



Restore
Hibiscus & Bays

June 2020

Health and Safety Guidance.

This document is intended as guidance for new or existing groups and projects that need help to develop their health and safety practices, or for individuals working on pest plant or predator control or other restoration activities on their own property outside of an existing project. If working with established groups or projects, please ask your project coordinator or group leader what policies are already in existence. Find some of the groups and projects in the Restore Hibiscus & Bays network. [Link Here](#)



Whether you are working on your own property or on public land, pest plant and predator control and other restoration activities have associated risks or hazards. Each individual has a responsibility to themselves and others to stay safe. Restore Hibiscus & Bays recognises the need for restoration activity to be conducted in a way that minimises the health and safety risks for workers, volunteers, landowners and the general public. It is our policy to make every reasonable effort in areas of incident prevention, injury management and in improving the well-being of our workers, volunteers, landowners and bystanders.

As the Restore Hibiscus & Bays network carries out restoration work in a variety of different areas and habitats, we recommend that volunteer

groups and projects identify the risks specific to each site and brief all individuals undertaking work. In order to minimise risk, we advise that before any work is undertaken on new projects, the project lead or health and safety representative completes a Volunteer Safety Plan. Please ask the team at Restore Hibiscus & Bays if you need any help completing a site-specific health and safety plan at info@restorehb.org.nz.

Site-specific Health and Safety plans should follow the requirements of the land owner/manager, such as Auckland Council Community Parks, Auckland Council Regional Parks, Auckland Transport and Water Care. For local parks, please use the [Health and Safety plan template](#) provided by Auckland Council.

There are opportunities for Risk Assessment training provided by Auckland Council free of charge to help volunteers in local parks complete the council health and safety templates. Please get in touch with our Auckland Council Community Park Ranger for more details: sinead.brimacombe@aucklandcouncil.govt.nz. The Community Park Ranger is also available to assist with general council land specific safety queries.

A number of possible risks that might be encountered during restoration activity and how to minimise these risks are identified and detailed overleaf. Use your common sense and do not put yourself in risky situations, e.g. by working on too-steep terrain or on slopes during rainy weather.



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Risk	How to minimise risk for volunteers and landowners
Bites and stings – spider, insect stings, allergic reactions	<ul style="list-style-type: none">• Ensure that all participants are appropriately dressed, e.g. long sleeves and trousers, sturdy footwear, thick socks• Insect repellent and antihistamines to be carried in first aid kits at all times – anyone working in reserves or bush areas should use insect repellent• Conduct a visual inspection of the work site to identify and flag high-risk areas, e.g. wasp nests• Alert others if a wasp nest is found and minimise disturbance to the nest
Lone worker – getting lost, harassment, attack	<ul style="list-style-type: none">• Encourage people to buddy up• Make sure children are not working alone• Always carry a fully charged cell phone to call for help• If you are a tenant of the property, make sure you let your landlord know about any works on site• Stay calm and do not engage in a debate• Leave vicinity if feel unsafe and notify Restore H&B staff immediately, or dial 111 if you deem necessary



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Risk

How to minimise risk for volunteers and landowners

Lone worker – getting lost, harassment, attack (cont'd)

- Notice signs of human activity, i.e. tents, shelters, rubbish piles, etc – avoid these areas where possible and inform landowner or land management
- Make sure you define and understand the site boundaries (for larger sites GPS is recommended)
- If working alone, set a communication protocol and escalation process in the event a lone worker does not check in
- Exclude tasks too difficult or dangerous to be carried out by a lone worker
- Carry personal first aid kit

Working with animal pest control toxins, e.g. Bromadiolone or Diphacinone

- Toxin application techniques (i.e. placing and removing) and potential hazards will be discussed with volunteers before commencing work
- Any person not trained in the application/handling of toxins should not be in the vicinity of the operation
- Warning signs should be displayed at points of public access; signs should follow national guidelines and can be supplied by Auckland Council



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Risk

Working with animal pest control toxins, e.g. Bromadiolone or Diphacinone (cont'd)

How to minimise risk for volunteers and landowners

- Ensure written permission is secured from private landowners and written health and safety guidelines are provided
- Store bait in a securely closed sturdy pail or bucket with a lid
- Use lockable stations

