

Herefordshire Wildlife Trust - Generic Activity Risk Assessment Form

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Activity Assessed: **Field Surveys**

Scope: Includes site visits and surveys

Who is at risk: Staff and volunteers

Hazard	Control measures
Exposure to pesticides, pathogens and dusts on farms and could lead to fatality	<ul style="list-style-type: none"> • Awareness of potential for contamination • Awareness of spraying activities and types of chemical • Do not enter areas where application is ongoing/recent or exposure to spray chemicals or drift likelihood • If necessary obtain advice from GP if exposed to chemicals
Steep, slippery and unstable banks Banks which may give way	<ul style="list-style-type: none"> • Wear appropriate footwear • Do not stand on edge of river banks
Health, hygiene and welfare	<ul style="list-style-type: none"> • Be aware of biological hazards e.g. ticks and Weils disease • Be aware of the symptoms of Lymes disease, if suspected talk to your GP • Avoid splashing water in your eyes • Wear appropriate clothing and PPE, ensuring legs are covered • Clean hands before eating/drinking/smoking especially where there is risk of Weils Disease or Toxacaria. Hand sanitiser or wipes provided by HWT to be used and staff/volunteers to ensure they let their manager know when they need a replacement. • Always carry a first aid kit and ensure the contents are up to date. • Administer first aid to scratches and puncture wounds as soon as possible • Report any accidents or injuries to your line manager in the first instance and on riskproof

Weather	<ul style="list-style-type: none"> • Red warning: do not carry out a site visit if a red warning has been issued by the Met Office • Amber warning: staff to review on the day of the site visit, line manager to be consulted as to whether to proceed • Wind speed: site visits should not be carried out in woodlands during high winds or gale force winds ie when the wind speed is over 45mph (unless trees are very young and no taller than a person) • Avoid working for long periods in full sun on hot summer days – seek shade, rest frequently and drink plenty of water, wear a sun hat and sun cream and UV protective glasses • Avoid working for long periods in exposed areas on cold days – seek shelter from wind and rain and wear warm, waterproof clothing • Ensure that you are appropriately dressed for the occasion; waterproof clothing, stout footwear
Biosecurity	<ul style="list-style-type: none"> • Follow on farm biosecurity measures where necessary • When entering/leaving sites that have TB or are in an Avian Flu protection area, wash boots with broad spectrum disinfectant such as Virkon. To check locations of Avian Flu areas see https://defra.maps.arcgis.com/apps/webappviewer/index.html?id=8cb1883eda5547c6b91b5d5e6aeba90d
Dead birds and mammals	<ul style="list-style-type: none"> • Do not touch dead animals/birds • Report to line manager • If Avian flu suspected report to DEFRA hotline in line with current guidance
Slips, trips and falls on uneven ground or discarded items resulting in injury	<ul style="list-style-type: none"> • Avoid cluttered areas and be mindful of ground conditions • Wear appropriate footwear
Electric/barbed wire fences resulting in electrocution/cuts	<ul style="list-style-type: none"> • Speak to landowner for information of electric fences in operation and safe access routes. • If working nearby seek power to be temporarily switched off • Do not cross an electric fence that may be live • Seek alternative route. Otherwise withdraw • Contact GP in event of injury
Attack, impact or crushing by farm animals resulting in injury or fatality	<ul style="list-style-type: none"> • Seek advice from the landowner about areas where livestock are present • Care should be taken when entering a livestock area where potentially dangerous animals are located, particularly when young are present and the location prevents a safe exit if needed.

	<ul style="list-style-type: none"> • Ask landowner to secure animals before entering if necessary, this is especially important if there are farm dogs • If in doubt do not enter the area
Deadwood, falling trees	<ul style="list-style-type: none"> • Avoid walking under hanging deadwood, alder trees infected with phytophthora or ash trees infected with ash tree dieback (<i>Hymenoscyphus fraxineus</i>)
Lone Working	<ul style="list-style-type: none"> • Follow lone working Standard Operating Procedure (SOP) • Someone should know where you are and when to expect you back/expect a check in update from you. They should know the escalation procedure should you not return or check in when expected • Never work in or adjacent to water when working alone
Highways and Driving	<ul style="list-style-type: none"> • Only persons sufficiently qualified, trained and competent will be allowed to drive Trust vehicles • Checks and maintenance will be recorded and defects reported and remedied • Only take vehicles off-road where absolutely necessary for work and only when ground conditions allow. Keep to surfaced tracks and paths where possible. Maintain a safe speed and select the appropriate gear. Never traverse steep slopes or enter water or soft ground without knowing how deep it is and that you can safely exit it. • If using your own car you must ensure that any tools or equipment are stored securely in the boot (equipment must not be stored on the back seat or drivers seat) • Follow driving Standard Operating Procedure (SOP)