The risks identified in this form are examples only. You will need to ensure you assess the risks for your particular location before volunteers arrive.

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| **General Information** | | | | | | |
| **Organisation name:** | |  | | | Contact Name: |  |
| Woodland Location: | |  | | | Nearest Postcode: |  |
| Grid Reference: |  | | Latitude: |  | Longitude: |  |
| Forestry Works Manager (FWM): | |  | | | Telephone: |  |
| Risk Assessment prepared by: | |  | | | Date Last Reviewed: |  |

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| **Risk Assessment** |

| **Hazard** | **Risk of what to whom** | **Initial Assessment** | | | **Control Measures Required** | **Risk After Controls** | | | **Implement** | **In place?** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **a. How Likely?** | **b. How Severe** | **Rating1 (a x b)** | **to reduce the risk** | **a. How Likely?** | **b. How Severe** | **Rating1 (a x b)** | **by whom?** | **(Sign)** |
| **General Hazards** | | | | | | | | | | |
| Uneven ground, trailing plants, hidden obstacles | Slips, trips and falls. Volunteers and staff. | 3 | 2 | 6 | Paths around the site indicated on arrival and kept maintained. Site to be kept tidy. | 2 | 2 | 4 | FWM |  |
| Severe weather conditions | Exposure during extreme weather events. Volunteers and staff. | 2 | 2 | 4 | Request all attending to wear the right clothing (warm cloths, boots). Cancel task if weather makes working unsafe. | 1 | 2 | 2 | FWM |  |
| Moving machinery | Risk of collision resulting in serious injury or even death. Volunteers and staff. | 2 | 5 | 10 | Volunteers to be advised of vehicle routes and machinery on site. Volunteers physically segregated from machinery by use of barriers. High visibility clothing to be worn. | 1 | 5 | 5 | FWM |  |
| Ticks | Lyme disease spread to humans from animals (e.g. Deer). Volunteers and staff. | 2 | 4 | 8 | Wear clothing that covers arms and legs and use of insect repellents. Skin check at end of day (skin folds, armpits and groin) and removal of ticks. Volunteers advised of symptoms via Toolbox Talk. | 1 | 4 | 4 | FWM |  |
| Ground born micro-organisms | Contraction of others zoonoses (diseases transmitted from animals to humans). Volunteers and staff. | 2 | 3 | 6 | Volunteers advised to wash hands prior to eating meals. Hand washing facilities to be provided. | 1 | 3 | 3 | FWM |  |
| Log stacks | Fall from height or logs falling from stack. Volunteers and staff. | 2 | 3 | 6 | “Do not climb on stack” signs posted. Log stack height to be maximum of 2m and maintained in good order. | 1 | 3 | 3 | FWM |  |
| Fire | Burns, smoke inhalation, spread of fire to adjacent areas. Volunteers and staff. | 3 | 3 | 9 | Fire breaks cleared around fire. Volunteers to be advised on best ways to load fire (e.g. upwind, stacked carefully and contained). Firefighting measures available. | 2 | 3 | 6 | FWM |  |
| Deep water (ponds, rivers, etc.) | Risk of drowning. Volunteers and staff. | 2 | 5 | 10 | Volunteers to be advised of deep water locations. Where works are carried out at water’s edge, lifebuoys must be provided. | 1 | 5 | 5 | FWM |  |
| Overhead power lines | Electrocution and burns. Volunteers and staff. | 2 | 5 | 10 | Volunteers advised of location. No volunteer work permitted under lines. Goal posts erected on traffic routes. Power outage requested when works in vicinity of lines. | 1 | 5 | 5 | FWM |  |
| Underground services | Electrocution and burns. Volunteers and staff. | 2 | 5 | 10 | Underground service routes clearly marked with signs above ground. No digging (e.g. tree planting) permitted along route. | 1 | 5 | 5 | FWM |  |
| **Tree planting** | | | | | | | | | | |
| Digging holes | Injury due to incorrect use of spades, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct way to plant and use/carry equipment. If severe frost, the event may need to be postponed. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| Moving saplings / trees | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct way to carry trees and equipment. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| **Caning and guarding newly planted and regenerated trees** | | | | | | | | | | |
| Caning / guarding / staking | Injury due to incorrect use of tools, miss hits, e.g. bruised hands, splinters. Volunteers. | 2 | 2 | 4 | Volunteers to be advised on correct use of the tools. Gloves to be worn (non-slip gloves when using swinging tools). | 1 | 3 | 3 | FWM |  |
| **Manual clearance of vegetation and mowing** | | | | | | | | | | |
| Use of sharp tools | Injury due to incorrect use of tools, e.g. cuts, amputation. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct use of the tools. Gloves to be worn (non-slip gloves when using swinging tools). | 1 | 3 | 3 | FWM |  |
| Movement of machinery, tools, and cleared material | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct way to move machinery, tools, and cleared material. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| **Manual tree and coppice cutting, pruning and stacking** | | | | | | | | | | |
| Use of sharp tools | Injury due to incorrect use of tools, e.g. cuts, amputation. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct use of the tools. Gloves to be worn (non-slip gloves when using swinging tools). | 1 | 3 | 3 | FWM |  |
| Falling branches | Injury to any part of the body. Volunteers and staff. | 2 | 3 | 6 | Volunteers to be advised on correct way to carry out the task. | 1 | 3 | 3 | FWM |  |
| Moving branches / logs | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct way to carry branches, logs, and equipment. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| **Moving smaller logs and filling bags** | | | | | | | | | | |
| Moving branches / logs | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct way to carry logs. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| **Basic path and track maintenance (hand tools only)** | | | | | | | | | | |
| Use of tools (e.g. digging) | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct use of the tools. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| Movement of tools and cleared material | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct way to move tools and cleared material. Barrows to be provided. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| **Basic ditch construction and maintenance (hand tools only)** | | | | | | | | | | |
| Use of tools (e.g. digging) | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct use of the tools. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| Movement of tools and cleared material | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct way to move tools and cleared material. Barrows to be provided. Gloves to be worn. | 1 | 3 | 3 | FWM |  |
| **Fencing (post and rail / stock)** | | | | | | | | | | |
| Use of sharp tools | Injury due to incorrect use of tools, e.g. cuts, amputation. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct use of the tools. Gloves to be worn (non-slip gloves when using swinging tools). | 1 | 3 | 3 | FWM |  |
| Use of tools (e.g. digging) | Injury due to incorrect manual handling, e.g. back strain, hand abrasions. Volunteers. | 2 | 3 | 6 | Volunteers to be advised on correct use of the tools. Gloves to be worn (non-slip gloves when using swinging tools). | 1 | 3 | 3 | FWM |  |
| **New Task? Copy and paste this and following rows** | | | | | | | | | | |
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| I confirm that I have read and understood this risk assessment as part of my induction: | |
| Signed Print Name | Signed Print Name |
| If you have any concerns about the above when carrying out your tasks contact the Forest Works Manager on the number at the top of this sheet, | |