

Checklist and template for risk analysis before excursions and field work

DEPARTMENT OF BIOLOGY | LUNDS UNIVERSITET

- In general the teacher has done a pre-excursion at the site. If the teacher/supervisor is leading an excursion that person will go through the safety precautions when the excursion starts, like rules concerning boat trips, along slippery shores, in swamps or on cliffs.
- You are not allowed to bring friends, children or pets on an excursion.
- During the hunting season excursions may be cancelled or moved to sites where there is no ongoing hunting.

Students who are doing fieldwork by themselves, like master students, should bring a mobile phone with the telephone number to the supervisor entered.

If possible, working alone should be avoided. It is always safer to be two, or more.

Students working in the field without a supervisor have to do a risk analysis before the excursion or field work starts, approved and signed by the supervisor.

FOLLOW THE TEMPLATE BELOW AND TICK RELEVANT BOXES

Add more factors if needed that could be a safety issue.

Mobile phone with the number to the supervisor/teacher. It is also advisable to add "ICE" ("In Case of Emergency") in the phone with the number to a close relative.

Maps and/or GPS for work in terrain far away from roads.

The landowner must always be contacted beforehand if destructive sampling is to be carried out, and/or if sampling equipment, like traps, are left in the field.

Inform the supervisor when you are going on fieldwork and where you are going.

Depending on what you will do, bring safety equipment: ear plugs or ear muffs, safety goggles, helmet and if working on ice; bring ice picks.

If a ladder is used you are not allowed to climb higher than 4 meters. (If you intend to climb higher than that you must take a special course).

If you are allergic to bee or bumblebee stings you must carry your personal medicine and also avoid working alone in case you get stung. Always go to a hospital if you get a sting, since you could experience a parapyllactic shock unexpectedly.

Look out for ticks during fieldwork and examine yourself afterwards. Use repellent if possible and put your socks outside your trousers. Wellingtons are also good.

Bring a small first aid kit to carry with you, or one per group.

If the weather is hot, bring enough water and refreshments.

Adapt your clothing so you do not get too warm in summertime or freeze in winter. Bring extra clothes in case you get wet and need to change.

All incidents or accidents must be reported to the supervisor.

You are insured at all times if you are a **registered** university student or employee. But for work outside the EU you must bring the insurance certificate card from Kammarkollegiet. This is not needed within the EU.

Limnic and marine excursions

Be careful along shores with slippery cliffs. If you have to use waders here you must also wear a life vest.

If you will use a boat you must be more than one person in the boat.

Life vest must be carried at all times in the boat. No waders are allowed when you are in the boat, only wellingtons. Avoid standing up in the boat, even when making sampling.

More risks to be considered? Describe below and explain how to minimize them:

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I have read and understood the information above and ticked appropriate points.

.....
My signature

My name

.....
Supervisor signature

Date

Name

Erling Jirle & Jep Agrell, Dept. Biology, LU, September 2016.



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