

## AU General Risk Assessment

<b>Brief Description of Activity:</b>				<b>Assessor/s:</b>	<b>Date:</b>	
<b>LITTER PICKING</b>						
<b>Hazard:</b> <i>List what could cause harm from this activity, use appendix A to assist in identifying hazards</i>	<b>Persons at risk:</b> <i>List who might be harmed eg staff, students, visitors</i>	<b>Risk factor:</b> <i>For each hazard, decide level of risk as if you were to do the activity without controls, see appendix B</i>			<b>Control measures required:</b> <i>For each hazard. List the measures you will be taking to minimise the risk identified, e.g. appointing competent persons, training received, planning and try-outs, use of personal protective equipment</i>	<b>Residual Risk:</b> <i>For each hazard now decide the residual risk after the control measures are in place</i>
		Severity	Likelihood	Risk		
Biological Waste	Staff	Severe	Unlikely	High	Waste to be disposed of immediately as per suitable measures. Appropriate PPE should be worn. Practice good hygiene and therefore wash hands. "No Dogs" signs around campus.	Low
Hazardous Substances	Staff	Severe	Unlikely	High	Sharps should be placed in a proprietary sharps container, using a litter-collecting grab or puncture-proof glove, and disposed of via incineration. Dispose of other hazardous substances via an appropriate method depending on the nature of the substance. Seek advice if necessary and notify the appropriate individuals. Use appropriate PPE.	Low
Flying Objects	Staff	Moderate	Unlikely	Medium	Wear protective eyewear when sweeping any objects that could possibly elevate, such as glass.	Very Low
Cuts and Abrasions	Staff	Moderate	Possible	Medium	Glass should be placed into glass waste bins, not general waste. Wear appropriate PPE and use pickers as provided.	Low
Manual Handling	Staff	Moderate	Unlikely	Medium	Adopt correct posture when handling bags. Do not overfill bags. Staff should have manual handling training. Do not attempt to manually lift individually if too heavy.	Very Low
Hit by Moving Vehicle	Staff	Very Severe	Possible	Extremely High	Wear high-visibility jackets and any other available high-visibility PPE. Try to stay to footpaths. Cordon off work areas if they have to utilise parts of a road. Ensure that staff are aware of their surroundings. Place 'men at work' signs if necessary. Cars should be adhering to campus speed limits.	Medium

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Weather	Staff	Slight	Likely	Medium	Ensure staff are provided with adequate waterproofs, boots and gloves. Use sunscreen when necessary and cover up as much as possible. Take regular breaks out of the sun and drink plenty of water. Shoes with good grip should be provided so that slips are avoided in wet or icy conditions. Do not commence task in extreme weather conditions.	Very Low
Allergic Reactions – Anaphylactic Shock	Specific Staff	Very Severe	Likely	Extremely High	Staff with known allergies, e.g wasp stings, should not deal with situations which may pose them a risk. These situations should be reported to the suitable staff can address them. Those with known allergies should carry their epi-pen at all times and team members should know where it is kept and how to use it if necessary. If a reaction occurs to someone not known to react, first aid should be administered and an ambulance called if necessary.	Medium
Slips, Trips and Falls	Staff	Moderate	Possible	Medium	Avoid dangerous areas and choose the safest routes. Suitable footwear should be provided. Avoid working in the dark.	Low
Lone Working	Staff	Very Severe	Unlikely	High	Adhere to the AU HS&E Lone Working Policy.	Low
Animals – E.g. Bites and Diseases	Staff	Severe	Unlikely	High	Check limbs for ticks if during tick season. Beware of loose dogs (e.g. on University Farms). Avoid contact with animals.	Low

**Appendix A**

<b>Hazard list – Use this table to help you identify hazards, you may think of others not on this list, use these to complete the risk assessment form</b>					
<b>Situational hazards</b>	<b>Tick</b>	<b>Physical / chemical hazards</b>	<b>Tick</b>	<b>Health hazards</b>	<b>Tick</b>
Assault by person		Contact with cold liquid / vapour		Disease causative agent	
Attacked by animal		Contact with cold surface		Infection	
Breathing compressed gas		Contact with hot liquid / vapour		Lack of food / water	
Cold environment		Contact with hot surface		Lack of oxygen	
Crush by load		Electric shock		Physical fatigue	
Drowning		Explosive blast		Repetitive action	
Entanglement in moving machinery		Explosive release of stored pressure		Static body posture	
High atmospheric pressure		Fire		Stress	
Hot environment		Hazardous substance		Venom poisoning	
Intimidation		Ionising radiation			
Manual handling		Laser light		<b>Environmental hazards</b>	
Object falling, moving or flying		Lightning strike		Litter	
Obstruction / exposed feature		Noise		Nuisance noise / vibration	
Sharp object / material		Non-ionising radiation		Physical damage	
Shot by firearm		Stroboscopic light		Waste substance released into air	
Slippery surface		Vibration		Waste substance released into soil / water	
Trap in moving machinery					
Trip hazard		<b>Managerial / organisational hazards</b>			
Vehicle impact / collision		Management factors			
Working at height					

**Appendix B**

<b>Risk matrix – use this to determine risk for each hazard i.e. ‘how bad and how likely’</b>	<b>Likelihood of Harm</b>				
	<b>Remote</b>	<b>Very unlikely</b>	<b>Unlikely</b>	<b>Possible</b>	<b>Likely</b>
<b>Severity of Harm</b>					
<b>Negligible</b> e.g. small bruise	Very low	Very low	Very low	Low	Low
<b>Slight</b> e.g. small cut, deep bruise	Very low	Very low	Low	Low	Medium
<b>Moderate</b> e.g. deep cut, torn muscle	Very low	Low	Medium	Medium	High
<b>Severe</b> e.g. fracture, loss of consciousness	Low	Medium	High	High	Extremely high
<b>Very Severe</b> e.g. death, permanent disability	Low	Medium	High	Extremely high	Extremely high