

# Bailies of Bennachie – Risk Assessment Form

To be completed in Word, printed and signed. Add additional rows/pages if required.



<b>Location:</b> Millstone Hill			<b>Work Activity/Task:</b> Vegetation clearance, path improvement, water management.				<b>Time:</b> 10.00-16.00		<b>Date:</b> 9 <sup>th</sup> Aug 2025			
There is a risk that ...	Loc	Who could be harmed?	Prob	Cons	Score	Class	Controls	Prob	Cons	Score	Class	
<b>Slip / Trip / Fall (STF)</b> - Uneven or sloping ground Slippery surface	Through out forest	Participants under the Bailies work party	4	2	8	M	<ul style="list-style-type: none"> <li>Assess terrain prior to commencing work. Identify STF hazards prior to work – remove or identify hazards.</li> <li>Plan work area and access around work area removing or reducing STF hazards from access routes.</li> <li>Ensure adequate footwear - consider walking pole if mobility/balance is not 100%.</li> <li>Slips, trips and falls – plan route, avoiding hazards. Review supporting documentation.</li> <li>Pre survey. Coordinator site visit prior to work party arrival.</li> <li>Volunteers to be aware of safe work practises.</li> <li>Clear tools and store in safe areas.</li> <li>Work Party Coordinator to monitor work party.</li> </ul>	2	1	2	L	
<b>Injured from hand tools</b> - Serviceability of tools, Repetitive movement, Improper use, transporting of tools.		Participants under the Bailies work party	4	2	8	M	<ul style="list-style-type: none"> <li>Inspection of tool prior to use by user.</li> <li>Regular maintenance and inspection by Bailies Volunteers / Coordinator with container access.</li> <li>Isolate or dispose damaged or repairable tools.</li> <li>Use the correct tool for the job.</li> <li>Maintain correct posture for the task.</li> <li>Do not overexert person ability.</li> <li>Regular breaks. Rotate tasks to avoid repetitive movement.</li> <li>Coordinator to re-distribute tasks to suit ability level.</li> <li>Heightened personal awareness when using tools. Create a safe space.</li> </ul>	1	2	2	L	

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							<ul style="list-style-type: none"> <li>• User must be competent to use tool. If not, request on site training from Coordinator or experienced Volunteer.</li> <li>• Tool to be stored in its designed safe position when not in use – for example lock clip, blade cover applied.</li> <li>• Consider safety aspects of STF's whilst carrying tools / consider transporting tools in cart or vehicle.</li> <li>• Team Leader / experienced volunteers to monitor participants for safe work practise.</li> <li>• Wear correct PPE for the task – For example gloves, eye protection, steel toe cap boots, coveralls.</li> <li>• </li> </ul>				
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<p><b>Persons may incur</b> Sunburn / Heatstroke / Hypothermia</p>	Throughout forest	Participants under the Bailies work party	4	1	4	M	<ul style="list-style-type: none"> <li>Self-assessment of weather conditions prior to start of work.</li> <li>Volunteers to take practical and reasonable precautions for weather conditions.</li> <li>Volunteers to work to their own safe ability under the weather conditions.</li> <li>Volunteers to raise concerns to Coordinator at any point.</li> <li>Volunteers are advised to wear sturdy footwear and suitable clothing.</li> <li>Waterproof jacket and trousers are necessary during wet / damp weather.</li> <li>Volunteers to maintain safe levels of hydration throughout day.</li> <li>Regular breaks to maintain personal awareness of one's self.</li> <li>Apply sun creams as per product instructions and guidance.</li> <li>Keep exposed skin covered. Hats to be worn.</li> <li>Coordinator to carry spare sun cream, hydration salts, cold packs.</li> <li>At any time, stop work when weather conditions deteriorate or become extreme.</li> <li>Volunteers to familiarise themselves to signs and symptoms of heatstroke/dehydration/hypothermia and seek treatment.</li> <li>Coordinator to be made aware of vulnerable or deteriorating individuals.</li> </ul>	2	1	2	L
<p><b>Working injury</b> Vegetation / small tree clearance  (Contact with, hazardous plants, thorns, hidden hazards, low lying branches)</p>	Worksite	Participants under the Bailies work party.  Members of the public	3	2	6	M	<ul style="list-style-type: none"> <li>Each volunteer to inspect their work area prior to start to identify hazards. Experienced volunteers to assist with past knowledge.</li> <li>Inspect areas horizontally and vertically to identify hazards in your personal 3 dimensional space.</li> <li>Use long handed tools to create distance from potential unknown hazards.</li> </ul>	2	2	4	M

