

# **Merri Creek Management Committee**

## **Parkland Management Team Handbook Supplement**



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## 1. HOURS OF WORK

All full time members of the Parklands Management Team work a 70 hour fortnight - which means one four day week (with the Rostered Day Off falling on a Friday), followed by a five day week. Hours are from 7:30am - 4:02pm.

## 2. HEALTH AND SAFETY

### 2.1 *Protective clothing issue*

MCMC will supply 2 long sleeved collared shirts, 2 pairs of pants, a pair of leather boots and a pair of gum boots (both steel capped), sun glasses, sunscreen, a wide brimmed hat. Raincoats and protective clothing required for other tasks such as spraying and brushcutting will be provided. Care should be taken to look after these items; MCMC will not replace items unless they have been damaged in the course of duties. Protective clothing remains the property of MCMC.

### 2.2 *Skin protection*

In consultation with the Parklands M'ment team, the Anti Cancer Council and other organisations, MCMC has developed a protective uniform policy to prevent or reduce damage to skin by UV radiation in sunlight (a known carcinogen). Because it is rarely possible for us to work under shade, skin must be protected by clothing that will cover as much of the skin as practical, and by using sunscreen regularly

on that part of the skin that can not be covered.

It is required that clothing issued be worn at all times - long pants and collared shirts with long sleeves that cover the forearms. Team members may choose to wear Yakka or King Gee bottle green, long-sleeved, collared shirts (purchased by the team member) during cooler months. Broad brimmed hats are provided and legionnaire style caps, which may be more comfortable to wear on windy days, will also be provide on request. Sunglasses are of a wrap around design that will cut out as much direct and reflected sunlight as possible. Gloves (leather, etc) should be worn to protect the backs of hands.

Boots are to be worn at all times during work hours as well as after hours when within the depot compound.

Exemptions - Spraying Whilst spraying, team members may wear shorts and t-shirts under spray suits. After spraying has finished, team members should change back into long pants and long sleeved shirts.

Special Circumstances Any other exemptions to the uniform must be applied for in writing to the team coordinator, stating the reasons why you are refusing to wear the uniform. A copy of medical advice should be attached to the letter if this is relevant. Exemption won't automatically be given as each case is considered individually. (When an exemption is given, the employee will develop in consultation

with the team coordinator other measures to provide skin protection).

### **2.3 Inclement Weather**

Where possible works programs are designed to reduce (but not necessarily prevent) staff's exposure to inclement conditions where these may produce an unreasonable danger to staff - for example hot, windy, cold or rainy weather.

### **2.4 Water safety**

Some of the revegetation work involves working close to the creek, on steep slippery creek banks. It is recommended that all Parkland Management Team Members can swim to minimise the risk of drowning.

It should be noted that creek water is not recommended for primary human contact – swimming, drinking, washing, due to water quality concerns.

## **2.5 Heat Stress: Heat exhaustion / Heat Stroke – First Aid**

### Prevention:

- Drink cool water frequently. Start drinking water before you start work and continue to drink regularly even if you don't feel thirsty. (Pure, cool water is recommended rather than drinks with salt and/or sugar.)
- Take regular breaks
- Use any mechanical aids and pace the job to your capacity

### Recognition:

Heat induced illness and associated dehydration may cause fatigue, dizziness, nausea, headache, seizures and unconsciousness. Thirst may be a late symptom. Heat exhaustion may lead to heat stroke if not treated.

### **Heat exhaustion**

#### *Signs and Symptoms:*

- casualty feels hot and exhausted
- profuse sweating
- headaches, giddiness and faintness
- rapid breathing and pulse rate
- cramps
- fainting may occur

#### *Treatment:*

- rest the casualty in a cool place
- give the casualty plenty of cold drinks
- cool by fanning
- sponge the casualty with cold water

### **Heat stroke**

#### *Signs and Symptoms:*

May include the following:

- hot dry skin - no sweating
- nausea and vomiting
- body temp. rises to very high levels
- unconsciousness

#### *Treatment*

- SEEK MEDICAL AID URGENTLY
- rest in a cool place
- remove clothing, wrap in wet sheet
- blow or fan cold air onto the casualty
- if conscious, give frequent drinks of cold water
- IF UNCONSCIOUS, PLACE CASUALTY IN LATERAL POSITION

## AND CARE FOR AIRWAY AND BREATHING

### 2.6 Herbicide Contact - First Aid

First Aid recommendations are quoted from material safety data sheets for each herbicide. The guidelines summarised in this handbook **do not replace the need for all staff to have fully read and understood the guidelines included in relevant Material Safety Data Sheet before using any herbicide** for the 1st time.

#### Herbicides used at MCMC

<u>Product Name</u>	<u>Chemical Entity</u>	<u>Use</u>
Roundup	Glyphosate	general weed control
Garlon 600	Triclopyr	broad leaf weed control
Flowable Gesatop	Simazine	pre-emergence herbicide
Brush-Off	metsulfuron methyl	broad leaf weed control
Pulse	surfactant	use surfactant in conjunction with Brush-Off

refer to MCMC herbicide folder for Material Safety Data Sheets

#### Skin

- immediately wash with large quantities of soap and water

#### Eyes

- immediately irrigate eye with copious quantities of running water for at least 15 minutes. Hold eye open while washing.

#### Inhalation

- First Aiders should avoid becoming casualties themselves.
- Remove casualty to fresh air
- Remove contaminated clothing (don't pull shirts over head)
- Loosen remaining clothing, assume comfortable position, keep warm
- If not breathing, give Expired Air Resuscitation; 1 breath every 5 seconds.

#### Ingestion

**Poisons Information Centre ph 0055 15678, or dial 000 and ask the Operator for the Poisons Info Centre.**

- **Roundup** - do not induce vomiting, give a glass of water (only if casualty doesn't feel nauseous)
- **Garlon** - if more than 15 minutes from medical attention, induce vomiting - casualty to use own fingers down their throat.
- **Brush-off** - no specific intervention as compound is not likely to be hazardous
- **Simazine** - no details given; ring Poisons Information Centre

# **DRAFT Contents Procedures Handbook Parklands Management Team**

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