

<b>RISK ASSESSMENT</b>	Ecological surveying
<b>LOCATION</b>	Multiple sites across Basingstoke

Assessment of hazards associated with ecological surveying in open space. To be used in conjunction with site risk assessment.

HAZARD	POTENTIAL HARM	PERSON(S) AT RISK	PRECAUTIONS & CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE	HAZARD SEVERITY	RISK FACTOR	PERSON(S) RESPONSIBLE
General emergency	Injury	Surveyor Public	A first aid kit must be on site at all times; A mobile phone should be available at all times (if no/poor signal, surveyors should know the location of the nearest landline); A safety plan should be completed for all surveying sessions; All incidents and near misses to be recorded in an accident book and reported to BDBC.	<b>1</b>	<b>4</b>	<b>4</b>	Surveyor
Inclement weather	Hypothermia Hyperthermia Fainting Sunburn Sunstroke Discomfort	Surveyor	Appropriate clothing to be worn for the weather (layers of warm, waterproof clothing in winter, or thin, light clothing, preferably with sleeves and a sunhat, in summer, along with suncream); Drink plenty of fluids and take regular breaks; Stop surveying if heavy rain/strong wind or surveyor experiences discomfort.	<b>2</b>	<b>3</b>	<b>6</b>	Surveyor
Trip hazards/ obstructions along route	Slips trips and falls Scratches Eye injury	Surveyor	Regular transects/survey routes to be kept free of overhanging branches and trip hazards where possible; Surveyor to wear sturdy boots and recce new sites for most accessible survey areas where possible.	<b>2</b>	<b>3</b>	<b>6</b>	Surveyor

HAZARD	POTENTIAL HARM	PERSON(S) AT RISK	PRECAUTIONS & CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE	HAZARD SEVERITY	RISK FACTOR	PERSON(S) RESPONSIBLE
Lone working	Injury Personal attack	Surveyor	Lone working should be discouraged where possible; Always carry a charged mobile phone; Ensure others know where you are working and when to expect you back; Avoid confrontation and attempt to leave the scene of any potential aggressive situation; Keep personal valuables out of sight; Violent or aggressive incidents should be reported immediately to BDBC and/or the Police.	<b>1</b>	<b>4</b>	<b>4</b>	Surveyor
Unfamiliar location	Getting lost	Surveyor	Surveyor to use online mapping tools to recce a site before visiting for the first time to become familiar with layout, access, terrain, footpaths and entrance routes. As with lone working, surveyor must always carry a charged mobile phone and ensure others know where they are working and when to expect them back.	<b>1</b>	<b>4</b>	<b>4</b>	Surveyor
Water courses	Drowning Hypothermia	Surveyor	Unless specific survey required and RA has been carried out, no surveying to be undertaken in water courses; No lone-working close to watercourses – use a buddy system; Refer to specific RA for more information.	<b>1</b>	<b>4</b>	<b>4</b>	Surveyor
Survey equipment	Cuts	Surveyor	Surveyor briefed about using the equipment in the correct way; All equipment checked at beginning and end of session for defaults.	<b>2</b>	<b>2</b>	<b>4</b>	Surveyor
Manual handling	Musculo-skeletal injury	Surveyor	Surveyor briefed about basic manual handling (avoid heavy loads/twisting/straining); Don't over-stretch when looking for minibeasts in undergrowth; Be careful not to twist back when sweeping nets.	<b>2</b>	<b>3</b>	<b>6</b>	Surveyor
Contact with micro-organisms	Disease	Surveyor	Surveyors to wash hands thoroughly and/or use anti-bacterial gel after handling wildlife and equipment and before eating or drinking; Seek medical attention if symptoms occur.	<b>1</b>	<b>4</b>	<b>4</b>	Surveyor

HAZARD	POTENTIAL HARM	PERSON(S) AT RISK	PRECAUTIONS & CONTROL MEASURES	LIKELIHOOD OF OCCURRENCE	HAZARD SEVERITY	RISK FACTOR	PERSON(S) RESPONSIBLE
Biting/ stinging invertebrates	Bites Stings Allergic reaction	Surveyor	Surveyors to wear long sleeves, trousers and/or insect repellent if prone to insect bites; Surveyors with known allergies to stings should not lone work and location of epipen to be communicated to buddy.	1	4	4	Surveyor
Vehicles	Injury Death	Surveyor	Plan surveying away from vehicle routes where possible; Be vigilant if contractors or emergency services are driving through site – make yourself seen and stay still to enable access where required; Caution when parking/unloading and walking through carparks on site; Surveyors are not permitted to work on the carriageway itself, or within two metres of the edge of the carriageway; No work to be undertaken on verge of roads with a speed limit in excess of 30mph.	1	5	5	Surveyor
Humans	Injury/death to wildlife being handled	Wildlife	Surveyors to be aware of the importance of the welfare of the wildlife they may handle; If trapping, ensure correct use of agreed methods; Licences are required to survey protected species; Do not store in containers for prolonged periods and release back to same habitat.	<b>No risk to the participant, but the risk of death to wildlife is high, so control measures must be followed</b>			Surveyor

<b>RISK ASSESSMENT FOR:</b>  Basingstoke & Deane Borough Council Civic Offices, London Road, Basingstoke, RG21 4AH	<b>ASSESSMENT UNDERTAKEN BY:</b>  <b>NAME: Charlie Cutt</b>  <b>SIGNED: CC</b>  <b>DATE: 28/04/20</b>	<b>LAST UPDATED ON:</b>  <b>DATE:</b>  <b>DATE:</b>  <b>DATE:</b>
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<b>RISK MATRIX</b>				<b>Hazard Severity</b>				
				<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
				<b>Low</b>	<b>Slight</b>	<b>Moderate</b>	<b>High</b>	<b>Severe</b>
Doing this activity every day:				Minor injury not requiring First Aid	Moderate injury resulting in First Aid	Injury or disease resulting in >7 days off work	Death or major injury to one individual	Multiple death
<b>Likelihood of occurrence</b>	<b>1</b>	<b>Unlikely</b>	Injury may occur less than once in a lifetime	1	2	3	4	5
	<b>2</b>	<b>Possible</b>	Injury may occur less than once a year	2	4	6	8	10
	<b>3</b>	<b>Occasional</b>	Injury may occur two-three times per year	3	6	9	12	15
	<b>4</b>	<b>Likely</b>	Injury will occur more than three times per year	4	8	12	16	20
	<b>5</b>	<b>Very likely</b>	Injury is probably going to occur	5	10	15	20	25

	<b>If control measures are followed as described, risk factor is low enough to continue</b>
	<b>Hazard carries a moderate level of risk. Attempt to eliminate or isolate hazard; if this can't be done, decide whether task is essential and who is competent to ensure it is carried out safely. Additional control measures may be necessary</b>
	<b>Hazard is very high risk. Unless it can be isolated/eliminated, do not carry out task. Find alternative solution.</b>