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							<ul style="list-style-type: none"> <li>• Correct PPE – eye protection, gloves, coveralls / full clothing, practical shoe protection to be worn.</li> <li>• Be aware of potential hazards hidden behind vegetation (e.g. barbed wire, or any sharp or solid objects). Enter areas with caution.</li> <li>• Vegetation is not to be stored on pathways. Removed from pathways and public areas if found.</li> <li>• Work signs to be erected on each side of the work party to warn public.</li> <li>• Cutting small trees - work in pairs / ensure second person maintains a visual on the cutter and tree land area. Call STOP at any time if unsafe.</li> <li>• Make persons within close proximity aware of tree fell operation and no enter areas.</li> <li>• Post work inspection of site to be done to ensure debris free paths.</li> <li>• Team Leader to monitor volunteers for safe work practise.</li> </ul>				
<b>Injury - fatigue</b>		Participants under the Bailies work party.	3	2	6	M	<ul style="list-style-type: none"> <li>• Volunteers to work at their own pace and not over exert.</li> <li>• Volunteers to maintain their own hydration and sources of energy.</li> <li>• Arrive in a fit and well condition.</li> <li>• Take regular rest breaks.</li> <li>• Team Leader to monitor volunteers for signs of fatigue.</li> </ul>	1	2	2	L
<b>Injury - manual handling</b>		Participants under the Bailies work party.	4	2	8	M	<ul style="list-style-type: none"> <li>• Minimise the amount of carrying needed.</li> <li>• Use correct lifting techniques for task – Speak to coordinator if required for a on site review/training.</li> <li>• lift within your ability, and take regular rests as required.</li> <li>• Inspect item prior to lifting, remove any weight if possible.</li> <li>• Walk your path prior to lifting to identify hazards.</li> <li>• Request a two person lift if required.</li> </ul>	3	1	3	M

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							<ul style="list-style-type: none"> <li>Consider different roles throughout the day to avoid strain.</li> <li>Correct PPE for the task, eye protection, gloves, boots.</li> <li>Team Leader to monitor volunteers to ensure safe practise.</li> </ul>				
<b>Injury - members of the public</b>		Members of the public	4	2	8	M	<ul style="list-style-type: none"> <li>Be aware of forest users on access roads to site, particularly cyclists and persons on horses.</li> <li>Flags posted on each end of the work party.</li> <li>Report any incidents to landowner.</li> </ul>	2	1	2	L
<b>Injury/infection - Insects/other allergens</b>	Throughout forest	Participants under the Bailies work party.	3	2	6	M	<ul style="list-style-type: none"> <li>Team leader to check for known allergies within work party.</li> <li>Volunteers to be aware of potential insects, stings and bites.</li> <li>Volunteers to leave area if they become stung, bitten or anxious.</li> <li>Volunteers to wear long sleeves and trousers, tucking trousers into socks to cover all exposed skin.</li> <li>Carry insect repellent to reduce attraction potential bites/stings.</li> <li>Carry insect soothing cream in first aid kit.</li> <li>Volunteers to review tick bite information prior to arrival.</li> <li>Advise all participants to check at the end of the day for any bites, stings and unwanted visitors on their skin.</li> </ul>	2	2	4	L

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<b>Injury/infection - Ticks</b>	Throughout Forest	Participants under the Bailies work party.	4	2	8	M	<ul style="list-style-type: none"> <li>Volunteers to be advised to wear long sleeves and trousers, tucking trousers into socks to cover all exposed skin.</li> <li>Check for ticks at end of day and on return home, remove as per NHS <a href="#">guidance</a>.</li> <li>Team leader and first aider to have tick removal devices to be available – user to refer to instructions provided.</li> <li>Brief volunteers on Lyme disease - A small proportion of tick bites carry Lyme Disease (thought to be around 10% in the UK but higher in some areas than others). The disease is authoritatively reported as being “relatively common in Scotland”. Symptoms include a red, expanding rash parts of which may clear as it enlarges resulting in a “bull’s-eye” appearance. Other symptoms are fatigue, chills, fever, headache, muscle and joint aches, and swollen lymph nodes. If you think you may have contracted Lyme Disease, please seek medical advice immediately</li> </ul>	3	1	3	M
<b>Illness from biohazards</b> – Animal faeces / Stagnant water	Throughout Forest	Participants under the Bailies work party.	2	2	4	M	<ul style="list-style-type: none"> <li>Volunteers advised - No eating, drinking or smoking is permitted during any task.</li> <li>All volunteers must wash hands before eating drinking and smoking.</li> <li>Pre site survey to identify dog faeces - must be removed before starting work, using bags and containers. Skin contact must be avoided.</li> <li>Weil’s disease (Leptospirosis) carried by cattle or rats, caught via contact through their urine via contaminated water.</li> <li>Antibacterial hand gel is provided for use at anytime.</li> <li>Correct PPE – gloves, eye protection, suitable clothing and shoe protection.</li> </ul>	2	1	2	L
<b>Haulage - felled tree operations</b>		Participants under the	5	3	15	H	<ul style="list-style-type: none"> <li>Avoid truck movements – coordinator to plan alternative routes.</li> </ul>	1	3	3	M

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		Bailies work party.					<ul style="list-style-type: none"><li>• Submit RA and ES plan to FLS.</li><li>• FLS to inform Bailies of any operations planned.</li><li>• Volunteers to remain aware of surroundings.</li><li>• Volunteers to wear high viz vests when operations are close by.</li></ul>				
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Sheet 5 \_\_\_\_ of 6 \_\_\_\_

Originator / Team Leader	Owner Trustee
Name: Hugh Fraser	Name: Peter Stock / Willie Linklater / David Caney
Signed	Signed
Date	Date

**I have read, understood and agree to comply with the mitigation measures proposed**

Name / Signed	Name / Signed



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