

Fieldwork Activity				Location		
Potential Impact	Likelihood (1-3)	Severity (1-3)	Total score	Impact reduction strategies	Revised Likelihood	Revised Total score
<p><b>Disclosure of personal details such as phone numbers and addresses:</b> Through questionnaires and interviews.</p>				Minimise the likelihood of such details being collected by only collecting if necessary. Follow procedures in adherence with <a href="#">GDPR guidelines</a> . (namely around storage and future use of data). Advise participants of data use and option of withdrawal. Ensure data is stored securely in a digital format rather than on loose sheet.		
<p><b>Disturbance of personal time and space, including through noise.</b> Disturbing others through loud group work or being in close proximity to people trying to work or enjoy a space. Active participants being 'over-used'.</p>				Before commencing fieldwork observe where members of the public are using space and base fieldwork use of the area around minimising being in their vicinity. In very crowded areas be sure to spend as little time as possible disturbing others; breaking from and returning to activity if necessary. When conducting questionnaires, be sure to tell member of the public how long it might take to complete the interview. Ensure group is gathered close to you when giving instructions to minimise the potential travelling of voice. Remind students to keep their own voices to a minimum in busy public areas or in residential areas. Ensure field equipment is not left out for members of the public to come across. Where field equipment or markers have to be left out in public spaces, ensure these are clearly marked as live data recording equipment with instructions of who to contact if removal is needed.		
<p><b>Reduced access to an area or trespassing:</b> Blocking access to certain areas, on foot, through placement of equipment or by causing traffic congestion. Entering private spaces without permission. Conducting fieldwork in privately owned spaces that are open to the public.</p>				In planning stages, have a clear awareness of the boundaries between public and private space as well as any seasonal byelaws. Careful note should be made of any temporary restrictions to access and signage noted. Clear communication should be given to all students and groups about the boundaries of the field site. Students should ensure that in their conduct they are not blocking routes used by members of the public (including blocking through poor parking choices), being particularly mindful of specific access needs for specific groups of people.		

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<p><b>Cultural insensitivity, stereotyping and prejudice:</b> Lacking understanding of local practices and issues. Speaking freely without thinking about how words might affect the recipient. Seeing unnecessary (and harmful) novelty, humour or otherness in people's everyday lives.</p>				Remind students that they are visitors to the field site and should accordingly act respectfully of those who live locally. Students should aim to learn about local issues with empathy rather than as a source of spectacle. Planning staff should be aware of the potential impact of 'research fatigue' that might be felt by local people and to minimise repetitive use of the same field sites with the same research focus by groups of students. Local events, especially those that are celebratory in nature, or those that are linked to religious festivals, should be observed from a distance such that local people do not feel that their free time is under scrutiny. For the observance of specific religious or cultural events it may be necessary to seek permission from religious or cultural leaders. In such cases, any advised adherence to standards of dress or conduct should be observed.		
<p><b>Damage to personal property:</b> Accidental damage by fieldwork equipment or by carrying out particular activities.</p>				Ensure where there is the potential for damage to come to members of the publics' personal property (such as through the use of particular fieldwork equipment) that signage and hazard tape is used to prevent such instances. If it is noted that personal property is likely to get damaged, fieldwork activities should cease until such time as that potential is reduced.		
<p><b>Other:</b></p>						