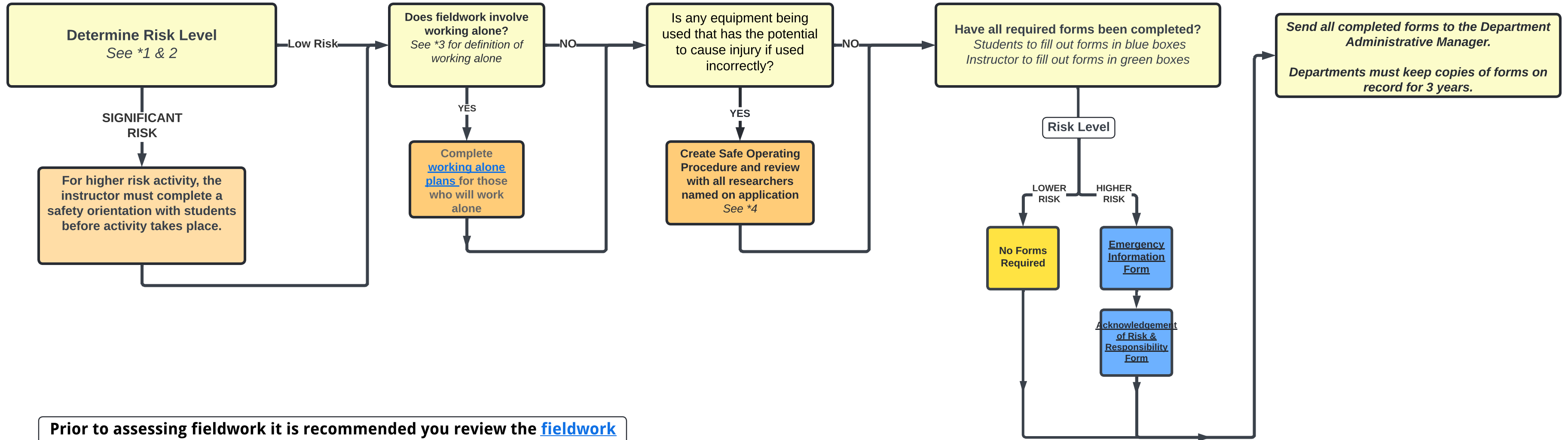


On campus Fieldwork/ Trips



Prior to assessing fieldwork it is recommended you review the [fieldwork planning guide](#) which provides additional details on requirements.

***1 - Lower risk field trips** - a formal safety orientation is not required. However, students should still be advised who to contact for help should any accidents or issues occur.

An activity is deemed to be of lower risk if it presents hazards which are no greater than those encountered by participants in their everyday lives, and that can be minimized through planning, training and standard operating procedures. Examples of Low Risk Field Work activities:

- Supervised Field Work which includes low risk activities (e.g. walking, observation) and is located in an urban region.

***2 - Significant risk fieldwork** - pre-departure safety briefing required before activity proceeds. A [pre-departure briefing template](#) is available to assist.

An activity will be deemed of significant risk if it has the potential to expose participants to hazards that are greater than those likely to be encountered in their everyday lives. Examples include, but are not limited to:

- Field Work at industrial sites - factories, mining operations and construction sites.
- Activities that require specialized safety training and/or certification.
- Travel to areas where significant health or safety precautions are required.
- Field Work at sites with hazardous substances.
- Field Work which by nature entails risk (e.g. work over ice or water, rock climbing, high altitudes, diving, hazardous flora or fauna, equipment hazards, weather extremes).
- Any Field Work, where undergraduate students are not accompanied by a faculty/staff supervisor (e.g. student team competitions).

***3 Working Alone** is defined as working by oneself such that assistance is not readily available should some injury, illness or emergency arise. Alone is interpreted as being out of visual or verbal contact, and when contact cannot be expected from another person for more than an hour. It includes working in physical isolation, e.g. as the sole occupant of a laboratory or at a fieldwork site, where no other person is in the vicinity (i.e. within limited range or earshot).

Low-risk - Not applicable - Fieldwork involving working alone will always fall in to the medium-risk or above categories.

Medium-risk work - Use a check-in interval of 60mins via the WatSafe App or 90min check-in via email with Supervisor.

High-risk work - Working alone prohibited

***4 - A Safe Operating Procedure (SOP)** is often required as an administrative risk control for hazards following assessment and implementation of higher-order controls, for example machine guarding. SOPs are required where the risk level remains above a “Low” level on the Hazard Register or other risk assessment tool, and where following a specific set of steps will reduce risk of injury. Guidance on developing SOPs is available from the Safety Office and examples of completed SOPs are available in the SOP Repository