

WELSHPOOL TOWN COUNCIL

RISK ASSESSMENT AND PROCEDURE

PICKING UP LITTER AND CLEANING UP ANY MESS IN ANY BUILDING ON ANY LAND

REF	ITEM	DETAIL	ACTIONS	RISK
1	Equipment	Proper equipment needed for any actions needed	Proper equipment shall be provided by the Council including boots, gloves, protective clothing as needed.	
2	Reporting	Accident or unusual incident reporting	Any unusual incident of any type must be reported the office as soon as possible. This includes any illegal substances.	
3	Needles and contamination	Picking up of needles and contaminated substances (dog poo or nappys)	Picking up needles and contaminated matter should only be done with protective gloves.	
4	Emergency	In case of an accident needing help	Report asap both 112 and the office on 07767 267830	
5	Lone working	Working on your own rules	Comply with Council Lone Working Rules	
6	Training	Knowledge of what to do.	Traing to be provided where needed.	

R A Robinson
Town Clerk

Prepared on 24th October 2015

Revisions February each year