



# Risk Assessment & Audit

## Everglades 2021

Risks when travelling – Completed by..... Date.....

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Travellers stomach problems	L	M	Ensure safe potable water is available in camp		
Theft, mugging, violence & personal security	L	L	Participants will be briefed on how to reduce the risks. Valuables should remain “off display” at all times in the airport and around Miami, and participants should not walk out alone at night. The camp is on a large private property and is very secure		
Dehydration	M	M	All participants are informed that dehydration is a significant risk at all times on site. They should be informed that they should drink 2 litres of water per day. For any treks, participants should carry sufficient water supplies for the duration of the trek and the trek leader should stop regularly to rest and check for signs of dehydration.		
Being injured from traffic	L	M	All participants told of dangers of the busy city roads. Everyone should walk on sidewalk rather than road.		

Transfers & vehicles: Cars, buses, trucks – Completed by..... Date.....

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Lack of management control increases risks of collision or other incident	L	M	Ensure there is a transfer supervisor for each journey or when not possible that the leader of the group has been briefed as to journey details and provided with a contact they are able to call in case of any issues.		
Inappropriate or lack of insurance	L	L	Ensure supplier holds relevant motor insurance to satisfy national requirements. This is a contract requirement.		
Inexperienced driver increasing risk of accident	L	H	Ensure driver has more than 3 years’ relevant experience.		
Driver unaware of safety requirements	L	M	Ensure the driver has committed to meet their obligation to comply with national vehicle regulations relevant to the journey e.g. for licensing, speed limits, weight of vehicle, number of passengers etc. and have		

			been briefed on our safety requirements (see below). This is a contract requirement.		
Tyres not able to support emergency braking	L	H	Ensure that each tyre has visible tread in the central part of the tyre all the way round, and that there are no clear irregularities such as bulges.		
Lack of comfort on journey	M	L	Ensure that all passengers have a seat (not including floor space) if the journey is longer than 1 hour.		
Lack of comfort on journey	M	L	Ensure that luggage is stored in a separate area of the vehicle or does not prevent passengers from being in a comfortable sitting position on journeys longer than 1 hour.		
Participants becoming lost during travel	L	H	If using multiple vehicles, ensure that they travel in convoy or there is one transfer supervisor (who has a mobile phone and can contact each of the drivers) per group of vehicles.		
Driver not following safety requirements	L	H	Ensure that the driver drives carefully and within the speed limit, and does not use their phone whilst driving.		

**Water Margins – Completed by..... Date.....**

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Inappropriate supervision	L	M	Complete assessment pro-forma to establish level of supervision required		
Wetland crossings	L	M	Staff member to enter first in order to test the depth and terrain under the water. Any slippery sections should be highlighted. Use a rope if appropriate over sustained slippery terrain.		
Pond/wetland activities	L	M	Ensure appropriate supervision is in place (see pro-forma). Give a safety briefing to highlight any out-of-bounds areas. No entering of water where alligators are present.		
Alcohol	L	H	No alcohol to be consumed by any participants whilst in the water. No Alcohol will be consumed by staff or participants on the field course.		

Terrestrial risks – Completed by..... Date.....

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Participant becoming lost	L	H	All groups must sign out when leaving the camp using whiteboard system and if the group does not return on time then contact will be attempted with the group and if this is not possible a search and rescue team will be organised. No participant to leave the camp site area unaccompanied.		
Safety and security of participants and personal belongings	L	L	Valuables should not be left lying around. Guards or course staff members will always be present in the terrestrial camps.		
Participants poorly equipped or with a lack of fitness to cope adequately with the forest conditions	L	M	Participants are fully briefed prior to the start of any walks and check they have the appropriate equipment with them. New participants will be watched carefully for signs of exhaustion and to adjust the distances covered according to the fitness levels. Training sessions given to students prior to expedition to ensure they are fully prepared for conditions on site.		
Lack of hygiene increasing risk of disease	L	M	Hands should be washed regularly before eating using hand washing facilities provided on site. Kitchen facilities whilst on site should be kept clean and food categories (eg meats, vegetables etc.) are prepared separately. All tables on site are cleaned with bleach at least once a day and dishwashing bucket water changed frequently.		
Allergic reaction to food	M	H	All participants to submit dietary and allergy information prior to the expedition. Where allergies are serious (eg severe nut allergies), no trigger foods to be prepared or served whilst the relevant participant is on-site (eg a total nut ban).		
Medical problem for participant	M	M	All medical details are provided by all participants before the field course and reviewed by course manager. First aid trained staff are always available during the course. Sites have a first aid kit and full evacuation procedures are in place.		
Need for emergency evacuation	L	H	Vehicles always available for emergency evacuation from field sites. Full evacuation plans in place for extraction to local medical facilities.		

Falling down steep slopes, hole or tripping on slippery surfaces	M	H	All participants must stick to designated paths in the forest along which any potential hazards are roped off.		
Snake bite	VL	H	Only herpetologists will capture snakes and venomous species should not be brought to camp to show participants. All participants should wear long baggy trousers and walking boots/wellingtons when walking through the forested areas. If snake bite was to occur then response is to apply a light pressure bandage, immobilise the patient and evacuate them to hospital.		
Large cat attack	VL	H	All participants to travel in groups in the forest. Chance of this type of incident is very low.		
Alligator bite	VL	H	Participants should not handle alligators until they have been fully secured by a herpetologist and must be directly supervised by qualified staff at all times. Only alligators with a maximum length of approximately 1.2m should be caught during the course.		
Bat bite	VL	H	Only staff members who have received rabies injections to be allowed to handle bats. Any staff member bitten by a bat to be given booster rabies injections.		
Reaction or disease from insect or arachnid bite	L	M	Participants with strong reactions to insect/arachnid bites identified prior to field courses and instructed to carry adrenaline autoinjector pens with them. Participants to wear long trousers and closed-toed footwear whilst in forested areas and long grass.		
Local fauna and flora	M	M	Trek leaders to walk at front of group and identify any major insect hives and ensure groups avoid these areas. All participants should check their shoes before putting them on. Participants will be briefed on any risks from flora or fauna.		
Heavy rain causes localized flooding or tree fall	L	H	Experienced Course manager to select the site to minimise risk from flooding and tree fall. In exceptionally heavy rain Course Manager to organise a 24 hour look out system.		
Fire	L	VH	Smoking is not permitted anywhere inside the forest except in designated areas. All participants should be fully briefed on this regulation and are trained in evacuation procedures. No smoking allowed in any tent, hammock, or building.		

Hurricane and severe weather risk – Completed by..... Date.....

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Hurricane or severe weather	L	M	Weather monitored by reserve management and dive centre and any severe weather is reported to Opwall staff. If weather is severe but camp safety is not compromised then activities to be restricted until it has passed. If impending weather conditions to are sufficiently serious to warrant an evacuation of personnel from the survey sites, then instructions to be given to remove all staff and volunteers to the nearest government assigned evacuation point.		