



GENERIC RISK ASSESSMENT RECORD

- This risk assessment relates to those hazards *specific to an activity*. It must ensure that all the precautions necessary to reduce the risk have been implemented.
- This generic *will be used with a local/site risk assessment*, which takes into account local circumstances, and persons involved.
- The level of risk is assessed using the *level of risk matrix (form F911D)*

ACTIVITY ASSESSED		ASSESSED BY:	ASSESSMENT DATE
C01 - GENERAL ACTIVITIES- PRACTICAL CONSERVATION PROJECTS			N.B. Generic risk assessment must be reviewed at least every 3 years.
HAZARD (Potential for harm)	LEVEL OF RISK (Severity) Low /Medium/ High	PRECAUTIONS TO BE IMPLEMENTED (to remove hazard; or reduce risk level to an acceptable level) (NOTE: one precaution may tackle several hazards)	
Uneven ground – slip and trip hazards		Site safety talk: sturdy footwear must be worn. Keep site, materials and equipment tidy Inform whole team of first aid kit location, landline and mobile phone. Identify access points for emergency services.	
Hand Tools equipment and materials		Tools and site safety talk at start of each session, which includes instruction in safe use, carrying and storage on site of all tools. Tools be inspected before use and regularly maintained. No gloves to be worn when using swinging tools. PPE to be issued as appropriate to the activity. Goggles to be worn when breaking stone, chiselling, sawing above head height. Hard hats to be worn using post driver or mells and in all woodland operations. Steel toe capped footwear to be worn when using mattocks Safe working distances of 2 arms 2 tool lengths to be observed	
Manual handling		Plan any lifting and handling Site safety talk to include a demonstration of simple lifting procedures and provide lifting aides e.g. Wheelbarrows.	
Personal Attack		No lone working and leave no one isolated on site. Secure all personal valuables and tools not in use out of sight. Ensure work party has access to a fully charged mobile phone when working on remote sites. (N.B. international emergency number 112)	
Biohazards & Chemicals Plant Sap, Tetanus and Leptospirosis		Gloves and long sleeves to be worn when dealing with or working near plants of poisonous or hazardous nature. Cover recent wounds. Site safety talk to include likelihood of finding broken glass, hypodermics and used/dirty needles and advise personnel to check work and NOT to sit or, kneel on ground. Wash exposed skin thoroughly after work and before eating, drinking. Advise all on current tetanus inoculations. Inform of possibility of contamination through water, and soil by organisms/pathogens	

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Alcohol and Drugs		Anyone under the influence of drink or drugs will not be allow to participate in any activity and will be requested to leave site	
Weather Conditions		Ensure a sufficient water supply is available and suitable rest periods in shade in hot weather. Advise all workers to wear shirt to cover exposed skin, put on sun hats and use a high factor sun cream (slip slap, slop) Ensure all workers have adequate wet weather gear to prevent exposure, stop work immediately when conditions deteriorate. N.B. DO NOT use swinging tools in wet weather. Beware of increased hazard on slopes especially when ground is slippery.	
Underground Services: Electricity/Gas/Water		Check with service maps before starting work, i.e. as part of site inspection. Mark and avoid. Use hand tools only when working within 1 metre of line DO NOT use crowbars	
Traffic		Park vehicle to enable loading and unloading away from moving traffic. Use tape warning signs, cones where appropriate. If working on roadsides use warning signs, designate lookouts and issue Hi Viz vests to all personnel Park vehicle to enable easy access and departure in the event of an emergency, including trailer unhitched.	
Fire		Site safety talk, supply of water available and tools for tamping down, all fires to be extinguished before leaving site	

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