

HCCV RISK ASSESSMENT RECORD

WORK PARTY LOCATION: Holt Copse		WORK PARTY DATE:		ASSESSMENT DATE: 5 th October 2015	
ACTIVITIES ASSESSED: Felling small trees, coppicing and scrub clearance		DESIGNATED LEADER:		ASSESSED BY: Colin Melhuish	
HAZARD (potential for harm)	Those at risk?	Risk level	PRECAUTIONS (to reduce the risk level)	Who will do them?	When ? B or D
Potential injury from use of hand tools	All	M	Tool safety talk at beginning of session. (Proper use of, carrying, report damaged/blunt tools, storage , use of appropriate PPE)	Lead	B
Injury from felling trees and large branches	All	M	Awareness of and warn colleagues when felling imminent, plan where tree should fall and cut up after felling. Consider working in pairs.	All	D
Eye injuries from holly, branches & bramble	All	L	Proceed cautiously and consider using goggles.	All	D
Strain injury from lifting	All	L	Plan any lifting. Follow safe lifting procedure.	All	D
Trip/Slip (on coppiced stools/brambles etc.)	All	L	Keep your working area clear. Avoid undue haste.	All	D
Broken glass/other rubbish	All	L	Look out for and collect for later disposal, general awareness; use common sense.	All	D
Deteriorating Weather	All	L	Stop work in adverse conditions. (High wind, rain.)	Lead	D
Working alone	All	L	No-one to work in isolation on site.	All	D
Injury to public	Pub	L	Erect warning signs beforehand. Look out for and warn public if necessary.	Lead All	B & D

<u>Personal Protective Equipment Needed</u> Gloves, goggles, sturdy footwear	<u>Provided By</u> Individuals and HCCV	<u>Level of First Aid Provision Needed</u> Minimal. First aid kit on site.	<u>First Aiders</u> Liz Reed, Derek Harding Bernard Paddison
<u>Nearest Telephone</u> Members' mobiles or houses in Martins Drive		<u>Nearest 24 hour Hospital and/or Doctor</u> Royal Berkshire Hospital	
Risk Level: L = Low; M = Medium; H = High		B = Before the activity; D = During the activity	

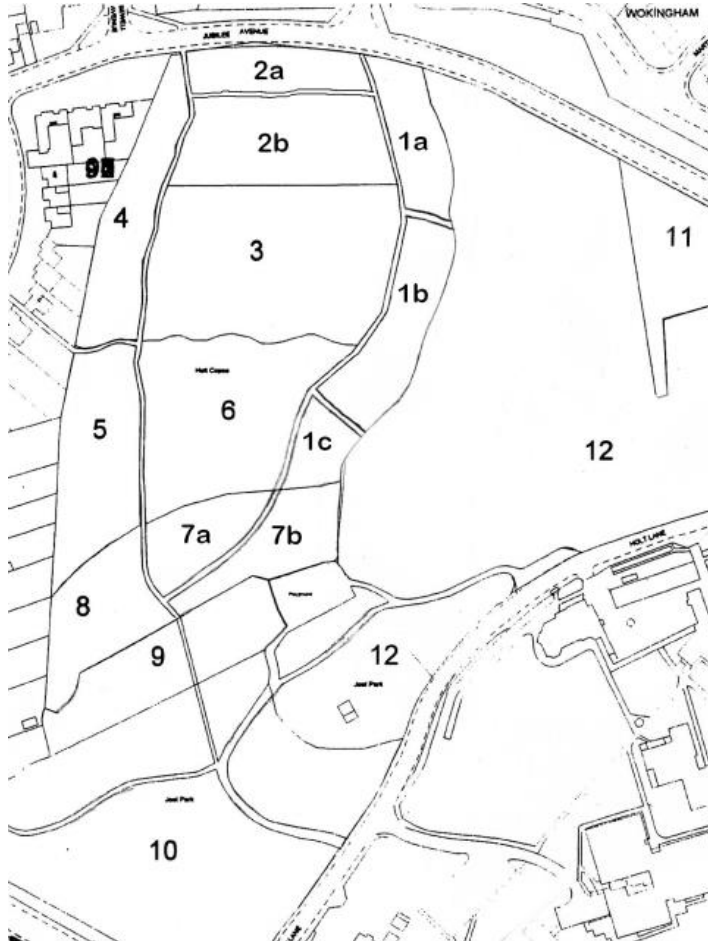
HCCV Activity Record

Date: _____

Leader: _____

Attendance: _____

Location: *(mark area on map)*



Work Carried Out:

Problems/Issues/Recommendations: