

Safety procedure

Before going on the field, you should always:

- Have the **first aid kit** and the **leader phone** in your bag
- **Check the tools** and make sure that none are broken – if one is broken, left it on the side and mark it
- Have the **work equipment** (gloves, waterproof, safety shoes) as well as extra layers, food, snacks and drinks and make sure that every member of the team has it too
- **Check the weather forecast** (if you can)

While on the field:

- Make sure that the tools are used and carried in the proper way
- Remind the volunteers to always have their gloves while working
- Store the tools by the side of the path to avoid accidents with the public
- While stone working, take care of the volunteers back and make sure they use the proper position / use the proper tool when carrying big rock

In case of an accident

- **Assist** the volunteer that is injured (if possible to heal him/her with the safety equipment you have in the first aid kit)
- **Call the coordinator** and report the accident
- Report the accident in the **project log** (risk assessment)

If you are injured yourself:
Do exactly the same but ask for one
volunteer's help

If the accident is serious and you cannot handle it with the first aid kit
First **call the rangers or the local contact** and ask for help and assistance to get to the nearest doctor / hospital
Remind him/her to call his/her insurance company
One of the volunteer can go with the volunteer for assistance and not leaving him/her alone
Then follow the steps above

If you are injured yourself:
Do exactly the same but ask for one
volunteer's help
He should follow the steps
and ask the volunteer to call the coordinator
The coordinator might have to ask the local ranger assistance to take care of the team

If the volunteer is in life danger, **CALL 112** and follow the first aider procedure
Then follow the steps above