Health and Safety Risk Assessment: Traffic Management at Villages during Covid-19 Lockdown

Hazard	Risk	Risk Rating	Control Measures		Residual Risk
			Eliminate	Minimise (Substitute/Isolate/Engineering/Admin/PPE)	
Moving vehicles near a staffed checkpoint	• Being hit by a vehicle • Being trapped between a vehicle and a structure • Vehicles colliding with each other or a structure • Items falling off vehicles (unsecured or unstable loads)	HIGH	N/A	**Substitute:** N/A **Isolate:** • Isolate vehicles from plant and people • Isolate personnel from traffic with shelter eg: cabins **Engineering:** N/A **Administrative:** • Use spotters or dedicated traffic controllers to set up safe arrangements for traffic and pedestrian movements • Provide adequate lighting on site so drivers and workers have good visibility • Plan and set up a safe area to reduce the need for vehicles to reverse on site eg: a turning bay • Make parking areas separate from staffed checkpoints where possible **PPE:** • Ensure workers wear high vis clothing • Provide warning signs at all entrances and exits to site • Signal Torches at night	LOW/ MED

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			Eliminate	Minimise (Substitute/Isolate/Engineering/Admin/PPE)	
Psychosocial	- Driver confrontational about not being allowed access - Personnel feeling stress of confrontational drivers - Tedious work, low levels of activity	**HIGH**	N/A	**Substitute:** N/A **Isolate:** N/A **Engineering:** - Ensure shelter has a lockable door for protection if situations escalate to violence **Administrative:** - Provide effective training and resources - Allow Security Concierge access to Ryman EAP service - Provide easy escalation process eg: walkie talkie/phone for communication within Village, a phone for emergency services escalation such as police, a panic button in case phone is unable to be used ie: medical emergencies, violence - Ensure regular rest breaks away from area - Provide comfortable seating for times of low activity - Provide regular check-ins with Manager to support workers who may be feeling stressed or isolated - Working in pairs should be the standard - Ensure H&S incident reporting procedures are known by the security personnel **PPE:** - Provide Ryman PPE ie: team inclusion	**LOW**

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			Eliminate	Minimise (Substitute/Isolate/Engineering/Admin/PPE)	

Environmental	• Rain, Wind, Cold, Sunburn
	• Poor Lighting
	• Footpath Trip Hazard
	• Hot days
		HIGH	N/A	**Substitute:** N/A
				
				Isolate:
				
				• Provide covered shelter (such as portable cabins) to protect from prolonged outside exposure to various weather conditions
				
				Engineering:
				
				• Provide adequate lighting inside the shelter and traffic control areas
				• Provide heating within shelter during colder months
				• Ensure shelter has thermal insulation
				
				Administrative:
				
				• Provide drinking water and ability to have warm drinks when cold
				• Provide sunscreen of at least 50 SPF
				
				PPE:
				• Provide appropriate PPE clothing:
				   ○ Cold weather: high viz winter jacket
				   ○ Warm weather: high viz and request personnel wear lightweight "long/longs"
				   ○ Rain: high viz raincoat with hood
				   ○ Night: Head torch to keep hands free and to be visible
				• Ensure a first aid kit is available within every shelter
					LOW

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Hazard	Risk	Risk Rating	Control Measures		Residual Risk
			Eliminate	**Minimise (Substitute/Isolate/Engineering/Admin/PPE)**	
Security Concierge Fatigue	• Long shift hours	**MED**	• Establish roster with appropriate hours • Provide breaks during the shift and access to facilities/amenities	**Substitute:** N/A **Isolate:** N/A **Engineering:** N/A **Administrative:** • Ensure regular rest breaks • As security concierge coverage will be 7am to 10pm, 7 days a week – design rosters to allow for at least 2 shifts per day and allow for good sleep opportunity and recovery time between work days which remove any sleep debt. • Ensure rosters allow a minimum of 2 days off per week • Ensure anyone can report fatigue-related issues and managers to investigate incidents where fatigue may be involved **PPE:** N/A	**LOW**