

### Risk assessment for volunteer litter clearance

HAZARD (A source of potential danger)	PRECAUTIONS To remove hazard, reduce risk	MEASURES TO REDUCE EFFECT IN THE EVENT OF AN ACCIDENT	MANAGEMENT ACTIVITY	PLEASE INITIAL TO INDICATE UNDERSTANDING
<b>Traffic</b>	<ul style="list-style-type: none"> <li>• Prearrange roads/areas to be picked – ensuring below 40mph, highlighting potential hazards e.g. poor visibility, bends etc.</li> <li>• Use of reasonable safety measures.</li> </ul>	Be aware of oncoming traffic and other hazards. Ensure use of Personal Protective Equipment. Do not use mobile phones whilst on a highway.	One volunteer to act as 'eyes and ears' for traffic movements on behalf of the rest of the group.	<i>Cam</i>
<b>Lifting heavy objects</b>	<ul style="list-style-type: none"> <li>• Do not move or lift objects unless necessary</li> <li>• Use mechanical aids, or handle with a number of people. Break up the load into smaller parcels.</li> <li>• Use good lifting technique.</li> </ul>	Stop immediately if suffering any pain or discomfort. Seek medical attention if ill effects persist.	If volunteers find large/heavy objects, make a note and report to the local council for removal after the event.	<i>Cam</i>
<b>Chemicals</b>	<ul style="list-style-type: none"> <li>• Do not approach or remove containers which contain/contained chemicals</li> </ul>	Seek medical attention if exposed to pesticides, insecticides or other chemicals – record any label details.	Contact the Environment Agency 0800 80 70 60.	<i>Cam</i>
<b>Cliffs, quarry faces, steep slopes</b>	<ul style="list-style-type: none"> <li>• Avoid picking on or close to the edge of cliffs, quarries, steep slopes etc and below unstable cliffs &amp; slopes</li> <li>• Take weather conditions and possible weather changes into account</li> <li>• Take account of tides</li> </ul>	Seek medical treatment in the event of injury.	Instruct volunteers to stay away from these areas.	<i>Cam</i>
<b>Electric fences</b>	<ul style="list-style-type: none"> <li>• Always assume electric fences are live</li> <li>• Avoid contact</li> </ul>		Warn volunteers not to touch fences.	<i>Cam</i>
<b>Ground conditions</b>	<ul style="list-style-type: none"> <li>• Wear strong boots with ankle support</li> <li>• Avoid dangerous areas and choose the safest possible route over difficult ground.</li> </ul>	Seek medical attention for any serious cuts, bruises or strains.	Instruct volunteers to wear suitable footwear.	<i>Cam</i>

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<b>Hedges Fences Walls Ditches</b>	<ul style="list-style-type: none"> <li>• Take care climbing stiles particularly in wet weather</li> <li>• Avoid climbing walls, ditches and fences</li> </ul>		Stay within the registered location.	<i>JAM</i>
<b>Water, marshes &amp; bogs</b>	<ul style="list-style-type: none"> <li>• Avoid banks, especially if they appear unstable.</li> <li>• Always work in pairs if close to water.</li> </ul>	Shower and change to warm dry clothing if immersed.	Never allow children to work in these areas. Adults should be warned	<i>JAM</i>
<b>Vehicles, bicycles, plant and machinery</b>	<ul style="list-style-type: none"> <li>• Avoid close proximity if possible.</li> <li>• Stay off the highway.</li> <li>• Be alert to the potential presence of agricultural machinery.</li> <li>• Wear high visibility clothing if necessary.</li> <li>• Do not work on the roadside if the speed limit is 40mph or over.</li> </ul>	Seek medical attention in the event of injury.	Be aware of the vehicles around you during the litter pick. Keep a look out.	<i>JAM</i>
<b>People &amp; lone working</b>	<ul style="list-style-type: none"> <li>• Beware of aggressive and difficult people.</li> <li>• Withdraw rather than face conflict.</li> <li>• Do not work out of sight of others in the group.</li> <li>• No school age children to be working on the highway</li> <li>• School age children working <b>off highway</b> to be fully supervised at <b>all</b> times.</li> </ul>	Leader to have mobile phone. Medical attention following any assault.	Keep together and stay off private property.	<i>JAM</i>
<b>Refuse, litter</b>	<ul style="list-style-type: none"> <li>• Pick up only general litter.</li> <li>• Do not collect medical waste (e.g. needles etc)</li> <li>• Wear gloves and use a litter picker wherever practicable and available.</li> </ul>	Seek medical attention for any cuts. Keep anti-tetanus injections up to date.	Volunteers must wear the safety clothing provided.	<i>JAM</i>
<b>Tools &amp; equipment</b>	<ul style="list-style-type: none"> <li>• Team to be shown how to use equipment if appropriate.</li> <li>• Allow sufficient working area for the correct and safe use of the tool.</li> <li>• Use appropriate protection.</li> </ul>	First aid training. Have first aid kit available. Obtain medical attention in the event of injury.	Volunteers must use the equipment provided and as instructed.	<i>JAM</i>
<b>Personal Protection Equipment</b>	<ul style="list-style-type: none"> <li>• All attendees to wear hi-visibility tops</li> </ul>		Volunteers must wear the safety clothing provided.	<i>JAM</i>

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Trees and shrubs	<ul style="list-style-type: none"> <li>Be alert to the risks and keep a sharp look out for hazards.</li> </ul>	Wear safety helmet in hazardous conditions. Obtain medical attention in the event of injury.	Be aware of low hanging branches and exposed tree/ shrub roots.	<i>CM</i>
Irritant and dangerous plants	<ul style="list-style-type: none"> <li>Beware of dangerous plants &amp; possible adverse reactions.</li> <li>Wash thoroughly on completion of such operations.</li> </ul>	Seek medical attention for unusual or suspicious symptoms after contact with vegetation.	Wear the gloves provided.	<i>CM</i>
Weather	<ul style="list-style-type: none"> <li>Adjust work programmes to avoid extremes.</li> <li>Cease work in inappropriate conditions.</li> <li>Avoid over exertion in hot and cold extremes.</li> <li>Dress for conditions &amp; carry additional clothing.</li> </ul>	Seek shelter.	In the event of extreme weather conditions the litter pick should be postponed / suspended.	<i>CM</i>
Individual capability	<ul style="list-style-type: none"> <li>Check that individuals understand and are able to carry out voluntary work on site</li> </ul>			<i>CM</i>
Other Hazard(s) not mentioned above – Leader to note				

Name of Responsible Person: CRAIG MCATEER

Signature: 

Location of pick: VINTERS PARK / WOODLANDS

Date: 17TH FEB OR 24TH (TBC ON FILMED)

Contact telephone number: 078999 20173

- This form is to be completed by the lead volunteer prior to the commencement of the clean up event and returned in advance (minimum 10 working days) to:
- As the organiser of the event you will be responsible for informing volunteers of the identified risks and measures to reduce risk, prior to commencing your event