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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:** |  |