

RISK ASSESSMENT FORM A



NB: For information on completing the risk assessment refer to the UNSW@ADFA OHS Risk Management Procedure http://www.unsw.adfa.edu.au/admin/ohs/policies/ohs_risk_management_proc_0606.pdf	Risk Assessment Record No: (check local requirements)
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Task/Project

Task/Project: MaxEnt 2013 Kangaroo Tour	Task/Project Record No.:
Task/Project Leader(s): Drs Robert Niven and David Paull	Commencement Date: 19/12/13
Task or equipment description: This tour will involve a walk of 3 to 5 km (depending on weather), in some places over rocky ground. Attendees will be transported by bus, depart outside hotel at 2:00 pm; return trip approx 5:00pm or earlier.	Completion Date: 19/12/13
Location of work: Red Hill, Canberra Nature Park	New Task
List any special equipment/facility requirements: Attendees should wear good walking shoes and suitable clothing, and be prepared for weathers including >30°C and sunny and possible wind and rain showers). A hat, sturdy walking shoes, basic level of physical fitness for gentle bushwalking, sunscreen and bottle of water are strongly recommended. A safety briefing will be given at the outset of the walk.	

2. Possible Hazards (Please tick boxes; include hazards to staff, students, visitors and passers-by)

Materials & Substances	Equipment / Energy Sources	Work Environment	Biomechanics / Manual Handling	Work Organisation
Chemicals: Use form C	Electrical	Lighting	Posture	Work Space
Ionising Radiation: Use form B	Thermal	Noise/ Vibration	Load Factors (shape, size)	Assistance available
Biological	X Mechanical	Dust / Fumes/Vapours	Repetition	Time Constraints
Lasers	Kinetic	Access/Egress	X Distance	X Supervision
Microwaves	Pneumatic	Confined spaces	Keyboard	Interactions public/contractors)
Waste	Hydraulic	Climate	X Duration	X After hours
Electrical	Rotational	Housekeeping	Lab. instruments	Inadequate rest breaks
Infrared	Mechanical aids	Work at height	Individual Factors	Other: (Specify)
Water	X Acoustic	Animals/insects	X New Employee	
Ultraviolet (outdoor exposure)	Pressure/Vacuum	Visually demanding	Lone worker	
Electromagnetic field	Equipment licenses	Flooring (Slips, trips)	X Training required	
Non-ionising radiation	Operator Licenses	Isolation		

3. Risk Analysis

ACTIVITY / TASK Describe steps/ activities	HAZARD Details of hazards identified	RISK What can happen? How can it happen?	CONTROLS refer section 4 List all controls using the hierarchy of controls – intended to support the development of safe systems of work	Risk Rating (after controls in place)		
				Consequence (section 7)	Likelihood (section 8)	Rating (Section 9)
Transport to/from Red Hill and walk in Canberra Nature Park	Water	Dehydration	Bottled water strongly recommended (please bring!)	Moderate	Unlikely	Low
	Exposure to heat, cold, wind and rain	Risk of heat stroke or cold or wet exposure	Temperatures are forecast to be in the mid 20s but sudden rain showers / cold winds are possible. Participants should bring hats as well as rain jackets in case of adverse weather conditions.	Minor to moderate	Possible	Low to medium
	Accidental fall	Falling down slope; foot or body injury	Participants will be asked to wear enclosed shoes with a good grip, such as sneakers or boots, and to take care when walking.	Moderate	Unlikely	Low
	Rocky ground and vegetation	Cuts, abrasions, thorns	Thorny vegetation is present, and there is the possibility of cuts/abrasions from rocks and plants. Participants should wear long pants or take care to avoid this hazard when walking.	Moderate	Possible	Low to Medium
	Sun	Sunburn	Participants will be advised to bring hats and apply sunscreen.	Minor	Possible	Low
	Kangaroos	Claw injuries, death	Kangaroos are dangerous if cornered, especially males, and will fight using their claws. They can (and will) kill small dogs. They are most dangerous when standing erect. Do not approach closer than 5 metres.	Moderate	Unlikely	Low
	Snakes	Snake bite	Australia has many of the world's most dangerous snakes; however they are not likely in the proposed area. Nevertheless, participants will be advised to wear enclosed footwear (sneakers or boots).	Moderate	Unlikely	Low
	Spiders	Spider bite	Australia has many of the world's most dangerous spiders, some of which may be present in the proposed area (funnel webs, redbacks). Risk is minimal unless you disturb rocks or walk through webs or thick vegetation. Participants will be advised to wear enclosed footwear (sneakers or boots) and long pants.	Moderate	Unlikely	Low
	Fire	Burns	Bushfire is unlikely but is possible. The organisers will check the bushfire risk before departure. In the event of significant risk, the field trip will be cancelled.	Moderate	Rare	Low

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	Emergency situation due to accident or sudden illness	Secondary incident	A medical emergency (due to accident or unexpected illness) is not anticipated but in case of accident or unexpected illness, a number of contingency measures are in place. Participants will be asked whether they have pre-existing medical conditions that are relevant to the safe conduct of the exercise. The excursion will be equipped with a first aid kit and mobile phone. If injuries and/or illness are minor, the first aid kit can be used. D. Paull has current (Sept 2013) first training. For more serious situations, an ambulance can be called (dial 000) or the patient transported directly to either Canberra or Calvary Hospital. In the case of very serious injury (most unlikely), an ambulance will be called (dial 000).	Moderate	Unlikely	Low
Transport to/from site	Vehicle crash	Injury, death	Participants to travel in transport provided. It is presumed that drivers will be suitably licenced, and care will be taken at all times during driving and parking.	Severe	Unlikely	Medium

4. HIERARCHY OF RISK CONTROLS:

The order for implementing risk control measures with the most desirable being hazard elimination, the least desirable being the provision of PPE

- a. Elimination - remove the hazard completely during design or later;
- b. Substitution - replace with a less hazardous substance/ activity / process;
- c. Isolation / Engineering – measures to reduce exposure e.g. install guards on machinery, fume extraction, remote controls, automation, etc;
- d. Administration - signs and procedures for safe practices, training, supervision, etc;
- e. Personal protective equipment (PPE) - respirators, ear plugs, gloves, etc.

5. HAZARD ASSESSMENT COMPLETED:

Signature: Name: R. Niven Date: 12/12/13

6. APPROVAL (if required based upon local procedures)

Supervisor/ Research Leader Signature:	Name: Dr. Robert Niven	Date: 12/12/13
Other (Head of School etc) (if required) Signature:	Name:	Date: / /