

Litter Picking Risk Assessment Template

Event:

Date/Time:

Location:

Date of Assessment:

Event Organisers and/or Risk Assessors:

Managing risks to volunteers

Health and safety legislation requires the identification of significant risks that volunteers may face as part of an organised activity, and the implementation of effective control measures to protect them from harm – as far as reasonably practicable.

Litter picking is an activity that has the potential to place volunteers in high-risk situations. Where there is a higher risk, the Health and Safety Executive (HSE) requires the process of risk assessment to identify these risks and protect people from real harm.

The HSE expects volunteers to be provided with information, instruction and training to ensure they carry out activities safely. This includes an induction and information on hazards to which volunteers may be exposed.

Volunteers should be provided with tools and equipment (including Personal Protective Equipment – PPE) and be trained to use them safely.

The process of risk assessment

This document is a generic risk assessment that has been provided to identify hazards and risks that people may face when litter picking.

You may use this as a starting point, but you will need to add to it as necessary; for example, there may be additional, specific hazards in relation to the site being cleared, or in relation to a person or person(s) carrying out the activity.

For each hazard listed in the tables below, identify the potential risks to health and safety, the people at risk and identify the Initial Risk Rating by multiplying the *Likelihood* by the *Severity*. Measures to manage the risks should be implemented, which must reduce the risk to an acceptable level. **HIGH AND VERY HIGH-RISK ACTIVITIES MUST NOT BE UNDERTAKEN.**

Everyone involved in an activity should be given a copy of the risk assessment prior to it taking place. You may wish to record volunteers' names and signatures; to confirm they have understood the hazards and accept the proposed mitigation.

Example								
Risks to health and safety	People at risk	Initial Risk			Measures to manage the risks effectively	Residual Risk		
		Likelihood	Severity	Risk Rating		Likelihood	Severity	Risk Rating
What is the hazard / object / item that could potentially cause a danger or result in harm to person(s)?	Who/which groups could be harmed by the hazard: S: Staff P: Participants	The likelihood that this hazard will happen e.g. 3	Damage done to the person(s) or building or both if the hazard occurs. e.g. 2	The Probability and Severity multiplied together to get the overall risk factor. 3 x 2 = 6	Steps in place to reduce the risks from the hazard.	The residual likelihood that this hazard will happen e.g., 2	Severity is the same as initial risk e.g., 2	Residual risk rating 2 x 2 = 4

Rating	Likelihood	Rating	Severity	Initial Risk/Residual Risk
1	Will invariably happen almost certain	1	Death or permanent disability	Likelihood x Severity =
2	Highly probable	2	Serious injury: long-term sickness	
3	Possible: feasible	3	Over 3-day injury: temporary	
4	Possible: might happen	4	Injury requiring medical attention	
5	Remote possibility/negligible	5	Minor injury e.g. bruise/abrasion	

		Severity				
		1	2	3	4	5
Likelihood	1	Low	Low	Medium	Medium	Medium
	2	Low	Medium	Medium	High	High
	3	Medium	Medium	High	High	Very high
	4	Medium	High	High	Very high	Very high
	5	Medium	High	Very high	Very high	Very high

HAZARD IDENTIFIED:								
Risks to health and safety	People at risk	Initial Risk			Measures to manage the risks effectively	Residual Risk		
		Likelihood	Severity	Risk Rating		Likelihood	Severity	Risk Rating
Slips, trips and falls. Physical hazards present at site e.g. drowning in a river or falling down an embankment.	Participants	2	3	6	Organiser to carry out a pre-event site visit to ensure potential hazards are identified. Litter picking should not be carried out in areas where there is a high or very high risk to participants. Areas that would be unsuitable include: ▪ Anywhere within unguarded access to deep or fast flowing water (e.g. rivers). ▪ Steep, slippery or unstable ground (including those with holes or excavations). ▪ Around and within derelict (and potentially unstable) buildings.	1	3	3
HAZARD IDENTIFIED:								
Risks to health and safety	People at risk	Initial Risk			Measures to manage the risks effectively	Residual Risk		
		Likelihood	Severity	Risk Rating		Likelihood	Severity	Risk Rating
Sharp objects – broken glass, needles, nails etc. e.g. needle stick injury leading to Hepatitis B.	Participants	2	3	6	A ‘Sharps Procedure’ should be communicated to participants; if discovered, needles must not be picked up or touched under any circumstances. The location should be noted and the Council contacted immediately. Participants should be informed beforehand of the need to wear strong, sensible footwear (i.e. steel toe caps, Wellington boots etc.) with adequate grip – no open-toe footwear should be allowed under any circumstances. Participants to be provided with appropriate PPE, including heavy duty protective gloves, and fluorescent high visibility vests.	1	3	3

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Manual handling e.g. back injury from attempting to lift heavy objects such as full refuse sacks.	Participants	2	3	6	Participants should be informed of the dangers of manual handling and instructed to assess the load before handling. Heavy items should be notified to the Council, for collection. Minimise repetitive bending wherever possible and ensure that participants take regular breaks. Minimise manual handling for participants by locating collection points in close proximity of the activity.	1	3	3
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Weather/prevailing site conditions associated with exposure to the elements.	Participants	2	3	6	Participants should be informed beforehand of the need to wear sensible outdoor clothing, including trousers and warm clothes where appropriate. Organiser/team leader to cancel the activity if there are extreme weather conditions (e.g. heatwave, high winds, heavy rain, snow/ice etc.).	1	3	3
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Risks to health and safety	People at risk	Initial Risk			Measures to manage the risks effectively	Residual Risk		
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Biotic factors and natural hazards including pollen, plants, stings, and cuts	Participants	2	3	6	Organiser to carry out a pre-event site visit to ensure the area does not contain any dangerous plants or nests. Participants to be provided with appropriate PPE (including heavy duty protective gloves) and wear suitable outdoor clothing and footwear, keeping hands, arms and legs covered at all times. Participants to be instructed to wash hands and forearms before eating, drinking, smoking or going to the toilet.	1	3	3

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Hygiene and potential contact with biohazardous objects: faeces, vomit and used condoms e.g. dog faeces potentially leading to infection – ‘toxocariasis’; catching ‘Weil’s disease’ from rat urine.	Participants	2	3	6	A ‘Biohazards Procedure’ should be communicated to participants. Participants should be informed beforehand of the need to wear suitable outdoor clothing that does not expose bare areas of skin. Participants to be instructed to wash hands and forearms before eating, drinking, smoking or going to the toilet. Participants instructed to cover any cuts, however minor, with surgical tape or waterproof plasters.	1	3	3
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Risks to health and safety	People at risk	Initial Risk			Measures to manage the risks effectively	Residual Risk		
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Exposure to vehicle fumes. Injury arising from being struck by a vehicle. Highway or roadside areas without vehicle segregation.	Participants	3	4	12	Litter picking should not be undertaken on a highway or within close, unguarded proximity to roads or areas where there is moving traffic. Likely traffic flows should be considered prior to any activity taking place. Participants should be informed beforehand of the need to wear appropriate PPE, including fluorescent high-visibility vests.	2	4	8
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Name	Signature