

## Off Campus Activities and Fieldwork Risk Matrix

<b>Fieldwork/ Research/ Activity</b>		
<p><b>Low risk:</b></p> <ul style="list-style-type: none"> <li>Fieldwork involves activities such as a meeting, desk work, attendance at a seminar, conference or exhibition/ museum held in a controlled environment (e.g., a business or academic institute, hospital).</li> <li>Research in another institution that is low risk for example desk based or has been risk assessed by the host and those host risk assessments have been shared with everyone partaking in the research.</li> </ul>	<p><b>Moderate risk:</b></p> <ul style="list-style-type: none"> <li>All other fieldwork (unless activities include those outlined under the High-Risk section).</li> </ul> <p>Examples include:</p> <ul style="list-style-type: none"> <li>Intertidal fieldwork in Pembrokeshire</li> <li>Ecology fieldwork e.g., Brecon waterfalls</li> <li>Psychology fieldwork interviewing persons in their own homes/ communities.</li> <li>Portland residential fieldwork.</li> </ul>	<p><b>High Risk:</b></p> <p><b>This is not exhaustive list and if you are not sure on your level of risk you should speak to your Faculty H&amp;S/ PSU Lead.</b></p> <ul style="list-style-type: none"> <li>Fieldwork involves activities, such working on or near deep water, snorkelling, excavation, caving/ potholing, climbing, abseiling, construction site activities, working at height.</li> <li>Researching an extremely sensitive/ controversial topic that could put the individual in danger.</li> <li>Means of communication available to the fieldworker are non-existent/ restricted.</li> <li>Fieldwork is in remote areas that are difficult to access in an emergency.</li> <li>Where emergency response/ medical facilities are severely limited.</li> <li>Where any participant characteristics could significantly increase their vulnerability to certain risks.</li> </ul>
<p>Fieldwork Risk Assessor completes:</p> <p><u>For Fieldwork in the United Kingdom</u></p> <ul style="list-style-type: none"> <li>Green form – Off Campus Activities &amp; Fieldwork Risk Assessment Form</li> </ul>	<p>Fieldwork Risk Assessor completes:</p> <p><u>For Fieldwork in the United Kingdom</u></p> <ul style="list-style-type: none"> <li>Red Form – Off Campus Activities &amp; Fieldwork Risk Assessment Form (Moderate/ High)</li> </ul>	<p>Fieldwork Risk Assessor completes:</p> <p><u>For Fieldwork in the United Kingdom</u></p> <ul style="list-style-type: none"> <li>Red Form – Off Campus Activities &amp; Fieldwork Risk Assessment Form (Moderate/ High)</li> </ul>

## Off Campus Activities and Fieldwork Risk Matrix

<p><u>For International Fieldwork</u></p> <ul style="list-style-type: none"> <li>• Request to Travel Form</li> <li>• International Travel Risk Assessment Form</li> </ul>	<p><u>For International Fieldwork</u></p> <ul style="list-style-type: none"> <li>• Request to Travel Form</li> <li>• International Travel Risk Assessment Form</li> <li>• Red Form – Off Campus Activities &amp; Fieldwork Risk Assessment Form (Moderate/ High)</li> </ul>	<p><u>For International Fieldwork</u></p> <ul style="list-style-type: none"> <li>• Request to Travel Form</li> <li>• International Travel Risk Assessment form</li> <li>• Red Form – Off Campus Activities &amp; Fieldwork Risk Assessment Form (Moderate/ High)</li> </ul>
<p><b>Approval required by:</b></p> <ul style="list-style-type: none"> <li>• Line Manager/ Supervisor</li> </ul>	<p><b>Approval required by:</b></p> <ul style="list-style-type: none"> <li>• Line Manager/ Supervisor <b>and</b></li> <li>• Head of Department or Programme Director</li> </ul>	<p><b>Approval required by:</b></p> <ul style="list-style-type: none"> <li>• Line Manager/ Supervisor <b>and</b></li> <li>• Head of School/ Director of PSU or Head of L&amp;T/ Research</li> </ul> <p>When in combination <b>with moderate or high-risk international travel</b> additional approval is required: <a href="#">International Travel Guidance Staff/ Students</a></p>