

# 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:

<b>Low Risk –</b>	<b>Medium Risk –</b>	<b>High Risk –</b>
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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<b>Risk Assessment Title:</b>	All Terrain Vehicle (ATV) and Quad Bike use with trailers.	
<b>Risk Assessment Number:</b>	CWA RA-O11 (Rev0) Final	
<b>Review Date:</b>	18th July 2018	
<b>Risk Assessment Written By:</b>	Don Kamsley	<b>Signature:</b>
<b>Risk Assessment Reviewer(s):</b>	Jai Cowper-Smith Tom Ducat Matt Wynne	<b>Signature(s):</b>

<b>Personnel &amp; Key Individuals Covered By This Risk Assessment:</b>	CWA Trained volunteers
<b>Location(s) Covered By This Risk Assessment:</b>	Cormonachan Woodlands



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The Hazard	What Might Happen	Potential Level Of Risk	Controls	Level Of Risk After Controls	Responsibility
Induction: Not knowing task at hand, risks, activity area, contacts, target species	Induction insufficient	M	<ul style="list-style-type: none"> <li>Induction of activity participants to site prior to the control program commencing</li> <li>Ensure all processes are in place including communication protocols, schedule calls, etc.</li> <li>CWA first aid responders will be in attendance with mobile communication for calling emergency services.</li> </ul>	L	CWA Trained participants
Planning activity Poor plan	Injury, death to people involved in operation due to disorganisation and/or confusion	H	<ul style="list-style-type: none"> <li>Ensure plans are comprehensive and plans are reviewed by both Forrest Enterprise Scotland as well as CWA Committee</li> <li>Undertake pre-start checks of ATV/Quad bike</li> </ul>	L	CWA Committee
Driving ATV / Quad bike Track and environmental conditions such as: - wet/slippy	ATV/Quad bike accident, injury to driver: <ul style="list-style-type: none"> <li>death</li> <li>breaks</li> <li>burns</li> </ul>	H	<ul style="list-style-type: none"> <li>Training (mandatory requirement)</li> <li>Don't operate ATV/Quad bike while under the influence of alcohol or drugs (including prescription medication that may inhibit judgment/reaction times)</li> <li>Appropriate PPE (mandatory requirements): helmet, eye protection, long sleeved shirt, long pants, enclosed</li> </ul>	M	CWA Trained participants



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<ul style="list-style-type: none"> <li>- water</li> <li>- washouts (isolated)</li> <li>- creeks, gutters &amp; gullies</li> <li>- glare</li> <li>- visibility</li> <li>- rabbit warrens</li> <li>- rocky areas</li> <li>- steep/uneven terrain</li> <li>- fallen timber</li> <li>- dusty conditions</li> <li>- cliffs</li> </ul>	<ul style="list-style-type: none"> <li>• strains, sprains</li> <li>• cuts, abrasions, bruising</li> </ul> <p>Damage to ATV/Quad bike and equipment</p>		<ul style="list-style-type: none"> <li>shoes/boots, gloves</li> <li>• Monitor speed, drive within limitation of tracks/terrain, ATV/Quad bike capabilities and operator experience</li> <li>• Be aware of operating environment - look ahead, around and above</li> <li>• Track maintenance</li> <li>• ATV/Quad bike to be in good working order, having been serviced appropriately</li> <li>• Communication processes Devices (mobile phones)</li> <li>• Area of operation identified, duration, pre-planning.</li> <li>• Passengers are not permitted to be carried on quad bikes</li> <li>• Any attachments to the ATV/Quad bike must not adversely affect stability, operator control and performance</li> <li>• Equipment/cargo carried on quad bikes must be within the carrying capacity of the ATV/Quad bike (weight and size) and packed appropriately to avoid rollover or accidental load shift during transport</li> <li>• Continually assess the terrain and risks, turn around or seek alternative route if the path becomes or looks unsafe</li> <li>• Drive as per formal training in the safe use of ATV/Quad bike</li> <li>• Operate according to Operators Manual</li> <li>• DO NOT ride ATV/Quad bike up steep slopes</li> <li>• Ensure the hand brakes are applied before dismounting. If dismounting on slopes or near cliffs, dismount on up-hill side, turn off ATV/Quad bike and leave in gear and apply hand brakes</li> <li>• Do not operate on side slopes on an angle, rather drive straight up or down inclines (must not exceed 22 degrees)</li> <li>• CWA first aid responders will be in attendance with mobile</li> </ul>		



