

# Merapoh Risk Assessment - 2020



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## EP01: Transfers and Transport based Risk Assessment and Management.

### Land Based Transport

Risk:	Likelihood:	Severity:	Control Measures:
Accidents.	Low	High	<ul style="list-style-type: none"> <li>● Licensed drivers only will be used.</li> <li>● All drivers have local knowledge of the roads.</li> <li>● Seat belts are provided and all passengers must wear them.</li> <li>● In the event of an accident a first aid kit will be on board and contact details of the emergency services to be known.</li> </ul>
Falling when boarding.	Medium	High	<ul style="list-style-type: none"> <li>● Assistance is provided as required by staff and vehicle crew.</li> </ul>
Motion sickness	Medium	Medium	<ul style="list-style-type: none"> <li>● Land travel is an unavoidable aspect. Passengers are advised of this prior to booking. If a volunteer suffers from motion sickness, they are advised to bring adequate supplies of medication for the duration of their stay.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>● Staff must meet volunteers at pickup point.</li> <li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>● All Risk Assessments to be reassessed annually by management team.</li> </ul>

## EP02: Accommodation based Risk Assessment and Management.

### MRS House

Risk:	Likelihood:	Severity:	Control Measures:
Fire arising in rooms or communal areas.	Low	Very High	<ul style="list-style-type: none"> <li>• Staff and volunteers are not permitted to smoke in the house.</li> <li>• Always place the mosquito coils in a holder before lighting them and regularly discard the leftover ash.</li> <li>• Fire procedures are explained upon arrival at the house.</li> <li>• Fire extinguishers and smoke detectors are positioned within the house.</li> </ul>
Hazards in rooms.	Low	High	<ul style="list-style-type: none"> <li>• The Project Manager responsible for the daily upkeep of both houses and ensuring any hazard, such as loose cables etc, is managed.</li> <li>• Interns and volunteers are required to inform project manager with any possible hazards in both houses, as mentioned in the code of conduct.</li> </ul>
Illness caused by low level of hygiene.	Low	Medium	<ul style="list-style-type: none"> <li>• The building is fairly open and situated close to the jungle providing a risk of small mammals being attracted to food, volunteers should take care not to leave food stuffs unsealed. Volunteers are being briefed upon arrival about the food storage in MRS house.</li> </ul>
Illness caused by lack of provision for dietary requirements.	Low	High	<ul style="list-style-type: none"> <li>• Interns &amp; volunteers are asked to advise the project manager of any dietary requirements prior to commencing their employment or program.</li> <li>• Staff &amp; volunteers are advised that access to speciality foods in the village is extremely limited and items should be sourced from the mainland.</li> </ul>
Theft.	Low	Medium	<ul style="list-style-type: none"> <li>• As with any low-income community, tourists are at risk of having personal items stolen.</li> <li>• Staff &amp; volunteers are advised to leave valuables in a safe place</li> <li>• Staff &amp; volunteers are advised to lock the house prior to leaving</li> </ul>
Attack/burglary from local people.	Low	Very High	<ul style="list-style-type: none"> <li>• The village hosts a friendly community who have reacted positively to having the project present and the work done with the local school.</li> <li>• Keep the doors locked at night.</li> </ul>

			<ul style="list-style-type: none"> <li>Accommodation is secure and one of staff member is always on call.</li> </ul>
Incidents arising from cultural differences.	Medium	High	<ul style="list-style-type: none"> <li>The village is strictly Muslim and as such staff &amp; volunteers may encounter customs that they do not fully understand or find difficult. Likewise, staff &amp; volunteer customs that may seem harmless can cause offence to the community. It is important that volunteers are briefed on local customs before staying in the village and reiterated upon first arrival. FE staff must ensure customs, such as dress codes, are adhered to.</li> <li>Volunteers should be made aware that they are to raise any queries with staff.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>Safety briefings are given for new staff and at the beginning of the programme for volunteers.</li> <li>Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>All risk assessments to be reassessed annually by management team.</li> </ul>

