimi la'ā), inu vai tu'o lahi, mālōlō 'i he malumalu pea tui vala 'oku fe'unga mo e 'ea. °

Lea Fakatonga: Tell your supervisor straight away if you or a co-worker feel sick, dizzy or very hot.

- **Do not enter a block that is being sprayed or has a no-entry sign. Do not drink irrigation water:** it may contain fertiliser or chemicals.

'Oua na'a ke hū ki ha poloka 'oku lolotonga fai ai 'a e fana (spraying) pe 'oku 'i ai ha faka'ilonga tapu hū. 'Oua na'a ke inu 'a e vai fu'ifu'i ngoue: 'e ala 'i ai ha me'a fafanga 'akau (fertiliser) pe kemikale. °

- **Fire:** follow your host's fire rules. Ask your host where the fire extinguishers are. If you see smoke or fire, move away, warn others and tell your supervisor straight away. In a fire, follow the farm emergency plan and go to the meeting point (muster point).

| **Afi:** muimui ki he ngaahi tu'utu'uni ki he afi 'a e faama 'oku ke ngāue ai. °

| **Lea Fakatonga:** Ask your host where the fire extinguishers are.

| **Lea Fakatonga:** If you see smoke or fire, move away, warn others and tell your supervisor straight away.

| **Lea Fakatonga:** In a fire, follow the farm emergency plan and go to the meeting point (muster point).

Movement, noise and dust

Nga'unu, longoa'a mo e efu °

You may stand or walk for long periods on rough or uneven ground. Almonds and sticks on the ground can make you slip or trip. Use your breaks. Tell your supervisor early if you feel pain, discomfort or unusual tiredness. If you feel too tired to work safely, stop in a safe place and tell your supervisor.

| Te ke ala tu'u pe lue 'i ha ngaahi taimi loloa 'i he kelekele tokakovi pe 'ikai tokalelei. 'E lava ke ke heke pe humu koe'uhi ko e ngaahi fua almond mo e ngaahi konga 'akau 'i he kelekele. Ma'u 'a ho ngaahi taimi mālōlō. °

| **Lea Fakatonga:** Tell your supervisor early if you feel pain, discomfort or unusual tiredness.

| **Lea Fakatonga:** If you feel too tired to work safely, stop in a safe place and tell your supervisor.

- **Noise:** elevators, trucks and other harvest machines can be loud. Wear the hearing protection your host provides. Noise can make it hard to hear a vehicle coming, so keep looking around you.

| **Longoa'a:** 'e ala longoa'a lahi 'a e ngaahi elevator, loli mo e ngaahi mīsini havesi kehe. Tui 'a e me'a malu'i telinga 'oku 'oatu 'e he faama 'oku ke ngāue ai. 'E lava ke faingata'a ke ke fanongo ki ha me'alele 'oku ha'u koe'uhi ko e longoa'a, ko ia toutou sio ki ho takatakai. °

- **Dust:** harvest work makes a lot of dust. Wear the dust mask and eye protection your host provides, and follow your host's instructions for dust. If dust makes it hard to breathe or to see clearly, stop work, move to a safe place and tell your supervisor.

| **Efu:** 'oku fakatupu 'e he ngāue havesi 'a e efu lahi. Tui 'a e me'a 'ufi'ufi ihu mo e ngutu ke malu'i mei he efu (dust mask) mo e me'a malu'i mata 'oku 'oatu 'e he faama 'oku ke ngāue ai, pea muimui ki he ngaahi fakahinohino 'a e faama 'oku ke ngāue ai fekau'aki mo e efu. °

| **Lea Fakatonga:** If dust makes it hard to breathe or to see clearly, stop work, move to a safe place and tell your supervisor.

Moving around the farm safely

Fefononga'aki 'i he faama 'i ha founnga malu °

Mule or similar farm vehicle

Mule pe ha me'alele faama 'oku meimei tatau °

Some farms use a side-by-side vehicle, such as a Kawasaki MULE, to carry workers and materials.

