

Camp Waiotapu Trust

Hazard Register

All hazards identified in this hazard register and Health and Safety Plan are considered Significant. As none of these hazards are able to be Eliminated or Isolated, the Hazard Controls are based on Minimising the potential occurrence of incidents or accidents while staying at the camp

Hazards Identified	Specifics & Potential Harm	Hazard Controls
Adverse weather	Wind, cold, rain, hail, lightning, wind blown debris & dust, hypothermia, heat stroke, sun burn, slipping due to greasy terrain, falling trees/branches and subsequent injury in high winds	<p>Cancel or change plans as appropriate for conditions (heavy rain and high winds)</p> <p>Wear layers of clothing, polypropylene & wool and use suitable wet weather clothing as required.</p> <p>Apply sun screen, wear sunhats as required, carry water/fluids to drink.</p> <p>People are to stay aware of their surroundings and avoid being under or near the standing dead wildling pines (poisoned or ring-barked) during high winds</p> <p>Be aware of others and their needs and assist if required</p>
Terrain	Uneven ground, tree roots, slippery surfaces, over hanging branches, vines, cliffs, streams, gorges	<p>Ensure terrain is suitable to individual's capability</p> <p>Wear appropriate footwear with good grip, preferably with ankle support.</p> <p>Stay in pairs, be aware of others & their needs and assist if required</p> <p>Watch for where you are going and only operate within your own capabilities.</p>
Disorientation	Being lost, hypothermia, alone	<p>If moving away from the camp provide clear maps & instructions for area designated</p> <p>Stay in pairs and try to include one person familiar with area in pair</p> <p>Conduct regular roll calls and register of areas where personnel are, time in & out and to initiate emergency procedures if required</p>
Working alone	Injury/death, lack of assistance and/or treatment in case of an emergency	<p>Where people are undertaking tasks alone, they must ensure a reliable person is aware of where they are going, planned activity, intended route and report back time. Initiate emergency lost procedures if required.</p> <p>Carry a First Aid kit, map and compass as well as a cell phone on you at all times and PLB if available.</p>
Wasp, bee, insect stings	Allergic reaction, anaphylactic shock, swelling.	<p>Inform Camp resident of nest location as soon as practicable</p> <p>Stay well clear of the nest at all times.</p> <p>Names of those with sting allergies should be recorded.</p> <p>All people who participate and have an allergy must carry their required medication.</p> <p>Provide the First Aider and buddies alongside individual with the related information on EpiPen use and its location</p> <p>Ensure emergency procedures for allergic reaction are in place and all participants are aware of procedure.</p>

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Drowning	Streams, Water Supply Points Swamps	Young children must be supervised appropriately around any water point All persons should be in pairs when operating around water. Personnel should be informed as to location of water hazards
Forestry Operations	Accident, Injury / Death	Follow all warning signs. Do not enter operational areas. Stay well clear of any machinery.
Hazardous Trees	Wind-blown debris, falling trees/branches and subsequent injury in high winds	Watch out for hung up trees and branches, falling objects and uprooted trees. Avoid unstable and leaning trees. Stay out of the forest on windy days.
Lifting, carrying, moving equipment/gear	Sprains and strains. Slips, twisting, compression	Ensure personnel are suited to the task Bend knees, use trolleys or other assistance to ease burden Seek assistance when lifting heavy or awkward objects.
Vegetation	Bush lawyer, pampas, blackberry, toetoe, Ongaonga (stinging nettle) can cause cuts and injury when handled. Poroporo and various other plants if eaten can cause poisoning	Wear protective/long sleeved/trousers clothing, gloves Alert people of presence & description of plant if necessary Young children must be supervised appropriately Trim all vegetation that is cut for track purposes with a flat cut – not spiked to prevent potential injury through falling onto vegetation. This is particularly important with supplejack. Be aware not to leave spikes that could cause injury to eyes or other body parts and be aware when trimming there may be existing spike hazards