## Camping

Risk:	Likelihood:	Severity:	Control Measures:
Site selection			<ul style="list-style-type: none"> <li>Camping will only occur at previously known camp sites if volunteers are present. .</li> </ul>
Serious cut from machete	Low	High	<ul style="list-style-type: none"> <li>Volunteers are not permitted to use machetes, unless under the supervision of staff.</li> </ul>
Burns from cooking or open fire	Medium	Medium	<ul style="list-style-type: none"> <li>Volunteers will be allowed to cook on an open fire or use cooking utensils under the supervision of staff. All fires will be built by staff or with local guides instructing.</li> </ul>
Stomach problems due to poor sanitation.	Medium	Low	<ul style="list-style-type: none"> <li>Food will be cooked or supervised by the guides who are local tribal people and Ecoteer staff. Ecoteer staff will offer advice regarding this during volunteer orientation.</li> </ul>
Fire arising in tents or communal areas.	Low	Very High	<ul style="list-style-type: none"> <li>Staff &amp; volunteers are not permitted to smoke in their tents/hammocks or the area adjacent to the campsite.</li> <li>Fire procedures are explained upon arrival at the campsite.</li> <li>Buckets of sand are positioned within the campsite.</li> </ul>

			<ul style="list-style-type: none"> <li>● Generally the risk of fire in the jungle is low due to its damp and moist environment.</li> <li>● Staff will offer advice regarding this during your jungle orientation briefing.</li> </ul>
Illness caused by low level of hygiene.	Low	Medium	<ul style="list-style-type: none"> <li>● The campsite is open and situated in the forest providing a risk of small mammals being attracted to food, volunteers are not allowed to leave foodstuffs unsealed.</li> <li>● Air tight containers will be provided.</li> <li>● All campsites for school groups will have fresh running water which is suitable for drinking.</li> <li>● Staff will offer advice regarding this during your jungle orientation briefing.</li> </ul>
Illness caused by lack of provision for dietary requirements.	Low	High	<ul style="list-style-type: none"> <li>● Staff &amp; volunteers are asked to advise the project of any dietary requirements prior to commencing the program.</li> </ul>
Young children getting lost.	Medium	High	<ul style="list-style-type: none"> <li>● Parents/Chaperones are advised to stay with their children at all times whilst camping.</li> <li>● There must be a minimum of 1 teacher to 8 students and they must ensure their students are with their group at all times.</li> <li>● No one is allowed to leave the campsite compound at night without a member of staff.</li> <li>● Staff will offer advice regarding this during your jungle orientation briefing.</li> </ul>
Injuries to young children.	High	Medium	<ul style="list-style-type: none"> <li>● Parents /teachers are advised to monitor their children/students at all times. Tripping hazards are high due to many exposed roots.</li> <li>● Volunteers and groups are advised to bring head torches for movement around the camp site at night.</li> <li>● Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</li> </ul>
Theft.	Low	Medium	<ul style="list-style-type: none"> <li>● Theft whilst at campsites is low as not many humans will be using the campsite at the same time.</li> <li>● Volunteers/students are advised to leave all valuables at the SGI Outdoor chalet in care of the Manager. Belongings taken to the jungle are the responsibility of volunteers/students.</li> <li>● Volunteers are advised not to leave belongings unattended.</li> </ul>
Attack from local people.	Low	Very High	<ul style="list-style-type: none"> <li>● Volunteers are accompanied by a local native jungle guide and Ecoteer staff whilst camping.</li> <li>● Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</li> </ul>

Attack by large fauna.	Very Low	Very High	<ul style="list-style-type: none"> <li>● ALL food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</li> <li>● Ecoteer guide will carry cherry bombs and lighters at all times and in the case of attack spray will be used.</li> <li>● Ecoteer staff will offer advice regarding this during volunteer orientation briefing.</li> </ul>
Bites from snakes.	Low	High	<ul style="list-style-type: none"> <li>● At least one staff should be qualified first aiders</li> <li>● Upon arrival at all permanent camp sites the trained Ecoteer staff will do spot checks for snakes with local guides and they will remove any found.</li> <li>● If bite occurs; the procedure is to tightly bandage above and below the bite to restrict blood flow. The team will then take the patient back to the walk head where an ambulance will be waiting. Communication is possible via mobile phone. For school groups the trekking will all be within a radius of 4 hours trekking from the main road.</li> <li>● Staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</li> </ul>
Anaphylactic Shock	Low	High	<ul style="list-style-type: none"> <li>● All staff &amp; volunteers will be asked if they previously have suffered from Anaphylactic Shock. If so they will be advised to bring an Adrenaline pen with them at all times.</li> <li>● School groups will only camp where they have access to an adrenaline pen.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>● All risk assessments to be reassessed annually by management team.</li> </ul>



## EP03: General Environment based Risk Assessment and Management.

### Jungle

Risk:	Likelihood:	Severity:	Control Measures:
Trips and falls.	Low	Medium High	<ul style="list-style-type: none"> <li>Staff &amp; volunteers are expected to manage this risk independently with advice given during the safety briefing. Staff &amp; volunteers must use a torch to move around at night and only within the camp site area NOT in the surrounding forest.</li> <li>Staff who are first aid trained and who carry a first aid kit will always be present when the group are in the forest.</li> </ul>
A fall resulting in serious bleeding or bone fracture	Low	Very High	<ul style="list-style-type: none"> <li>Before going into the forest all names, route and eta's will be given to the local Forestry Department. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within 6 hours trekking from road access.</li> <li>If a cut occurs: Staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access point. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>If the patient is unable to move, emergency services will be called and staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>
Dehydration	High	Medium	<ul style="list-style-type: none"> <li>All volunteers and staff are asked to carry their own water. Rehydration salts and drink supplements will be provided upon request. Staff &amp; volunteers are advised to drink at least 3 litres of water per day. Drinking water is available at the first two camps and all school groups will stay at campsites with access to clean drinkable fresh water.</li> </ul>
Getting lost	Low	High	<ul style="list-style-type: none"> <li>Volunteers are NOT allowed to walk in the jungle without a staff guide or teacher. All groups will have at least two guides with one leading and one at the back. For groups larger than 20 they will have three guides with a third in the middle of the group. All groups will have a native jungle guide as well as staff.</li> <li>Training and the importance of staying as a group must be highlighted in the initial safety briefing.</li> <li>At each rest stop a name call will be conducted to ensure all volunteers &amp; staff are present.</li> </ul>

			<ul style="list-style-type: none"> <li>● Staff &amp; volunteers are asked to make sure they stay within distance of the person behind them, not the one in front.</li> </ul>
Animal bites	Low	High	<ul style="list-style-type: none"> <li>● All volunteers are instructed not to taste or grab hold of any plants whilst trekking.</li> <li>● Upon arrival at all permanent camp sites the ECOTEER staff will do spot checks for snakes and remove any found.</li> <li>● If bite occurs; the procedure is to tightly bandage above and below the bite to restrict blood flow. The group will be able to communicate with the local emergency services via mobile phone. Staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</li> </ul>
Drowning or being swept away	Low	High	<ul style="list-style-type: none"> <li>● Expedition leader to lead river crossings and to judge if the river is safe for the group to cross individually or in the case of higher flows with ropes.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>● All risk assessments to be reassessed annually by management team.</li> </ul>

### Village.

Risk:	Likelihood:	Severity:	Control Measures:
Trips and falls.	Low	Medium	<ul style="list-style-type: none"> <li>● Volunteers are expected to manage this risk independently with advice given during the safety briefing.</li> <li>● Volunteers are not allowed to move around alone at night, they can move around at night if they have suitable torches and are in groups of 2 or more.</li> <li>● A first aid kit is to be carried with the staff who are trained in first aid.</li> </ul>
Incidents arising from cultural differences.	Medium	High	<ul style="list-style-type: none"> <li>● The villagers are traditionally animists but some have converted to Islam and as such volunteers may encounter customs that they do not fully understand or find difficult.</li> <li>● Volunteers will be introduced to 'Pantang larang' in the first days briefing session. This will cover animist beliefs regarding the forest and what cannot be done in the forest or near a village.</li> </ul>

			<ul style="list-style-type: none"> <li>● Likewise volunteer customs that may seem harmless can cause offence to the community. The volunteers will be briefed a second time on local customs before visiting the village, with the staff ensuring customs such as dress codes are adhered to. It is vitally important that the host's cultural values are respected by the guests.</li> <li>● Volunteers should be made aware that they are to raise any queries with staff.</li> </ul>
Attack from local people.	Low	Very High	<ul style="list-style-type: none"> <li>● The village hosts a friendly community who have reacted positively to having the project present and the work done with the local adult school. There have been no incidents in the village.</li> <li>● Volunteers and students are NOT allowed to be alone at night.</li> <li>● Volunteers are accompanied by staff whilst in the village during activities.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>● All risk assessments to be reassessed annually by management team.</li> </ul>

### Limestone Cave.

Risk:	Likelihood:	Severity:	Control Measures:
Trips and falls.	Low	Medium-High	<ul style="list-style-type: none"><li>• Staff &amp; volunteers are expected to manage this risk independently with advice given during the safety briefing.</li><li>• Volunteers are given their own helmet and head torch to reduce the chances of a fall and any possible head injuries. The volunteers must follow behind the trained caving guide who knows the cave very well.</li><li>• A first aid kit is to be carried with all staff at all times.</li></ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"><li>• Safety briefings are given for new staff and at the beginning of the programme for volunteers</li><li>• Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li><li>• All risk assessments to be reassessed annually by management team.</li></ul>

