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| **Site / Area:** |       | **Date of assessment:**  |  | **Risk Assessment #:** | **029RA** |
| **Completed by (name):** |       | **Signature:** |       |
| **In Consultation with** |       | **Signature:** |       |
| **Identify / describe activity, equipment, area or event you are assessing:**  | **PRUNING / REMOVAL OF TREES** |
| **Step 1:** **Identify the hazard/s:**What do you believe are the hazards?(Refer Risk Assessment Guideline (015G) | **Step 2: Assess the risks:**What do you believe are the risks?(Refer *Risk Assessment Guideline (015G)* | **Step 3: Reducing the risk:**What do you believe can be done to reduce the risk?(Refer *Risk Assessment Guideline (015G)* |
| **What could cause harm?** | **What could go wrong?** | **Controls** |
| Prior to any work being completed on trees, a competent person must conduct an assessment of the trees to determine the condition of the trees. The worksite must seek approval from the local council should a ‘Significant’ tree need to be removed. |
| **In conjunction with this risk assessment, training / education and development of a relevant SOP may be required.** |
| **Gravity*** Uneven ground
* Inappropriate footwear
* Fall of ladder
* Exposed tree roots
* Working at heights
 | * Collapse of a structure
* Collapse of scaffold
* Strain, sprain
* Falling objects
* Slips, trips and falls
* Fractures, bruises
* Lacerations, dislocations
* Concussion
* Permanent injuries
* Death
 | * Only persons with appropriate High Risk Work Licences can operate an Elevated Work Platform (EWP)
* Working at height training implemented
* Correct PPE
* Supervision
 |
| **Gravity*** Falling tree limbs / flying debris
 | * Serious injury
* Foreign body in the eye
 | * Exclusion zone has been established around the area where the work is being completed
* Area cordoned off to members of the public / parishioners.
* Signage displayed
 |
| **Machinery & Equipment*** Use of Chainsaw
 | * Hearing damage due to loud noise
* Cuts
* Sprains / strains
* Exposure to fumes
 | * Chain is checked to ensure it is tight and sharp
* Never drop start
* Person using chainsaw must be wearing correct PPE e.g. chaps, steel capped shoes etc.
 |
| **Hazardous Chemicals*** Decanting of fuel –escape of fumes
* Spill
* Incorrect storage
* Incorrect labelling
 | * Slips, trips & falls
* Fire
* Explosion
* Inhalation
* Skin absorption
* Burns
* Asthma
* Dermatitis
 | * SDS available for the fuel
* Filling of chainsaw done in a well ventilated area away from any potential ignition sources
* Fuel is stored appropriately
* PPE available
* Spill kit on site
 |
| **Electricity****(electric powered chain saw)*** Proximity to overhead power lines
* Frayed cords
* Faulty appliances
* Damaged power cords
* Cutting cords
* Electrical short
 | * Burns
* Fire
* Explosion
* Electric shock
* Electrocution
 | * Visual inspections
* Cord covers
* Testing and Tagging of equipment
* Observe work near overhead power lines. Contractors to review work area and ensure appropriate systems implemented to manage power lines
 |
| **Manual Tasks*** Pushing
* Pulling
* Repetitive movement
* High or sudden force
* Vibrating equipment
* Sustained or awkward postures
 | * Sprains & strains
* Damage to joints, ligaments and muscles
* Overuse syndrome (RSI)
* Incorrect lifting
 | * Mechanical aids are available
* Team lifting
* Rotation of tasks
 |
| **Extreme Temperatures*** Exposure to UV (sun)
	+ Excessive heat
	+ No shade provided
	+ Inclement weather – rain, wind, lightening
 | * Sunburn
* Skin cancer
* Dehydration
 | * Work scheduled in cooler parts of the day
* No work scheduled for inclement weather
* Wide brimmed hats are worn
* Trousers and long sleeved clothing worn
* Sunscreen
* Drink plenty of water
* Check weather conditions and wind speed. Wind velocity must not be more than 10km/hr
 |
| **Other*** Contractor
 | * Incompetent people performing work placing others and themselves at risk.
 | * Police checked where required
* Contractors are inducted
* Have completed competency based training in the safe use of chainsaws
* Minimum 2 people to perform the work
* Provided copy of their public liability insurance, checked their competency paperwork (e.g. High risk work licence if using EWP, Chainsaw competency etc.)
* Check who will notify relevant authority (e.g. power company, council)
 |
| **Other*** Moving traffic
 | * Death
* Serious injury by being knocked
 | * General public are not permitted to park in the area. Whilst work is being completed, are to use the public car park only (bitumen area).
* Area is cordoned / bunted off
* May need to place article in the Parish / School newsletter to inform the community of the planned works to prevent unauthorised persons coming on site
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| **Authorised by:** |  | **Signature:** |  | **Date:** |  |

**Review hazard/risk assessment if task or circumstances change and at intervals appropriate to the level of risk (minimum 5 years).**

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| **Step 4: Monitor & review:**(Refer to hazard sheet)**Please tick Yes or No** |
| **Were the controls effective?** | **Were there any unforeseen hazards/ incidents?** | **New controls** |
| **Yes** | **[ ]**  | **No** | **[ ]**  | **Yes** | **[ ]**  | **No** | **[ ]**  |
| **DETAILS** | **DETAILS** | **DETAILS** |
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| --- | --- | --- | --- | --- | --- |
| **Name:** |  | **Signature:** |  | **Date:** |  |