The Queensland Mycological Society Inc. - Field Trip Risk Assessment

Prepared: 25-Jan-2007 Noreen Baxter
Reviewed 08-Jun-2010 Sapphire J McMullan-Fisher
Reviewed 12-May-2017 Wayne G Boatwright

Ref No	Step 1: Identify the hazards (1)	Step 2 Assess the risks (2) - Note there may be several risks associated with each hazard. List the C - Consequence (how bad would it be? L – Likelihood R - Risk rating for each risk -see Risk Matrix				Step 3 & 4: List the controls (3) needed to remove or reduce the risks and record date completed		Step 5: How will you monitor (4) the risk and check the controls work? Record review date	
	What could cause harm?	**What could go wrong**	**C**	**L**	**R**	**Control**	**Date**	**Review Method**	**Date**
	Accidents								
	Motor vehicle accident	Accident while travelling to & from a field trip, or if overnighting while travelling between accommodation and sites.	4	3	7	Careful driving, regular maintenance of vehicles. Seat belts must be worn at all times.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Spider and snake bite	Project participants may encounter snakes, spiders and other venomous animals.	5	2	7	Bites are a possibility but unlikely. Participants should *always* wear boots, long trousers and carry a compression bandage, & first aid kit (some may have a First aid Certificate). Participants must not attempt to handle snakes or spiders.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Falls	Participants may fall or slip in rugged terrain. Potential for sprain and broken limbs.	4	2	7	Appropriate care must be taken, and suitable footwear worn. Avoid dangerous terrain. First aid kits to be carried. Participants to ensure their physical capability is appropriate to the terrain description.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Cuts/Scratches/abrasions	Participants could get minor cuts and scratches from equipment, rocks, spiny plants etc	3	3	6	Care when walking and studying fungi. Sturdy footwear to be worn in the field. Participants to carry First aid kits.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017

	What could cause harm?	What could go wrong	C	L	R	Control	Date	Review Method	Date
	Ticks, leeches, mosquitoes and other blood sucking invertebrates.	Participants are likely to encounter ticks and/or leeches	2	5	7	Insect repellent, daily checks for ticks, tick and sting treatment to be carried.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Stinging Trees / nettles	Participants may be stung by stinging trees and/or stinging nettles leading to extreme discomfort.	2	3	5	Participants should avoid noxious plants.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Exposure	Extended exposure to cold and/or wet weather.	2	2	4	Participants will be advised on suitable clothing, equipment and preparation.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Dehydration	Dehydration from inadequate drinking water.	2	2	4	Participants will be advised to always take sufficient water.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Lost	A participant could become lost in the field.	3	2	5	Stay in close group. Minimum group size of 3. One group member should have a map. Participants must sign on & off on return.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Cutting / digging tools	Participants may accidentally cut themselves with these tools.	2	2	4	Participants should exercise care with sharp instruments. Participants carry a field first aid kit.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Fungi – handling, ingestion	Risk of allergic reaction, or poisoning.	5	1	6	Participants advised not to eat wild fungi; not to inhale spores; wash hands after handling fungi; keep children away from fungi.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017
	Heavy lifting	Risk of injury from lifting or carrying heavy equipment.	3	2	5	Use correct techniques for bending and lifting. Share the lifting/carrying load.	25-Jan-2007	The frequency and severity of any field trip incidents will be assessed.	12-May-2017

	Events								
	Fire, flood, or other emergency event on site at the time of the foray	Physical harm or death	5	3	8	A preliminary assessment of these risks is made before conducting the foray. The relevant Rangers are notified of our presence prior to commencement. A sign is erected at the entrance to foray sight identifying “Foray Underway”, stating number of people onsite and providing the emergency contact number for the foray leader.	12-May-2017	The frequency and severity of any field trip incidents will be assessed.	12-May-2017

(1) **A Hazard** is something with the potential to cause harm, e.g. manual handling, ergonomic, substance, plant, radiation, vibration, noise, electrical, work environment -see Risk Management Guide

(2) **Risk** is the likelihood that damage/personal injury will occur because of the hazard. Risks are assessed dependent on variables such as how often the situation occurs, how many people are exposed, skills and experience of individuals etc, as well as physical characteristics of the hazard, i.e. concentrations, speed, position in relation to other hazards etc.

Consequences can be Catastrophic (5), Major (4), Moderate (3), Minor (2) Insignificant (1)

Likelihood can be Almost certain (5) likely (4), Possible (3), Unlikely (2), Rare (1)

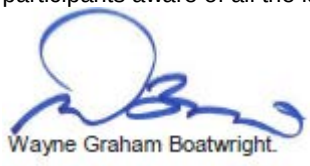
Risk Rating is obtained by adding the score for Likelihood and the score for Consequences (L +C=R). The higher the Risk rating the more extreme the risk. For further information see Risk Management Guide

(3) **Controls** can include eliminating the hazard or minimising the likelihood of risk, e.g. by substituting a less hazardous substance or process, using training or safe work procedures or provision of Personal Protective Equipment. For further information see Risk Management Guide

(4) **Monitor** to ensure controls are being used and are sufficiently minimising the risk.

(5) **Material Safety Data Sheets** are available for all chemicals used in baseline sampling program, with information on toxicity, effects, first aid etc.

I have reviewed and approved this field trip risk assessment in consultation with our committee. I have advised that a “debriefing” is also required before each foray to make participants aware of all the identified risks and controls.



President
The Queensland Mycological Society Inc.
12-May-2017