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Coastal and Periphyton Monitoring Run Guide

Foxton Estuary

**POINT DISCHARGE/STATE OF ENVIRONMENT
(Monthly Sampling)**

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Job Hazard & Task Analysis- FILL OUT

Hazard Identification – tick all that apply, write additional hazards identified:

The yellow highlighted hazards are known hazards at the time of compiling this document. This **does not negate** the need to assess for and potentially eliminate or isolate any hazards at each sample location at every visit

Hazard	Yes	Hazard	Yes	Hazard	Yes
Confined space	<input type="checkbox"/>	Suspended loads	<input type="checkbox"/>	Noise – plant and equipment	<input type="checkbox"/>
Difficult entry/exit	<input checked="" type="checkbox"/>	Falling objects	<input type="checkbox"/>	Communication – means of	<input checked="" type="checkbox"/>
Oxygen deficiency/excess	<input type="checkbox"/>	Working near cranes and crane runways	<input type="checkbox"/>	Remote area	<input checked="" type="checkbox"/>
Poisonous fumes/gas	<input type="checkbox"/>	Live rails-gantry cranes	<input type="checkbox"/>	Temperature extremes	<input checked="" type="checkbox"/>
Explosive gas	<input type="checkbox"/>	Trip hazards	<input checked="" type="checkbox"/>	Reduced visibility	<input checked="" type="checkbox"/>
Flammable materials	<input type="checkbox"/>	Slippery surfaces	<input checked="" type="checkbox"/>	Unauthorized persons	<input type="checkbox"/>
Combustible materials	<input type="checkbox"/>	Manual handling	<input checked="" type="checkbox"/>	High pressure water	<input type="checkbox"/>
Hazardous substances	<input type="checkbox"/>	Sharp materials	<input type="checkbox"/>	Vacuum	<input type="checkbox"/>
Drowning	<input checked="" type="checkbox"/>	Line of fire	<input type="checkbox"/>	Air emissions – dust, fumes	<input type="checkbox"/>
Engulfment	<input checked="" type="checkbox"/>	Pressurized fluids	<input type="checkbox"/>	General waste	<input type="checkbox"/>
UV Radiation	<input checked="" type="checkbox"/>	Pressurized air/gas	<input type="checkbox"/>	Hazardous waste	<input type="checkbox"/>
Electrical – low /high voltage	<input checked="" type="checkbox"/>	Traffic / vehicle movements	<input checked="" type="checkbox"/>	Hydrocarbon / chemical spill	<input type="checkbox"/>
Multiple electrical feeds	<input type="checkbox"/>	Machinery – mobile plant	<input type="checkbox"/>	Soil disturbance/erosion	<input type="checkbox"/>
Working at height	<input type="checkbox"/>	Moving parts	<input type="checkbox"/>	Habitat disruption	<input type="checkbox"/>
Ladders	<input type="checkbox"/>	Chemical reaction (Pyrophoric iron)	<input type="checkbox"/>	Lighting	<input type="checkbox"/>
Elevated work platforms	<input type="checkbox"/>	Transport of hazardous substances	<input type="checkbox"/>	Weather extremes	<input checked="" type="checkbox"/>
Potential for difficult rescue	<input checked="" type="checkbox"/>	Stock/Farm Animals	<input checked="" type="checkbox"/>		

Required PPE & Safety Equipment– tick all that apply, write additional PPE required:

The yellow highlighted PPE are known required PPE at the time of compiling this document. This **does not negate** the need to assess for the appropriate required PPE measures at each sample location per visit.

SAMPLING GLOVES	EAR PROTECTION	HARD HAT	SAFETY GLASSES / GOGGLES	WORK BOOTS / WADERS	PROTECTIVE GLOVES	PERSONAL FLOATATION DEVICE (PFD)
						
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
HI VIZ	SAFETY HARNESS	SUN BLOCK & HAND SANITISER	VHF RADIO	THROW BAG	PERSONAL LOCATOR BEACON	
						
