



Ipoh & Gopeng. Risk Assessment – 2020.

Risk Assessment and Management index.

EP01: Transfers and Transport based Risk Assessment and Management.

- Land Transport

EP02: Accommodation based Risk Assessment and Management.

- Hostel
- Camping.

EP03: General Environment based Risk Assessment and Management.

- Jungle
- Village.
- Limestone Caving
- River

EP04: Jungle Activity based Risk Assessment and Management.

- Trekking.
- Limestone Caving
- Setting up & Collection of Camera Traps
- White Water rafting
- Abseiling

EP05: Community based Risk Assessment and Management.

- General activities.
- After school club.
- Malay Dinners.
- Activities for children

EP06: Night-time activities based Risk Assessment and Management.

- Night treks.

EP07: Animal interaction based Risk Assessment and Management.

- Land based interactions.

EP08: Medical based Risk Assessment and Management.

- Allergies.
- Minor injuries and Illness.
- Major Injuries and Illness.
- Emergencies and evacuation.

EP09: General Risk Assessment and Management.

EP01: Transfers and Transport based Risk Assessment and Management.

Land Based Transport

| Risk: | Likelihood: | Severity: | Control Measures: | Action points |
|----------------------------------|-------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| Accidents. | L | H | Licensed drivers only will be used. All drivers have local knowledge of the roads. Seat belts are provided and all passengers must wear them. In the event of an accident a first aid kit will be on board and contact details of the emergency services to be known. When transferred in Gopeng by lorry all must sit down in the truck or hold on to the sides. | Document all maintenance records of the vehicles used most. |
| Falling when boarding. | M | H | Assistance is provided as required by Ecoteer staff and vehicle crew. | |
| Motion sickness | M | M | Land travel is an unavoidable aspect. Volunteers 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. | |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. | |

| | | | | |
|--|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team. | |
|--|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

EP02: Accommodation based Risk Assessment and Management.

Hostel

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|------------------------------------------|-------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|
| Fire arising in rooms or communal areas. | L | VH | Volunteers are not permitted to smoke in their rooms. Communal areas are open to the outside. In the rare event of a kitchen fire volunteers along with resort guest and staff can easily and quickly evacuate the restaurant and move to the car park. Fire procedures are on the back of all rooms. Fire extinguishers are placed at key points. | |
| Hazards in rooms. | L | H | Rooms are simply furnished and regularly maintained. The staff staff carry out weekly inspections. Volunteers are advised to report any breakages as they occur. | Ecoteer staff to carry out safety check before our guests use the hostel. |
| Illness caused by low level of hygiene. | M | H | The Facilities Manager regularly checks kitchen and restaurant facilities at the resort for cleanliness. Volunteers are advised that the resort is located in a jungle environment and foodstuffs and packaging will attract small mammals, birds and insects. Food is not to be kept in bedrooms. | |

| | | | | |
|---------------------------------------------------------------|---|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| | | | Volunteers are responsible for the cleanliness of their room during their stay and this is outlined in the code of conduct upon arrival. | |
| Illness caused by lack of provision for dietary requirements. | L | H | Volunteers are asked to advise the project of any dietary requirements prior to commencing the program. Volunteers may need to provide additional items at their own expense or pay a surcharge to the resort depending on the individual requirement. The project will assist with advice on buying speciality items in Malaysia. | |
| Theft. | L | M | Volunteers are advised to keep their valuables safe. Volunteers are advised to keep their rooms locked when unattended. The chalet is isolated and run by a small close-knit team. Thefts have not become an issue in previous years of their operation. | Ecoteer staff to purchase a safe to lock valuables in the house. |
| Attack from local people. | L | VH | There have been no instances of attacks in previous years. | |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program. Project Manager to audit Risk assessments monthly and submit report to Program Director. | |

| | | | | |
|--|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team. | |
|--|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Camping.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|------------------------------------------|-------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| Site selection | | | Camping will only occur at previously known camp sites if volunteers are present. . | The Ecoteer team will assess unknown campsite with the Batek, MYCAT, Green badge guides. |
| Serious cut from using parang | L | H | No volunteers will be allowed to use a parang | |
| Burns from cooking or open fire | M | M | No volunteers will be allowed to cook on an open fire or use cooking utensils without supervision. All fires will be built by or with local guides instructing. | |
| Stomach problems due to poor sanitation. | M | L | 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. | |
| Fire arising in tents or communal areas. | L | VH | Volunteers are not permitted to smoke in their tents/hammocks or the area adjacent to the camp site. Fire procedures are explained upon arrival at the camp site. Buckets of sand are positioned within the campsite. | |

| | | | | |
|---------------------------------------------------------------|---|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>Generally the risk of fire in the jungle is low due to its damp and moist environment.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |
| Illness caused by low level of hygiene. | L | M | <p>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.</p> <p>Air tight containers will be provided.</p> <p>All campsites for school groups will have fresh running water which is suitable for drinking.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |
| Illness caused by lack of provision for dietary requirements. | L | H | <p>Volunteers are asked to advise the project of any dietary requirements prior to commencing the program.</p> <p>Volunteers are advised that access to speciality foods whilst camping is extremely limited and items should be sourced from Ipoh.</p> | |
| Young children getting lost. | M | H | <p>Parents are advised to stay with their children at all times whilst camping.</p> <p>There must be a minimum of 1 teacher to 8 students and they must ensure their students are with their group at all times.</p> <p>No one is allowed to leave the campsite compound at night without a member of staff.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |

| | | | | |
|-----------------------------|----|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | | |
| Injuries to young children. | H | M | <p>Parents /teachers are advised to monitor their children/students at all times. Tripping hazards are high due to many exposed roots.</p> <p>Volunteers and groups are advised to bring head torches for movement around the camp site at night.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |
| Theft. | L | M | <p>Theft whilst at campsites is low as not many humans will be using the campsite at the same time.</p> <p>Volunteers/students are advised to leave all valuables at the Hostel in care of the Manager. Belongings taken to the jungle are the responsibility of volunteers/students.</p> <p>Volunteers are advised not to leave belongings unattended.</p> | |
| Attack from local people. | L | VH | <p>Volunteers are accompanied by a local native jungle guide and Ecoteer staff whilst camping.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |
| Attack by large fauna. | VL | VH | <p>ALL food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</p> <p>Ecoteer guide will carry cherry bombs and lighters at all times and in the case of attack spray will be used.</p> | |

| | | | | |
|--------------------|---|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| | | | Ecoteer staff will offer advice regarding this during volunteer orientation briefing. | |
| Bites from snakes. | L | H | <p>Ecoteer staff are qualified first aiders 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.</p> <p>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.</p> <p>Ecoteer staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</p> | <p>Ensure all interns are qualified Emergency First Responders</p> <p>Provide jungle first aid guide in the jungle bag.</p> |
| Anaphylactic Shock | | | <p>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.</p> <p>School groups will only camp where they have access to an adrenaline pen.</p> | |

| | | | | |
|----------------------------------|---|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Control measures not implemented | L | H | <p>Safety and cultural briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> <p>All Risk Assessments to be reassessed annually by management team.</p> | |
|----------------------------------|---|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

EP03: General Environment based Risk Assessment and Management.

Hostel

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|----------------------------------|-------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| Trips and falls. | L | MH | Volunteers are expected to manage this risk independently with advice given during the safety briefing. Walking at night is to be limited to the paved paths only. A first aid kit is stored at the hostel they always have at least 1 on duty member of staff who is first aid trained. | All staff to carry their own first aid at any time. |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team. | |

Jungle

| Risk: | Likelihood: | Severity: | Control Measures: | Future action |
|------------------|-------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Trips and falls. | L | MH | Volunteers are expected to manage this risk independently with advice given during the safety briefing. Volunteers must use a torch to | |

| | | | | |
|-------------------------------------------------------|---|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| | | | <p>move around at night and only within the cap site area NOT in the surrounding forest.</p> <p>Ecoteer staff who are first aid trained and who carry a first aid kit will always be present when the group are in the forest.</p> | |
| A fall resulting in serious bleeding or bone fracture | L | VH | <p>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.</p> <p>If a cut occurs Ecoteer 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 hospital in Gopeng which is 10 minutes away from the hostel. OR if major they will go to KPJ Hospital Ipoh – 30minutes away.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | Radio and satellite phone's will be tested and the most effective purchased. |

