

Checklist for organisers of volunteers

The organiser of volunteers undertakes to check a volunteer's suitability for the role by informing of the specific health and safety and other issues around working in post-earthquake conditions.

Items to cover	Tick to confirm
There will be aftershocks - is the volunteer aware and able to cope with these?	<input type="checkbox"/>
Provide information on working in an earthquake zone.	<input type="checkbox"/>
Describe the type of work that needs to be done, and skill level and fitness required.	<input type="checkbox"/>
Note formal qualifications and /or experience including first aid qualifications.	<input type="checkbox"/>
Inform volunteers of the general health and safety risks of the work and workplaces, plus site specific risks if known e.g. hazardous substances, chemicals, effluent ponds or disease.	<input type="checkbox"/>
Advise that the farmer will provide details of what to do in an emergency.	<input type="checkbox"/>
Appropriate clothing and footwear.	<input type="checkbox"/>
Provision of food and drink.	<input type="checkbox"/>
Transport.	<input type="checkbox"/>
Organisers of volunteers need to ensure they have a sign in/sign out process for volunteers.	<input type="checkbox"/>
Volunteers are made aware that this is a sensitive situation and no imagery is to be taken.	<input type="checkbox"/>
Is the volunteer willing and able for the work involved?	<input type="checkbox"/>
Are there any medical or issues that may affect the volunteer's ability to assist?	<input type="checkbox"/>