



## PROJECT RISK ASSESSMENT FORM

Safety is The Crossing's highest priority.

**Step 1: Identify** all potential **safety hazards** that participants may encounter during the project linked to the specific project tasks/activities and the physical surroundings.

<p><b>Site/Surroundings:</b></p> <ul style="list-style-type: none"> <li>Cliffs</li> <li>Crevices</li> <li>Concealed Holes</li> <li>Contaminated Water</li> <li>Encounters with violent persons</li> <li>Fall from Height</li> <li>Harassment</li> <li>Injury from broken glass/metal/needles</li> <li>Machinery</li> <li>Moving/Falling Objects (i.e. Rocks, branches)</li> <li>River/Stream crossing</li> <li>Slippery/Steep Surfaces</li> <li>Soft Sediment</li> <li>Traffic</li> <li>Unstable ground</li> <li>Wave Action/Currents/Tides</li> </ul>	<p><b>Elements/Weather:</b></p> <ul style="list-style-type: none"> <li>Heat (Heat exhaustion/stroke)</li> <li>High UV (Sunburn)</li> <li>Dehydration</li> <li>Cold (Hypothermia/frostbite)</li> <li>Windburn</li> <li>Flood</li> <li>Severe Storm/Hail</li> <li>Lightning</li> </ul> <p><b>Ergonomic:</b></p> <ul style="list-style-type: none"> <li>Blisters</li> <li>Fatigue</li> <li>Heavy Lifting (back injury)</li> <li>Prolonged Postures (muscle strain)</li> <li>Repetitive Movement</li> </ul>	<p><b>Equipment/Other:</b></p> <ul style="list-style-type: none"> <li>Allergies: Plants, Animals</li> <li>Bites/Stings (i.e. ticks, mosquitoes, spiders, leeches, snakes, jellyfish)</li> <li>Dangerous animals (wild, domestic, farm)</li> <li>Fire</li> <li>Hazardous Chemicals</li> <li>Hygiene (person-to-person contact)</li> <li>Poisonous or stinging plants</li> <li>Power Tools</li> <li>Tools</li> <li>Sharp Objects (i.e. scissors/knives)</li> </ul> <p>Other: _____</p> <p>_____</p> <p>_____</p>
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**Step 2: Identify** controls for each potential hazard in order to *control* moderate risks and *eliminate* high risks (examples listed below)

<ul style="list-style-type: none"> <li>Avoid the task</li> <li>Refrain from working (weather depending)</li> <li>Buddy System</li> <li>Work in Groups</li> <li>Rotate Tasks</li> <li>Frequent Breaks</li> <li>Training</li> <li>Supervision</li> <li>Navigation Device</li> <li>Mobile phone required</li> <li>Other communication device required</li> </ul>	<ul style="list-style-type: none"> <li>First Aid Kit</li> <li>Adequate food/water</li> <li>Appropriate Signage</li> <li>Site demarcation (barriers, tape, etc.)</li> <li>Extra Lighting</li> <li>Repair unsafe devices</li> <li>Appropriate sharp tools</li> <li>Licenses (car, boat, machinery, tools)</li> <li>Safety briefing</li> <li>Emergency plan</li> <li>OTHER: _____</li> </ul>	<p><b>Personal Protective Equipment:</b></p> <ul style="list-style-type: none"> <li>Protective Gloves</li> <li>Protective Footwear</li> <li>Protective Clothing</li> <li>Hat/Sunscreen</li> <li>Reflective Vests</li> <li>Safety Glasses</li> <li>Hard Hat</li> <li>Hearing Protection</li> <li>Dust Masks</li> <li>OTHER: _____</li> </ul>
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**Step 3: Assess** the level of risk the hazard presents in terms of HIGH (H), MEDIUM (M) and LOW (L). In order to accurately assess the level of risk, consider the likelihood of occurrence and the magnitude of the consequences.

