

Name Mike Canham – Parish Councillor	Date Updated 13 th March 2018	Phone 01460 234639	Location of Clean Up Roads in, and adjacent to, Otterford Parish
Agreed Parish Council	Date 11th March 2015		

Before starting the Litter Pick all volunteers must ensure they:

- Have the correct Personal Protective Equipment (PPE) – eg thick gloves, hi-viz vest, sensible footwear, weather appropriate clothing .
- Have the correct equipment – eg litter grabbers, plastic bags, dog waste bags etc and know how to use the equipment.
- Consider all the risks and hazards in the work area, eg road traffic, hazardous waste, broken glass, dog waste, vomit, needles, condoms and roads/cycle ways, thorny bushes, low branches, uneven ground, hidden banks etc.
- Know the work area and how to report incidents or hazardous or unidentified waste, where to get first aid, meet on completion, deposit bags of waste.

In the event of an accident or incident during the Litter Pick please summon the Emergency Service(s) first, if needed. After that please advise the Base Team (which includes a First Aider) – on 07748 057620 – if telephone reception permits. Any accident or incident must be recorded in the Accidents & Incidents Book on return to the Parish Hall

The table below is used to score the risks in the **Risk Assessment Table**.

Likelihood (a)		Severity (b)		Magnitude = a x b
Certain	5	Fatality	6	2 x 3 = 6
Probable	4	Serious Disablement	5	le LOW RISK
Even Chance	3	Sprain, Major Cuts/Bruises	4	High Risk = 21 to 30
Possible	2	Minor Cut/Strain	3	Medium Risk = 11 to 20
Unlikely	1	Minor Bruises/Grazes	2	Low Risk = 2 to 10

Risk Assessment Table

HAZARD	RISK	CONTROLS	MEASURES TO REDUCE EFFECT IN THE EVENT OF AN ACCIDENT	SCORE	RISK
Broken glass, sharp/rusty edges	Cuts & infections	<ul style="list-style-type: none"> Strong gloves to be worn at all times. Use litter grabbers to pick up sharp litter. 	Seek medical attention where appropriate. Thoroughly wash any cuts or abrasions as soon as possible, however minor.	4 x 4 = 16	M
Needles	Cuts & infections	<ul style="list-style-type: none"> (With gloves on) place in sharps box (if large) Leave alone & report to Organiser to forward to TDBC/SWP for removal. 	Seek medical attention where appropriate.	2 x 6 = 12	M
Heavy/awkward to handle rubbish	Pulled muscles & strains	<ul style="list-style-type: none"> Extreme care to be taken, use good lifting practices and share the load with an appropriate number of people. If too heavy to handle leave the object in place and report it to the Organiser to arrange removal by TDBC/SWP. 	Stop immediately if suffering any pain or discomfort. Seek medical attention if the ill effects persist.	2 x 4 = 8	L
Batteries, asbestos & miscellaneous chemicals	Potentially dangerous depending on condition	<ul style="list-style-type: none"> Do not approach or remove any potentially hazardous waste. Report to Organiser to forward to TDBC/SWP for disposal. 	Seek medical attention if exposed to pesticides, insecticides or other chemicals – record labels.	1 x 6 = 6	L
Ground conditions	Sprains, muscle damage & broken bones.	<ul style="list-style-type: none"> Avoid dangerous areas and choose the safest possible route over difficult ground. Instruct volunteers to wear suitable footwear. 	Thoroughly wash any cuts or abrasions as soon as possible, however minor. Seek medical attention for any serious cuts, bruises or strains.	3 x 4 = 12	M
Highways vehicles, bicycles, plant and machinery	Collision with moving traffic.	<ul style="list-style-type: none"> Warning road signs in strategic locations Avoid close proximity to traffic if possible, and be aware of the vehicles around you Be alert to the potential presence of agricultural machinery. Wear high visibility clothing if necessary. Keep a lookout, and never wear earphones. 	Seek medical attention in the event of injury.	5 x 6 = 30	H
People, lone working	Physical or verbal assault	<ul style="list-style-type: none"> Be aware of aggressive and difficult people. Withdraw rather than face conflict. Do not work out of sight of others in the group. Organiser/section leader to have mobile phone. Keep together and stay off private property. 	Seek medical attention following any assault / injury.	1 x 4 = 4	L

