

# Safety Management Manual

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## ~Basic Principles of Safety Management~

This activity takes place in nature near the water, so accidents are likely to happen.

Please take safety measures at all times.

Use this manual as a reference for discussing and establishing your own response standards.

Safety management is the responsibility of each organization.

# 1. Check List

## [Staffing]

- Staff secured to operate the event safely
- Staff placement and roles confirmed
- Staff meeting held to give an overview of the day

## [Guidance to Participants]

- Clothes: Participants informed in advance of:
  - Long sleeves and pants (to protect yourself from dangerous creatures, plants, and infectious diseases caused by creatures)
  - Socks that cover ankles
  - Shoes or boots with anti-peek protection recommended  
(Do not use high heels or sandals to protect yourself from unstable feet, fallen nails, dangerous creatures, and plants.)
- What to bring: Participants informed in advance of:
  - To avoid bags that will take up both hands during the activity, and to prepare gloves, drinks (in water bottles,) hats, towels, winter clothes, etc. as needed and according to season.

## [(Mandatory) Preliminary Check both in Advance and on the day of Event]

- The water level and the safety of the site were confirmed
- The downstream of the Arakawa River is affected by the ebb and flow of the tide, and the water level fluctuates up to about 2m. When conducting cleaning activities by the waterside, we recommend that you make a preliminary inspection by selecting a date and time with the water level close to that of the implementation day.

(Water level on Date and Time of Activity)

Tide Time Information → SmailNetBBS Page on Surf Fishing

[http://www2q.biglobe.ne.jp/~oooue\\_h-h/tide/kanto\\_s.html](http://www2q.biglobe.ne.jp/~oooue_h-h/tide/kanto_s.html)

- Dangerous places were checked that could cause a fall into the river  
Concrete revetments are slippery, which requires you to be careful about falling down or falling into the river. It would be safer to prepare a throw rope (pictured right) just in case.
- Decided how to respond to infectious diseases, PM2.5, ticks, dengue fever, etc. (Refer to our supplement material attached to this manual and the materials issued by national and local governments)

The following points were checked

- Traffic volume of river road and other events to be held there (marathon etc.)
- Access from station to meeting place
- Meeting place and place for guidance, a shade for sick persons
- Location of bathrooms and drinking fountains
- Reed and death branches which are pointed and dangerous
- Dangerous creatures such as snakes and bees (or honeycombs) (Refer to P5)
- Homeless people (Talk to them in advance in some circumstances)
- Condition of mud on tideland (if you cover it)

### **[Safety Items]**

Following items were prepared

- Contact and access to hospitals (available on holidays)
- First aid kit (Refer to P7)
- Water supply (in hot seasons)
- Blue sheets (for sick persons to rest on)

### **[On that Day: Precautions]**

Participants were informed of the following precautions

- To let us know in case they feel sick
- To let us know in case they have to go home during the event
- How to handle syringes they may find (Refer to P6)
- How to act when they meet dangerous creatures (Refer to P5)
- Do not collect trash around homeless people
- Pay attention to people in other activities
- Other dangerous places and objects
- Use of work globes and tongs is recommended (to protect themselves from dangerous trash and creatures)
- Watch out for bicycles running at the high speed (checking right and left before crossing the road)

## 2. Postponement and Withdrawal

In outdoor activities, misjudgment of delay or withdrawal or delay in judgment may lead to a serious accident. Please use the following points to make a careful decision.

- ◇ Heavy Rain/Typhoon :  
It may be possible to continue with the activity in light rain, but please withdraw immediately if heavy rain is likely to occur.
- ◇ Rise and turbidity :  
Even if it is sunny on the day, if heavy rain occurs after or after a heavy rain, typhoon, or upstream, there may be dangers in activities near the water, such as rising water and turbid currents.
- ◇ If the temperature rises at a level where you are concerned about heatstroke, photochemical smog, or when it rains in cold weather, please consider stopping or rounding it up early.
- ◇ Infectious diseases, PM2.5, ticks, dengue fever, etc...  
Please refer to supplementary materials, such as information from the country and local governments.

\*Please decide the postponement date in advance and avoid conducting in bad weather.

## 3. Dangerous Creatures

### ■ [Poisonous Snake] Viper / Grass Snake (Spring to Fall)

There are viper (poisonous), grass snake (poisonous), and red sea bream (non-toxic) on the riverbed of Arakawa River and they are difficult to distinguish. If you see a snake, **do not approach it and leave quietly**. It won't attack unless you step on it accidentally or try to get rid of it. They are active from summer to autumn, especially in July. **When entering the grass, use a stick to check the steps in front of you**. If you are bitten by a snake, stop the bleeding and receive medical attention immediately. It is strictly prohibited to suck the poison with your mouth.

\*Even if you are bitten by a non-toxic snake, you could be infected with tetanus.



### Viper

40-70cm. The head is triangular, the neck is slightly thin, and the body is brown, with blackish black spots.

■ **Hornet Family** (Seen from spring to fall, violent in Fall)

Arakawa River is home to multiple species of wasps. When making a preliminary inspection, make sure that there are no nests in areas where trees with hard stalks are densely populated or trees. If there is a nest, mark it and keep the participants away. Avoid wearing dark clothes, as bees have a habit of attacking black objects. Also, avoid cosmetics and hairdressing products with strong fragrances. If you do encounter them, **do not shake them off or run away, instead squat down on the spot** and wait for them to leave. By shaking them off, the bees will recognize that they have been attacked and attack. If you are attacked, lower your posture while hiding the vital areas such as the eyes and heart and leave the place. If stabbed, wash the affected area with clean water and seek medical attention immediately. Don't make the patient run.