| | | | | |
|--------------|---|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Dehydration | H | M | All volunteers are asked to carry their own water. Dehydration salts and drink supplements will be provided upon request. The volunteers are advised to drink at least 3litres 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. | |
| Getting lost | | | Volunteers are NOT allowed to walk in the jungle without an ECOTEER 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 ECOTEER staff. Teachers are asked to ensure their group are together. Training and the importance of staying as a group will be highlighted in the initial safety briefing. At each rest stop a name call will be conducted to ensure all volunteers are present. Volunteers are asked to make sure they stay within distance of the person behind them, not the one in front. | |
| Animal bites | | | All volunteers are instructed not to taste or grab hold of any plants whilst trekking unless told its safe. | |

| | | | | |
|----------------------------------|---|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>Upon arrival at all permanent camp sites the ECOTEER staff will do spot checks for snakes and remove any found.</p> <p>If bite occurs</p> <p>The procedure is to tightly bandage above and below the bite to restrict blood flow. The team will then take the patient back to SGI Outdoor where an ambulance will be waiting. 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.</p> <p>Ecoteer staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</p> | |
| Drowning or being swept away | | | <p>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.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director.</p> <p>This report to include instances of</p> | |

| | | | | |
|--|--|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team. | |
|--|--|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Village.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|----------------------------------------------|-------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Trips and falls. | L | M | Volunteers are expected to manage this risk independently with advice given during the safety briefing. 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. A first aid kit is to be carried with the ECOTEER staff who are trained in first aid. | |
| Incidents arising from cultural differences. | M | H | 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. 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. | |

| | | | | |
|----------------------------------|---|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>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 ECOTEER 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.</p> <p>Volunteers should be made aware that they are to raise any queries with Ecoteer staff.</p> | |
| Attack from local people. | L | VH | <p>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. Volunteers and students are NOT allowed to be alone at night.</p> <p>Volunteers are accompanied by ECOTEER staff whilst in the village during activities.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> | |

| | | | | |
|--|--|--|--------------------------------------------------------------------|--|
| | | | All Risk Assessments to be reassessed annually by management team. | |
|--|--|--|--------------------------------------------------------------------|--|

Limestone Cave.

| Risk: | Likelihood: | Severity: | Control Measures: | Future action |
|----------------------------------|-------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Trips and falls. | L | M-H | <p>Volunteers are expected to manage this risk independently with advice given during the safety briefing.</p> <p>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.</p> <p>A first aid kit is to be carried with all ECOTEER staff at all times.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> <p>All Risk Assessments to be reassessed annually by management team.</p> | |

River

| Risk: | Likelihood: | Severity: | Control Measures: | Future action |
|----------------------------------|-------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Drowning | L | M-H | <p>All participants to wear a life jacket and helmet at all times when rafting.</p> <p>The participants to under go water confidence before they white water raft.</p> <p>All staff to carry a throw bag which is a rope of 10m long which is used to rescue people in water</p> <p>All staff are first aid trained and rafting team trained in river life saving.</p> | |
| Being caught in current | L | M | <p>All major rivers will be crossed using a rope. With staff positioned downstream incase any issues occur.</p> <p>Staff with throw ropes are positioned down stream ready to throw the rope incase anyone is caught in the current.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director.</p> <p>This report to include instances of</p> | |

| | | | | |
|--|--|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team. | |
|--|--|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

EP04: Jungle Activity based Risk Assessment and Management.

Trekking.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Actions |
|---------------------------------------------------------------------------------------|-------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Volunteers poorly equipped or with a lack of fitness to survive the forest conditions | L | M | <p>Ecoteer staff plus a local native jungle guide to accompany volunteers on all treks into the forest – minimum of 3 people at any time.</p> <p>All volunteers to be given a thorough briefing with the first days trek being a low difficulty to allow for assessment of the group.</p> <p>Each group will have a tailor-made trek depending on group and need of camera traps. 1st Aid kits are taken and volunteers are advised to wear appropriate clothing and to drink at least 3 litres of water per day. Dehydration salts and energy supplements will be provided for the volunteers.</p> <p>School groups will only go on short expeditions of no longer than 2 day 1 night.</p> | |
| Heavy rain causes river to rise, landslides or tree fall with | L | H | The jungle trekking is on walked trails which will still be visible in the rain. | |