'Oku ngāue'aki 'e he ngaahi faama 'e ni'ihī ha me'alele 'oku tu'u tafa'aki ki he tafa'aki hono ngaahi sea (side-by-side), hangē ko ha Kawasaki MULE, ke fetuku 'a e kau ngāue mo e ngaahi me'a ke ngāue'aki. °

- **Driving is not covered by this sheet.** If driving is part of your confirmed job, get the safe work instructions, training and authorisation for that vehicle first. A licence alone does not show you can drive it safely.

'Oku 'ikai kau 'a e faka'uli 'i he la'ipepa ni. Kapau 'oku kau 'a e faka'uli 'i ho'o ngāue kuo fakapapau'i, tomu'a ma'u 'a e ngaahi fakahinohino ngāue malu, ako'i mo e ngofua ki he me'alele ko ia. 'Oku 'ikai fakahaa'i 'e ha laiseni pē 'e lava ke ke faka'uli malu 'i he me'alele ko ia. °

- **Driver and passengers:** wear your seat belt every time, and the helmet and eye protection your host provides (your host will tell you what to wear). Keep doors or nets closed and arms and legs inside. Sit only in a seat with a seat belt. Never ride in the tray or bypass a safety device.

Tokotaha faka'uli mo e kau pasese: fakama'u ho leta malu'i 'i he taimi kotoa pē, pea tui 'a e tatā malu'i (helmet) mo e me'a malu'i mata 'oku 'oatu 'e he faama 'oku ke ngāue ai ('e tala atu 'e he faama 'oku ke ngāue ai 'a e me'a ke ke tui). Tauhi 'a e ngaahi matapā pe kupenga ke tāpuni, pea tauhi ho nima mo ho va'e 'i loto. Tangutu pē 'i ha sea 'oku 'i ai ha leta malu'i. 'Oua 'aupito na'a ke heka 'i he puha uta 'i mui (tray) pe fai ha founnga ke 'oua 'e ngāue ai ha me'a malu'i. °

Farm traffic rules

Ngaahi tu'utu'uni fefononga'aki 'i he faama °

- **Follow the farm traffic plan:** use set routes, obey signs and speed limits, and keep away from steep slopes, banks and water.

Muimui ki he palani fefononga'aki 'a e faama: ngāue'aki 'a e ngaahi hala kuo fokotu'u, talangofua ki he ngaahi faka'ilonga mo e fakangatangata 'o e vave, pea nofo mama'o mei he ngaahi feitu'u 'oku tahifo lahi, ngaahi tapa ma'olunga (banks) mo e vai. °

- **On foot:** use walking routes and keep clear of moving machinery. Stop in a safe place before using a phone.

'I ho'o lue: ngāue'aki 'a e ngaahi hala lue pea nofo mama'o mei he ngaahi mīsini 'oku nga'unu. Tu'u 'i ha feitu'u malu kimu'a pea ke ngāue'aki ha telefoni. °

PPE and help on the farm

PPE mo e tokoni 'i he faama °

Your host will provide the personal protective equipment (PPE) for your tasks and show you how to wear, check and look after it. This may include safety boots, high-visibility clothing, long sleeves and long trousers, gloves, eye or hearing protection, sun protection, a dust mask and a vehicle helmet. Report missing, damaged or poorly fitting PPE before you start. PPE does not replace training, instructions or other safety controls.

'E 'oatu 'e he faama 'oku ke ngāue ai 'a e teunga malu'i fakatautaha (PPE) ki ho'o ngaahi ngāue, pea faka'ali'ali atu 'a e founa ke tui, vakai'i mo tokanga'i ai. 'E ala kau heni 'a e sū malu, vala lanu mata'ā'ā, falani nima loloa mo e talausesa loloa, kofunima, me'a malu'i mata pe telinga, malu'i mei he la'ā, me'a 'ufi'ufi ihu mo e ngutu ke malu'i mei he efu (dust mask) mo e tatā malu'i ki he heka me'alele (vehicle helmet). Lipooti 'a e PPE 'oku 'ikai ma'u, maumau pe 'ikai fe'unga mo ho sino kimu'a pea ke kamata. 'Oku 'ikai fetongi 'e he PPE 'a e ako'i, ngaahi fakahinohino pe ngaahi founa malu'i kehe. °

At induction, learn who your supervisor is, where water, toilets and first aid are, the emergency plan, how to get help where there is no phone coverage, and the check-in arrangements when you work alone.

