Graduate Student Field Activities Safety Policy for The Evergreen State College

Purpose: The purpose of this policy is to ensure that all graduate students participating in field activities conduct their work in a manner that prioritizes their safety and the safety of others.

Scope: This policy applies to all graduate students and accompanying faculty and/or staff participating in any field activities or research projects under the auspices of the institution.

Policy:

* Risk Assessment:
  + Before any field activity, a risk assessment should be conducted and documented to identify potential hazards.
  + Suitable control measures should be determined based on the risk assessment.
* Training:
  + All students must undergo safety training specific to their field activity.
  + Any equipment or tools used in the field must be introduced with proper training in its use and safety measures.
* Personal Protective Equipment (PPE):
  + Where required, appropriate PPE must be worn during field activities.
  + The graduate student is responsible for ensuring they are using PPE correctly.
* Equipment Safety:
  + All equipment must be inspected before use to ensure it is in good working order.
  + Any malfunctioning equipment must be reported and not used until repaired or replaced.
* Emergency Procedures:
  + All field teams must be aware of emergency procedures and know the location of first aid kits.
  + Each team must have at least one member trained in first aid.
* Communication:
  + Teams must have a means of communication with the main institution or designated emergency contact, especially in remote locations.
  + It is advised to have a daily check-in/check-out system in place for all field activities.
* Travel and Transportation:
  + All modes of transport used must be deemed safe.
  + Graduate students must be informed about travel routes and expected times of arrival and departure.
* Weather and Environmental Considerations:
  + All participants should be aware of the local weather forecast and be prepared for changing conditions.
  + Environmental risks, like wildlife or unstable terrains, should be part of the risk assessment.
* Behavior and Conduct:
  + Alcohol, drugs, or any intoxicating substances are prohibited during field activities.
  + Respect for fellow team members and the environment is paramount.
* Documentation:
  + All incidents, no matter how minor, must be reported and documented.
  + All field activities should be documented, including participants, location, and duration.
* Review:
  + This policy should be reviewed annually or after any significant incident to ensure its relevance and effectiveness.
* Roles & Responsibilities:
  + Graduate Students: Ensure they have read and understood the policy, attend required training, adhere to safety guidelines, and report any concerns or incidents.
  + Faculty/Staff Advisors: Oversee the safe conduct of field activities, ensure risk assessments are completed, and provide required resources and training.
  + Institution: Provide resources, training, and oversight to ensure this policy is implemented and adhered to.

Conclusion: The safety of our graduate students is of utmost importance. By adhering to this policy, we aim to reduce risks and ensure the well-being of all participants in field activities.