



WORK PARTY - TASK RISK ASSESSMENT



AREA/VENUE

ASSESSOR:

G K LENTHALL

Work Party Leader

Date:

What3Words Fishery Access Point ///?????.?????.?????

ISSUE	HAZARD/RISK	INITIAL RISK EVALUATION			CONTROL METHODS TO BE CONSIDERED OR CONDUCTED TO REDUCE RISK/S	RISKS AFTER CONTROLS		
		H I G H	M E D I U M	L O W		H I G H	M E D I U M	L O W
Communication	Volunteers aware of work being undertaken and the attire/eqpt required, cancellation or any changes				<p>Work Party Leader to ensure he has the contact details of each volunteer prior to the Work Party going ahead.</p> <p>Work Party Leader to assess the weather forecast the evening prior to the Work Party and make a judgement as to whether or not it can go ahead.</p> <p>Having volunteered, attendees to be informed of any anticipated changes to the work party, cancellation due to inclement weather/illness, et al.</p> <p>Each member to informed of the work to be undertaken beforehand, what to wear and what they need to bring with them (food, beverages, head cover, waterproofs, et al).</p>			



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Briefing	All those participating need to be aware of the risks/tasks both they and others are undertaking				<p>Briefings to be given to each member, either collectively or individually, to ensure each Work Party member is aware of the work they are responsible for and the work/location others are also involved in.</p> <p>Any risks, such as slippery banks, inclement weather, skin irritations, eqpt malfunction, refuelling, first aid, et al, is to be articulated to every volunteer participating.</p> <p>Each volunteer to be made aware of the location of the First Aid Point/s.</p>			
Safety	Work Party Volunteers must be aware of all safety procedures				<p>Work Party Leader to ensure that participants are correctly attired for their tasks and have or are given the appropriate PPE.</p> <p>If possible, volunteers should work in pairs if working in differing areas to other Work Party members, one can raise the alarm if the other suffers any form of injury.</p> <p>If members of the public or others not involved in the Work Party are present, there must be some form of mechanism to inform them that work is being done (such as boards on a path either side of the work being conducted). Thought must also be given to curtailing any work whilst members of the public are present if any threat from eqpt is posed (such as a strimmer/chainsaw).</p>			



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Safety (Cont'd)					<p>A first aid point containing a serviceable First Aid kit is to be made available and every volunteer must be made aware of its location in case of injury. Should additional medical support be required the relevant service should be called and given the location of the injured party and access point onto the fishery from the nearest main road (the Police, Ambulance & Fire Services all use What3Words as a location identifier, the Work Party Leader will have this). As soon as aid is established seek assistance from other members of the Work Party if not already in attendance. Where possible a volunteer should be despatched to the site access point to direct the emergency services.</p> <p>If any heavy lifting/dragging is required ensure that appropriate lifting advice and eqpt is provided (hand or motorised winch).</p>			
Equipment	Danger posed to users and others				<p>All eqpt used is to be serviceable and maintained as per the manufacturer's schedules.</p> <p>Any breakage to be reported to the Work Party Leader immediately.</p> <p>Each volunteer using eqpt must be competent in its use and any basic maintenance (refuelling, changing/replenishing strimmer wire, starting and stopping). Training should be made available if required on the day.</p>			



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Equipment (Cont'd)					Any spare fuel required should, if possible, be held centrally and all eqpt users be made aware of the refuelling point location. Care must be used when refuelling (spillages/smoking).			
Tasks	Grass Cutting				Any area in which grass cutting is to be conducted must be free of other persons and obstacles to minimise the risk of injury from flying debris. Grass cutting eqpt must be inspected prior to use to ensure that it is serviceable. If a mower is to be used, it must never be left running whilst unattended.			
	Strimming				Where possible all areas to be strimmed must be clear of obstacles. The strimmer must be inspected prior to use to ensure it is serviceable and that the debris guard is secure. The strimmer wire spool should be replenished prior to starting the work party. If additional wire is required, users must be made aware of its location or be given additional lengths of wire to carry with them.			



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Tasks (Cont'd)	Waterborne Work				<p>If using a vessel, it must be crewed by at least one competent person.</p> <p>If using a vessel, extreme care should be taken if motorised.</p> <p>Whilst on or in the water everyone must wear a buoyancy aid/life preserver.</p> <p>If entering the water, no person should enter to a depth above his/her waist.</p>			
	Construction Work				<p>All material must be readily available and if being entered into the water care should be taken to ensure that it is as sterile as possible (invasive species).</p> <p>Care should be taken when using electrical machinery (saws, cement mixers et al) when in close vicinity to the water.</p> <p>Any work carried out must be done so within the criteria of any planning consent or any other governing criteria (SSSI?).</p> <p>Serious consideration should be given to contracting construction work out to a relevant and qualified enterprise (their Risk Assessment and Method Statement must be evaluated prior to any work being conducted).</p>			



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Tasks (Cont'd)	Rubbish Fires				<p>If a controlled fire is to be lit to get rid of rubbish/debris, it should be kept as small as possible and never be left unattended.</p> <p>Care should be taken to ensure that any dangerous items (such as cannisters) are not burnt on the fire.</p> <p>Any remaining embers to be doused with water prior to leaving the fire.</p>			
	Litter Removal				<p>Care should be taken whilst lifting debris/litter on the fishery. Broken glass, sharp edges and human waste pose a significant threat to health.</p> <p>Litter sticks should be provided as should suitable bags in which to place the litter.</p>			
	Tree Work				<p>No tree with a girth wider than 8" is to be felled, an arborist must be sought to carry out any felling of a tree of this, or wider, girth.</p> <p>Extreme care should be taken when felling a tree or pruning branches, those involved must be made fully aware of the dangers (an exclusion zone 2.5 times the height of the tree to be established.</p> <p>The Work Party Leader must be present and control the process at all times.</p>			



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Tasks (Cont'd)	Tree Work (Cont'd)				If a chain saw is to be used, the user must be deemed competent by either the President or his deputy (this competency is to be recorded beforehand) and full PPE mandated for its use to be used.			
	Welding				<p>Extreme care must be taken whilst undertaking any welding activities and only ever be carried out by a certified competent user.</p> <p>Full PPE must be used to ensure the user is protected.</p> <p>Where possible, never work adjacent to any water.</p>			
	Groundworks				<p>No work involving digging into the bank should ever be undertaken without having first obtained the permission of the land owner or site authority to do so.</p> <p>If moving large quantities of aggregate ensure that any barrow used is fully serviceable and suitable for the task in hand. If possible seek some form of commercially available plant to carry out the work (and ensure the operator is competent in using it).</p>			



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Any Additional Points for the Work Party to be added HERE					Any Additional Points for the Work Party to be added HERE			