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

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Known Hazard	Significant		Can it be Eliminated		Can it be Isolated		Method of control
	Yes	No	Yes	No	Yes	No	
Drowning	✓			✓		✓	Staff should use a sample pole if access into the river/stream is unsafe. PFD's must be worn by staff. Always carry a throw bag when working around water and have a personal locator beacon on hand. It is always preferable to have someone else with you at all times when working around water [HMP 18]
UV Radiation	✓			✓	✓		Horizons provide sunscreen and hats. Staff are encouraged to make use of these. [HMP 17]
Engulfment	✓			✓		✓	Rivers/stream are prone to flash flooding creating the potential for engulfment. Staff must be alert and aware at all times of how the waterways are behaving around them, especially in areas where water is dammed or has structures such as intakes and aqueducts. PFD's must be worn by staff and staff must be trained for working around water. Vehicles must be driven a sensible distance from any river or pond edges. Always carry a throw bag when working around water and have a personal locator beacon on hand. It is always preferable to have someone else with you at all times when working around water [HMP18]
Difficult Entry/Exit	✓			✓	✓		Entry and exit into waterways poses many risks and should be treated with caution. Sampling must be done from stable level ground. Staff should use a sample pole if access into the river/stream is unsafe. PFD's must be worn by staff and staff must be trained for working around water. [HMP18]
Electrical-Low/High Voltage	✓			✓	✓		Many of the rural sampling sites require traversing across farm paddocks equipped with electric fences that contain stock. If unknown, treat every farm fence as electric and avoid direct contact. Contact the landowner for advice on whether or not the fence is live and discuss alternative routes or options for avoiding the fence if possible.
Potential for Difficult Rescue	✓			✓		✓	Sampling must always be done from stable level ground. Staff should use a sample pole if access into the river/stream is unsafe. PFD's must be worn by staff and staff must be trained for working around water. Vehicles must be driven a sensible distance from any river or pond edges. Always carry a throw bag when working around water and have a personal locator beacon on hand. It is always preferable to have someone else with you at

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Known Hazard	Significant		Can it be Eliminated		Can it be Isolated		Method of control
	Yes	No	Yes	No	Yes	No	
							all times when working around water [HMP18]
Trip Hazards	✓			✓	✓		Prior to sampling, staff must check area is clear of items that pose a risk. Trip Hazards should only be moved if safe to do so. Sampling only to commence if the sampler is satisfied that any slip, trip or fall hazards are isolated.
Slippery Surfaces	✓			✓	✓		Sampling must be done from stable level. Vehicles must be driven a sensible distance from any river or pond edges. [HMP 18]. Staff driving four wheel drive vehicles must have adequate training [HMP 9]
Manual Handling	✓			✓	✓		Staff must wear sampling gloves, eye protection and have access to anti-bacterial hand-gel to sample treated effluent. Hepatitis B vaccinations are offered by HRC. [HMP 30] [HMP 35]
Traffic Vehicle Movements	✓			✓		✓	The designated driver of a vehicle is responsible for ensuring the safety and operational requirements and recommendations are met. All staff working within the road reserve must wear high visibility clothing to AS/NZS 1906.4:2010. This clothing must be fluorescent red orange in colour unless the individual is the site STMS then the garment must be fluorescent lime yellow. [HMP 9] [HMP 16] [HMP 20].
Stock/Farm Animals	✓			✓	✓		Although generally docile, farm animals can still be hazardous. The risk should be isolated by finding alternative access routes to the sample location or contacting the owner for assistance. [HMP26]
Communications-Means of	✓						Cell phone coverage is not available at all sites. Staff must be capable of communicating via VHF radio in an equipped vehicle. [HMP 24]
Remote Area	✓			✓		✓	Most council vehicles are fitted with the E-Road vehicle locator system. Many vehicles are also fitted with a radio operating on the Horizons digital radio network providing communication and tracking coverages across a majority of the region. [HMP 24]
Temperature/Weather Extremes	✓			✓		✓	During the duration of a sampling run varying types and degrees of weather may be experienced. All sampling staff are to have access within their HRC vehicle to additional and appropriate clothing. Staff must have

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Known Hazard	Significant		Can it be Eliminated		Can it be Isolated		Method of control
	Yes	No	Yes	No	Yes	No	
							access to suitable PPE and spare clothing within their vehicle. [HMP 18]
Reduced Visibility	✓			✓		✓	If you find you are driving in limited visibility slow your driving speed and turn your fog lights on and watch out for vehicles that aren't using their lights. When working in limited visibility if you cease to able to make out your surrounding environment stop work immediately. If working at night it is advisable to traverse the property in daylight first to map out an action plan outlining walking tracks, vehicle tracks, fence lines, stock positions, ponds, waterways, houses, and sheds as well as other significant items of interest. [HMP12]

Site Information

Hilltop Site Name	Easting/Long (NZTM)	Northing/Lat (NZTM)	Comments
Manawatū at Opiki Bridge Contact farm manager	1809774	5520898	Water Quality Samples, SmarTroll, Black Disc. Chlorophyll a Sample and Visual Assessment
Tokomaru River at Horseshoe Bend	1814175	5514760	Water Quality Samples, SmarTroll, Black Disc. Chlorophyll a Sample and Visual Assessment
Mangaore d/s Shannon STP	1802950	5509868	Water Quality Samples, SmarTroll, Black Disc.
Manawatū at Whirokino	1791915	5513208	Water Quality Samples, SmarTroll, Black Disc.
Manawatū at Foxton	1789623	5517404	Water Quality Samples, SmarTroll.

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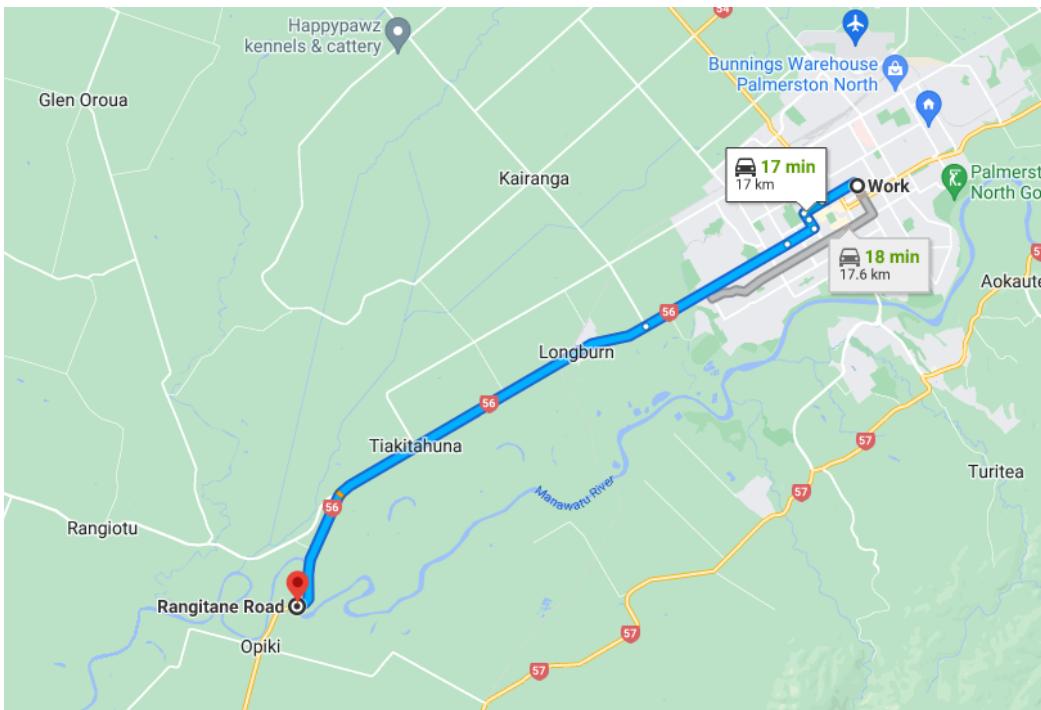


Equipment Required

Sample numbers	5 (Water Quality) 2 (Periphyton)
Equipment	<ul style="list-style-type: none"> Handheld multi-parameter instrument (calibrated) – including iPad WITH CADDIS INSTALLED Black disc, viewer, tape measure Clarity Tube Bathoscope Pottles (Approx 10) Scrubbing brush, tooth brush, washer bottle, yellow sample bottle lid and ice cream container Sampling pole Chilly bins and ice-packs Disinfectant equipment for sampling equipment Field sampling books Sampling ID labels (created using Hilltop Sampler) Alcohol gel Personal Locator Beacon 4WD Vehicle equipped with VHF Radio Throw Bag

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SITE LOCATION MAP – Manawatū at Opiki Bridge



POSSIBLE SITE HAZARDS (this does not negate undertaking a hazard review prior to sampling on the day): These should link back to first page

Drowning	UV Radiation	Slippery surfaces	Trip hazards
Difficult entry/exit	Potential for difficult rescue	Machinery- mobile plant	Traffic / Vehicle Movements
Weather/Temperature Extremes			

REQUIRED PPE (in accordance with above hazards – this does not negate undertaking a hazard review prior to sampling on the day and/or using additional PPE if deemed necessary):

WORK BOOTS / WADERS	PFD	SUNSCREEN & HAND SANITISER	PERSONAL LOCATOR BEACON	THROW BAG	VHF RADIO	HI-VIS	
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DIRECTIONS:

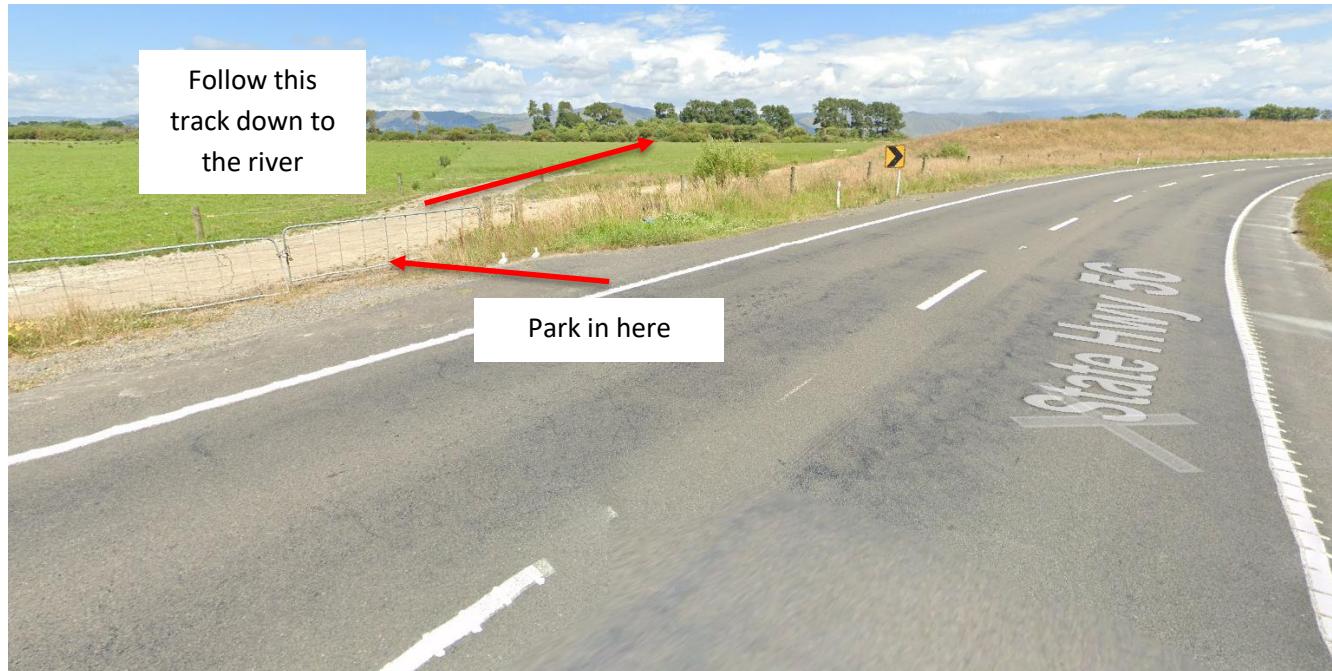
- From Horizons take Pioneer Highway out of town on SH56 towards Longburn.
- You will come to an intersection with a turn off to Foxton, stay on SH56 following the road to the left.
- After about 5km you will come to a bridge that goes over the Manawatū River, just before the bridge on the left is a double farm gate. Pull in here, you will need a 363 key to get in.
- Drive through the gate and park on the other side if it's not too muddy.

ACCESS:

- Follow the vehicle track that goes through the paddock towards the River
- Access to the river can be a bit steep, but there is a bit of a gully here that should give you easier access.

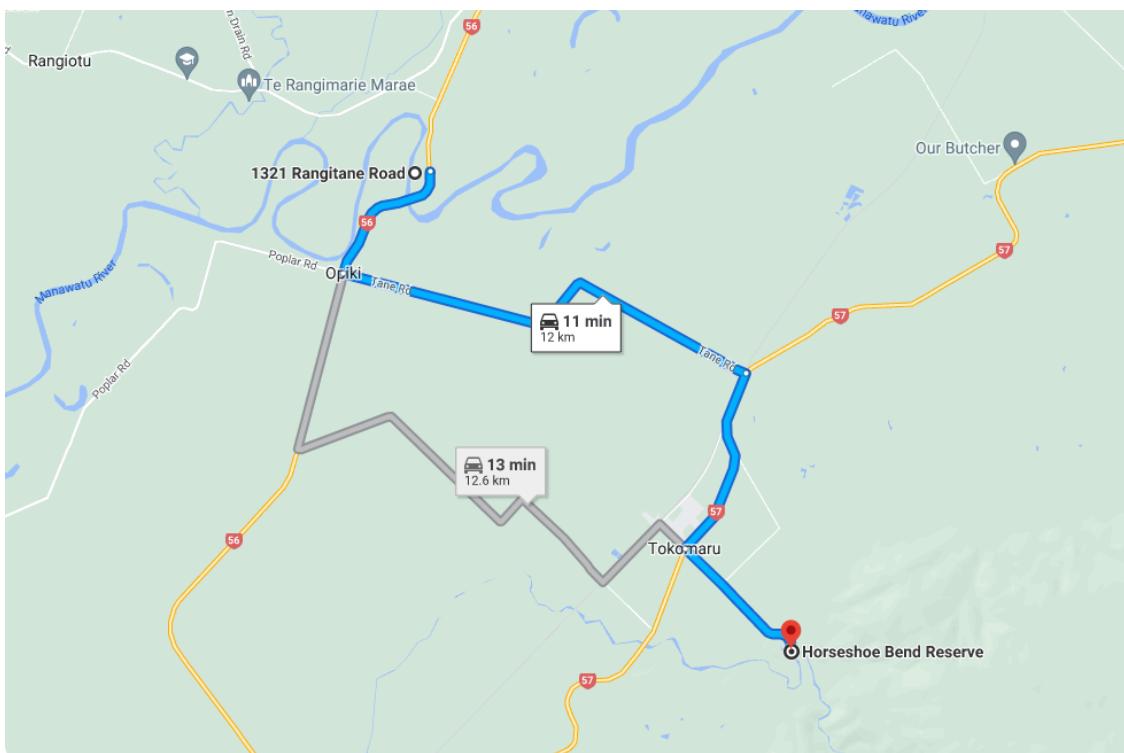


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SITE LOCATION MAP – Tokomaru at Horseshoe bend



POSSIBLE SITE HAZARDS (this does not negate undertaking a hazard review prior to sampling on the day): These should link back to first page

Drowning	UV Radiation	Slippery surfaces	Trip hazards
Difficult entry/exit	Potential for difficult rescue	Machinery- mobile plant	Traffic / Vehicle Movements
Weather/Temperature Extremes			

REQUIRED PPE (in accordance with above hazards – this does not negate undertaking a hazard review prior to sampling on the day and/or using additional PPE if deemed necessary):

WORK BOOTS / WADERS	PFD	SUNSCREEN & HAND SANITISER	PERSONAL LOCATOR BEACON	THROW BAG	VHF RADIO	HI-VIS

DIRECTIONS:

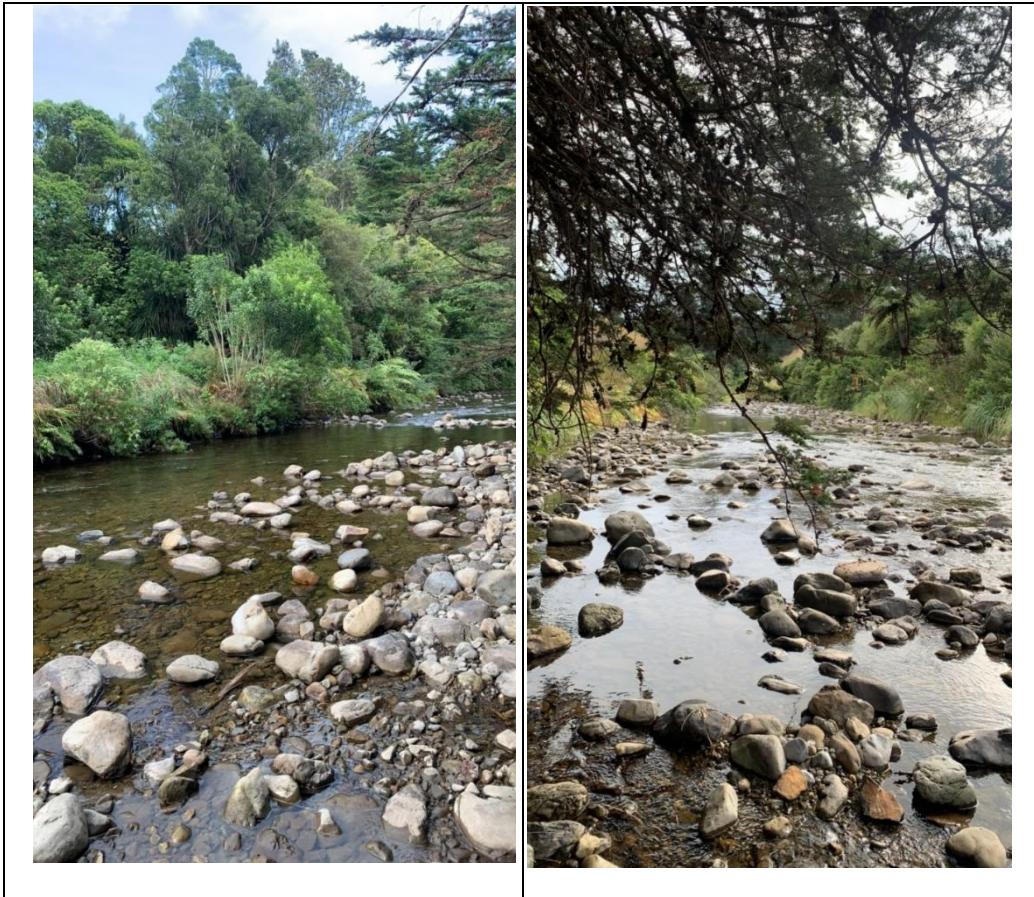
- From Manawatū at Opiki, continue over the Manawatū Bridge and head towards Opiki Township. Take the left here onto Tane Road.
- Tane Road leads to SH57, at this intersection turn right
- Continue on this road until you get to Tokomaru, after Tokomaru School take the left turn onto Tokomaru East Road.
- At the end of the road, turn right towards the reserve
- Park at the bottom.

