

UTS FIELDWORK RISK ASSESSMENT FORM

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| **Faculty and School** |  |
| **Fieldwork dates** | **From** |  | **To** |  |
| **Fieldwork location** |  |
| **Nature of fieldwork** |  |
| **Other persons consulted** |  |

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| **ACTIVITY** | **ASSOCIATED HAZARDS**  | **INHERENT RISK - Harm that could occur from these hazards if controls fail or are not in place.** | **CONTROL MEASURES - Existing and *proposed action* to minimise risk to an acceptable level.** ***Note Proposed Actions in italics.*** | **RESIDUAL RISK LEVEL (H,M,L)** |
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| *First Aid* | *Standard 1st Aid Kit does not have all supplies relevant for hazards/activities undertaken* | *Increased likelihood of more serious outcome* | *Select appropriate first aid kit for field work being undertaken. e.g. snake bite kit or extra supplies for overseas remote work* | *L* |

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| **Assessment approval:** I am satisfied that the risks are not significant or are adequately controlled and that the resources required will be provided.  |
| Fieldwork Leader Name |  | Signature |  | Date |  |

**Guidance notes for documenting FIELDWORK RISK ASSESSMENTS**

**FIELDWORK ACTIVITY**

Describe here any hazardous activities related to the fieldwork.

**ASSOCIATED HAZARDS**

**Plant & Equipment** – noise, vibration, moving parts (crushing, friction, stab, cut, shear), pressure vessels, lifts/hoists/cranes, sharps

**Manual Handling** – repetitive movements, lifting awkwardly, lifting heavy objects

**Work Environment** – moving objects, extremes in temperature, isolation, work at height, allergies to animal bedding, dander and fluids

**People** – potentially violent or volatile clients/interviewees, pre-existing psychological conditions, harassment, accommodation arrangements

**Communicable Diseases** – exposure to bodily fluids/infectious materials, animal bites and scratches,

**Environmental** – emissions to atmosphere, discharge to soil and water bodies (including stormwater run-off), nuisance noise & odour

**Radiation (non-ionizing)** – including lasers, microwaves or UV light

**Electrical** – plug-in equipment used in ‘hostile’ work environment, exposed conductors, high voltage equipment

**Pathogens** – dealings with pathogenic microorganisms such as bacteria, parasites, fungi or viruses

**GMOs** – dealings with genetically modified organisms

**Cytotoxins** – carcinogens, mutagens or teratogens

**Radiation (ionizing)** – Ionizing radiation source such as radioactive substance or radionuclide, or irradiating apparatus

**Chemical** – hazardous substances, dangerous goods, fumes, dust, compressed gas

**Remote Locations** – delayed emergency response, extra supplies required, lack of communication

**INHERENT RISK**

Provide details of the harm that could be caused to people or the environment if something goes wrong. For example: inhalation of fumes, laceration, injury to back, infection, sun exposure. Think about what could happen if controls fail or are not in place.

**CONTROL MEASURES**

Note the existing and proposed actions to reduce risk to an acceptable level. Apply the “Hierarchy of Controls”, listed below, when deciding the best control measure to apply. Control types closer to top of the list are preferable.

1. Eliminate the hazard. For example: use a different less dangerous piece of equipment, use safer materials or chemicals

2. Isolate the hazard from the people. Separate people from the danger. For example: use shielding, use lifting equipment, remove dust or fumes with exhaust system, lock-out machinery.

3. Change the way the job is done. For example: change work practices, provide training, information and signs, develop work procedures.

4. Use personal protective equipment (PPE) noting specific PPE is required for each job. For example: respirator, hearing protection, gloves. Training and information is required for the use of PPE.

**RESIDUAL RISK LEVEL (H, M, L)**

Estimate risk by considering the way the activity is run and control measures put in place. The level of risk can be determined by combining consequence and likelihood using the risk matrix from below. Residual risk should be reduced to a level acceptable by management.

**CONSEQUENCE OF HARM -** This is how bad it will be if something does go wrong e.g. the number of people that could be harmed, the severity of injury.

**LIKELIHOOD OF HARM** - Chance of harm occurring is affected by the duration of the activity and its frequency; the number of people doing the activity and the level of exposure to the hazard.