## EP04: Jungle Activity based Risk Assessment and Management.

### Trekking.

Risk:	Likelihood:	Severity:	Control Measures:
Volunteers poorly equipped or with a lack of fitness to survive the forest conditions	Low	Medium	<ul style="list-style-type: none"> <li>● Staff plus a local native jungle guide to accompany volunteers on all treks into the forest – minimum of 3 people at any time.</li> <li>● All volunteers to be given a thorough briefing with the first days trek being a low difficulty to allow for assessment of the group.</li> <li>● Each group will have a tailor-made trek depending on group and need of camera traps. 1<sup>st</sup> Aid kits are taken and volunteers are advised to wear appropriate clothing and to drink at least 3 litres of water per day. Rehydration salts and energy supplements will be provided for the volunteers.</li> <li>● School groups will only go on short expeditions of no longer than 2 day 1 night.</li> </ul>
Heavy rain causes river to rise, landslides or tree fall with consequent threat to volunteers and staff	Low	High	<ul style="list-style-type: none"> <li>● The jungle trekking is on walked trails which will still be visible in the rain.</li> <li>● River crossing will be assessed on water flow and if not safe the group will not cross.</li> </ul>
Medical problem for volunteer or staff member	Medium	High	<ul style="list-style-type: none"> <li>● Before going into the forest all names, route and eta's will be given to a contact in Merapoh. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within 4 hours trekking from road access.</li> <li>● If a cut occurs; staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>● If the patient is unable to move: Emergency services will be called and staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>

Need for emergency evacuation	Low	High	<ul style="list-style-type: none"> <li>• Before going into the forest all names, route and eta's will be given to a contact based in Merapoh. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within 4 hours trekking from road access.</li> <li>• If a cut occurs ; staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>• If the patient is unable to move: Emergency services will be called and staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>
Volunteer becoming lost in the forest and unable to find the group	Medium	High	<ul style="list-style-type: none"> <li>• No one is allowed to go trekking without staff.</li> <li>• There will be at least two guides with each group and for groups over 20 they will have three.</li> <li>• At each rest stop a name list will be called to ensure all volunteers are present.</li> <li>• The trail is an established route and easily identifiable.</li> <li>• Volunteers are asked to make sure they stay in contact with the person behind not in front of them.</li> <li>• In the event of being lost.</li> <li>• Volunteers will be told if they get lost to stay in the same location and shout. They must not move. Once it is discovered a volunteer is lost the staff will backtrack and listen for the volunteer shouting. Staff will then locate and meet the volunteer. This will be discussed in the initial jungle training.</li> </ul>
River crossings	Low	Medium	<ul style="list-style-type: none"> <li>• There may be river crossings during the trekking. Volunteers must not attempt to cross a river by themselves.</li> <li>• Volunteers must listen to staff about when and how to cross. The guides will assess the suitability of the group crossing the river.</li> <li>• If the river current is strong a rope will be used.</li> </ul>
Not being able to see resulting in a fall	Low	High	<ul style="list-style-type: none"> <li>• Volunteers are not allowed to walk at night on their own. They are allowed to move around the campsite at night but only in groups and with suitable torches.</li> </ul>
Minor injuries.	Medium	High	<ul style="list-style-type: none"> <li>• As with any trekking activity there is always a moderate risk of sprains or small falls. Volunteers are given a safety briefing before trekking and required to wear suitable footwear.</li> <li>• All staff will carry their own first aid kit.</li> </ul>