Require that volunteers:

- Attend a training course and read all information sheets carefully
- Read and retain the relevant Material Data Safety Sheet
- Wear protective clothing, such as plastic gloves, when handling toxins and stations
- Keep records; if making written records, have a buddy write while another person checks traps
- Don't consume food or drink in areas where toxins are used or handled
- Avoid putting hands to their eyes or mouth during use
- Do not allow toxins to enter waterways
- Clean up spilled toxins immediately



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Risk	How to minimise risk for volunteers and landowners
<p>Working with animal pest control toxins, e.g. Bromadiolone or Diphacinone (cont'd)</p>	<p>Require that volunteers:</p> <ul style="list-style-type: none">• Securely contain surplus toxins or old toxins and return to a Restore H&B staff member for appropriate disposal.• Never use a container that previously held toxins for any other purpose• Soak protective clothing in a bucket of water before washing• Ensure bait stations are tied to a shrub or a tree in the case of heavy rain or flooding; avoid placing within several metres of a stream• If sacks/backpacks are used to carry toxins, place plastic liners inside them
<p>Working with agrichemicals – spills, absorption, inhalation</p>	<ul style="list-style-type: none">• Exclude works/tasks too dangerous to be carried out by non-qualified volunteers• Read carefully the Restore Hibiscus & Bays guidance and policy documents on pest plant control methods and herbicide use• Read and retain the relevant Material Safety Data Sheet for herbicides



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Risk	How to minimise risk for volunteers and landowners
Working with agrichemicals – spills, absorption, inhalation (cont'd)	<ul style="list-style-type: none">• Best practice and advice should be given to all volunteers before works start, ideally from project lead or Restoration Advisor with growsafe qualification• If spraying, warning signs provided by Auckland Council to be made visible at entrance ways and points of public access• After works, ensure all PPE is rinsed/ washed <p>Require that volunteers:</p> <ul style="list-style-type: none">• Do not drink or consume food in areas where herbicides are used• Use appropriate PPE as advised on the Material Safety Data Sheet or back of bottle• Avoid putting hands near mouth and eyes during us
Infection from animal carcasses	<p>Require that volunteers:</p> <ul style="list-style-type: none">• Wear rubber or nitrile gloves when handling corpses• Use antibacterial wipes/gel if required• Don't consume food or drink while checking traps or stations; avoid putting hands near mouth or eyes



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Risk	How to minimise risk for volunteers and landowners
Infection from animal carcasses (cont'd)	<p>Require that volunteers:</p> <ul style="list-style-type: none">• Do not store food items in same bag/compartment as trapping tools, gloves, etc• Wash and dry hands after handling carcasses• Wash protecting clothing before storage or reuse• Bury carcasses deeply in their garden or wrap in newspaper, double plastic bag and put out in the general rubbish collection
Handling animal traps – crush injuries to fingers, wrists; severe cuts; risk to third parties	<ul style="list-style-type: none">• Ensure all handlers are competent (must demonstrate)• Develop and follow set routine• Use buddy system to register time out alone• Ensure signage is installed at all entrances to public land to warn public• Ensure written permission is secured from private landowners and written health and safety guidelines are provided• Maintain traps so they function smoothly



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Risk

How to minimise risk for volunteers and landowners

Handling animal traps – crush injuries to fingers, wrists; severe cuts; risk to third parties (cont'd)

Require that volunteers:

- Attend a training session or a live demonstration by a Restore H&B staff member or trained and experienced volunteer
- Wear gloves when handling traps, bait and carcasses (in the case of DOC traps, ensure that gloves are well fitting so they do not snag and cause harm; alternatively, volunteers may not wear gloves with this trap, but ensure hands are washed immediately)
- Ensure DOC traps are screwed closed (locked) and traps are positioned out of sight
- Do not be distracted when setting a mechanical trap

Hand tools, such as saws and spades – potential for injury to self or others

- Sharp-edged instruments must be sheathed when not in use
- Store in a place out of the way where there is less risk of being stood on or tripped over

Require that volunteers:

- Always cut away from their body and keep at least 2m distance between themselves and other workers