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			communication for calling emergency services.		
Bike accident – collision with other ATV/Quad bikes, obstacles, fence lines/gates/flood-gates, troughs, water-pipes, over hanging obstacles, animals and/or pedestrians, etc.	ATV/Quad bike accident, injury to driver: <ul style="list-style-type: none"> <li>• death</li> <li>• breaks</li> <li>• strains, sprains</li> <li>• cuts, abrasions, bruising</li> </ul> <p>Damage to ATV/Quad bike and equipment</p>	H	<ul style="list-style-type: none"> <li>• Refer to controls listed above.</li> </ul>	M	CWA Trained participants
Refueling Flammable liquids, fumes	Burns, fires, breathing difficulties	H	<ul style="list-style-type: none"> <li>• Engine turned off</li> <li>• Where possible wait until cooled before refueling</li> <li>• Do not over-fill tank</li> <li>• Use the correct fuel type</li> <li>• Use funnel or suitable refueling device when refueling</li> <li>• Refuel in ventilated area</li> <li>• Ensure correct lifting technique for fuel containers</li> <li>• Smoking not permitted</li> <li>• Clean-up spills</li> <li>• CWA first aid responders will be in attendance with mobile communication for calling emergency services.</li> </ul>	L	CWA Trained participants
Tyre repair Changing a tyre, puncture repair and manual handling	Injury from: <ul style="list-style-type: none"> <li>- inappropriate manual handling</li> <li>- ATV/Quad bike</li> </ul>	M	<ul style="list-style-type: none"> <li>• Avoid over inflation – check manufactures recommendations</li> <li>• Use correct tubeless repair kit</li> <li>• Repair/plug tyre on ATV/Quad bike whenever possible, to</li> </ul>	L	CWA Trained participants



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	jacking techniques - tyre over inflation		prevent need for jacking and tyre handling <ul style="list-style-type: none"> <li>Only jack ATV/Quad bike on even surfaces with engine off and park brake engaged</li> </ul>		
Fire Accident, explosion, fire	Death, burns, fire, breathing difficulties  Damage to ATV/Quad bike / natural assets and infrastructure	H	<ul style="list-style-type: none"> <li>Avoid driving through heavy dry fuel loads that may be trapped under ATV/Quad bike</li> <li>Regularly check for build-up of vegetable matter around moving and heat areas on ATV/Quad bike; e.g. exhaust pipe, engine, gear box</li> </ul> CWA first aid responders will be in attendance with mobile communication for calling emergency services.	L	CWA Trained participants
Loading/unloading and transporting: Manual handling and crush injuries  Damage to machines, trailer, other equipment  Traffic infringements and accidents	Injury from inappropriate manual handling techniques: <ul style="list-style-type: none"> <li>crush injuries</li> <li>breaks, strains, sprains, bruises, abrasions</li> <li>slips, trips, falls</li> </ul> Injury to other colleagues or public  Damaged equipment	H	<ul style="list-style-type: none"> <li>Training</li> <li>Don't operate ATV/Quad bike, towing vehicle or move trailer while under the influence of alcohol or drugs (including prescription medication that may inhibit judgment/reaction times)</li> <li>Select suitable trailer for chosen ATV/Quad bike, must be in good working order, with suitable roadworthy tyres</li> <li>Take extra care when loading onto trailers that have high axle clearance</li> <li>Use low gear or four wheel drive, avoid wet slippery conditions during loading where possible</li> <li>Use good condition ratchet straps (minimum rated - 1,000 kg) to secure the machines onto the trailers. A minimum of 4 tie-down points is recommended</li> <li>Ensure ramps are compatible with trailer and weight of ATV/Quad bike, being securely in place/stable before loading/unloading bike</li> <li>Loading ramps need to be carried in trailer 'at all times'</li> </ul>	M	CWA Trained participants



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			while ATV is being transported <ul style="list-style-type: none"> <li>• Correct posture when handling bikes, avoid strain injuries</li> <li>• Clear area when loading/unloading</li> <li>• CWA first aid responders will be in attendance with mobile communication for calling emergency services.</li> </ul>		
Clean-up and maintenance Invasive weeds, grasses, salt residue, snails and mud	Limit the useful life of ATV/Quad bike  Compromise safety for other users	M	<ul style="list-style-type: none"> <li>• Thoroughly wash, blow with air compressor or wipe/brush down ATV/Quad bike</li> <li>• Ensure all grasses, salt residue, mud, etc., is removed from under the ATV/Quad bike</li> <li>• Check and refill fluid levels, oil and fuel</li> <li>• Clean or replace air filter</li> <li>• Organize to have any damage fixed or replaced</li> </ul>	L	CWA Trained participants
Walking around site Terrain – unstable rocks, loose surface, muddy or sandy conditions	Slips, trips, falls, sprains, bruising, abrasions	M	<ul style="list-style-type: none"> <li>• Appropriate footwear and clothing (PPE)</li> <li>• Awareness – planning</li> <li>• Communication processes in place</li> <li>• First aid kit in ATV/Quad bike and / or with participant (PPE)</li> <li>• CWA first aid responders will be in attendance with mobile communication for calling emergency services.</li> </ul>	L	CWA Trained participants
Encountering members of the public with moving ATV / Quad Bike	Potential minor or major injury to either a member of the public, or the ATV / Quad driver due to swerving vehicle.to avoid a crash	M	<ul style="list-style-type: none"> <li>• Training</li> <li>• Don't operate ATV/Quad bike, towing vehicle or move trailer while under the influence of alcohol or drugs (including prescription medication that may inhibit judgment/reaction times</li> <li>• Slow down when approaching pedestrians, and avoid sharp and erratic turns .</li> <li>• Drive as per formal training in the safe use of ATV/Quad bike</li> </ul>	L	CWA Trained participants