Reactions or injuries from plants.	Medium	Medium	<ul style="list-style-type: none"> <li>● Volunteers are required to inform staff of any known allergies. There are various plants present along the trail and in areas around the campsites that have spiky leaves and can cause scratches and cuts. Volunteers are advised to wear long trousers when trekking.</li> <li>● Staff to lead the groups and point out any known dangerous plants. Volunteers will be taught about dangerous plants during the forest safety training.</li> </ul>
Attack from local people.	Low	Very High	<ul style="list-style-type: none"> <li>● Volunteers are accompanied by a local native jungle guide and staff member whilst jungle trekking.</li> <li>● Staff will offer advice regarding this during the jungle orientation briefing.</li> </ul>
Attack by large animals	Very Low	Very High	<ul style="list-style-type: none"> <li>● All food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</li> <li>● Staff will offer advice regarding this during your jungle orientation briefing.</li> </ul>
Bites from snakes.	Low	High	<ul style="list-style-type: none"> <li>● Marked trails should be used.</li> <li>● The leading guide (Batek) to look for snakes and to show the volunteers, if it is required the lead guide will remove the snake to prevent biting.</li> <li>● If bite occurs: The procedure is to tightly bandage above and below the bite to restrict blood flow. The team will then bring the patient back to the nearest hospital.</li> <li>● Communication is possible via mobile phone which will be used for communication purposes. For school groups the trekking will all be within a radius of 4 hours trekking from road access.</li> <li>● Staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</li> </ul>
Anaphylactic Shock	Low	High	<ul style="list-style-type: none"> <li>● All volunteers will be asked if they previously have suffered from anaphylactic shock. If so they will be advised to bring an Adrenaline pen with them at all times.</li> <li>● An adrenaline pen will be taken with the Ecoteer staff at all times. School groups will only camp where they have access to an adrenaline pen.</li> <li>● Staff are first aid trained.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> </ul>

			<ul style="list-style-type: none"> <li>All risk assessments to be reassessed annually by management team.</li> </ul>
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### Setting up and collection of Camera traps

Risk:	Likelihood:	Severity:	Control Measures:
Medical problem for volunteer or staff member	Very Low	Medium	<ul style="list-style-type: none"> <li>The area will first be surveyed by FE/MRS staff for the suitability of setting up a camera trap and then to identify and if required remove any dangerous fauna/flora.</li> <li>Only volunteer under the supervision of trained FE staff will be allowed to install Camera traps. Volunteers will be given gloves if they have to disguise the camera traps.</li> <li>If a cut occurs.</li> <li>Trained FE staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest road access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>If the patient is unable to move ; emergency services will be called and FE staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>
Need for emergency evacuation	Very Low	High	<ul style="list-style-type: none"> <li>Before going into the forest all names, route and eta's will be given to a contact based in Merapoh. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within 4 hours trekking from road access.</li> <li>If a cut occurs ; staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>If the patient is unable to move: Emergency services will be called and staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>
Reactions or injuries from plants.	Low	Medium	<ul style="list-style-type: none"> <li>The area will first be surveyed by trained staff and any known dangerous fauna and flora will be identified and removed if required.</li> <li>Volunteers to be given gloves when they disguise the camera traps</li> <li>Volunteers are required to inform staff of any known allergies. There are various plants present along the trail and in areas there are plants with spiky leaves and can cause scratches and cuts. Volunteers are advised to wear long trousers when in the jungle.</li> </ul>



Snake bite	Very Low	High	<ul style="list-style-type: none"> <li>• The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required.</li> <li>• If a cut occurs ;staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>• If the patient is unable to move: Emergency services will be called and staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>
Anaphylactic Shock	Very Low	High	<ul style="list-style-type: none"> <li>• The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required.</li> <li>• All volunteers will be asked if they previously have suffered from anaphylactic shock. If so they will be advised to bring an Adrenaline pen with them at all times.</li> <li>• An adrenaline pen will be carried by an Ecoteer staff member at all times. School groups will only camp where they have access to an adrenaline pen.</li> <li>• Staff are first aid trained.</li> </ul>
Attack from local people.	Very Low	Medium	<ul style="list-style-type: none"> <li>• Volunteers are accompanied by a local native jungle guide and qualified staff whilst in the jungle.</li> <li>• Staff will offer advice regarding this during your jungle orientation briefing.</li> </ul>
Attack by large animals	Very Low	Very High	<ul style="list-style-type: none"> <li>• All food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</li> <li>• The group will be in one place, the presence, noise and smell of a large group of humans will deter any large fauna from approaching.</li> <li>• Staff shall carry a pepper spray which will be used during attacks.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>• Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>• Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>• All risk assessments to be reassessed annually by management team.</li> </ul>