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Risk

How to minimise risk for volunteers and landowners

Slips, trips and falls

- Remove trip hazards from the work site by filling holes, removing unnecessary objects, etc, or clearly mark out the trip hazard
- Exercise additional caution when walking downhill, e.g. walk across the slope, have a strong leader control walking speed
- Identify, and closely supervise, workers with pre-existing back, knee or ankle injuries
- Exclude works/tasks too dangerous to be carried out by non-qualified volunteers

Require that volunteers:

- Ensure that suitable footwear is firmly laced
- Don't lay pest control tools in difficult areas – choose somewhere close to intended location that is more secure
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- Avoid carrying heavy or awkward-sized objects on uneven ground
- Stop work if having difficulty walking without slipping or falling over
- Ensure that no one is directly below on steep sites (notably on sites with loose rocks)



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Risk

How to minimise risk for volunteers and landowners

Manual handling – potential for strain

General principles for Manual handling (2001):

- Store heavy objects above mid thigh height

Require that volunteers:

- Make sure that there is a clear pathway to their destination
- Ask for assistance if in doubt (in particular spray knapsacks)
- Bend their knees, keep their back straight, when picking up from the ground

Working in hot conditions – dehydration, heat exhaustion, sunburn

- Maintain hydration by providing adequate water and regular drink breaks
- Schedule or reschedule work to avoid heavy exertion during the most intense heat of the day (start works early as possible)
- Reinforce the need for long trousers and long sleeves, broad brimmed hats and sunglasses
- Provide and encourage the regular use of sunscreen on any exposed skin
- Take advantage of or create shaded work areas



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Risk	How to minimise risk for volunteers and landowners
Working in hot conditions – dehydration, heat exhaustion, sunburn (Cont'd)	<ul style="list-style-type: none">• Monitor volunteers for signs of fatigue
Working in cold conditions – hypothermia, loss of dexterity	<ul style="list-style-type: none">• Make ample foods and fluids available, including warm drinks if possible• Structure work to avoid the coldest times of the day• Encourage volunteers to wear layered clothing that provides insulation, including a warm hat
Working near water – drowning, illness from water borne disease or pollution exposure	<ul style="list-style-type: none">• Maintain ample distance from water that may be dangerous because of depth, current, murkiness, turbulence, difficulty of escape, etc• Supervise children around water• Refrain from working on steep, slippery, or unstable banks; do not place tools in these areas• Ensure access to adequate washing facilities, e.g. soap and clean water



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Risk	How to minimise risk for volunteers and landowners
Injury from sharp vegetation	<p data-bbox="909 517 1599 545">Scan ahead to check for vegetation that may cause injury</p> <p data-bbox="909 590 1196 619">Require that volunteers:</p> <ul data-bbox="909 663 1706 730" style="list-style-type: none"><li data-bbox="909 663 1706 730">• Wear long sleeve clothing, full length trousers and appropriate footwear
Working near roadsides – impact from vehicles	<ul data-bbox="909 858 1720 1082" style="list-style-type: none"><li data-bbox="909 858 1240 887">• Wear high visibility vests<li data-bbox="909 932 1272 960">• Maintain direct supervision<li data-bbox="909 1005 1720 1082">• Check that all volunteers understand safety signals and that the signals are clear and unambiguous
Dog bite or other animal attacks	<p data-bbox="909 1169 1196 1198">Require that volunteers:</p> <ul data-bbox="909 1243 1742 1541" style="list-style-type: none"><li data-bbox="909 1243 1370 1272">• Avoid approaching unleashed dogs<li data-bbox="909 1316 1742 1345">• Remain calm if approached by a dog; do not run away from a dog<li data-bbox="909 1390 1720 1457">• Attempt to isolate yourself from the animal; climb a tree, where possible<li data-bbox="909 1501 1299 1530">• Call police on 111 if attacked



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For additional recommendations:

Please refer to the following Restore Hibiscus & Bays resources and email us at info@restorehb.org.nz with any questions.

[Predator Control Methods and Best Practice](#)

[Pest Plant Control Methods and Best Practice](#)

[Policy on Herbicide Use](#)

[To borrow tools and equipment, visit our tool library.](#)

[All recommended resources](#)

