

Risk Assessment Form

Location/Dept:		Date Assessed:			Assessed by:		
Task/ Activity: Litterpick		Review Date:			Reference Number:		
Activity/ Task	Hazard/Risk	Persons at risk	Controls in place	Severity (1-5)	Likelihood (1-5)	Risk/ Priority	Additional controls required
Manual handling Carrying bags, moving bins, moving large and heavy objects, reaching, bending and twisting	Musculoskeletal issues from over exertion	Volunteer workers	Volunteers to be aware to lift and move items by using their leg muscles to bend – not their backs! Regular breaks are recommended and can be taken at anytime Volunteers are made aware to wear suitable footwear that have good tread such as hiking boots or study trainers Volunteers are made aware not to lift or move anything above their own capability. Report any issues such as moving heavy hazardous items to us. Volunteers are aware to only collect litter that can be transferred easily into black bags	3	1	Low	Acquire bag hoops
Slips, trips and falls Uneven or slippery ground surfaces, steep banks, shrubs, brambles, tree branches, debris, and dark areas	Head injuries, fractures, dislocations, sprains, cuts and bruises	Volunteer workers	Volunteers should stay within the pathway boundary and not to venture into banked up areas Volunteers are made aware to wear suitable footwear that have good tread such as hiking boots or study trainers – no open toed shoes Volunteers to be aware of the surface they are walking on and the current weather conditions Litter picking should only take place during daylight hours	3	1	Low	

<p>Adverse weather</p> <p>Heavy rain – flood, deep puddles or fast flowing water Ice/snow – difficult walking conditions High winds – trees to bend/break Extreme heat – over exposure to UV rays</p>	<p>Head injuries, fractures, dislocations, sprains, cuts and bruises, fatigue, dehydration, sun burn</p>	<p>Volunteer workers</p>	<p>Volunteers should be aware of the local weather reports and assess if it is suitable to carry out the litter picking. Volunteer to be aware of changing weather conditions during their litter pick Do not litter pick in extreme weather Clothing worn should be appropriate to the weather conditions i.e. sun hat and sun screen during hot weather, waterproof and warm clothing in cold weather Regular breaks are recommended</p>	<p>2</p>	<p>1</p>	<p>Low</p>	
<p>Biological hazards</p> <p>Dirty water, faeces, vomit, used condoms, used syringes</p>	<p>Infections and diseases</p>	<p>Volunteer workers</p>	<p>Suitable clothing and sturdy footwear to be worn at all times Use litter pickers at all times – do not use hands Volunteers are recommended to use gloves of at least EN388 standard to ensure they are puncture and tear resistant. Any existing cuts/grazes should be covered with surgical tape or waterproof plaster before starting activity Do not touch any unidentified and potentially hazardous waste and report it. Be aware of personal hygiene and wash hands before eating, drinking or smoking, going to the toilet and handling children. Do not touch your own face prior to washing your hands</p>	<p>3</p>	<p>1</p>	<p>Low</p>	<p>Acquire suitable gloves</p>

Sharp objects Broken glass, syringes, nails, cans sharp twigs	Cuts and abrasions	Volunteer workers	Suitable clothing and sturdy footwear to be worn at all times Volunteers are recommended to wear gloves of at least standard EN388 and EN374 protect themselves against micro-organisms and be adequately puncture and tear resistant Use litter pickers at all times – do not use hands Do not touch any sharp objects and report it to us online.	2	1	Low
Contaminated waste Litter contaminated by hazardous substances	Chemical burns, skin irritation, sickness, diarrhoea, infections and diseases	Volunteer workers	Do not handle any can, canister, oil drum, poisons, insecticides, clinical waste, hazardous substances, dead animals, broken glass, condoms, syringes, needles or sharp objects – report it to East Lindsey District Council. Suitable clothing and sturdy footwear to be worn at all times Be aware of personal hygiene and wash hands before eating, drinking or smoking, going to the toilet and handling children. Do not touch your own face prior to washing your hands	4	1	Low
Collisions Vehicles, cyclists, joggers, dogs, other pedestrians	Head injuries, fractures, dislocations, sprains, cuts and bruises	Volunteer workers	Volunteers are advised to be aware of their surroundings and be considerate of other using the route and look before making abrupt changes in direction Follow the highway code at all times Don't litter pick on the highway, roundabout, central reservation or in the road	4	1	Low
Lone working Violence/abuse	Stress	Volunteer workers	Lone working is not recommended, minimum of 2 persons at any one time Fully charged mobile phone to be carried at all times by volunteers Ensure you inform someone of your whereabouts when out litter picking and an agreed timescale	2	1	Low

			Litter picking should only be carried out during daylight hours Anyone under the age of 16 needs to be supervised by an appropriate adult. Low				
Undisclosed health issues: Diabetes, epilepsy, hay fever and adverse reactions to stings, bites, nettles	Stress, ill health and allergies	Volunteer workers	Volunteers who are aware they have underlying health issues should ensure they protect themselves sufficiently during the activity bearing in mind the environment they will be surrounded by It would be prudent to inform a friend that will be with you of any health issues prior to starting the litter pick Carry appropriate equipment and medication if required Do not approach any domestic pets unless agreed by the owner. Try not to disturb any wildlife that you may come across Be aware of your nearest defibrillator - You can see these at www.defibfinder.uk Consider taking a first aid kit	2	1	Low	
Watercourses	Drowning, waterborne illnesses	Volunteer workers	Don't enter any rivers, ponds, lake or canals. River banks can be steep and unstable Do not enter into floodwater or pick litter from floodwater as it may be contaminated.	5	1	Low	

Risk/Priority Indicator Key

Severity (Consequence)
1. Negligible (delay only)
2. Slight (minor injury / damage / interruption)
3. Moderate (lost time injury, illness, damage, lost business)
4. High (major injury / damage, lost time business interruption, disablement)
5. Very High (fatality / business closure)

Likelihood
1. Improbable / very unlikely
2. Unlikely
3. Even chance / may happen
4. Likely
5. Almost certain / imminent

RISK / PRIORITY INDICATOR MATRIX						
LIKELIHOOD	5	5	10	15	20	25
	4	4	8	12	16	20
	3	3	6	9	12	15
	2	2	4	6	8	10
	1	1	2	3	4	5
		1	2	3	4	5
		SEVERITY (CONSEQUENCE)				

Summary		Suggested Timeframe
12-25	High	As soon as possible
6-11	Medium	Within next 3-6 months
1-5	Low	Whenever viable to do so