## EP05: Community based Risk Assessment and Management.

### General Activities.

Risk:	Likelihood:	Severity:	Control Measures:
Incidents arising from cultural differences.	Medium	High	<ul style="list-style-type: none"> <li>• The Batek tribe villagers are traditionally animists but many have converted to Islam and as such volunteers/interns may encounter customs that they do not fully understand or find difficult.</li> <li>• Staff &amp; volunteers will be introduced to 'Pantang larang' in the first days briefing session. This will cover animist beliefs regarding the forest and what cannot be done in the forest or near a village.</li> <li>• Likewise staff &amp; volunteer customs that may seem harmless can cause offence to the community. The volunteers will be briefed a second time on local customs before visiting the village, with the staff ensuring customs such as dress codes are adhered to. It is vitally important that the host's cultural values are respected by the guests.</li> <li>• Staff &amp; volunteers should be made aware that they are to raise any queries with higher management/ staff.</li> </ul>
Attack from local people.	Low	Very High	<ul style="list-style-type: none"> <li>• The village hosts a friendly community who have reacted positively to having the project present and the work done with the local school. There have been no incidents in the village.</li> <li>• Volunteers and students are not allowed to be alone at night.</li> <li>• Volunteers are accompanied by staff whilst in the village during activities.</li> </ul>
Theft.	Low	Medium	<ul style="list-style-type: none"> <li>• Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>• Project Manager to audit Risk Assessments quarterly and submit report to HR and Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>• All risk assessments to be reassessed annually by management team.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>• Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>• Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> </ul>

			<ul style="list-style-type: none"> <li>All risk assessments to be reassessed annually by management team.</li> </ul>
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### School club.

Risk:	Likelihood:	Severity:	Control Measures:
Incidents arising from cultural differences.	Medium	Medium	<ul style="list-style-type: none"> <li>Staff &amp; volunteers may find themselves confronted with differences they find disturbing based on their own values.</li> <li>Staff &amp; volunteers are encouraged to raise concerns with an ECOTEER staff member rather than direct with school staff or students as direct confrontation could hinder the long-term work Ecoteer aims to continue with the school.</li> </ul>
Theft	Medium	Medium	<ul style="list-style-type: none"> <li>Volunteers are advised to only take essential items with them and anything they do take is their own responsibility.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>All risk assessments to be reassessed annually by management team.</li> </ul>

### Activities with the Orang Asli.

Risk:	Likelihood:	Severity:	Control Measures:
Incidents arising from cultural differences.	Medium	Medium	<ul style="list-style-type: none"> <li>Volunteers may find themselves confronted with differences they find disturbing based on their own values. Volunteers are encouraged to raise concerns with ECOTEER staff rather than direct with the villagers as direct confrontation could hinder the long-term work.</li> </ul>
Accidents involving children	Medium	Medium	<ul style="list-style-type: none"> <li>If an accident happens basic first aid can be given and then the child must be taken back to their parents immediately.</li> </ul>
Abuse of children	Low	High	<ul style="list-style-type: none"> <li>Volunteers and students are not allowed to be alone with any child(ren).</li> </ul>
Behaviour	Medium	Low	<ul style="list-style-type: none"> <li>All volunteers and students will be briefed about proper etiquette with the Bateq. A member of staff to be present at all times to ensure proper etiquette and dress is followed.</li> </ul>

Control measures not implemented	Low	High	<ul style="list-style-type: none"><li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li><li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li><li>● All risk assessments to be reassessed annually by management team.</li></ul>
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## EP06: Night-time activities based Risk Assessment and Management.

### Night Jungle Trekking.

Risk:	Likelihood:	Severity:	Control Measures:
Night jungle trekking.	Low	Very High	<ul style="list-style-type: none"><li>• Night jungle trekking is not allowed unless with an experienced guide – Batek, Green nature Badge</li></ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"><li>• Safety briefings are given for new staff and at the beginning of the programme for volunteers</li><li>• Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li><li>• All risk assessments to be reassessed annually by management team.</li></ul>

## EP07: Animal interaction based Risk Assessment and Management.

### Land based animals.

Risk:	Likelihood:	Severity:	Control Measures:
Snake bites.	Low	High	<ul style="list-style-type: none"> <li>• Jungle trekking will always be led by an experienced jungle guide who will look for snakes. No volunteer is allowed in front of the leading guide. If a snake is found it will be identified to the group and if required removed to reduce the risk of a bite.</li> <li>• If bite occurs: The procedure is to tightly bandage above and below the bite to restrict blood flow. The team will then bring the patient back to the nearest hospital.</li> <li>• Communication is possible via mobile phone which will be used for communication purposes. For school groups the trekking will all be within a radius of 4 hours trekking from road access.</li> <li>• Staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</li> </ul>
Small mammal or bat bite.	Low	Medium	<ul style="list-style-type: none"> <li>• The handling of small mammals is not a regular part of the program. Volunteers are not permitted to handle small mammals.</li> <li>• Staff will offer advice regarding dangerous mammals and how to spot them during jungle orientation briefing.</li> </ul>
Bees and Ants.	Medium	High	<ul style="list-style-type: none"> <li>• Trek leaders to identify any major hives and ensure trails avoid these areas.</li> <li>• Volunteers will be asked if they have suffered previously from Anaphylactic Shock and if so they will be asked to carry an adrenaline pen with them at all times.</li> <li>• Staff will offer advice regarding dangerous bees and how to spot them during your jungle orientation briefing.</li> </ul>
Scorpions.	Very Low	Low	<ul style="list-style-type: none"> <li>• Ensure all volunteers and staff check their shoes before putting them on.</li> <li>• Staff will offer advice regarding dangerous scorpions and how to spot them during your jungle orientation briefing.</li> </ul>
Centipede	Low	High	<ul style="list-style-type: none"> <li>• Ensure all volunteers to be briefed of the dangers of centipede and told to check their shoes before putting them on.</li> </ul>

