

Reptilewatch JE handbook

Thank you for your interest in volunteering to be part of this project. Reptilewatch JE is an island-wide effort to record Jersey’s reptiles, with the aim of detecting changes in their conservation status. By taking part, you will also be helping us to improve our knowledge on the distribution and habitat requirements of Jersey’s reptiles and other species. It’s also a good opportunity for you to spend some time in nature too!

In this handbook you will find out everything you need to know to become a Reptilewatch JE surveyor.

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How to get involved

Reptilewatch JE is made up of **3 levels**. Choose the one that suits you depending on your experience and how much time you have available.

Level			Methods
1	30 minutes 1 survey	No experience required No training required	Visual
2	1–2 hours 6 surveys	No experience required Training is required	Visual, artificial refugia
3	2+ hours Many surveys	Experience required Training is required	Visual, artificial refugia

Level 1 reptile surveys

Where to survey

Reptiles can occur in a number of different habitats. They are more likely to be found in south-facing areas that receive more sun. We want you to survey anywhere you like (as long as you have permission), but here are a few suggestions for places and habitats to survey:

- 'Wild' gardens
- Sand dunes
- Heathland
- Bramble thickets
- Gorse
- Tussocky grass
- Banks
- Stone walls
- Forts (wall lizards)
- Forest ride
- Roadside verges
- Field margins
- Log piles
- Allotments
- Cemeteries
- Brownfield sites
- Piles of vegetation (e.g. compost heaps)

Pictures of many of these habitats can be found in the NARRS reptile habitat guide at http://www.narrs.org.uk/documents/Reptile_habitat_guide.pdf and in the Reptilewatch JE presentation.

When to survey

Time of year: Jersey's reptiles can be active between March and October; relying on heat from the sun to regulate their body temperature. There is a greater chance of seeing reptiles in the spring (April to June) and autumn (mid-August to mid-October) when the cooler weather means they have to bask for longer. In comparison, they do not need to spend much time in the open during the hottest summer months to get enough heat.

Time of day: The best time of day to find reptiles depends on the weather, but peaks of activity are generally during the morning and afternoon. As the days get hotter and longer, the time that reptiles may be visible whilst basking becomes reduced and shifts further towards earlier in the mornings and later in the afternoon. Good conditions for spotting reptiles include days with sun or partial cloud with temperatures between 10 and 20°C. Strong wind and heavy rain are generally bad conditions for looking for reptiles, but sunny periods after rain can be productive. Long periods of hot dry weather are not favourable, though you may still find green lizards and wall lizards in these conditions.

Number of surveys: We are asking you to look for reptiles **once** between March and October. If you wish to, you can carry out more than one survey but you will need to fill out an additional survey form each time.

How to survey

Equipment

You will need:

- a Reptilewatch JE Level 1 survey form
- a pen or pencil
- a mobile phone (for use in the event of an emergency)

Optional (recommended):

- a camera (a smart phone camera is fine)

The camera will allow you to take pictures of anything you are not sure about, which can also help others check the identification of what you record.

How to survey

Step 1: Visit your chosen site and record the survey location, habitat type and type of location as shown on the survey form.



Step 2: Spend 30 minutes visually searching for reptiles. When possible, take photos of what you see but remember not to touch or handle any wildlife. **Remember**, much of Jersey's wildlife is protected by law, and should not be harmed, taken or possessed, nor should their breeding or resting sites be disturbed.

If you need help identifying the species you saw, see the species ID guides on the [JARG website](#).

Step 3: Record the date you carried out the survey and the number of any reptiles seen.

Step 4: [Submit your results](#), **even if you don't see anything**. Absence data is very useful.

Level 2 widespread reptile surveys

Please note that you must have completed training to carry out Level 2 surveys.

Where to survey

You can either survey a site of your choice or one provided to you by Natural Environment. If you survey a site of your own choice, you will need to arrange landowner access (see below), whereas sites provided by the coordinator will already have landowner permission arranged. Sites will be assigned to 500 m squares to help ensure there is a representative distribution of sites being surveyed across the island and to allow results to be compared against previous years.

Arranging landowner permission

If you have chosen your own site, you will need to identify and contact the landowner to arrange permission. They can often be identified by making local enquiries or by speaking to Natural Environment. A template introductory letter for requesting landowner permission is available from Natural Environment. Speaking with the landowner will also give you an opportunity to identify car parking locations, safety issues, where refugia may be laid (if allowed) and to build a relationship with them. A long-term aim of Reptilewatch JE is to gradually build the number of sites that can be accessed and repeatedly surveyed each year.

When to survey

Time of year: Jersey's reptiles can be active between March and October; relying on heat from the sun to regulate their body temperature. There is a greater chance of seeing reptiles in the spring (April to June) and autumn (mid-August to mid-October) when the cooler weather means they have to bask for longer. In comparison, they do not need to spend much time in the open during the hottest summer months to get enough heat.

Time of day: The best time of day to find reptiles depends on the weather, but peaks of activity are generally during the morning and afternoon. As the days get hotter and longer, the time that reptiles may be visible whilst basking becomes reduced and shifts further towards earlier in the mornings and later in the afternoon. Good conditions for spotting reptiles include days with sun or partial cloud with temperatures between 10 and 20°C. Strong wind and heavy rain are generally bad conditions for looking for reptiles, but sunny periods after rain can be productive. Long periods of hot dry weather are not favourable, though you may still find green lizards and wall lizards in these conditions.

Number of surveys: You should aim to survey your site **six** times between March and October in suitable weather. If possible, conduct three visits in spring (April–June) and two in autumn (mid-August to mid-October). If you wish to, you can carry out more than six surveys.