Animals – Domestic, wild & farm	Lymes Disease carried by animal ticks & bites/scratches from animals	<ul style="list-style-type: none"> • Wear appropriate clothing and gloves • Beware of loose dogs. • Avoid contact with animals. • Avoid contact with animal faeces. 	Seek medical attention as soon as possible after being bitten or scratched. Wash hands immediately after contact with faeces. Avoid touching eyes or mouth.	3 x 4 = 12	M
Waterside diseases	Weil's Disease from rat's urine	<ul style="list-style-type: none"> • Do not touch dead animals. • Cover any cuts or sores with a waterproof plaster before carrying out a litter pick. • Avoid getting hands wet in rivers or ponds. 	Seek medical attention where appropriate. Thoroughly wash any cuts or abrasions as soon as possible, however minor	1 x 6 = 6	L
Dog faeces	Toxocara canis	<ul style="list-style-type: none"> • Do not touch dog faeces. • Always wear gloves and use a dog-poo bag when removing dog faeces. 	Thoroughly wash your hands. Thoroughly wash any cuts or abrasions as soon as possible, however minor. Seek medical attention where appropriate.	4 x 5 = 20	M
Weather Eg Thunder storms	Various health issues	<ul style="list-style-type: none"> • Cease work in inappropriate conditions. • Avoid working in extreme conditions. • Dress for conditions & carry additional clothing. • In the event of extreme weather conditions the litter pick should be postponed or abandoned 	Seek medical attention where appropriate.	3 x 4 = 12	M
Steep slopes	Falls leading to sprains, muscle damage & broken bones.	<ul style="list-style-type: none"> • Instruct volunteers not to enter such areas. • Avoid picking on or close to the edge of steep slopes and below unstable slopes. Take weather conditions and possible weather changes into account. • Seek medical treatment in the event of injury. 	Seek medical attention where appropriate.	1 x 4 = 4	L
Electric fences	Electrocution	<ul style="list-style-type: none"> • Always assume electric fences are live. • Warn volunteers not to touch electric fences 	Seek medical attention where appropriate.	3 x 4 = 12	M
Water, marshes, bogs	Hypothermia, drowning.	<ul style="list-style-type: none"> • Avoid banks, especially if they appear unstable. Work in pairs if close to water. • Shower and change into warm dry clothing if immersed. • Never allow children to work in these areas. • Adults should be cautious & non-swimmer must not litter pick near water 	Seek medical attention where appropriate.	1 x 6 = 6	L

Hedges, fences, walls, ditches		<ul style="list-style-type: none"> • Take care when climbing stiles particularly in wet weather. • Avoid climbing walls, ditches and fences. • Stay within the nominated location. 		1 X 4 = 4	L
Tools, equipment		<ul style="list-style-type: none"> • Team to be shown how to use equipment if appropriate. • Allow sufficient working area for the correct and safe use of the tool. • Use appropriate protection • First aid training. • Have first aid kit available. • Volunteers must use the equipment provided and as instructed. 	Obtain medical attention in the event of injury.	2 X 4 = 8	L
Trees, shrubs	Trips, cuts & eye pokes	<ul style="list-style-type: none"> • Be alert to the risks and keep a look out for hazards. • Be aware of low hanging branches and exposed tree and shrub roots. 	Obtain medical attention in the event of injury.	3 X 4 = 12	M
Irritants, dangerous plants	Poisoning, skin irritations or allergic reactions	<ul style="list-style-type: none"> • Wear gloves. • Beware of dangerous plants and possible adverse reactions. • Wash thoroughly on completion of such operations. 	Seek medical attention for unusual or suspicious symptoms after contact with vegetation.	2 X 5 = 10	L
Parking own vehicle	Being hit by other vehicle	<ul style="list-style-type: none"> • Park off road wherever possible • If not, choose a place where road is wide enough for other vehicles to pass easily • Check mirrors, look over shoulder etc when entering and exiting your vehicle 	Seek medical attention in the event of injury	5 x 6 = 30	H

On Completion of the Litter Pick Ensure:

- Everyone must wash their hands thoroughly as soon as possible after the litter pick and before taking any food or drink.
- Any wounds are redressed after cleaning and disinfecting if there has been any contact with water.
- Volunteers carry out a personal inspection for cuts etc.
- All volunteers have reported back and all equipment is collected back in.
- All rubbish for collection has been left in the arranged pick up site.
- Any bags containing sharp material, eg broken glass, have been marked.