■ **Stingray** (Requires caution year-round)

Stingrays go up from Tokyo Bay and can be seen in the tidal flats in Kita Ward. There are 1 to 2 poisonous needles at the base of the tail, and if you are stabbed, you may run into severe pain and die. Be careful when walking in the flats as they often hide in the sand of the tidal flats. If you get stung, stop the bleeding and seek medical attention immediately.



## 4. Dead Grass / Hard Plants

Especially from autumn to spring, withered plants harden, so the plants may get stuck in the eyes and nose, and the limbs may be cut by the leaf tips. There are also cases where you want to pick up trash and get stabbed when you bend over. In addition, parents must be careful of the tip of the plant since it comes close to the height of a child's face. Also, reeds that have been recently cut require caution as the cut end is sharp that it can cut your feet. Do not run as they may get stuck when you fall. It is recommended that people with overexposed clothing or people with exposed arms or knees stay out of bushes.

## 5. Syringe



Syringes are likely to be found anywhere in Arakawa River.

If you find it, **do not touch it and write down the number of syringes in the Arakawa Clean Aid Report Form on the day of the report, and write it down on the “■ Trash Collection / Activity Area Map” (map) so that you can see the location.** The insulin syringe looks like a felt-tip pen (left picture below). Please note that there are also types as shown on the right of the photo. Parents and surrounding adults should be especially careful not to let children touch it.

### ■ What to do if the needle gets stuck

The syringe found could be of drug / medical use. If a needle gets stuck, please get tested at the hospital. \*Be sure to go to the hospital during the day.

## 6. Heatstroke \* Heatstroke is not covered by the insurance

■ If the maximum temperature is expected to rise above 35 degrees Celsius (a high-temperature warning is issued) on the day, please consider postponing, canceling, or terminating early without overdoing it.

### ■ Preventive measures

Get plenty of rest the day before. Bring plenty of fluids frequent hydration (even if you are not thirsty), and take breaks in between.

### ■ Treatment

While symptoms are mild, rest in a cool, shaded place. Drink water if you can replenish (give water, amino acid-containing beverage, etc. several times). Use a towel or cooling pack wet with cold water to cool the forehead, neck, armpits, thighs, and other places where there are thick blood vessels, and blow air with a fan. If you stop sweating and have symptoms such as dry skin and flushing, call an ambulance. There is a risk of death if you are cramping or if you are feeling conscious.

### ■ Beware of hypothermia

In winter, the riverbed often has a lower temperature than in the city, so be sure to take adequate measures against the cold. If it starts to rain in cold weather, please vacate immediately. In addition to the winter season, sweating may cause the body temperature to go down. If your lips change color or your trembling doesn't stop, warm your body and drink something hot. However, rapid heating is strictly prohibited.

## 7. First-Aid Kit

- ◇ Antiseptic solution
- ◇ Insect bite medicine (anti-histamines)
- ◇ Band Aids (Various sizes)
- ◇ Bandages and gauze
- ◇ Tape
- ◇ Tissue, Wet Tissue
- ◇ Forceps
- ◇ Scissors
- ◇ Bug repellent
- ◇ Portable cooling packs, / fans, frozen PET bottles and towels, etc.
- ◇ Hypothermia products such as disposable body warmers, blankets and survival sheets
- ◇ Mineral water (For when you get hurt or get stung by a bee. Sometimes used to

## 8. Accident insurance covered by "Arakawa Clean-aid"

\*If you are not satisfied with the following coverage, please enroll in insurance with the implementing organization.

Please follow the steps below to report.

### 1. Submission of participant list (with or without injury)

Please submit the names (including the furigana) of all participants, including staff.

«Example : James Howenstein»

### 2. Report any injuries to the secretariat

In the case of an injury that involves medical attention, please report the name, address, contact information, condition of the injury, first-aid measures at the site, information of the hospital where the patient was transported, etc. as soon as possible.

※If an ambulance was requested, it must be reported immediately.

Contact 03-3654-7240 (Monday – Friday 10:00~17:30)

080-4132-7240 (Saturday, Sunday, Holidays)

※The immediate treatment fee must be paid by the individual receiving treatment. (Amount will be refunded later by insurance company)

## Accident insurance coverage

Limited to accidents that took place during the Arakawa Clean-aid activities (applicable while traveling to the venue).

### <Payment amount>

**Death** : 10 million yen

**Hospitalization** : 5,000 yen/day, 180 days after the occurrence

**Commuting to Hospital** : 3,000 yen/commute, Up to 90 times within 180 days from outbreak

Payments that cannot be made or payments that are difficult to make a claim

- ✓ Diseases such as colds and flu (because it is difficult to prove the causal relationship with activities)
- ✓ Disasters and terrorism caused by natural disasters
- ✓ Accident due to the carelessness of the person
- ✓ Heatstroke is not covered by insurance!

## 9. Other points to note at the venue (memo)

<Examples of accidents reported during Arakawa Clean-aid>

Please note that the following accidents have occurred recently.

- ✓ Hand was bitten while trying to touch a dog that was on a walk
- ✓ Came into contact with a bicycle while crossing a riverbed road and fell over
- ✓ A needle of a syringe stuck on while trying to pick it up



←A safety management manual is also available online.  
[https://www.cleanaid.jp/safety\\_management](https://www.cleanaid.jp/safety_management)  
(in Japanese)