

FIELDWORK SAFETY POLICY

Adopted by the Committee 1 February 2001, as amended 19 May 2014

The Committee will endeavour to ensure that these guidelines are followed for all field meetings organised by the Group.

Planning and preparation:

1. **Field meeting leaders** will be sent a copy of this safety policy when they are invited to lead a field meeting, and will be asked to consider specific safety issues to be announced at the start of the field meeting. The Programme Secretary will ensure that a Risk assessment is prepared prior to each field meeting.
2. A basic **safety code** (the first half of the code overleaf) will be printed on the summer field meetings **programme card**, which will be sent to all members.

Procedures at field meetings:

3. A responsible person, preferably a committee member, will be identified at the start of each field meeting as the **field meeting co-ordinator**. Their role will be to liaise with the field meeting leader, and to look after the field meetings attendance sheet.
4. The safety policy and code (overleaf) will be available **at the start of each field meeting**. Attention will be drawn to particular hazards / specific safety issues (see 1 above).
5. A field meetings **attendance sheet** will be signed by each participant at the start of each field meeting. Anyone leaving a field meeting before its termination must inform the field meeting co-ordinator.

Any safety issues that arise during a field meeting, such as safety incidents, or potential problems that need attention, should be recorded on the attendance sheet.

6. All participants should be **dressed appropriately**, including footwear and warm, waterproof clothing, taking into account likely weather conditions and terrain. If particular equipment is needed for a particular site, notice will be given.
7. Participants should not assume that there will be a first aider present.
8. **Children** under the age of 16 must be accompanied by an adult, who will be responsible for them.

Ongoing safety monitoring and improvement:

9. Group members are encouraged to obtain and bring their own **safety equipment** – eg safety helmets, goggles if hammers are to be used, reflective jackets, stout footwear and when required steel toe capped boots, mobile phone.
10. The effectiveness and appropriateness of the Safety Policy and Code will be regularly **monitored** by the committee.

01/02/2001:14/11/2011:19/5/2014

FIELDWORK SAFETY CODE

Participants should be aware that geological fieldwork is a **potentially hazardous** pastime.

All participants in field meetings organised by the Geologists' Association South Wales Group are expected to take **all reasonable precautions** to ensure the safety of themselves and other participants, and to behave in a responsible manner at all times.

All participants must follow the Fieldwork Safety Code, as well as any further instructions given before or during a field meeting.

Please read these instructions carefully

- A **field meeting coordinator** will be identified at the start of each field meeting. Any injury or safety issues that arise during the meeting **must be reported** to that person as soon as possible.
- All participants must sign the **field meetings attendance sheet** at the start of each field meeting, which will be held by the field meeting coordinator. Anyone leaving before the termination of the meeting **must** inform the fieldwork coordinator.
- **Children** under the age of 16 **must** be accompanied by an adult, who will be responsible for them.

On all field meetings participants should be aware of the following:

- ◆ Beware of slippery or loose rocks, scree and slopes. Never climb rock faces.
- ◆ Keep away from the edges of cliffs and other steep drops. Never stand under overhangs or on them.
- ◆ Do not throw stones.
- ◆ Always wear a safety helmet in quarries or near cliffs. Do not interfere with machinery.
- ◆ Be aware of traffic when near roads.
- ◆ Do not hammer rocks more than is necessary, and always wear goggles when hammering rocks.
- ◆ Be aware of other people around you and consider their safety as well as your own.
- ◆ Do not enter caves or mines unless under proper supervision.
- ◆ Do not drift away from the group. **Obey all instructions given to you.**