

Risk Assessment –: Visitors (Education and Promotion)

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| Task location and description/Work area: Various community, school, partner and commercial groups visit site for presentations and site tours, by vehicle or on foot. | Assessed by (name and title): Karen Brenchley/ Mike Freed., Education Centre Co-ordinators Stephen Graves, Site Operations Manager Saba Alai, H&S Manager | Date Assessed: 30/03/2011 |
| | | Doc Ref: QSHE03F01 021 |

High Risk (Rate 6-9) – Unacceptable risk, take immediate action.
 Moderate Risk (Rate 2-4) - May or may not be an acceptable risk. Introduce & make all efforts to control/reduce risk.
 Low Risk (Rate 1) – Risk may be acceptable, but consider possible low or no-cost improvements. Monitor process.

| What are the hazards? (What could potentially harm people?) | Who may be harmed and how? | Risk Level before controls | | | What are we already doing to remove/reduce the risks? (Existing controls) | What further action is necessary? (Additional Controls) | Risk Level after further action | | | Action by whom | Action by when | Date done |
|--|---|----------------------------|----------------|------------------|--|---|---------------------------------|----------------|------------------|----------------|----------------|-----------|
| | | Likelihood (1-3) | Severity (1-3) | Risk Level (1-9) | | | Likelihood (1-3) | Severity (1-3) | Risk Level (1-9) | | | |
| Collision of minibus or landrover with other vehicle or plant. | Visitors/employees may be killed or seriously injured | 3 | 3 | 9 | All visits are pre-arranged (no on-spec visits) by education staff or Waste Promotions Manager who <ul style="list-style-type: none"> Find out about ages/needs of visitors Provide information on site hazards and risk management to organisers Discuss School Visits risk assessment with schools & share risk information with others - All visitors to site are received at office and briefed on risks and precautions before entering main site - Groups visiting the landfill site without a vehicle will walk up an adjacent hill if safe to do | Provision of "hands-free" microphone on minibus | 1 | 3 | 3 | KB MF | | |
| Materials dropping on heads of pedestrians in C&D | Head injury or death for visitors/pedestrians | 3 | 3 | 9 | | Consider improving pedestrian access to land fill viewing area. | 1 | 3 | 3 | SG | | |

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| Pedestrian slips, trips, falls on site on uneven ground (especially if climbing "mound" in wet weather) | Injury/fracture to visitors and other pedestrians | 3 | 2 | 6 | so. Advice is given about the uneven and muddy nature of the ground in advance. - Groups fewer than 16 will normally be given a tour in the site minibus - For large groups of 17 or more, the tour route is planned. Well-made or hard core roads used /visitors kept away from significant hazards - Site supervisors are notified in advance. - All visitors are provided with high visibility clothing and if necessary, hard hats. They are asked to wear stout footwear . | | 1 | 2 | 2 | | | |
| Road vehicle colliding with pedestrians on site. | Death or serious injury of visitors | 3 | 3 | 9 | Visitors taken around site in vehicle.. All wear high visibility clothing. Landfill may be viewed from "mound" instead (see above) via pedestrian route. | | 1 | 3 | 3 | | | |
| Extremes of weather (too hot, too cold, too wet, windy or icy) | Visitors may slip/fall more easily, get ill through being too wet and chilled | 3 | 2 | 6 | Cancel visits when there are extreme weather conditions, OR restrict visitors to the Education Centre/ IVC viewing room/vehicle tours | | 1 | 1 | 1 | | | |
| Visitors exposed to noise, odour, dust, bio- aerosols and other hazards particularly in the MBT or during high winds | Visitors with asthma can suffer irritation; dust (or dry compost) can irritate eyes Odours can be offensive | 2 | 2 | 4 | - Hazards of dust notified to visitors in case they have asthma etc - Visitors warned of strong odours - MBT visits conducted through Education Centre (site access is restricted) | | 1 | 2 | 2 | | | |
| | | 2 | 3 | 6 | - Visitors escorted by site staff at all times. Young visitors are also accompanied by a suitable number of adult helpers. | | 1 | 1 | 1 | | | |
| Visitor contact with infectious agents – such as Leptospira bacteria from rats' urine | Visitors may contract Weil's disease, gastric diseases or HIV/AIDS in contact with contaminated needles | 2 | 3 | 6 | - Visitors not allowed to climb onto compost heaps or windrows, or to touch raw waste/recyclable materials. | | 1 | 1 | 1 | | | |

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| Contact with waste cans or plastic bottles, or broken glass in IVC compost | Cuts to hand Infection with food bacteria through ingestion | 2 | 2 | 4 | - Education Centre staff supervise use of compost. - Visitors instructed NOT to eat, drink/smoke during site tour; asked to wash hands at end of tour. | | 1 | 1 | 1 | | | |
| Visitors may be taken ill due to health conditions unrelated to our work/site | Visitors may die or suffer permanent injury if they do not receive first aid quickly | 2 | 3 | 6 | Accompanying Donarbon staff carry mobile phones and call/contact weighbridge and/or office for help. Education Centre staff First Aid Trained. | | 1 | 3 | 3 | | | |

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| PPE for this task | High visibility jacket/top (Class 2 min.) Safety Helmet (in designated areas) | Stout shoes/boots (not sandals or high heels) Hearing protection (in designated areas) |
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Revisions

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| 30/03/11 by K Brenchley, S Alai | Changes to reflect increased use of minibus, first aid training of staff, group numbers taken round site and change of branding. |
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