'I he fakataukei'i, ako ke ke 'ilo ko hai ho'o supavaisa, 'a e feitu'u 'oku 'i ai 'a e vai, ngaahi falemālōlō mo e 'uluaki tokoni (first aid), 'a e palani ki he me'a fakatu'upakē, 'a e founa ke ma'u ai ha tokoni 'i ha feitu'u 'oku 'ikai a'u ki ai 'a e faka'ilonga telefoni (phone coverage), mo e ngaahi fokotu'utu'u fetu'utaki 'i ho'o ngāue toko taha (check-in arrangements). °

- In a life-threatening emergency, call Triple Zero (000), then tell your supervisor. If you see a snake, keep clear and never try to catch or kill it. If a snake bites you, or you think you have been bitten, keep as still as possible and call 000 or ask someone to call.

Lea Fakatonga: In a life-threatening emergency, call Triple Zero (000), then tell your supervisor.

Kapau te ke sio ki ha ngata, nofo mama'o mei ai pea 'oua 'aupito na'a ke feinga ke puke pe fakamate'i ia. °

Lea Fakatonga: If a snake bites you, or you think you have been bitten, keep as still as possible and call 000 or ask someone to call.

- Report every injury, near miss or unsafe situation to your supervisor and Orchard Tech as soon as possible, even if it seems small.

Lipooti 'a e lavea kotoa pē, 'a e me'a kotoa pē na'e meimei hoko ai ha fakatu'utāmaki (near miss), pe 'a e tu'unga kotoa pē 'oku 'ikai malu, ki ho'o supavaisa mo Orchard Tech 'i he vave taha 'e lava, neongo kapau 'oku ngali si'isi'i. °

- Ask for a demonstration, an explanation or language help whenever you do not understand.

Kole ke faka'ali'ali atu hono founa, ke fakamatala'i atu, pe ke 'oatu ha tokoni 'i he lea, 'i he taimi kotoa pē 'oku 'i ai ha me'a 'oku 'ikai mahino kiate koe. °

Important note before starting any job

Fakamatala mahu'inga kimu'a pea kamata ha ngāue pē °

This sheet describes typical stock pad and harvest transport coordination work. Before you start, your host will give you the job description and safe work instructions for your actual duties, the PPE you need, a farm induction and training for your tasks. Follow those instructions. Do not do any work without the required PPE, training and authorisation. Complete the induction at every new farm, and get the instructions and training for every new task. **If anything is missing, unsafe or unclear, stop and ask your supervisor. You can also contact Orchard Tech.**

'Oku fakamatala 'a e la'ipepa ni ki he ngāue angamaheni ki hono fokotu'utu'u 'o e ngāue 'i he stock pad mo e fetuku 'i he taimi havesi. Kimu'a pea ke kamata, 'e 'oatu 'e he faama 'oku ke ngāue ai 'a e fakamatala 'o e ngāue mo e ngaahi fakahinohino ngāue malu ki ho ngaahi fatongia mo'oni, 'a e PPE 'oku ke fiema'u, fakataukei'i ki he faama, mo e ako'i ki ho'ngaahi ngāue. Muimui ki he ngaahi fakahinohino ko ia. 'Oua na'a ke fai ha ngāue kapau 'oku 'ikai ke ke ma'u 'a e PPE, ako'i mo e ngofua 'oku fiema'u. Fakakakato 'a e fakataukei'i 'i he faama fo'ou kotoa pē, pea ma'u 'a e ngaahi fakahinohino mo e ako'i ki he ngāue fo'ou kotoa pē. **Kapau 'oku 'i ai ha me'a 'oku 'ikai ma'u, 'ikai malu pe 'ikai mahino, tu'u pea 'eke ki ho'o supavaisa. Te ke lava foki 'o fetu'utaki ki Orchard Tech. °**

About this Tongan version

Fekau'aki mo e Version Fakatonga ni °

English is the authoritative version. If the Tongan and the English are different, the English applies.

Lea Fakatonga: English is the authoritative version. If the Tongan and the English are different, the English applies.