| | | | | |
|-----------------------------------------------|---|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| consequent threat to volunteers and staff | | | River crossing's will be assessed on water flow and if not safe the group will not cross. | |
| Medical problem for volunteer or staff member | M | H | <p>Before going into the forest all names, route and eta's will be given to a contact in Gopeng. 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.</p> <p>If a cut occurs. ECOTEER 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 hospital in Gopeng which is 10minutes away from the hostel.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | <p>Ensure phone number list is in the jungle bag</p> <p>Ensure all staff carry their own first aid kits at all times.</p> |
| Need for emergency evacuation | L | H | Before going into the forest all names, route and eta's will be given to a contact based in Gopeng. The group will be able to communicate with the local emergency services via mobile phone. All | |

| | | | | |
|--------------------------------------------------------------------|---|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>school groups will stay within 4 hours trekking from road access.</p> <p>If a cut occurs. ECOTEER member will treat the injury and evacuate the patient and if suitable the whole group to the nearest vehicles access. The local emergency services will be called and asked to wait to at the nearest road access point. The patient will then be taken to the hospital in Gopeng which is 3minutes away from Hostel.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | |
| Volunteer becoming lost in the forest and unable to find the group | M | H | <p>No one is allowed to go trekking without ECOTEER staff.</p> <p>There will be at least two guides with each group and for groups over 20 they will have three.</p> <p>At each rest stop a name list will be called to ensure all volunteers are present.</p> <p>The trail is an established route and easily identifiable.</p> | |

| | | | | |
|-------------------------------------------|---|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>Volunteers are asked to make sure they stay in contact with the person behind not in front of them.</p> <p>In the event of being lost. 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 Ecoteer team will back track and listen for the volunteer shouting. The ECOTEER staff will then locate and meet the volunteer. This will be discussed in the initial jungle training.</p> | |
| River crossings | L | M | <p>There may be river crossings during the trekking. Volunteers must not attempt to cross a river by themselves.</p> <p>Volunteers will listen to ECOTEER staff about when and how to cross. The guides will assess the suitability of the group crossing the river. If the river current is strong a rope will be used.</p> | |
| Not being able to see resulting in a fall | L | H | <p>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.</p> | |
| Minor injuries. | M | H | <p>As with any trekking activity there is always a moderate risk of sprains or small falls. Volunteers</p> | |

| | | | | |
|------------------------------------|----|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>are given a safety briefing before trekking and required to wear suitable footwear.</p> <p>All ECOTEER staff will carry their own first aid kit.</p> | |
| Reactions or injuries from plants. | M | M | <p>Volunteers are required to inform staff of any known allergies. There are various plants present along the trail and in areas around the camp sites that have spiky leaves and can cause scratches and cuts. Volunteers are advised to wear long trousers when trekking.</p> <p>ECOTEER staff to lead the groups and point out any known dangerous plants. Volunteers will be taught about dangerous plants during the forest safety training.</p> | |
| Attack from local people. | L | VH | <p>Volunteers are accompanied by a local native jungle guide and Ecoteer member whilst jungle trekking.</p> <p>Ecoteer staff will offer advice regarding this during the jungle orientation briefing.</p> | |
| Attack by large fauna. | VL | VH | <p>ALL food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |

| | | | | |
|--------------------|---|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Bites from snakes. | L | H | <p>Marked trails will be used. The leading Guide to look for snakes and to show the volunteers, if it is required the Jungle Guide will remove the snake to prevent biting.</p> <p>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 Hostel where an ambulance will be waiting. 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.</p> <p>Ecoteer staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</p> | |
| Anaphylactic Shock | | | <p>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.</p> <p>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. ECOTEER staff are first aid trained.</p> | |

| | | | | |
|----------------------------------|---|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> <p>All Risk Assessments to be reassessed annually by management team.</p> | |
|----------------------------------|---|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

Setting up and collection of Camera traps

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|-----------------------------------------------|-------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Medical problem for volunteer or staff member | VL | M | <p>The area will first be surveyed by ECOTEER staff for the suitability of setting up a camera trap and then to identify and if required remove any dangerous fauna/flora.</p> <p>Only volunteer under the supervision of trained ECOTEER staff will be allowed to install Camera traps. Volunteers will be given gloves if they have to disguise the camera traps.</p> <p>If a cut occurs. Trained ECOTEER staff will treat the injury and evacuate the patient and if suitable the whole</p> | |

| | | | | |
|-------------------------------|----|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>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 hospital in Gopeng which is 3minutes away from Hostel.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | |
| Need for emergency evacuation | VL | H | <p>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 4 hours trekking from road access.</p> <p>If a cut occurs. Trained ECOTEER 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 to at the nearest road access point. The patient will then be taken to the hospital in Gopeng which is 3minutes away from Hostel.</p> <p>If the patient is unable to move.</p> | |

