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79. An appropriate risk assessment should be conducted before any shooting is carried out and thorough controls put in place to ensure safety of the general public and of all involved in the operation. The controls should include measures to minimise risk of exposure to potentially infective material, use of appropriate protective clothing and other measures where risk of exposure is identified, measures to avoid injury from handling badgers, as well as risks of using firearms. Reference should be made to HSE leaflet AS7(rev) 'Guns' and in addition relevant shooting organisations should be able to provide appropriate information on safe handling of firearms.

## Record keeping

80. Certain information will be required in order to complete the licence return to Natural England. In addition, it is best practice to record on a daily basis what has been done, where and by whom. Day-to-day details of the control operation should be recorded by the licensed operator in a field notebook. Periodically, field notes will need to be passed to the licence coordinator to enable him/her to complete the necessary licence returns. It is vital, therefore, that adequate and accurate records are kept.
81. Records must include farm/site name, location, number of trapping teams and trapping nights undertaken, and the actual location at which each badger was trapped. Trapping locations should be recorded as a six figure Ordnance Survey grid reference – e.g. in the format SX789456. Grid references can be found by checking the location on a 1:50,000 or 1:25,000 Ordnance Survey map of the area, and following the instructions on the map for recording a grid reference, or by using a hand held GPS device. Farm or holding locations can be recorded as a four figure grid reference (e.g. the equivalent 4 figure reference identifying the kilometre square in which the 6 figure example given above is found, would be SX7845).
82. This information is likely to be sensitive, so care must be taken not to lose field note books or leave them unattended (e.g. in unlocked vehicles). Loss must be reported to the cull co-ordinator and the police as soon as possible.
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