			<ul style="list-style-type: none"> <li>● Staff will offer advice regarding dangerous centipedes and how to spot them during your jungle orientation briefing.</li> </ul>
Large fauna (wild pig, elephant, cats etc).	Very Low	Very High	<ul style="list-style-type: none"> <li>● All food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</li> <li>● Ecoteer guide will carry a pepper spray at all times (this is the same as bear spray) and in the case of attack spray will be used.</li> <li>● Staff will offer advice regarding this during jungle orientation briefing.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>● All risk assessments to be reassessed annually by management team.</li> </ul>

## EP08: Medical based Risk Assessment and Management.

### Allergies.

Risk:	Likelihood:	Severity:	Control Measures:
Mild to moderate allergic reaction.	Medium	Medium	<ul style="list-style-type: none"> <li>Staff &amp; volunteers are required to inform the project of known allergies. It is quite possible that volunteers will encounter plants that provoke an allergic reaction. Staff to ensure adequate stocks of anti-histamines and hydrocortisone cream are carried at all times.</li> </ul>
Anaphylactic shock.	Low	Very High	<ul style="list-style-type: none"> <li>A bite or sting from any toxic animal, even those that would not normally be dangerous, can cause anaphylactic shock. Roughly 10% of the population is considered 'at risk' from anaphylactic shock. As many as one in a hundred cases of anaphylactic shock can result in death where treatment is not administered quickly. Within hours of each group arriving, all volunteers and staff are given a lecture on the dangerous organisms found in the area and are told not to handle or aggravate them. All Staff are fully briefed on how to identify anaphylactic shock and how to treat it if necessary.</li> <li>Supplies of oxygen are held at the nearby medical clinic. Although the likelihood of a life threatening anaphylactic shock occurring is very small we consider it to be the most serious risk posed by animal stings.</li> <li>Staff &amp; volunteers with known allergies such as peanut are required to bring an adrenaline pen.</li> <li>An adrenalin pen will be kept at all times with the Ecoteer Staff.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>All risk assessments to be reassessed annually by management team.</li> </ul>



### Minor Injuries and Illness.

Risk:	Likelihood:	Severity:	Control Measures:
Infection of wounds.	Very High	Low - Medium	<ul style="list-style-type: none"> <li>● Ensure all cuts, however insignificant, are cleaned with clean water and antiseptic is applied. All volunteers and staff to be made aware that there is a greatly increased risk of secondary infections in this climate.</li> <li>● Assess the cuts twice daily and if the wound appears to becoming infected then report it to the Project Manager. Ensure that volunteers and staff are informed that scratched mosquito and sand fly bites are a common source of secondary infection.</li> <li>● Ensure volunteers are adequately dressed.</li> </ul>
Heat stroke and sunburn.	Medium	Low - High	<ul style="list-style-type: none"> <li>● Ensure that all volunteers and staff are aware of the need to drink 3 litres of water a day whilst trekking and that they have access to dehydration salts and water energy supplements. The way to monitor whether adequate fluid is being taken is to monitor the volume and colour of urine. All volunteers and staff to be told of significant risk of sunburn. All volunteers to be made aware of the risk of heat stroke through long treks.</li> </ul>
Stomach Illness	Low	Medium	<ul style="list-style-type: none"> <li>● Ensure that personal hygiene issues are emphasised in briefings to avoid spread of infectious diseases amongst a group of people living in close proximity.</li> <li>● FE staff preferably to cook meals, if restaurants are not being used. Volunteers can cook under the supervision of FE staff.</li> </ul>
Dehydration.	Medium	Low-High	<ul style="list-style-type: none"> <li>● Volunteers and staff briefed on the importance of drinking plenty of water. A minimum of 3 litres a day.</li> <li>● Volunteers have access to energy drink supplements and dehydration salts.</li> <li>● The way to monitor whether adequate fluid is being taken is to monitor the volume and colour of urine. Anyone suffering for stomach upsets to be instructed to double their water intake and take re-hydration salts.</li> <li>● There are plenty of rivers with clean running water and volunteers suffering from dehydration will be asked to cool down in the rivers.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>● Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> </ul>

			<ul style="list-style-type: none"> <li>● Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>● All risk assessments to be reassessed annually by management team.</li> </ul>
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### Major Injuries and Illness.