| | | | | |
|------------------------------------|----|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group. | |
| Reactions or injuries from plants. | L | M | The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required. Volunteers to be given gloves when they disguise the camera traps 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. | |
| Snake bite | VL | H | The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required. 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 hostel where an ambulance will be waiting. Communication is possible via mobile phone which will be used for communication purposes. | |

| | | | | |
|---------------------------|----|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>For school groups the trekking will all be within a radius of 4 hours trekking from road access.</p> <p>Ecoteer staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</p> | |
| Anaphylactic Shock | VL | H | <p>The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required.</p> <p>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.</p> <p>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.</p> <p>ECOTEER staff are first aid trained.</p> | |
| Attack from local people. | VL | M | <p>Volunteers are accompanied by a local native jungle guide and qualified Malaysian ECOTEER staff whilst in the jungle.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |
| Attack by large fauna. | VL | VH | <p>ALL food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</p> | |

| | | | | |
|----------------------------------|---|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>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. Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> <p>Ecoteer Staff shall carry a pepper spray which will be used during attacks.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> <p>All Risk Assessments to be reassessed annually by management team.</p> | |

White Water Rafting

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|-----------------------------------------------|-------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Medical problem for volunteer or staff member | VL | M | <p>The rafting is conducted by Radak Adventure, they have been identified as being professional with a good safety record. Their guides are Rescue 3 International and swiftwater rescue technician certified.</p> <p>If a cut occurs. Trained 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 hospital in Gopeng which is 3minutes away from hostel.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | |

| | | | | |
|-------------------------------|----|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| Need for emergency evacuation | VL | H | <p>Before going into the river all names, route and eta's will be given to a local contact. The group will be able to communicate with the local emergency services via mobile phone. All school groups will stay within close proximity to road access.</p> <p>If a cut occurs. Trained 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 to at the nearest road access point. The patient will then be taken to the hospital in Gopeng which is 10minutes away from Hostel.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | |
| Drowning | VL | H | All participants to under go thorough safety briefing. All participants to wear a life jacket and a helmet which will be checked by trained staff before the participants are allowed to ride on the rafts. | |

| | | | | |
|-----------------------------|---|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>Each participant to receive water confidence training to help them body raft.</p> <p>Each boat will have a max of 5 participants and 1 trained guide and driver. The driver will assess the route he takes to reduce the risk of a participant falling out during the rapid.</p> | |
| Carried away by the current | L | M | <p>All participants to undergo thorough safety briefing. All participants to wear a life jacket and a helmet which will be checked by trained staff before the participants are allowed to ride on the rafts. They will also be trained how to rescue a team mate who has fallen into the river.</p> <p>Each participant to receive water confidence training to help them body raft.</p> <p>Each boat will have a max of 5 participants and 1 trained guide and driver. The driver will assess the route he takes to reduce the risk of a participant falling out during the rapid.</p> <p>Each guide will have a throw rope for participants to hold on to if swept away. There will also be a rescue boat at the front of the group incase a participant is washed out of reach from their boat,</p> | |

| | | | | |
|--------------------|----|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | | |
| Snake bite | VL | H | <p>It is highly unlikely for a snake to be present in the fast flowing river however when the group stops or in slow moving water the risk increasing. The slow moving and rest locations will first be surveyed by trained staff and any known dangerous fauna and flora will be identified and removed if required.</p> <p>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 hostel where an ambulance will be waiting. Communication is possible via mobile phone which will be used for communication purposes.</p> <p>Ecoteer staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</p> | |
| Anaphylactic Shock | VL | H | <p>The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required.</p> <p>All volunteers will be asked if they previously have suffered from Anaphylactic Shock. If so</p> | |

| | | | | |
|----------------------------------|----|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>they will be advised to bring an Adrenaline pen with them at all times.</p> <p>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.</p> <p>ECOTEER staff are first aid trained.</p> | |
| Attack from local people. | VL | M | <p>Volunteers are accompanied by a local guide and qualified Malaysian staff whilst on the river.</p> <p>Ecoteer staff will offer advice regarding this during your safety orientation briefing.</p> | |
| Attack by large fauna. | VL | VH | <p>ALL food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</p> <p>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.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director.</p> <p>This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> | |

| | | | | |
|--|--|--|--------------------------------------------------------------------|--|
| | | | All Risk Assessments to be reassessed annually by management team. | |
|--|--|--|--------------------------------------------------------------------|--|

Water Abseiling

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|-----------------------------------------------|-------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Medical problem for volunteer or staff member | VL | M | <p>The abseil is conducted by Radak Adventure, they have been identified as being professional with a good safety record. Their guides are Rescue 3 International and swiftwater rescue technician certified.</p> <p>If a cut occurs. Trained ECOTEER 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 hospital in Gopeng which is 15minutes away from Hostel.</p> <p>If the patient is unable to move.</p> | |

| | | | | |
|-------------------------------|----|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group. | |
| Need for emergency evacuation | VL | H | <p>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 20mins trek from road access.</p> <p>If a cut occurs. Trained ECOTEER 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 to at the nearest road access point. The patient will then be taken to the hospital in Gopeng which is 3minutes away from Hostel.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | |
| Slip or fall on abseil | L | M | The route is well known by the instructors. All the participants will have a safety briefing before they abseil. They will be connected by a carabiner | |

| | | | | |
|--------------------|----|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | with the safety ropes when close to the rock slope. | |
| Snake bite | VL | H | <p>The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required.</p> <p>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 hostel where an ambulance will be waiting. 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.</p> <p>Ecoteer staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</p> | |
| Anaphylactic Shock | VL | H | <p>The area will first be surveyed by trained Ecoteer staff and any known dangerous fauna and flora will be identified and removed if required.</p> <p>All volunteers will be asked if they previously have suffered from Anaphylactic Shock. If so</p> | |

| | | | | |
|----------------------------------|----|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>they will be advised to bring an Adrenaline pen with them at all times.</p> <p>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.</p> <p>ECOTEER staff are first aid trained.</p> | |
| Attack from local people. | VL | M | <p>Volunteers are accompanied by a local native jungle guide and qualified Malaysian ECOTEER staff whilst in the jungle.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> | |
| Attack by large fauna. | VL | VH | <p>ALL food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals.</p> <p>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.</p> <p>Ecoteer staff will offer advice regarding this during your jungle orientation briefing.</p> <p>Ecoteer Staff shall carry a pepper spray which will be used during attacks.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director.</p> | |

| | | | | |
|--|--|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team.</p> | |
|--|--|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

EP05: Community based Risk Assessment and Management.

General Activities.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|----------------------------------------------|-------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Incidents arising from cultural differences. | M | H | <p>The 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. 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. 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 ECOTEER 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. Volunteers should be made aware that they are to raise any queries with Ecoteer staff.</p> | |
| Attack from local people. | L | VH | <p>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.</p> | |

| | | | | |
|---------------------------|---|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>Volunteers and students are NOT allowed to be alone at night.</p> <p>Volunteers are accompanied by ECOTEER staff whilst in the village during activities.</p> | |
| Theft. | L | M | <p>As with any low-income community, tourists are at risk of having personal items stolen. Thankfully this element within the community is small.</p> <p>Volunteers are advised to leave valuables at Hostel in the care of the chalet manager. Belongings are stored in a locked safe in the office.</p> <p>Volunteers are advised not to leave belongings unattended</p> <p>Volunteers and students are not allowed to be alone after dark.</p> <p>ECOTEER staff members will always be in the village.</p> | |
| Volunteers becoming lost. | L | L | <p>Parents/teachers are advised to stay with their children at all times within the village. However, the village is small and the community friendly. It is judged that they would be very helpful in the event of a child becoming lost.</p> <p>Children from school groups must stay in groups of 4 or more with a teacher and it is the responsibility of the school staff to ensure this is upheld. The school children will be given a full orientation by Ecoteer staff when they first arrive</p> | |

| | | | | |
|----------------------------------|---|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>in the village. Children are to be roomed with their parents. School children in rooms of maximum 6 with at least 1 teacher to 8 students in close proximity. Children and parents are always placed in the same home stay. Ecoteer staff accompany volunteers on village activities are a short distance away at night-time. They are always contactable by telephone.</p> | |
| Control measures not implemented | L | H | <p>Safety and cultural briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team.</p> | |

School club.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Actions |
|----------------------------------------------|-------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Incidents arising from cultural differences. | M | M | Volunteers may find themselves confronted with differences they find disturbing based on their own values. For example, the cane is still used by the local school for discipline purposes. | |

| | | | | |
|----------------------------------|---|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | 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. | |
| Theft | M | M | Volunteers are advised to only take essential items with them and anything they do take is their own responsibility. | |
| Control measures not implemented | L | H | Safety and cultural briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team. | |

Activities with the Orang Asli (Bateq).

