

CORMONACHAN WOODLANDS ASSOCIATION

Risk Assessment / Induction Form

In this risk assessment, the hazards are classified according to their level of risk before and after controls are implemented:

Low Risk –	Medium Risk –	High Risk –
Something which may result in minor damage or slight harm (i.e. scratch or bruise)	Something which may result in a significant loss/damage or major injury (broken bone or other injury, which results in person being taken to hospital for treatment)	Something which may result in extensive damage, multiple major injuries or death

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Risk Assessment Title:	Hand Tools Usage	
Risk Assessment Number:	CWA RA-006 (Rev0) Final	
Review Date:	9 th March 2018	
Risk Assessment Written By:	Don Kamsley	Signature: Don Kamsley
Risk Assessment Reviewer(s):	Frances Walker David Thorpe Cecilia Ferguson	Signature(s): Frances Walker David Thorpe Cecilia Ferguson

Personnel & Key Individuals Covered By This Risk Assessment:	CWA Volunteers
Location(s) Covered By This Risk Assessment:	Cormonachan Woodlands

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The Hazard	What Might Happen	Potential Level Of Risk	Controls	Level Of Risk After Controls	Responsibility
<p>Terrain:</p> <p>Getting to and from work site and using hand tools.</p>	<p>Falling/tripping/slipping, leading to fractures, spinal damage, sprains, head injury</p>	Medium	<ul style="list-style-type: none"> • Dynamic risk assessment carried out prior to and whilst using hand tools, removing hazards and altering or cancelling work if necessary. • Hand tools used with sure footing, clearing any debris or rocks prior to task. • Volunteers to use suitable footwear • Emergency access and egress points identified. • Hand tools carried safely with sharp point faced downward and all guards and blade covers secure and in good condition. 	Low	All CWA volunteer members
<p>Experience and training:</p> <p>Lack of relevant training and experience to undertake task</p>	<p>Heightened consequences and risk of accident, plus higher levels of stress and anxiety, leading to serious illness, injury and death</p>	Medium	<ul style="list-style-type: none"> • Hand tool use should be clearly demonstrated to new volunteers by experienced user. Committee members to provide volunteers with instructive and demonstrative tools talk prior to usage. • New and inexperienced volunteers should be mentored in addition to training to increase confidence. • Volunteers should feel comfortable with the expectations of using hand tools and highlight to committee members if they feel anxious or apprehensive. • Volunteers using hand tools must be accompanied by trained first aider c/w first aid kit. 	Low	All CWA volunteer members

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Tools & equipment: Worn and damaged tools	Crush, skeletal, laceration, possibility of death	High	<ul style="list-style-type: none"> The CWA committee will supply all tools and volunteers must not use their own tools. All hand tools should be inspected prior and during use and not used if found to be faulty or damaged; these tools should be marked so that other volunteers will not use them. Tool maintenance and repairs, must be carried out by competent individuals. All guards and covers in place and in good condition. Blades and edges either kept sharp or replaced to make sure cuts are straight and with ease. All handles and grips in good condition and gloves worn if working with wooden handles or repetitive action. 	Low	CWA
Manual Handling: Lifting and operating hand tools equipment and water	Muscular and skeletal injuries, leading to chronic pain and physiological disorders.	Medium	<ul style="list-style-type: none"> CWA volunteers to advise CWA Committee members of any pre-existing medical condition which may affect their ability use hand tools CWA volunteers must use appropriate size of tool for task and ability/strength of individual. If a CWA volunteer becomes sore whilst using hand tools they should stop and rest, if pain persists they should stop works all together. Hand tools should be shared between CWA volunteers when being carried to lessen load and carried with an even balance. Storage space for hand tools must be fit for purpose and easily accessible. CWA volunteers must utilize lifting aids such as wheelbarrows, power barrows and trolleys to transport hand tools to work site. 	Low	All CWA volunteer members
Moving objects: Shards, chipped	Lacerations, muscular and	Medium	<ul style="list-style-type: none"> When using hand tools to cut, chip, move or break rock, rubble or metal, volunteers must wear compliant eye protection EN 352-1. 	Low	All CWA

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rocks, dust and debris	skeletal injuries		<ul style="list-style-type: none"> Eye protection to be provided by CWA Committee CWA volunteers must make themselves visible to members of public, either wearing high visibility clothing, using signage, hazard tape or having a banks person available. If using hand tools in a dry dusty environment, you must wear a compliant dust mask EN 149 (preferable unvented). 		volunteer members
Water: Disease and infection	Infection and disease from soils, water and dirty surfaces including tetanus, Cyanobacteria and Leptospirosis.	Low	<ul style="list-style-type: none"> CWA volunteers using hand tools must be provided with advice regarding avoiding and recognizing the signs of waterborne infections including Cyanobacteria, Leptospirosis and campylobacter. CWA Committee to provide anti bacterial sprays Cover any cuts on hands and arms. Wash hands thoroughly before eating. All hand tools should be cleaned and dried after use. CWA volunteers advised to seek professional advice from doctor if any symptoms develop. 	Low	All CWA volunteer members
Trees and branches: Overhanging work area	Muscular, crush and skeletal injuries	Medium	<ul style="list-style-type: none"> Operators should assess site for hung up trees and branches before operation, altering operations if required. Branches and trees at eye height should either be tied back or cut away to allow access for using hand tools. If using hand tools to cut back and manage vegetation, then compliant eye protection EN 352-1, must be worn. CWA volunteers using hand tools to cut tall trees and bushes should be supplied with compliant hard hats EN 397. Hard hats to be provided by CWA Committee 	Low	All CWA volunteer members
Exhaustion: Lack of energy,	Leading to lack in concentration, heightened risk of skeletal,	Medium	<ul style="list-style-type: none"> CWA volunteers using hand tools must take regular breaks especially in hot weather. CWA volunteers to use tools that are suitable for their 	Low	All CWA volunteer

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concentration	muscular injury, possible dehydration		<p>strength and ability.</p> <ul style="list-style-type: none"> • If possible operators to arrange to take shifts in usage of hand tools. • CWA volunteers to take drinks and food regularly and wear appropriate protective clothing for climate. • Work to be planned out into achievable sections with realistic goals agreed prior to starting • Any CWA volunteers who have existing medical/hearing concerns should advise the CWA committee team. 		members
Isolation: Lone and remote working	Risks are enhanced by remote working, without mobile signal and a greater distance to emergency services	Medium	<ul style="list-style-type: none"> • Volunteers should not work alone • Volunteers should have access to a charged mobile phone 	Low	All CWA volunteer members