



**Risk Assessment & Audit**  
**Transylvania 2019**

**Risks when travelling – Completed by..... Date.....**

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Travellers stomach problems	L	M	Ensure only bottle water is drunk. Do not clean teeth in tap water.		
Theft, mugging, violence & personal security	L	L	Participants will stay in a hotel whilst in the city and will be briefed on how to reduce the risks. Valuables should remain “off display” at all times, and participants should not walk out alone at night and avoid remote areas of the city. Participants will be briefed on ensuring they lock their room doors overnight and when they leave the room.		
Dehydration	M	M	All participants are informed that dehydration is a significant risk at all times when in the expedition country. They should be informed that they should drink 2 litres of water per day. For any treks, participants should carry sufficient water supplies for the duration of the trek and the trek leader should stop regularly to rest and check for signs of dehydration.		
Being injured from traffic	L	M	All participants told of dangers of the busy city roads. Everyone should walk on sidewalk rather than road.		

**Transfers & vehicles: Cars, buses, trucks – Completed by..... Date.....**

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Lack of management control increases risks of collision or other incident	L	M	Ensure there is an English-speaking transfer supervisor for each journey. This person should have a mobile phone and be able to contact each of the drivers travelling on any transfer. They should also ensure the drivers are always briefed (see below), and that vehicles travel in convoy with at least one transfer supervisor per group of vehicles.		
Vehicles attacked	L	H	Travel to take place during daylight and on main roads wherever possible.		
Participants unprepared for length of journey or relevant risks	L	M	Ensure transfer briefing is given before any transfer. This should include as a minimum: The length of the journey, the approximate times of any breaks, what to expect during breaks in terms of relevant risks and where is “off limits” (e.g. crossing the highway to browse other shops).		

Inappropriate or lack of insurance	L	L	Ensure supplier holds relevant motor insurance to satisfy national requirements. This is a contract requirement.		
Inexperienced driver increasing risk of accident	L	H	Ensure driver has more than 3 years' relevant experience.		
Driver fatigue	L	M	Ensure there is a second driver if the journey is longer than 10 hours on any given day.		
Driver unaware of safety requirements	L	M	Ensure the driver has committed to meet their obligation to comply with national vehicle regulations relevant to the journey e.g. for licensing, speed limits, weight of vehicle, number of passengers etc. and have been briefed on our safety requirements (see below). This is a contract requirement.		
Tyres not able to support emergency braking	L	H	Ensure that each tyre has visible tread in the central part of the tyre all the way round, and that there are no clear irregularities such as bulges.		
Lack of comfort on journey	M	L	Ensure that all passengers have a seat (not including floor space). Ensure that luggage is stored in a separate area of the vehicle or does not prevent passengers from being in a comfortable sitting position on journeys longer than 1 hour.		
Participants becoming lost during travel	L	H	If using multiple vehicles, ensure that they travel in convoy or there is one transfer supervisor (who has a mobile phone and can contact each of the drivers) per group of vehicles.		
Driver not following safety requirements	L	H	Ensure that the driver drives carefully and within the speed limit, does not use their phone whilst driving, and stops at least once every 4 hours in order to prevent fatigue.		

**Terrestrial risks – Completed by..... Date.....**

Risk	Likelihood	Severity	Mitigation measures	Observation or Interview	Compliance (Action to be taken if not compliant)
Participant becoming lost	L	H	All groups must sign out when leaving the camp using whiteboard system and if the group does not return on time then contact will be attempted with the group and if this is not possible a search and rescue team will be organised. No participant to leave the camp site area unaccompanied.		
Safety and security of participants and personal belongings	L	H	Valuables should not be left lying around. Opwall staff members will always be present in the terrestrial camps.		

Participants poorly equipped or with a lack of fitness to cope adequately with the conditions	L	M	Participants are fully briefed prior to the start of any walks and check they have the appropriate equipment with them. New participants will be watched carefully for signs of exhaustion and to adjust the distances covered according to the fitness levels. Training sessions given to students prior to expedition to ensure they are fully prepared for conditions on site.		
Lack of hygiene increasing risk of disease	L	M	Hands should be washed regularly before eating using hand washing facilities provided on site. Kitchen facilities whilst on site should be kept clean and food categories (eg meats, vegetables etc.) are prepared separately. All tables on site are cleaned with bleach at least once a day and dishwashing bucket water changed frequently.		
Allergic reaction to food	M	H	All participants to submit dietary and allergy information prior to the expedition. Where allergies are serious (eg severe nut allergies), no trigger foods to be prepared or served whilst the relevant participant is on-site (eg a total nut ban).		
Medical problem for participant	M	M	All medical details are provided by all participants before the expedition and reviewed by country manager and expedition medics. Medical staff always available during the expedition or always within close proximity of medical facilities. Sites have adequate medical supplies for stabilising any patients needing to be transferred to a hospital.		
Need for emergency evacuation	L	H	Vehicles always available for emergency evacuation from field sites. Full evacuation plans in place for extraction to local medical facilities.		
Falling down steep slopes, hole or tripping on slippery surfaces	M	H	All participants must stick to designated paths in the forest along which any potential hazards are roped off. Regular trails with steep slopes to be fitted with ropes. Ropes to be installed around river showers and washing areas where needed.		
Snake bite	VL	H	All participants should wear long baggy trousers and walking boots/wellingtons when walking. If snake bite was to occur then response is to apply a light pressure bandage, immobilise the patient and evacuate them to hospital.		
Wild large mammal attack	L	H	Close encountering of bears, wolves and wild boar are unlikely but if met volunteers should follow the instructions of the local guide.		
Domesticated large mammal attack	L	M	The sheep and cattle farmed in the area are regularly exposed to human contact and used to human presence. All volunteers should follow instructions given regarding behaviour around livestock (calm, quiet		

			approaches, etc...). Particular care should be taken around cattle with horns to avoid accidental injury.		
Small mammal or bat bite	L	H	Only participants who have received rabies injections to be allowed to handle bats and small mammals. Any participant or staff member bitten by a bat to be given booster rabies injections.		
Reaction or disease from insect or arachnid bite	L	M	Participants with strong reactions to insect/arachnid bites identified prior to expeditions, and instructed to carry epipens with them. Participants to wear long trousers and closed-toed footwear whilst in forested areas and long grass.		
Local fauna and flora	M	M	Trek leaders to walk at front of group and identify any major insect hives and ensure groups avoid these areas. All participants should check their shoes before putting them on. Participants will be briefed on any risks from flora or fauna.		
Fire	L	VH	Smoking is not permitted anywhere except in designated areas. All participants should be fully briefed on this regulation and are trained in evacuation procedures. No smoking allowed in any tent, hammock, building or local houses.		
Tick bites and Tick Borne Encephalitis (TBE)	M	H	In the summer tick numbers on grassland can be high so long trousers will be recommended. Anyone with a tick bite will be asked to visit the camp medic. Information regarding TBE will be provided at during health and safety briefing.		
Sun burn	M	H	At this time of the year the hours of sun is high and suitable sun screen should be applied to prevent sun burn. The team leader should check that this is done for those with susceptible skin.		
Dog bites	L	M	Local dogs are used to guard sheep flocks and are generally aggressive when approached. Instructions will be given by staff on how to react when close to these dogs, and survey leaders will actively move their groups away from flocks of sheep.		
Exposure to zoonoses	L	M	Volunteers should ensure hygiene procedures following contact with livestock and livestock housing regarding hand washing. Particular care should be taken around raw milk and bodily fluids, especially birth fluids. Volunteers are recommended to carry alcohol-based hand sanitizer for use in the field		