

WCC Volunteer Activity Hazard Assessment – Trail Building

Known hazards created by volunteer activities on WCC Reserve Land

Activity Related Hazards

| Hazard/Task | Description | Control | Control Type |
|-----------------------------|---|--|--------------|
| Weather – Hot days | Sun burn | Work in shady area, work in coolest part of the day, use sunscreen, wear hat and sunglasses | I,M |
| Weather – Hot days | Dehydration | Work in shady area, work in coolest part of the day, rest breaks in shade, regular water breaks, | I,M |
| Weather – Cold days | Hypothermia | Wear warm waterproof clothing, keep an eye on all volunteers on site and stop work if anyone starts to show signs of hypothermia. | M |
| Weather – Cold days | Wind, Rain | If weather conditions are extreme call of work, wear warm waterproof clothing, stop for breaks in sheltered area | I,M |
| Volunteers - Regular | Become complacent about activities | Regulars should be briefed of hazards and task requirements as well as new comers | M |
| Volunteers – Casual/one off | Not aware of site/task hazards & how to carry out tasks | Briefed on site and task hazards, shown how to safely carry out tasks, work with experienced member of group | M |
| Medical conditions | Known medical conditions occurring | Volunteers to carry appropriate medication and take responsibility for their wellbeing. Only undertake tasks they know are safe to carry out with their medical condition. | M,I |
| Children on site | Don't understand site/task hazards, not able to carry out tasks or work un supervised | Children should be briefed like all other volunteers, not allowed to work alone. Children are not to undertake work they are not physically capable of. | M |
| Equipment – Hand tools | Damaged, blunt | All tools & equipment should be well maintained, in safe working condition & if a cutting tool or tool with an edge be sharp | M |

| Hazard/Task | Description | Control | Control Type |
|---|---|---|--------------|
| Equipment Use – Hand tools | Don't know how to use safely, used for wrong task, PPE not used | All volunteers are shown the correct way to use tools and explained what they can be used for. Shown safe working distances and only allowed to use with correct PPE | M |
| Equipment – Machinery | Damaged or in un safe condition | All machinery should be checked & in safe well maintained condition before use as mentioned in the competency form for the particular machine. | M |
| Equipment Use – Machinery | Not signed off as competent to use the machinery, injuries from no PPE | All volunteers using machinery must be signed off by a Park Ranger as competent. All PPE as listed in competency form used | M |
| Carrying/lifting heavy object/materials | Injuries from poor lifting techniques or trying to carry to much weight | Anything over 15Kg is a 2 person lift, share the task around the group. | M |
| Vigilant Use | Poisoning of user, reserve visitors and other plants | Must be signed off as competent by a Park Ranger. Refer to competency form for safe use. Signs must be in place. | M |
| Eye injury | Damage to eye from debris flying from digging with grubbers or when planting plants like rushes | Safety glasses must be worn when using picks and grubbers in rocky ground and as per competency forms with machinery. Optional but recommended for all digging and manual vegetation clearance. | M |
| Fatigue | Loss of concentration/ good decision making ability, injury | Take regular breaks, group members keep an eye on each other, alternate jobs | M |
| Separation from group/Lost | Group members can't find work site/meeting points or get lost while marking out or following a marked out track | Work in pairs especially during marking out. Have a clear meeting point and brief all group members about its location and have clear simple directions to site | M |
| Track users coming onto site | While building or maintaining trails other trail users may come onto site and put the volunteers and themselves in danger | Close the trail while working on it or if practical have a warning sign/stopping area so the users can slow/stop and pass the work site. | I,M |
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