LIKELIHOOD	CONSEQUENCES			
	Major (Death or Extensive injury)	Moderate (Medical Treatment)	Minor (First Aid Treatment)	Insignificant (No Treatment)
Expected to occur in most circumstances	H	H	H	M
Could occur at some time	H	H	M	M
Could occur, but only rarely	H	M	M	L
May occur, but probably never will	M	M	L	L

**Table 1: Record tasks, associated hazards, control measures and level of risk**

Task / Project Activity	Potential Hazard (s)	Control (s)	Risk (H, M, L)
Digging, Planting, Composting	Repetitive movement	Safety brief, training, rotate tasks, supervision, frequent breaks.	L
	Exposure to weather	Safety brief, frequent breaks, protective clothing, water bottles and alter work schedule as needed to avoid very hot or wet conditions	M
	Sharp tool	Safety brief, training, spacing between work groups, supervision, protective footwear, gloves, first aid kit	M
	Bites and stings	Safety brief, training, protective footwear, gloves, first aid kit	L
Landscaping or Trail Construction with logs/rocks	Crush injuries	Safety brief, training, rotate tasks, supervision, frequent breaks, spacing between work groups, protective footwear, gloves, first aid kit, appropriate tool selection for assistance	M
	Repetitive movement & heavy lifting	Safety brief, training, rotate tasks, supervision, frequent breaks, cooperative lifting	L
	Sharp tool	Safety brief, training, spacing between work groups, supervision, protective footwear, gloves, first aid kit	M
	Exposure to weather	Safety brief, frequent breaks, protective clothing, water bottles and alter work schedule as needed to avoid very hot or wet conditions	M
	Bites and stings	Safety brief, training, protective footwear, gloves, first aid kit	L
Wood collection, splitting and stacking	Repetitive movement & heavy lifting	Safety brief, training, rotate tasks, supervision, frequent breaks, cooperative lifting	L
	Sharp tool	Safety brief, training, spacing between work groups, supervision, protective footwear, gloves, first aid kit	M
	Exposure to weather	Safety brief, frequent breaks, protective clothing, water bottles and alter work schedule as needed to avoid very hot or wet conditions	M
	Bites and stings	Safety brief, training, protective footwear, gloves, first aid kit	L
Habitat survey & Bushwalking	Repetitive movement	Safety brief, training, rotate tasks, supervision, frequent breaks.	L
	Exposure to weather	Safety brief, frequent breaks, protective clothing, food & water bottles and alter travel schedule as needed to avoid very hot, very wet or very windy conditions	M
	Bites and stings	Safety brief, training, clothing with long arms and legs protective footwear, gloves, first aid kit	L
	Separation	Safety brief with emergency procedure training, food and water bottles, supervisor communication & navigation aids	L
Canoeing	Repetitive movement	Safety brief, training, rotate tasks, supervision, frequent breaks.	L
	Exposure to weather	Safety brief, frequent breaks, protective clothing, food & water bottles and alter travel schedule as needed to avoid very hot, very wet or very windy conditions	M
	Separation	Safety brief with emergency procedure training, food and water bottles, supervisor communication & navigation aids	L
	Drowning	Safety brief, training, use of PFD's, trained instructor present if use of canoes required and alter travel schedule if flooding conditions	L
Mountain Bike Riding	Repetitive movement	Safety brief, training, rotate positions, supervision, frequent breaks.	L
	Exposure to weather	Safety brief, frequent breaks, protective clothing, food & water bottles and alter travel schedule as needed to avoid very hot, very wet or very windy conditions	M
	Separation	Safety brief with emergency procedure training, food and water bottles, supervisor communication & navigation aids	L
	Traffic	Safety brief with emergency procedure training, supervisor communication, helmets and reflective vests	M
Meal preparation	Sharp tool	Safety brief, training, spacing between work groups, supervision, protective footwear, first aid kit	M
	Hygiene	Safety brief, training, supervision, hand washing.	L
Vehicle Transport & Off-site visits	Crash or window injuries	Safety brief, training, appropriate licencing and maintenance and alter travel schedule as needed to avoid very windy or flooding conditions	M
River & Stream Crossings	Drowning	Safety brief, training, trained instructor present if use of canoes required and alter travel schedule if flooding conditions	L

**No participant should, at any time, be engaged in any HIGH risk activity.**

***Important: During the orientation meeting and prior to commencing any tasks or activities, all safety concerns must be clearly communicated to group leaders and participants.***

Completed By: Dean Turner

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