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|----------------------------------------------|-------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Incidents arising from cultural differences. | M | M | 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. | |
| Accidents involving children | M | M | If an accident happens basic first aid can be given and then the child must be taken back to their parents immediately. | |
| Abuse of children | L | H | Volunteers and students are not allowed to be alone with any child(ren). | All Ecoteer Staff and long term volunteers (more than 1 month) are to have a police check report completed. |
| Behaviour | M | L | All volunteers and students will be briefed about proper etiquette with the Bateq. A member of ECOTEER staff to be present at all times to ensure proper etiquette and dress is followed. | |
| Control measures not implemented | L | H | Safety and cultural briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. All Risk Assessments to be reassessed annually by management team. | |

EP06: Night-time activities based Risk Assessment and Management.

Night Jungle Trekking.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|----------------------------------|-------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Night jungle trekking. | L | VH | Night jungle trekking is not allowed unless with an experienced guide – Our staff, Green nature Badge, MYCAT | |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. | |

EP07: Animal interaction based Risk Assessment and Management.

Land based animals.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|--------------|-------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Snake bites. | L | H | <p>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.</p> <p>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 walk head where an ambulance will be waiting and then taken to the Kuala Lumpur Hospital 4 hours away. Communication is possible at all times 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.</p> <p>Ecoteer staff will offer advice regarding dangerous snakes and how to spot them during your jungle orientation briefing.</p> | |

| | | | | |
|---------------------------|----|---|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Small mammal or bat bite. | L | M | The handling of small mammals is not a regular part of the program. Volunteers are not permitted to handle small mammals. ECOTEER staff will offer advice regarding dangerous mammals and how to spot them during jungle orientation briefing. | |
| Bees and Ants. | M | H | Trek leaders to identify any major hives and ensure trails avoid these areas. 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. ECOTEER staff will offer advice regarding dangerous bees and how to spot them during your jungle orientation briefing. | To purchase an Eppy pen |
| Scorpions. | VL | L | Ensure all volunteers and staff check their shoes before putting them on. ECOTEER staff will offer advice regarding dangerous scorpions and how to spot them during your jungle orientation briefing. | |
| Centipede | L | H | Ensure all volunteers to be briefed of the dangers of centipede and told to check their shoes before putting them on. | |

| | | | | |
|---------------------------------------------|----|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | ECOTEER staff will offer advice regarding dangerous centipedes and how to spot them during your jungle orientation briefing. | |
| Large fauna (wild pig, elephant, cats etc). | VL | VH | ALL food stuff must be stored inside air tight containers, this will prevent the smell of food attracting animals. 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. Ecoteer staff will offer advice regarding this during jungle orientation briefing. | |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program, and prior to any jungle hike or survey. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. | |

EPo8: Medical based Risk Assessment and Management.
Allergies.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|-------------------------------------|-------------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|
| Mild to moderate allergic reaction. | M | M | Volunteers are required to inform the project of known allergies. It is quite possible that volunteers will encounter plants that provoke an allergic reaction. ECOTEER staff to ensure adequate stocks of anti-histamines and hydrocortisone cream are carried at all times. | |
| Anaphylactic shock. | L | VH | 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. 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. | Ecoteer to purchase an Eppy pen |

| | | | | |
|----------------------------------|---|---|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>Volunteers with known allergies such as peanut are required to bring an adrenaline pen.</p> <p>An adrenalin pen will be kept at all times with the Ecoteer Staff.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> | |

