Field Work Plan – UAF Biology and Wildlife

This document must be completed by students seeking approval to do fieldwork without direct TA or instructor supervision. The course instructor is responsible for ensuring that students plan to work safely and have appropriately planned for any and all relevant hazards. The instructor must review student field procedures and must review and sign this document before work can begin. Copies of this document must be kept by the course instructor, students, course TA (if applicable), B&W Lab Manager, B&W Lab Supervisor. Students must bring a copy with them during fieldwork.

General Informat Course Name and					
Course Name and	Nulliber.				
Instructor:			Instructor Contact Information:		
TA (if applicable):		TA Contact Information:			
Students Involved	– NOTE: V	Working alone in the field	is not permitted, as it is not	safe practice	
Name:		Contact Information:	Emergency Contact Name:	Emergency Contact Number:	
Brief description of	of work to	be carried out at the field	site:		
Location(s)					
	Site (if mor	e than one. list all). Note:	Detail must be sufficient to	locate you if you fail to check in	
			ide specific coordinates for y		
and from your site			, ,	•	
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Method of transportation to and from site(s) (e.g. personal vehicles, public transportation, bicycle, etc.):

Method of transportation at site(s) (e.g. walk/hike, showshoe, bicycle, etc.):

Communication and Check-In

Departure Date and Time:			Return Date and Time:	
	will be notified when yother designated UAF		Contact Information for Co	ntact Person:
, , , , , , , , , , , , , , , , , , , ,		- 1 - 1 - 1		
The contact person vectors cannot be reached:	will initiate a missing po	erson search	if you have not reported in b	y this date and time and
What type of communication devices will you have in the field with you, and what are their			How will you make sure your emergency communication devices are charged and working if	
numbers/frequencie			you need them?	. charged and working in
cell phone(s) (list numbers) departmental tracking and communication device			 turn off except when needed to conserve battery extra charger (fully charged before departure) extra batteries 	
– other (list)			 keep device within optimal temperature range by storing appropriately other (identify) 	
field location (if in to You should also notified. Your of	own, this is 911). fy your contact person emergency contact will	of the situati	ist the emergency contacts to as soon as possible once ϵ ispatch of the situation so the	emergency services have
initiation of any required paperwork. Emergency Service to Contact			Contact number	
Fire/police/ambulance			911	
time. List the dates,		and their cor	ys, you must make arrangem tact information below. Be s I forget to check in.	
Date	Time (e.g. 6-8pm)		son (UAF employee)	Contact Number(s)

Potential Hazards

What hazardous weather conditions may be encountered?	How are you preparing to deal with the potential hazards (e.g. layered wicking clothing, waterproof outer layers, well-insulated mittens and boots, sunblock, carry water bottles, emergency heat packs and warming blankets, etc.)?
 extreme cold extreme heat sun high winds rapid changes in weather others (list): 	
Under what conditions will you reschedule your field wo extreme cold, high winds and drifting snow that could ol closures, problem bear in the area, wildfires, etc.)? Whe activity be checked, and what is the appropriate source	bscure paths, storms are predicted, road closures, trail n will the weather forecast, fire activity, and wildlife
What other hazards might you encounter at your field site? Examples include (but are not limited to) wildlife, uneven or steep terrain, deep snow, flowing water, active shooting during hunting season, wasps, etc.	How are you prepared to deal with this potential hazard and avoid injury due to it? (e.g. snowshoes will be used to walk on deep snow, wear bright orange and work in an area with high visibility, be alert for moose, carry a tracker, etc.)
 poor trail marking / loss of path deep snow uneven or steep terrain flowing water moose bear wildlife (specify): 	
 poor/limited visibility active shooting during hunting season other (specify): 	

Potential Hazards (cont.)
Will you be using any chemicals or hazardous equipment? If so, you must list them here and attach the
protocols your instructor has approved for working with them safely in the field. Your protocols must include
the procedures for safely transporting materials to and from your site. Be aware that university regulations and
state and federal laws and regulations apply and must be followed.
Medical Conditions
Does anyone in the group have a medical issue that might require treatment during the field work (e.g.
wasp/bee sting allergy and potential exposure to these insects)? If so, state signs and symptoms of medical
emergency and what will be done, including medications to be carried and who will administer them, including
what will be done in the event that the individual is unable to self-administer. Identify circumstances that
would indicate emergency medical services and evacuation from the field site are necessary and the protocol
for initiating emergency services.
Permits and Training
Is a permit, pass, or other authorization needed to work at the field site or carry out the intended work? If so,
who has secured the permit? Who will carry the permit, pass, or authorization so that it is available if needed?
INSTRUCTOR: Identify any formal safety or procedural training required for this field work (i.e. bear safety
training, drivers safety training, etc.)? Drivers safety training is expected for students who will be driving to
their field sites. List the formal training needed and the date it was completed by each student.
their field sites. Eist the formal duming needed and the date it was completed by each student.

Instructor must complete the following

I have reviewed the student field protocols and emergency plan and authorize them to work in the field as laid out in these documents. They have received training in the procedures they will carry out and on the proper use of equipment and materials they plan to use. I have discussed the potential hazards associated with their particular fieldwork with them, and have made sure they are aware of the hazards and have planned appropriately to avoid injury due to these hazards.

Name (print)	Signature	Date
Insurance		
	ally responsible for obtaining personal insu	· · · · · · · · · · · · · · · · · · ·
	f Alaska does not provide coverage for stud	
•	coverage, contact UAF's Risk Management (anding that my personal insurance must cov	
_ ,	om my field site(s). This includes but is not li	_
	y coverage. I accept responsibility for obtain	
my insurance information v	with me on the trip in the event of an emer	gency.
Name (print)	Signature	 Date
Name (print)	 Signature	 Date

Understanding of Responsibility and Waiver of Liability

I understand my responsibilities for working safely in the field. I will follow the established protocols, work safely, and use common sense in the field and during travel to and from the field. I agree to follow all relevant university, local, state, and federal policies, regulations and laws during fieldwork and while traveling to and from the field site(s). In addition, I release, discharge, and agree to defend and indemnify the UA, its agents, employees, Regents, officers, contractors and all other persons or entities associated with it (collectively referred to as "UA") from all claims and liability for any loss or damage incurred by me or caused, in whole or in part, by me which is in any way connected with my field work. I understand that in signing this document I surrender my right to make a claim or file a lawsuit against UA for personal injury or property damage, wrongful death, or otherwise, except in cases of intentional wrongs or the recklessness of UA.

Name (print)	Signature	Date
Name (print)	Signature	Date
Name (print)	Signature	 Date
Name (print)	Signature	Date
Name (print)	Signature	 Date
 Name (print)		