Always read the Tongan together with the English. Never display this sheet in Tongan alone.

Lau ma'u pē 'a e lea Fakatonga fakataha mo e lea fakapalangi. 'Oua 'aupito na'a faka'ali'ali 'a e la'ipepa ni 'i he lea Fakatonga pē. °

How the Tongan was prepared: Orchard Tech compared the English with Tongan-language materials published by Australian government agencies, such as WorkSafe Victoria and the Department of Employment and Workplace Relations, and other published sources. It used their words wherever possible and checked the Tongan by translating it back into English.

Founga na'e teuteu'i ai 'a e lea Fakatonga: na'e fakafehoanaki 'e Orchard Tech 'a e lea fakapalangi mo e ngaahi fakamatala Fakatonga na'e pulusi 'e he ngaahi kautaha fakapule'anga 'o 'Aositelēlia, hangē ko WorkSafe Victoria mo e Department of Employment and Workplace Relations, pea mo e ngaahi ma'u'anga fakamatala kehe kuo pulusi. Na'e ngāue'aki 'enau ngaahi lea 'i he lahi taha 'e lava pea vakai'i 'a e lea Fakatonga 'aki hono toe liliu ki he lea fakapalangi. °

Lines marked ° were written by Orchard Tech. They are not government wording and have not been checked by a native speaker, so they may contain mistakes.

Ko e ngaahi laine 'oku faka'ilonga'i 'aki 'a e ° na'e fa'u 'e Orchard Tech. 'Oku 'ikai ko e ngaahi lea 'a e pule'anga, pea 'oku te'eki vakai'i 'e ha tokotaha 'oku lea Fakatonga talu 'ene kei si'i. Ko ia, 'e ala 'i ai ha ngaahi fehalaaki. °

Some safety instructions stay in English, after the words “Lea Fakatonga:”, because Orchard Tech has not confirmed matching government Tongan wording for them.

‘Oku kei tu’u ‘a e ngaahi fakahinohino ki he malu ‘e ni’ihi ‘i he lea fakapalangi, hili ‘a e ngaahi lea “Lea Fakatonga:”, koe’uhi ‘oku te’eki fakapapau’i ‘e Orchard Tech ha ngaahi lea Fakatonga ‘a e pule’anga ‘oku tatau mo e ngaahi fakahinohino ko ia. °

Language check result: LANGUAGE-QA FAIL - blocking control failed: B5, G5. This means those instructions stay in English, and this sheet does not include all the emergency-call information that the language rules of Orchard Tech require. Orchard Tech approved issuing the sheet on that basis.

Ola ‘o e vakai’i ‘o e lea: LANGUAGE-QA FAIL - blocking control failed: B5, G5. ‘Oku ‘uhinga ‘eni ‘oku kei tu’u ‘a e ngaahi fakahinohino ko ia ‘i he lea fakapalangi, pea ‘oku ‘ikai kau ‘i he la’ipepa ni ‘a e kotoa ‘o e fakamatala ki he tā telefoni ‘i ha me’a fakatu’upakē ‘oku fiema’u ‘e he ngaahi tu’utu’uni lea ‘a Orchard Tech. Na’e fakangofua ‘e Orchard Tech ke tufaki ‘a e la’ipepa ni ‘i he tu’unga ko ia. °

If you do not understand something, use the English or talk to your supervisor. Orchard Tech will provide you with an interpreter.

Kapau ‘oku ‘ikai mahino ha me’a kiate koe, ngāue’aki ‘a e lea fakapalangi pe talanoa ki ho’o supavaisa. ‘E ‘omi ‘e Orchard Tech ha tokotaha fakatonulea ma’au. °

Prepared by Orchard Tech, PALM scheme Approved Employer AE1920172.

Na’e teuteu’i ‘e Orchard Tech, ko e Pule Ngāue Kuo Fakangofua (Approved Employer) ‘i he PALM scheme, AE1920172. °

LANGUAGE-QA FAIL - blocking control failed: B5, G5

BILINGUAL AID - ENGLISH IS THE AUTHORITATIVE VERSION - NOT AUTHORISED FOR TONGAN-ALONE DISPLAY