Risk:	Likelihood:	Severity:	Control Measures:
Injuries from machete use.	Low	Medium - High	<ul style="list-style-type: none"> <li>● Volunteers are not permitted to use machetes, unless supervised by FE staff.</li> <li>● . Premade forest trails will be used with only staff/ jungle guides carrying machetes.</li> </ul>
Other major cuts.	Low	High	<ul style="list-style-type: none"> <li>● Before going into the forest all names, route and eta's will be given to a contact based in Merapoh. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within 4 hours trekking from road access.</li> <li>● If a cut occurs ; staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>● If the patient is unable to move: Emergency services will be called and staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>
A fall resulting in broken bones.	Low	High	<ul style="list-style-type: none"> <li>● Before going into the forest all names, route and eta's will be given to a contact based in Merapoh. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within 4 hours trekking from road access.</li> <li>● If a cut occurs ; staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> <li>● If the patient is unable to move: Emergency services will be called and staff will give GPS co-ordinates to help the emergency services to locate the group.</li> </ul>
Mosquitoes (Dengue and Malaria)	Low	Very High	<ul style="list-style-type: none"> <li>● Ensure that all staff and volunteers travelling in Malaysia are told in advance to bring adequate supplies of malaria medication and that they start taking them at least one week before joining the expedition. All staff and volunteers to be informed that anti malaria medication is only partially effective against malaria and totally ineffective against Dengue Fever and that the first</li> </ul>

			line of defense should be to cover up from about 5pm onwards, wear insect repellent and sleep under a mosquito net.
Tropical illnesses.	Low	Medium - High	<ul style="list-style-type: none"> <li>• All volunteers and staff are advised to see their doctor prior to their departure and make sure that they have all the vaccinations as advised by the doctor.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>• Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>• Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>• All risk assessments to be reassessed annually by management team.</li> </ul>

### Emergencies and Evacuation.

Risk:	Likelihood:	Severity:	Control Measures:
Injuries requiring evacuation to out of the rainforest.	Low	Very High	<ul style="list-style-type: none"> <li>• Before going into the forest all names, route and eta's will be given to a contact based in Merapoh. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within 4 hours trekking from road access.</li> <li>• If a cut occurs ; staff will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicle access. The local emergency services will be called and asked to wait at the nearest road access point. The patient will then be taken to the nearest hospital.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>• Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>• Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>• All risk assessments to be reassessed annually by management team.</li> </ul>

## HP09: General Risk Assessment and Management.

Risk:	Likelihood:	Severity:	Control Measures:
Severe Weather.	High	Low - High	<ul style="list-style-type: none"> <li>Severe weather can hit the forest at any time. Weather forecasts are monitored and activities altered accordingly. Particular caution is taken with regards to longer trips.</li> </ul>
Excessive drinking or inappropriate behaviour.	Medium	Medium	<ul style="list-style-type: none"> <li>The project is in a strict Muslim state and as such alcohol is frowned upon. Volunteers are not permitted to possess alcohol when in the village or trekking.</li> <li>Staff &amp; volunteers are asked to consider that they will often be in family environments and that they are seen as representatives of the project. Inappropriate behaviour will reflect on the project and as such is not accepted.</li> </ul>
Insufficient communication facilities.	Low	Medium	<ul style="list-style-type: none"> <li>Severe weather can occasionally mean phone signal during hiking is disrupted. This is only temporary and in the event of communication being down when an emergency occurs, radio will be used.</li> </ul>
Control measures not implemented	Low	High	<ul style="list-style-type: none"> <li>Safety briefings are given for new staff and at the beginning of the programme for volunteers</li> <li>Monthly report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</li> <li>All risk assessments to be reassessed annually by management team.</li> </ul>

Monthly Audits:

Month (in season):	Date reviewed:	Name:	Number of incidents/accidents:	Reports submitted to PD:	Amendments to assessments and procedures (if required):
March					
April					
May					
June					
July					

August					
September					
October					