

Risk Assessment – Dog Warden Duties

In the event of an injury, Consequence Ratings of 3 (Moderate), 4 (Major) and 5 (Critical) may be reportable to the Health and Safety Executive under the RIDDOR Regulations (2013). The criteria for a reportable incident are detailed on the HSE website.

Risk Assessment Number: CEC-004

Date: 13/03/24

Review: 13/03/26

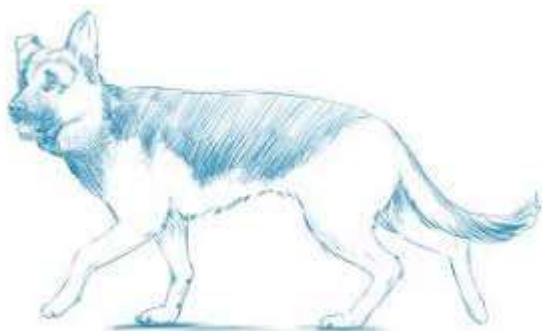
Assessment by:

Position:

Team Leader

Task/Risk Assessment Description

Defined risks for conducting dog warden duties.



Likelihood	Consequence				
	Insignificant	Minor	Moderate	Major	Critical
Almost Certain	Medium	Medium	High	Extreme	Extreme
Likely	Low	Medium	High	High	Extreme
Possible	Low	Medium	High	High	High
Unlikely	Low	Low	Medium	Medium	High
Rare	Low	Low	Low	Low	Medium

Consequence	Description of Consequence	Likelihood	Description of Likelihood
1. Insignificant	No treatment required	1. Rare	Will only occur in exceptional circumstances
2. Minor	Minor injury requiring First Aid treatment (e.g. minor cuts, bruises, bumps)	2. Unlikely	Not likely to occur within the foreseeable future, or within the project lifecycle
3. Moderate	Injury requiring medical treatment or lost time	3. Possible	May occur within the foreseeable future, or within the project lifecycle
4. Major	Serious injury (injuries) requiring specialist medical treatment or hospitalisation	4. Likely	Likely to occur within the foreseeable future, or within the project lifecycle
5. Critical	Loss of life, permanent disability or multiple serious injuries	5. Almost Certain	Almost certain to occur within the foreseeable future or within the project lifecycle

Assessed Risk Level	Description of Risk Level	Actions
☐ Low	If an incident were to occur, there would be little likelihood that an injury would result.	Undertake the activity with the existing controls in place.
☐ Medium	If an incident were to occur, there would be some chance that an injury requiring First Aid would result.	Additional controls may be needed.
☐ High	If an incident were to occur, it would be likely that an injury requiring medical treatment would result.	Controls will need to be in place before the activity is undertaken.
☐ Extreme	If an incident were to occur, it would be likely that a permanent, debilitating injury or death would result.	Consider alternatives to doing the activity. Significant control measures will need to be implemented to ensure safety.

Hazard	Consequences	Persons Affected	Risk Rating Without Controls				Control Measures	Risk Rating with Controls			
			C	L	T	R		C	L	T	R
Aggressive Dogs	Dog bites	Dog Warden Public	4	4	8	H	Specialist animal handling gloves to be worn at all times. Utilise catch pole to keep dog at safe distance if required. Contact Police Scotland for support if unable to secure dog.	1	2	3	L
Aggressive Members of the Public	Injury Psychological impact	Dog Warden	5	3	8	H	Exhibit non-confrontational behaviour. Return to or stay within vehicle and lock doors. Call the police if situation has not been resolved.	1	3	4	L
Contact with infected/infested animals	Viral infection	Dog Warden	5	3	8	H	Disposable gloves must be worn when coming into contact with dogs. Anti-bacterial gel or wipes to be available within vehicle at all times. Vehicle must have segregated animal storage areas to reduce the spread of infection to both dog warden and other animals.	1	1	2	L
Driving with Live Animals	Road traffic accident	Dog Warden	5	5	10	E	Dogs must never be transported within the front of the vehicle. All dogs to be placed within segregated storage areas within rear of vehicle.	1	1	2	L

KEY:	C – Consequence Rating	L – Likelihood Rating	T – Total Combined Risk Score	R – Assessed Risk Level
-------------	-------------------------------	------------------------------	--------------------------------------	--------------------------------

	Method Statement 004 – Dog Warden Duties					
Type of Activity	The collection of stray dogs and subsequent transportation to a holding facility.					
Location of activity	Throughout City of Edinburgh Council estate.					
Background and objectives	Stray dogs are reported to the dog warden service on a regular basis, with the majority being animals which have escaped their owners during walking or from a garden of a tenanted property. The warden is responsible for retrieving the dogs and transporting them to a rehoming centre, where they will attempt to return them to the owner.					
Equipment Required	Animal protection gauntlets, disposable gloves, anti-bacterial wipes/gel, disinfectant, waste bags, lead and collars, first aid kit, container of water.					
Staff Requirements	1 x Dog Warden					
PPE Requirements	Long sleeved clothing, enclosed footwear, and disposable gloves.					
Qualifications Required for Task	☐ IPAF 1B	☐ IPAF 3a,3b	☐ CSCS	☐ PA1, PA2, PA6	☐ Confined Space Trained	☐ Harness Trained
	☐ PASMA	☐ Bird Competency Assessed	☐ BPCA Level 2	☐ Use of Aluminium Phosphide	☐ First Aid	☐ Air Weapon Certified
Public Access	Not Applicable.					
Communications	For SSPCA contact 0300 0999999 For Police assistance contact 101					
	- When a request is received to pick up a stray dog, the dog warden will attend site in a timely fashion to limit the time the animal is at risk. - Once on site the dog warden will assess the animal from the vehicle to judge to the best of their ability whether the animal is sick, injured or potentially dangerous. If there is sufficient evidence to suggest this is the case, the dog warden will contact the SSPCA and the Police who have a duty to deal with the animal under these circumstances. - If none of the above apply, the dog warden will retrieve the animal and place it within a segregated storage area within the back of the vehicle. During this process the dog's welfare must be the priority at all times. - Details of the dog, the location it was found, and any other pertinent information will be documented. - Once secured and documentation has been completed, the dog will be transported to Edinburgh Cat and Dog Home Rehoming Centre where it will be assessed, with the aim reuniting it with the owner.					
On Completion	Upon completion all documentation will be completed and filed.					
Emergency arrangements	In the event of an accident/injury, medical assistance should be sought as required. All actions must be documented including the circumstances which led to the incident taking place. Inform the CEC Pest Control office of any incident.					
Prepared by:				Date:	13/03/24	
Position:	Team Leader					