Minor Injuries and Illness.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Actions |
|----------------------|-------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| Infection of wounds. | VH | L - M | <p>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.</p> <p>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</p> | All Ecoteer team to carry their own first aid kit at all times. |

| | | | | |
|--------------------------|---|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>sand fly bites are a common source of secondary infection.</p> <p>Ensure volunteers are adequately dressed.</p> | |
| Heat stroke and sunburn. | M | L - H | <p>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.</p> <p>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.</p> | |
| Stomach Illness | L | M | <p>Ensure that personal hygiene issues are emphasised in briefings to avoid spread of infectious diseases amongst a group of people living in close proximity.</p> <p>Only ECOTEER staff to cook meals, if restaurants are not being used.</p> | |
| Dehydration. | M | L-H | <p>Volunteers and staff briefed on the importance of drinking plenty of water. A minimum of 3 litres a day.</p> <p>Volunteers have access to energy drink supplements and dehydration salts.</p> <p>The way to monitor whether adequate fluid is</p> | |

| | | | | |
|----------------------------------|---|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>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.</p> <p>There are plenty of rivers with clean running water and volunteers suffering from dehydration will be asked to cool down in the rivers.</p> | |
| Control measures not implemented | L | H | <p>Safety briefings are given at the beginning of the program.</p> <p>Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required.</p> | |

Major Injuries and Illness.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Actions |
|----------------------------|-------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Injuries from machete use. | L | M - H | <p>Volunteers are not permitted to use machetes. Premade forest trails will be used with only ECOTEER jungle guides carrying Machetes.</p> | |
| Other major cuts. | L | H | <p>Before going into the forest all names, route and eta's will be given to a local contact in Gopeng. The group will be able to communicate with the local emergency services via mobile phone. All</p> | Test then purchase a radio or satellite phone. |

| | | | | |
|-----------------------------------|---|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| | | | <p>school groups will stay within 6 hours trekking from road access.</p> <p>If patient can walk easily. ECOTEER 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 to at the nearest road access point. The patient will then be taken to the hospital in Merpaoh which is 3minutes away from SGI Outdoor.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | |
| A fall resulting in broken bones. | L | H | <p>Before going into the forest all names, route and eta's will be given to a local contact in Gopeng. 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.</p> <p>If patient can walk easily. Trained ECOTEER staff will treat the injury and evacuate the patient and, if suitable, the whole</p> | Test then purchase a radio or satellite phone. |

| | | | | |
|---------------------------------|---|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | <p>group to the nearest road access. The local emergency services will be called and asked to wait to at the nearest road access point. The patient will then be taken to the hospital in Gopeng which is 3minutes away from SGI Outdoor.</p> <p>If the patient is unable to move. Emergency services will be called and ECOTEER staff will give GPS co-ordinates to help the emergency services to locate the group.</p> | |
| Mosquitoes (Dengue and Malaria) | L | VH | <p>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 line of defense should be to cover up from about 5pm onwards, wear insect repellent and sleep under a mosquito net.</p> | |
| Tropical illnesses. | L | M - H | <p>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.</p> | |

| | | | | |
|----------------------------------|---|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | | |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. | |

Emergencies and Evacuation.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Action |
|---------------------------------------------------------|-------------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| Injuries requiring evacuation to out of the rainforest. | L | VH | Before going into the forest all names, route and eta's will be given to a local contact in Gopeng. 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. Emergency services will be called and ECOTEER staff will carry GPS to help the emergency services to locate the group. | Test then purchase a radio or satellite phone. |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program. | |

| | | | | |
|--|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| | | | Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of non-compliance, all accident reports, actions taken and reassessments made as required. | |
|--|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|

HPog:: General Risk Assessment and Management.

| Risk: | Likelihood: | Severity: | Control Measures: | Future Actions |
|------------------------------------------------|-------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Severe Weather. | H | L - H | 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. | |
| Excessive drinking or inappropriate behaviour. | M | M | 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. When in resorts that sell alcohol volunteers are asked to consider that they will often be in family environments and that they are seen as representatives of the Tiger Trail project. Inappropriate behaviour will reflect on the project and as such is not accepted. | |
| Insufficient communication facilities. | L | M | 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. | |
| Control measures not implemented | L | H | Safety briefings are given at the beginning of the program. Program Manager to audit Risk assessments monthly and submit report to Program Director. This report to include instances of | |

| | | | | |
|--|--|--|-----------------------------------------------------------------------------------------|--|
| | | | non-compliance, all accident reports, actions taken and reassessments made as required. | |
|--|--|--|-----------------------------------------------------------------------------------------|--|

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 | | | | | |

Annual Audit.

Attach minutes of the annual audit to document and use findings to compose following year.

All Ecoteer staff must print and sign their name below to demonstrate that they have read and understood this document.

| | | | |
|--|--|--|--|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |