

Risk Assessment Schedule

School of Geography & Env. Sc., Arts Faculty, Building 11, Clayton Campus.

Area/Task Description:

Assessment Team: Darren Hocking

Activity/Description	Description of Hazard	Risk Level Identification	Corrective Action	Action by	Date (TBC)
Transportation: sealed roads, using various vehicles.	Road accident	H3 (C1/L4) High	Qualified drivers required for all vehicles (vehicle to be roadworthy). Travel during daytime. Driver rest breaks - min. every 2 hrs, for a min. of 15 min Driving for a max. of 12 hrs per 24 hr period.		
Transportation: unsealed roads; using various vehicles.	Collision, rolling, driving over students	H7 (C2/L5) Medium	As per 'Transportation: Sealed Roads'. Brief students regarding procedures for pick-up and drop-off. Adequate level of supervision and clear instruction.		
Climate (weather): Heat, cold, sun & rain.	Hypothermia & hyperthermia, sunburn, dehydration.	H7 (C3/L4) Medium	Wear appropriate clothing and footwear - include hats, sunscreen, closed footwear, warm clothing, waterproof clothing, appropriate hydration.		
Flora & fauna.	Poisonous & toxic plants & animals	B4 (C3/L4) Medium	Wear appropriate clothing. Avoid contact.		
Walking: rural areas	Tripping or falling.	H2 (C2/L3) High	Wear appropriate footwear, walking shoes/boots. Be aware of & avoid gully edges. Walking with a companion & have mobile phone available (carry).		
Camping	Camp sites.	H2/H7 (C1/L4) High	Look for site 1 hour before sun set. - protection from adverse weather conditions, - protection from natural hazards: such as flash floods, rock falls, tree falls, etc, - insect pests. At least 20 metres from any waterway. 'The best campsites are found not made'.		
Campfires.	Fire	H7 (C2/L4) High	No fires on day of Total Fire Ban , includes gas appliances such as: BBQ, stoves, fridges and lights. Use a camp stove wherever possible.		

			Small fires where permitted for warmth & cooking. Fires only in a proper fire place. Avoid lighting on a windy day. All flammable material within 3 metres must be cleared. Fires must not be left unattended & must be completely extinguished with water before leaving the camp site.		
Hygiene, Food & water	Personal (& toilets).	B1 (C3/L4) Medium	Use appropriate soaps &/or wipes, - before handling food - after field activities - after using toilet facilities.		
Hygiene, disease.	Malaria, etc.	B6? (C3/L4) Medium	Take antimalarial drugs. Vaccinations as indicated by medical service. Avoid bites, use spray, use netting. Observe safe hygiene practices.		
Catering: for staff and students					
Hand equip.: assembly, dismantling and & using	Physical Injury.	E2 (M3/D4) Medium	Follow instructions for correct use of equipment, wear appropriate Personal Protection Equipment, use correct manual handling techniques.		
Waders	Water, still.	H2 (C1/L4) High	Competent swimmers, work in water no deeper than hips. Work with a min of two people.		
Boat; small inflatable (8')	Water, still.	H2 (C1/L4) High	Competent swimmers. Use PFDs. Follow safe boating practices. Work with a min of two (2).		

I the undersigned have read the above Risk Assessments and understand the documented risks and risk controls and agree to adhere to the risk controls as stated.

Name:

Role:

Signature:

Date: