



GOOD PRACTICE FOR  
WILDING CONIFER CONTROL



NATIONAL WILDING CONIFER  
CONTROL PROGRAMME



# GUIDANCE FOR REMOTE & ISOLATED WORK

VERSION 1: November 2024

A worker may be considered remote or isolated even if other people maybe close by. Work can be remote because of the nature of the work location, and time, such as visiting clients, inspecting workplaces, working at remote sites or responding to call afterhours at home .

# CONTENTS

ABOUT THIS DOCUMENT	3
VERSION CONTROL	3
INTRODUCTION	4
Worker engagement	4
Communication and emergency management	4
Workplace requirements under the HSWA	4
Herbicide storage and transportation	4
Backcountry/Farm/Station Hut accommodation	4
Dogs	5
Camping - tents	5
Toileting - remote	5
Toileting - huts	6
Gas connections	6
Generators	6
Water supply	6
Food safety and cooking	6
Food handling and storage	6
Rubbish disposal	7
Showering	7
Gear/Equipment	7
Winter gear & Summer Gear	7
Useful Links	7

**Photograph front cover:** Browning Range bivouac (Photo source: Johnno Tunnell)

# ABOUT THIS DOCUMENT

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## VERSION CONTROL

Date	Details	Version no.
July 2024	Draft shared with partners	Version 1
November 2024	Guide published	Version 1

This document should be read in conjunction with the useful links shown at the end of the document.

# GUIDANCE FOR REMOTE & ISOLATED WORK

## INTRODUCTION

This guidance has been developed to support the health, safety and wellbeing of workers when undertaking work for the National Wilding Conifer Control Programme (NWCCP) in remote and isolated situations. WorkSafe does provide some guidance for accommodation but not all is reasonably practical to follow for all remote work situations associated with the NWCCP.

Note: A risk assessment must be undertaken to ensure that adequate controls are in place for all risks encountered during remote and isolated work.

## Worker engagement

You must engage with your workers when making decisions about facilities and when proposing changes may affect their health or safety.

## Communication and emergency management

Workers must carry two types of communication device with at least one capable of two-way communication. Examples of communication devices:

Two-way: mobile phone, satellite phone, In-Reach

One-way: personal locator beacon (PLB), Emergency Position Indicating Radio Beacon (EPIRB), Lone worker device.

As per your site safety documentation, you should include your intentions whilst remotely working, including a system of scheduled check-ins and expected return date and time with a contactable nominated person. This information should also include your remote site location details with GPS coordinates.

## Workplace requirements under the HSWA

Workplace requirements: A 'workplace' is any place where a worker goes or is likely to be while at work, or where work is being carried out or is usually carried out. This includes temporary workplace locations.

## Herbicide storage and transportation

For safe transportation and storage of herbicides used during remote operations, refer to the Safety Data Sheet (SDS) of the herbicide used and read in conjunction with Worksafe HSNO codes of practice for hazardous substances.

## Back country/Farm/Station Hut accommodation

Accommodation must be checked (risk assessed) prior to occupation to ensure that they are fit for purpose. Things to check:

- Weatherproof and vermin free (e.g. storing food in vermin-proof containers, good hygienic cooking practices).
- Structurally sound
- Fireplace (guarding in place for open fires)

- Adequate ventilation
- Fire extinguisher and first aid kit
- Water supply
- Toilet
- Beds and mattresses,
- Table, chairs, and cleaning equipment.

The hut should be sited in a location where there is a low probability of it sustaining serious damage or being destroyed due to natural hazards (e.g., slips, rock fall, wind, tree fall, avalanche, flooding).

Suitable lighting for the part of the season that lighting may be needed. Candleholders may be used provided they are a good design and are positioned as not to create a fire risk.

It is recommended that carbon monoxide alarms be fitted in huts.

## Dogs

If dogs are part of your operations, kennels may be provided, but they should be located at least 15 metres away from the hut, toilets, and track to the toilets. Dogs should not be inside huts.

## Camping - tents

It's recommended that at a minimum, three season rated tents are used.

- Ensure tents are appropriately secured against wind, particularly large tents.
- Avoid camping near waterways i.e., flooding risk.
- Avoid camping in places where rockfall could occur, e.g. under bluffs and consider any other natural hazards that could occur in the vicinity.
- All workers must have adequate serviceable equipment e.g., sleeping gear, including thermal mat for camping in summer, groundsheet, adequate shelter from expected weather conditions.
- Cooking must take place outside the tent due to the risk of fire and carbon monoxide poisoning.

## Toileting - remote

Workers must have access to a toilet kit made up of the following items as a bare minimum:

- Toilet paper
- Hand washing facilities/ and or hand sanitiser
- Shovel or spade
- Shelter for privacy where not provided by terrain or vegetation
- Water/hand sanitizer
- Zip lock bags

If there are no toileting facilities, the following requirements must be met:

- Go at least 30 metres away from paths and water.
- Dig a hole 15 – 20cm deep, then bury your waste. This will help it biodegrade faster than leaving it out in the open or hiding it with some stones.
- Do not bury tampons or sanitary pads – these won't rot away, and animals will dig them up. Put these items in one of the zip lock bags and take it away with you.
- Do not wash your hands in a stream or other waterbody as this will rinse the bacteria directly into the water system. Use hand sanitiser or pour bottled water onto your hands well away from natural water sources.

## Toilets - huts

Toilets are to be located outside/attached to the hut, be fully enclosed, have a door, have a toilet seat, and should have a lid. All pit or containment (vault) toilets shall be vented.

## Gas connections

When using LPG gas bottles (or any gas canisters), ensure the area is well ventilated and check that connections are tested before use (kitchen or other uses).

## Generators

Keep the generator outside and separated from doors and openings to huts and tents.

Ensure any cords are appropriately rated and in good condition. The most significant risks to avoid when using them are carbon monoxide poisoning, electric shock, and fire. Follow the manufacturers recommendations. Fuel for the generator must be stored away from any potential fire source and be in an approved fuel container.

## Water supply shall be:

From a tank or tanks fed from rainwater off the roof; or via piping from natural watercourses; or from a natural watercourse or water body within 100 meters of the accommodation.

Water shall be clean but does not have to be potable. If the water is not potable, it should be boiled or treated to make it safe for drinking.

## Food safety and cooking

Cooking equipment, users must be aware of the dangers of the build-up of carbon monoxide when using cookers in huts or enclosed areas.

Facilities for washing dishes in warm soapy water.

## Food handling and storage

Wash or sanitize your hands before preparing a meal.

- Dry hands with a towel not used for drying dishes.
- Any perishables, such as meat (especially raw), cheese, eggs, and milk should be stored in a cooler.

- Follow good hygiene practices by ensuring that cross contamination of raw food doesn't occur e.g., raw meat contaminating other food.

## Rubbish Disposal

A "pack it in, take it out" policy shall apply.

## Showering

Hot shower facilities must be provided when staying more than two nights away from the workers usual accommodation. The shower must be near the accommodation and be able to provide a level of privacy. Consideration for male and female workers, separate areas for dressing washing toileting etc.

## Gear/Equipment

It is recommended that clothing is chosen around the time of year you will be working outdoors. Remember, most huts are not heated. Temperatures are colder at night, even during summer. If your trip involves camping out, go for the warmest possible combination of clothing.

Examples of suitable gear set out below:

### Winter Gear (July - October)

- Warmer down (500+ loft) and synthetic jackets
- Medium to heavy-grade thermals and socks
- Warm, insulated gloves
- 4-season sleeping bags (rated to approx. -12°C)

### Summer Gear (November - April)

There is the variability of temperatures through summer. Be prepared for cool, to cold temperatures during storms and at night.

- 3-season sleeping bags (rated to approx. -5°C)
- Sleeping Mat: Full length or ¾ length, self-inflating with a 40cm length of closed cell foam mat, or full-length foam mats provide the best insulation.
- 400-500 loft down jackets or synthetic insulating jackets
- Lightweight to mid-weight thermals and socks
- Through December, January, and February especially bring "cooling" garments that will reflect UV.

## Useful Links:

[Worker accommodation Fact sheet \(worksafe.govt.nz\)](https://www.worksafe.govt.nz)

[About DOC huts: Stay in a hut](#)

[Workplace and facilities requirements | WorkSafe](#)