# Disclaimer: This risk assessment template is to be used as a guide only and the user should fully review the risk assessment prior to signing it off. The list of hazards and mitigations are examples only and should not be considered an exhaustive list. The user should consider each risk in relation to the policy of the organisation for which they are completing the risk assessment. Herefordshire Wildlife Trust accepts no responsibility for the use of this risk assessment or any actions that may be taken against the user where the risk assessment has been used.

**Tree and Other Planting Tasks**

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| ACTIVITY ASSESSED  **Tree and Other Planting Tasks** | **ASSESSMENT DATE:** | **ASSESSED BY:** |
| WHO’S AT RISK  **Staff, Volunteers, Public** | **NEXT ASSESSMENT REVIEW BEFORE:** | **APPROVED BY:** |
| HAZARD  (potential for harm) | MITIGATION  (to reduce the risk level) | |
| Contact with Branches and Twigs | 1. Advise of risk to eyes from twigs, especially from blackthorns which infect easily. 2. Wear appropriate clothing and cover skin to avoid scratches from thorn branches. | |
| Contact with Soil | 1. Cover any broken skin before work, promptly wash and cover any cuts received. 2. Use tools/feet, not hands, to move and firm soil. 3. Wash hands before eating, drinking and smoking. Preferably with antibacterial gel or wipes 4. Wear gloves if cuts are likely. | |
| Digging Holes etc. | 1. Instruct in and ensure safe and correct digging/lifting techniques. 2. Rotate work to avoid injuries. | |
| Manual Handling | 1. Train all in safe lifting, carrying and moving techniques. 2. Provide carrying aides, e.g. wheelbarrows. | |
| Slips, Trips and Falls | 1. Always leave tools in a clear, safe place. 2. Inspect site and clear/mark inherent trip hazards. 3. Make sure people are wearing appropriate sturdy footwear. | |
| Staking of Trees | 1. If another person has to hold the stake they must wear a hard hat and leather gloves. 2. If using any swinging type tool then do NOT use gloves as this could result in the tool falling out of your hands. | |
| Use of Fertilizers and Pesticides | 1. A COSHH assessment must be done and any guidance on the product to be followed. 2. Protective gloves to be worn at all times. 3. Washing facilities must be available. | |