

# Bushcare Volunteer

## Bushcare Safety Information Sheet



1. To ensure duty of care for volunteers, a First Aid Representative should be nominated who holds a current Apply First Aid Certificate.
2. A first aid kit, which is stocked, up to date and easily accessible, should be located on site, preferable with the First Aid Representative.
3. The Individual Volunteers / Group Coordinators should carry a mobile phone in case of an accident or other emergency. Some reserves have locations with no mobile reception. In the event that there is no reception during an emergency a nominated volunteer should exit the reserve to find the nearest location with reception to call emergency services.
4. The Individual Volunteer / Group Coordinator should inspect the site prior to bushcare activities, in order to identify and flag or remove any potential hazards.
5. In the case of a night walk, the Individual Volunteer / Group Coordinator should have walked the path before the event to ensure all obstacles are removed.
6. A sharps container should be located on site.
7. Water, sunscreen and hats should be listed as "things to bring" when advertising an activity. Additional Personal Protective Equipment (PPE) should be added to the list of "things to bring" as required.
8. All volunteers must sign the **Volunteer Register Logbook Record** at the beginning and end of the event. A copy is required to be submitted to the Environment Officer with the Annual Report.
9. For Group events, the Event Coordinator should give a safety talk at the start of the event to explain the risks associated with the activity (e.g. toxic sap, sharps, potential for snakes etc.).
10. Volunteers should be given clear instructions on the correct way to carry out tasks (e.g. use of tools, correct planting method, etc.).
11. Activities such as weeding, planting or rubbish removal should only be undertaken during daylight hours.
12. When removing rubbish, volunteers should wear appropriate gloves, and use tongs for dangerous items. All sharps and dangerous items must be placed in sharps containers.
13. All weeds and rubbish collected should be placed into bags and left at a prearranged site for pickup by the City. The site selected must not block pedestrian access or hinder drivers' visibility of the road.