ACCESS:

- Where you have parked, you should see signs for a walking track, enter here and you will soon see the river.

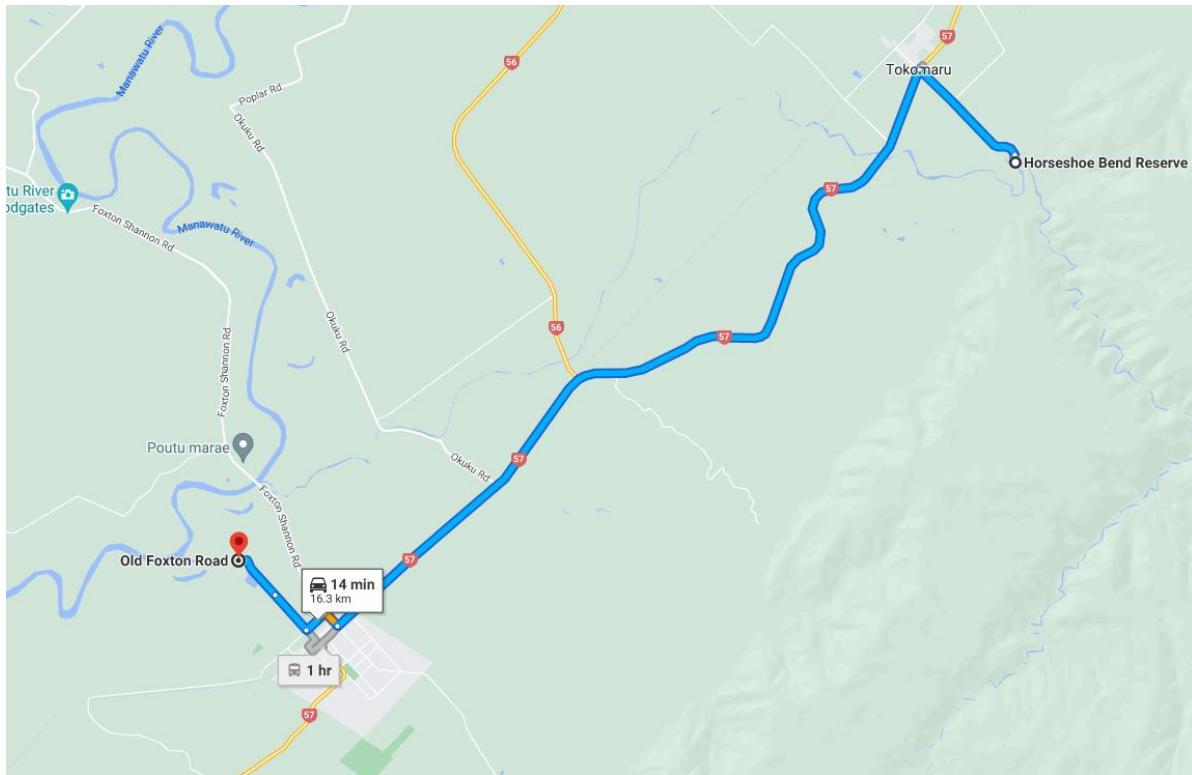
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- Sample above the big pool
- In winter, car access to the reserve is restricted. You will have to park by the toilets and walk down the road to get to the sample site.



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SITE LOCATION MAP – Mangaore at d/s Shannon STP



POSSIBLE SITE HAZARDS (this does not negate undertaking a hazard review prior to sampling on the day):

Drowning	UV Radiation	Slippery surfaces	Trip hazards
Difficult entry/exit	Potential for difficult rescue	Machinery- mobile plant	Traffic / Vehicle Movements
Weather/Temperature Extremes			

REQUIRED PPE (in accordance with above hazards – this does not negate undertaking a hazard review prior to sampling on the day and/or using additional PPE if deemed necessary):

WORK BOOTS / WADERS	PFD	SUNSCREEN & HAND SANITISER	PERSONAL LOCATOR BEACON	THROW BAG	VHF RADIO	HI-VIS

DIRECTIONS:

- From Horseshoe Bend head back to Tokomaru and turn left onto SH57
- Follow SH57 for 12km until you reach Shannon
- Just after the 70km sign in Shannon turn right onto Sheehan Street
- Travel for a few hundred meters and then take your first left onto Thompson Street. At the intersection take a right onto Bryce Street.
- Stay on Bryce Street as it turns into Old Foxton Road. Before you go up the hill and over bridge, there will be a gate and cattle yards on your left. Park in front of them.

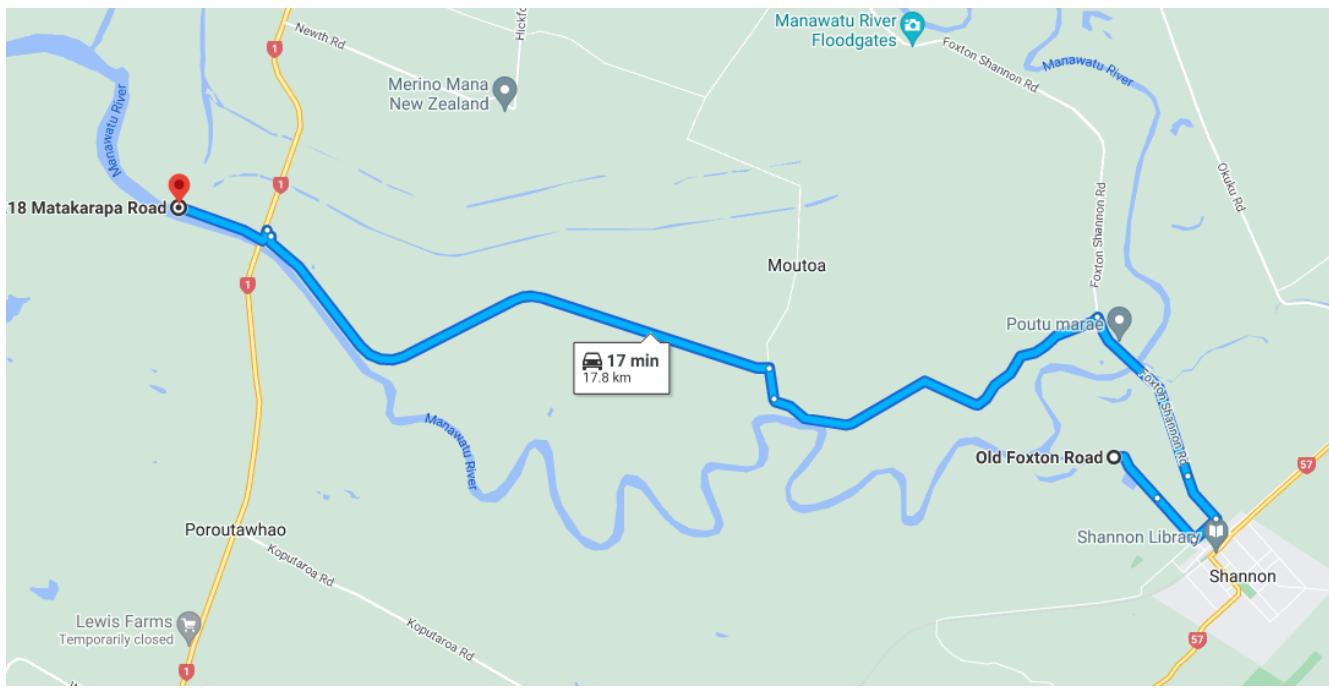
ACCESS:

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- Once you are parked at the gate jump over the fence, walk along the race following the drain up onto the stop bank. Walk along the stop bank until you get to a willow tree and wooden fence running perpendicular to the river (this is about 100m downstream from the discharge). Sample here.



SITE LOCATION MAP – Manawatū at Whirokino



POSSIBLE SITE HAZARDS (this does not negate undertaking a hazard review prior to sampling on the day): These should link back to first page

Drowning	UV Radiation	Slippery surfaces	Trip hazards
Difficult entry/exit	Potential for difficult rescue	Machinery- mobile plant	Traffic / Vehicle Movements
Weather/Temperature Extremes			

REQUIRED PPE (in accordance with above hazards – this does not negate undertaking a hazard review prior to sampling on the day and/or using additional PPE if deemed necessary):

WORK BOOTS / WADERS	PFD	SUNSCREEN & HAND SANITISER	PERSONAL LOCATOR BEACON	THROW BAG	VHF RADIO	HI-VIS	
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DIRECTIONS:

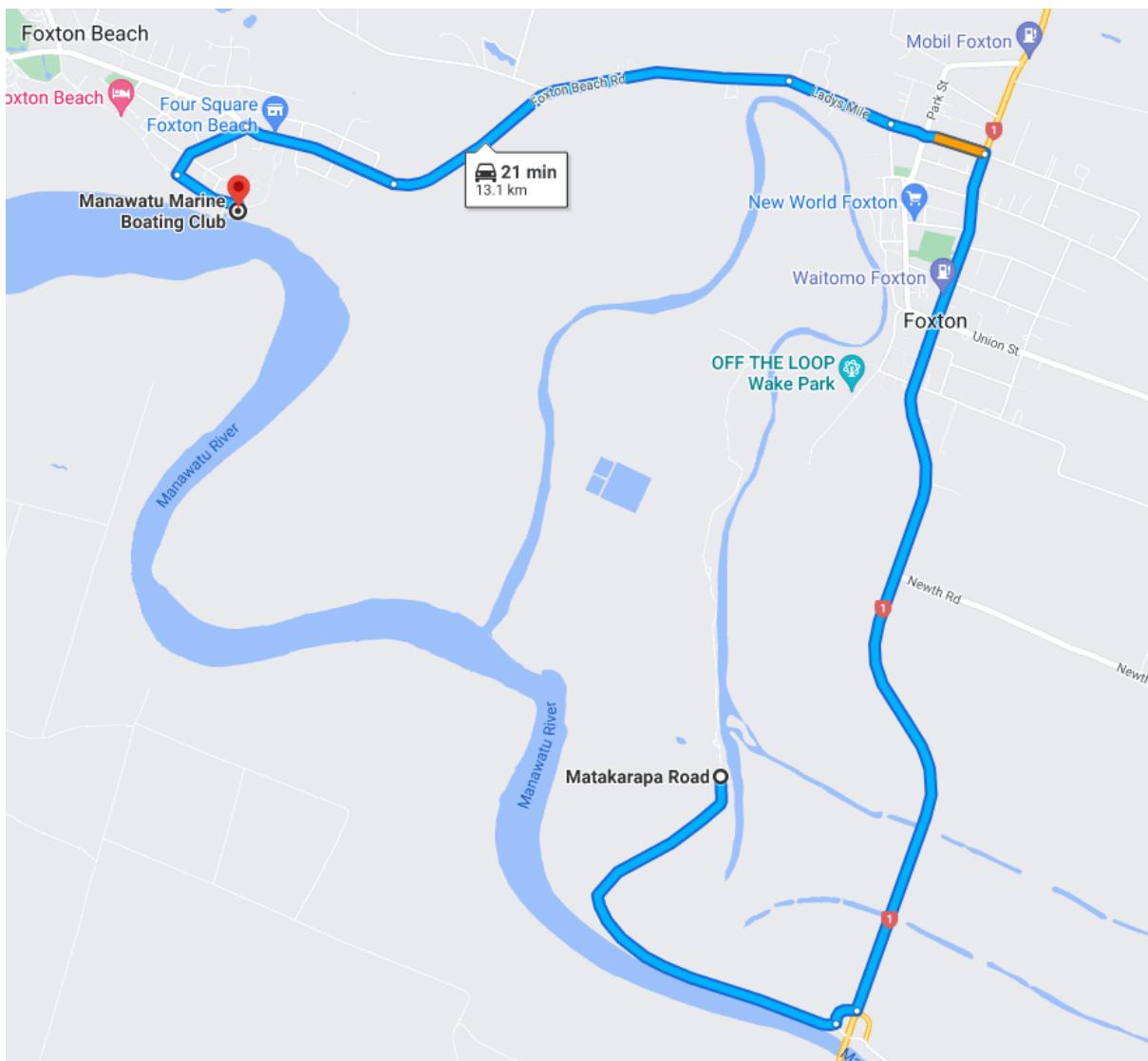
- From Mangaore Stream d/s STP head back to Thompson Road and turn left onto it.
- Turn left again onto Sheehan St which turns into Foxton Shannon Rd. Follow this road for 3km and turn left at the first road after the bridge (Springs Road)
- At the end of Springs road turn right onto Kerekere road. Shortly after that turn left onto Whirokino Road.
- Follow this road to the SH1 Bridge over the Manawatū River, there is a gravel road that goes under it, follow this road around and turn left onto Matakarapa road.
- Continue down to the boat ramp, park here and sample.

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SITE LOCATION MAP – Manawatū at Foxton



POSSIBLE SITE HAZARDS (this does not negate undertaking a hazard review prior to sampling on the day):

Drowning	UV Radiation	Slippery surfaces	Trip hazards
Difficult entry/exit	Potential for difficult rescue	Machinery- mobile plant	Traffic / Vehicle Movements
Weather/Temperature Extremes			

REQUIRED PPE (in accordance with above hazards – this does not negate undertaking a hazard review prior to sampling on the day and/or using additional PPE if deemed necessary):

WORK BOOTS / WADERS	PFD	SUNSCREEN & HAND SANITISER	PERSONAL LOCATOR BEACON	THROW BAG	VHF RADIO	HI-VIS	
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DIRECTIONS:

- Turn around and head back towards SH1. At the end of Matakarapa Road, turn left onto the SH1 heading Northbound towards Foxton.
- When in Foxton turn left onto Robinson St (yellow sign towards Foxton Beach) and stay on this road for about 4.5km until you reach Foxton Beach. Note the name of Robinson St will change to Ladys Mile and then Foxton Beach Rd.
- Turn left onto Linklater Ave just past a dairy on your left. At the end of this road turn left into Hartley St and stay on this road until you reach the Manawatū Marine Boating Club on your right. Park here.

ACCESS:

- Sample to the left of the boat ramp either off the rip-rock or the , you will need a sample pole.



Return to office