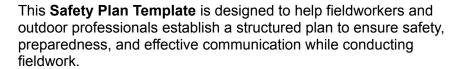
Fieldwork & Outdoor Professionals Safety Plan Template





1. General Information
Project Name:
Project Name:Fieldwork Location(s):
Dates of Fieldwork: Project Lead/Primary Contact:
Project Lead/Primary Contact: Emergency Contact(s):
Emergency Contact(s):Number of Participants:
Supervisor(s) & Institution/Organization:
2. Pre-Trip Planning & Risk Assessment
A. Site-Specific Considerations
\square Assess potential environmental risks (e.g., extreme weather, terrain hazards, wildlife encounters).
 ☐ Identify potential health risks (e.g., endemic diseases, exposure to toxins, dehydration risks). ☐ Determine accessibility (e.g., transportation, ADA compliance, shelter availability).
B. Required Permits & Compliance
 □ Obtain necessary permits and approvals for access. □ Ensure compliance with institutional, local, and federal regulations (e.g., land management rules, protected area restrictions).
C. Team Roles & Responsibilities (repeat for each team member)
Name:
Role: Primary responsibility:
 ☐ Assign first-aid officer(s) and communication coordinator(s). ☐ Establish protocol for leadership decision-making in emergencies.

3. Emergency & Medical Protocols

A. Emergency Contacts & Communication
 □ Local Emergency Services (911 equivalent): □ Nearest Medical Facility & Distance from Field Site: □ Institutional Emergency Contact: □ Check-in schedule & procedures: □ Satellite/GPS devices available? Yes □ No □
B. Medical & First Aid Plan
 □ List all known medical conditions & allergies of team members (confidential but accessible) □ Identify nearest hospital/clinic & establish emergency transport plan. □ Carry a fully stocked first-aid kit with essentials (bandages, antiseptics, splints, EpiPen if required).
☐ Train all team members on basic first aid & CPR (list trained personnel).
4. Field Safety & Incident Prevention
A. Environmental & Terrain Safety
 □ Wear proper gear & follow safety protocols for extreme weather. □ Have contingency plans for sudden weather changes. □ Assess terrain hazards (steep slopes, water crossings, unstable ground). □ Carry appropriate navigation tools (GPS, map, compass).
B. Wildlife & Outdoor Hazards
 ☐ Identify potential wildlife encounters and response strategies (bears, snakes, insects). ☐ Use food storage protocols (bear canisters, elevated storage, scent-proof containers). ☐ Establish water safety protocols for work near rivers, lakes, or oceans.
C. Equipment & Gear Check
 □ Perform pre-trip checks on essential gear (communication devices, vehicles, PPE). □ Carry emergency shelter & adequate food/water supplies.
5. Harassment & Personal Safety Protocols
 □ Define zero-tolerance policies for harassment, discrimination, and unsafe behaviors. □ Establish a confidential reporting process for team members experiencing unsafe conditions. □ Set up a buddy system for added security. □ Provide a safe word or signal for emergencies requiring subtle alerting.

6. Communication & Check-In Procedures

A. Daily Check-Ins
 □ Establish routine check-ins via phone, radio, or satellite device. □ Use designated check-in times to confirm safety. □ Identify backup communication method if primary contact fails.
B. Emergency Evacuation Plan
☐ Identify primary & secondary evacuation routes. ☐ Determine transportation availability for emergencies. ☐ Assign evacuation responsibilities (who leads, who secures gear, who communicates with authorities).
7. Post-Fieldwork Debrief & Reporting
☐ Incident Reports: Document all injuries, hazards, or near misses. ☐ Equipment Check: Report missing, damaged, or malfunctioning gear. ☐ Feedback & Lessons Learned: What worked well? What needs improvement? ☐ Mental Health & Support: Check in on team members for post-field stress or trauma.
Acknowledgment & Agreement
All participants must read and acknowledge their understanding of this Safety Plan (repeat for each participant).
Participant Name: Signature: Date: