



# ARID RECOVERY

## Project risk assessment

**Project:** Educational visits

**Dates:** 2023

**Personnel:** Arid Recovery staff & visitors

**Table 1. Risk Factor Matrix**

| Likelihood     | Consequences |       |          |       |              |
|----------------|--------------|-------|----------|-------|--------------|
|                | Very Low     | Minor | Moderate | Major | Catastrophic |
| Almost certain | L            | S     | S        | H     | H            |
| Likely         | L            | M     | S        | H     | H            |
| Moderate       | L            | M     | S        | S     | H            |
| Unlikely       | L            | L     | M        | S     | H            |
| Rare           | L            | L     | M        | S     | H            |

Matrix legend: H= High risk, S = Significant Risk, M = Moderate risk, L = Low risk

**Table 2. Classification of consequences**

| Consequence  | Injury/illness classification               |
|--------------|---|
| Very Low     | Minor injury                                |
| Minor        | Medically treated injury                    |
| Moderate     | Lost time injury (< 2 weeks)                |
| Major        | Lost time injury (> 2 weeks)                |
| Catastrophic | Fatality(s) or Permanent serious disability |

**Table 3. Classification of Likelihood of Occurrence**

| Likelihood     | Description  |
|----------------|--|
| Almost Certain | More than once per month                                   |
| Likely         | Less than once per month, but more than once per year      |
| Moderate       | Less than once per year, but more than once per five years |
| Unlikely       | Less than once per five years                              |
| Rare           | Unlikely to ever occur                                     |

In almost all cases, managing risks are the responsibility of all persons (including employees, interns, volunteers, students, researchers and contractors), except where noted otherwise.

- Designated AR employees and volunteers will have current 1<sup>st</sup> aid certification
- All workers will follow standard work procedures detailed in the AR Procedures Manual
- All workers will follow AR call-in procedures
- All injuries will be reported to AR General Manager and treatment will be sought promptly
- Any injured person will be escorted and AR GM will be notified
- Near miss, hazards, equipment damage or environmental damage will be reported on AR Incident Report and to AR G

| Activity          | Hazard                      | Likelihood | Consequence  | Risk        | Risk Control   | Responsibility  | Residual Risk |
|-------------------|-----------------------------|------------|--------------|-------------|--|---|---------------|
| 1. All activities | Medical Emergency           | Unlikely   | Catastrophic | High        | <ul style="list-style-type: none"> <li>Current first aid trained staff available</li> <li>Maintain communications for quick access to Hospital and Ambulance</li> </ul>                | All employees, interns, volunteers, students, researchers and contractors | Moderate      |
|                   | Illness or injury (general) | Likely     | Minor        | Low         | <ul style="list-style-type: none"> <li>Arid Recovery and school staff are trained with first aid</li> </ul>  | All employees, interns, volunteers, students, researchers and contractors | Low           |
|                   | Fire                        | Unlikely   | Catastrophic | High        | <ul style="list-style-type: none"> <li>All staff have knowledge of the correct evacuation procedure</li> <li>Ensure all students know where the exits are in case of a fire</li> </ul> | All employees, interns, volunteers, students, researchers and contractors | Moderate      |
|                   | Child Protection            | Moderate   | Moderate     | Significant | <ul style="list-style-type: none"> <li>All staff have a DCSI clearance and are trained to work with children</li> </ul>  | All employees, interns, volunteers, students, researchers and contractors | Low           |

|                                      |  |        |       |          |   |   |     |
|--------------------------------------|--|--------|-------|----------|---|---|-----|
|                                      | Slip, trip or fall   | Likely | Minor | Moderate | <ul style="list-style-type: none"> <li>Teachers should ensure students wear appropriate footwear – closed toe shoes.</li> </ul>   | All employees, interns, volunteers, students, researchers and contractors | Low |
| <b>2. Working on uneven surfaces</b> | Working on uneven surfaces in and around the Reserve, laboratory and office resulting in slips, trips and falls – twist injuries to ankles and knees; impact injuries, especially to backs, legs, hands, wrists, head and face | Likely | Major | High     | <ul style="list-style-type: none"> <li>Avoid any obvious hazards such as loose rocks, steep embankments etc.</li> <li>Remove trip hazards from the worksite by filling holes and removing unnecessary objects</li> <li>Flag, or cordon off, immovable trip hazards</li> <li>Allow at least 2 metres ‘visibility space’ between participants when walking along tracks.</li> <li>Ensure that appropriate closed footwear is worn</li> <li>Exercise additional caution when walking downhill or across a slope</li> <li>Avoid carrying heavy or awkward objects on uneven ground</li> </ul> | All employees, interns, volunteers, students, researchers and contractors | Low |

|                                     |                                       |        |              |                    |  |   |                 |
|-------------------------------------|---------------------------------------|--------|--------------|--------------------|--|---|-----------------|
|                                     |                                       |        |              |                    | <ul style="list-style-type: none"> <li>• Identify, and closely supervise, workers with pre-existing back, knee or ankle injuries.</li> <li>• Store heavy items as low as practically possible, between knee and elbow heights</li> <li>• Be aware of pinch-points when opening and closing doors of sheds or storage containers</li> </ul>                             |   |                 |
| <b>3. Working in hot conditions</b> | Heat stress; heat exhaustion, sunburn | High   | Catastrophic | <b>Significant</b> | <ul style="list-style-type: none"> <li>• Follow the Working in the Field Procedure</li> <li>• Drink water regularly</li> <li>• Schedule work to include regular rests in shade</li> <li>• Monitor for signs of heat stress</li> <li>• Wear broad-brimmed hat, long-sleeves, long pants and apply sunscreen</li> <li>• Plan work to avoid extreme conditions</li> </ul> | All employees, interns, volunteers, students, researchers and contractors | <b>Moderate</b> |
| <b>4. All field work</b>            | Fatigue                               | Likely | Catastrophic | <b>Significant</b> | <ul style="list-style-type: none"> <li>• Ensure adequate rest between work bout</li> <li>• Rest frequently when doing energy-intensive tasks</li> </ul>  | All employees, interns, volunteers, students,                             | <b>Moderate</b> |

|  |                            |          |       |                    |   |   |                 |
|--|----------------------------|----------|-------|--------------------|---|---|-----------------|
|  |                            |          |       |                    | <ul style="list-style-type: none"> <li>• Seek assistance with tasks when required</li> <li>• Rotate jobs</li> <li>• All team members to self-monitor and monitor others for signs of fatigue</li> </ul>   | researchers and contractors   |                 |
|  | Snakebite and insect bites | Moderate | Major | <b>Significant</b> | <ul style="list-style-type: none"> <li>• Carry snake bandage and review emergency First Aid procedures</li> <li>• Ensure access to emergency contact numbers</li> <li>• Wear PPE: boots, long pants, long-sleeved shirts</li> <li>• Use fly netting or repellent if required</li> <li>• Torches at night</li> </ul> | All employees, interns, volunteers, students, researchers and contractors | <b>Moderate</b> |
|  | Isolation/separation       | Moderate | Major | <b>Significant</b> | <ul style="list-style-type: none"> <li>• Adhere to call-in procedure.</li> <li>• Maintain communication devices (spot tracker, UHF, mobile phones and/or satellite phone)</li> <li>• A vehicle will be present at all times when a field team is working on site.</li> </ul>  | All employees, interns, volunteers, students, researchers and contractors | <b>Moderate</b> |