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Herbicides / Poisons	Absorption and/or inhalation and/or ingestion of herbicide.	<p>Do not enter any area sign posted as having poison on site.</p> <p>Never touch any pellets or paste/flour on the ground or in plant containers.</p> <p>Refer to the current poison map for locations – supplied by FIRST Security or on the Timberlands website (www.tll.co.nz).</p> <p>Only personnel with appropriate certification shall use lay herbicides / Poisons or others will be under the direct supervision of that person</p> <p>Camp users to be made aware of any areas where herbicides or Poisons have been lay</p> <p>Maintain equipment and ensure that standard operating procedures are followed.</p> <p>Wear PPE - as recommended by the manufacturer or on the label.</p> <p>Use with adequate ventilation – do not mix indoors. Avoid skin and eye contact, and breathing vapour.</p> <p>Wash hands before eating, drinking, using the toilet, etc.</p> <p>Comply with all conditions of licenced use. Ensure container lids are secure when transporting</p>
Hand tools Secateurs/Clippers Loppers Machetes Axes Spades/Shovels Rakes Handsaws Hammers	<p>Sharp blades/objects, cuts, blisters, sprains and strains, impacts, loss of control through extended use.</p> <p>Flying objects, sharp spikes resultant for clearing work</p>	<p>Observe minimum 3m spacing to others.</p> <p>Wear PPE as appropriate, which could include steel capped boots, gloves, safety glasses, overalls, leg protection.</p> <p>Use correct techniques as per operating instructions, check posture, bending technique.</p> <p>Maintain stable footing at all times and take regular breaks</p> <p>Use correct sharpening procedure - maintain tools regularly.</p> <p>While carrying hand tools ensure sharp edge is facing away from yourself. Place tools over fences prior to climbing fence or going down steep inclines</p>

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Power Tools	<p>Injury to operator</p> <p>Fire during high fire risk</p>	<p>User to be suitably qualified and to operate equipment, such as Chainsaws as per manufactures guidelines.</p> <p>For any power tool use (eg: brushcutters) all appropriate PPE will be used eg: safety glasses, earmuffs, boots.</p> <p>No machinery is to be used around the camp during times of high fire danger</p> <p>Warning signs displayed in area of operation where public have access and the area taped off if necessary.</p>
Motor Vehicles including LUVs (side by side light utility vehicles)	<p>Vehicle becoming stuck or going over bank.</p> <p>Being struck by vehicle.</p> <p>Vehicle collision</p> <p>Loss of control of vehicle.</p>	<p>Vehicles are operated on the surrounding roads, often by drivers who are not connected with the camp.</p> <p>A maximum speed 20 KPH around the camp, drivers to be aware of narrow roads and other vehicles can be operating.</p> <p>Pedestrians should wear Hi visibility clothing while moving on the roads and not assume that they have been seen by the drivers</p> <p>Roads around the area can often be very rutted with deep holes.</p> <p>HEADLIGHTS ON LOW BEAM AT ALL TIMES – BE SEEN</p> <p>Always drive to the road conditions and be prepared to stop within half the visible road distance ahead.</p> <p>All drivers shall have a current Full New Zealand driver’s licence.</p> <p>Observe the speed limits within the forest:</p> <ul style="list-style-type: none"> o Sealed roads up to 100km/hr o Unsealed arterial (main 2 lane) up to 80km/hr o Other up to 50km/hr <p>The provisions of the New Zealand Road Code must be observed.</p> <p>All vehicles will meet Ministry of Transport (M.O.T.) standards for Vehicle Registration, Warrant of Fitness (W.O.F)</p> <p>Keep left at all times. - Park safely – as far off road edges as is practicable.</p> <p>Always be prepared to give way to loaded logging trucks. Off highway trucks can be up to twice as long as those on the highway and are significantly wider and heavier. Off highway trucks may travel more slowly and need much more room to manoeuvre.</p> <p>Do not drive in a dust cloud – pull over until the dust settles.</p>

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Machinery	Personnel in vicinity Injury / Death	Machinery such as tractors and graders can be operating anywhere within area. No machinery is to be used by camp users during times of high fire danger
Firearms	Injury / Death	No firearms are to be carried or used when staying at the camp Be aware hunters often travers through the camp area.
Criminal Activity	Injury from suspicious persons Injury from plot protections	Do not disturb marijuana plots if found. Note location & note suspicious vehicle registration/person description if seen Report to camp residence and authorities
Animal control/handling	Handling of dead animals/rotten bait – infection, bacteria etc	Do not tamper with any bait stations. Be aware of and recognise the symptoms of poisoning from each pesticide and know the appropriate treatment.
Office Work Computer work	Overuse of keyboard, mouse etc leading to OOS or other conditions Eye strain, poor posture leading to shoulder, neck strain	Ensure to take breaks during extended computer work periods and stretch and exercise in breaks if required Use correct lighting for clear vision and use correct posture and seating during extended computer use periods