Which species to record

You should record any observations of Jersey's four native reptiles (see the *reptiles of Jersey ID guide*):

- green lizard (*Lacerta bilineata*)
- wall lizard (*Podarcis muralis*)*
- slow worm (*Anguis fragilis*)
- grass snake (*Natrix helvetica*)*

*Due to their restricted distributions, wall lizards and grass snakes may be encountered infrequently and so are additionally surveyed through other efforts.

If you see any non-native reptiles (e.g. terrapins, corn snakes) you should also record these.

If you have received training and feel sufficiently competent, you can opt-in to record some supplementary species. These are most likely to be encountered under refugia, and consist of four groups:

1. Small mammals
 - a. Bank vole (*Myodes glareolus* ssp. *caesarius*)
 - b. Wood mouse (*Apodemus sylvaticus*)
 - c. Lesser white-toothed shrew (*Crocidura suaveolens*)*
 - d. Millet's, Common or French shrew (*Sorex coronatus*)*
2. Cockroaches (Family Ectobiidae)
 - a. Tawny cockroach (*Ectobius pallidus*)
 - b. Lesser cockroach (*Ectobius panzeri*)
3. Beetles (Order Coleoptera)
 - a. Glow worm (*Lampyris noctiluca*)
 - b. Lesser stag beetle (*Dorcus parallelipipedus*)
4. Butterflies and moths (Order Lepidoptera)
 - a. Family Lasiocampidae
 - i. Drinker (*Euthrix potatoria*) – larva only
 - ii. Fox moth (*Macrothylacia rubi*) – larva and cocoons
 - iii. Oak eggar (*Lasiocampa quercus*) – larva and cocoons
 - b. Subfamily Arctiinae (Tigers and ermines) – larva and cocoons
 - c. Shoulder stripe (*Earophila badiata*) – adults

*The two shrew species can be difficult to distinguish from one another in the field as they rarely stay still when disturbed. Therefore, we recommend you simply record them as 'shrew species'.

ID guides for many of these species are available on the [JARG website](#) and further information is available in the [identifying supplementary species](#) section of this handbook.

How to survey

Equipment

You will need:

- a Reptilewatch JE Level 2 widespread survey form
- a pen or pencil
- a mobile phone (for use in the event of an emergency)
- 10–20 artificial refugia (available from Natural Environment, Howard Davis Farm, Trinity)

Optional (recommended):

- a camera (a smart phone camera is fine)
- species ID guides
- Global Positioning System (GPS) / GPS phone app that allows you to record coordinates
- map of survey site

The camera will allow you to take pictures of anything you are not sure about, which can help the Jersey Biodiversity Centre check the identification of what you recorded, and also so you can show others what you saw during your survey.

The GPS will allow you to record the precise location of artificial refugia and the start and end points of your survey route sections.

A printed map of your survey site will allow you to mark down your survey route and refugia locations.

Preparation

Once you have chosen your site and arranged landowner permission (if required), carry out the following:

Step 1: Read, complete and return the [Volunteer Working Agreement Form](#).

Step 2: Visit your chosen site during the day at least four weeks prior to surveying to familiarise yourself with the site and assess any risks. Update the [risk assessment](#) as necessary.

Step 3: Plan a walking survey route that encompasses the most suitable parts of the site and that will take approximately 1–2 hours to survey (small sites may require less time). A map of the site can be useful for doing this.

Suitable habitats can include long or tussocky grass, heathland, boggy or wetland areas, scrub, bramble, dense herbs, uneven or sloping areas and banks (particularly sunny south-facing areas), forest rides, woodland edges and glades, habitat edges (e.g. where dense bramble and long grass meet), field margins, piles of logs, branches, rocks, rubble, manure or compost, brownfield areas, allotments, 'wild' gardens, roadside verges, track and path edges, hedgerows, dry stone walls, rock/scree and mosaics of vegetation interspersed with small patches of open or bare ground.

Step 4: Lay out 10–20 (small sites may require fewer) artificial refugia at least four weeks prior to surveying along the survey route in areas away from public disturbance and livestock, trying to spread them evenly along the route. Press the refugia in to the vegetation and, if possible, leave them for a few weeks to bed in before carrying out your first survey. It can be helpful to plan this route ahead of your visit using online maps, and to discuss it with the landowner or manager in case there are areas they would like you to avoid. When you lay out the refugia, it is useful to record their location either by marking them on a map or recording their coordinates using the GPS. Your refugia can be recorded on the 'refugia list' on the survey form so that you can keep track of which ones you have checked on each survey. Recording their location will help you find them in future, especially if they become obscured by vegetation, and it will also mean that other surveyors and landowners can locate them if needed. You should inform the landowner or land managers of where you have placed your refugia in case any areas are scheduled for management such as mowing or grazing, which may result in damage to the refugia and to equipment, or the harm of livestock.

Step 5: Fill in your contact details and record the site details (name, location).

Step 6: Assess the connectivity and patch size of reptile habitat at your survey site.

Step 7: Carry out a habitat assessment along your survey route and divide it in to sections based on the habitat type (Figure 1), recording the length of each survey route section (see Table 1). The habitat classifications can be found in the [habitat assessment](#) section of this handbook, and in the additional [resources](#). If you are able to, record the coordinates where the route sections start and end. When you fill in your forms online you will need to draw your survey route on the map. It is also useful to note which route section each of your refugia are within. If you need assistance with this, please contact your coordinator or an experienced surveyor.

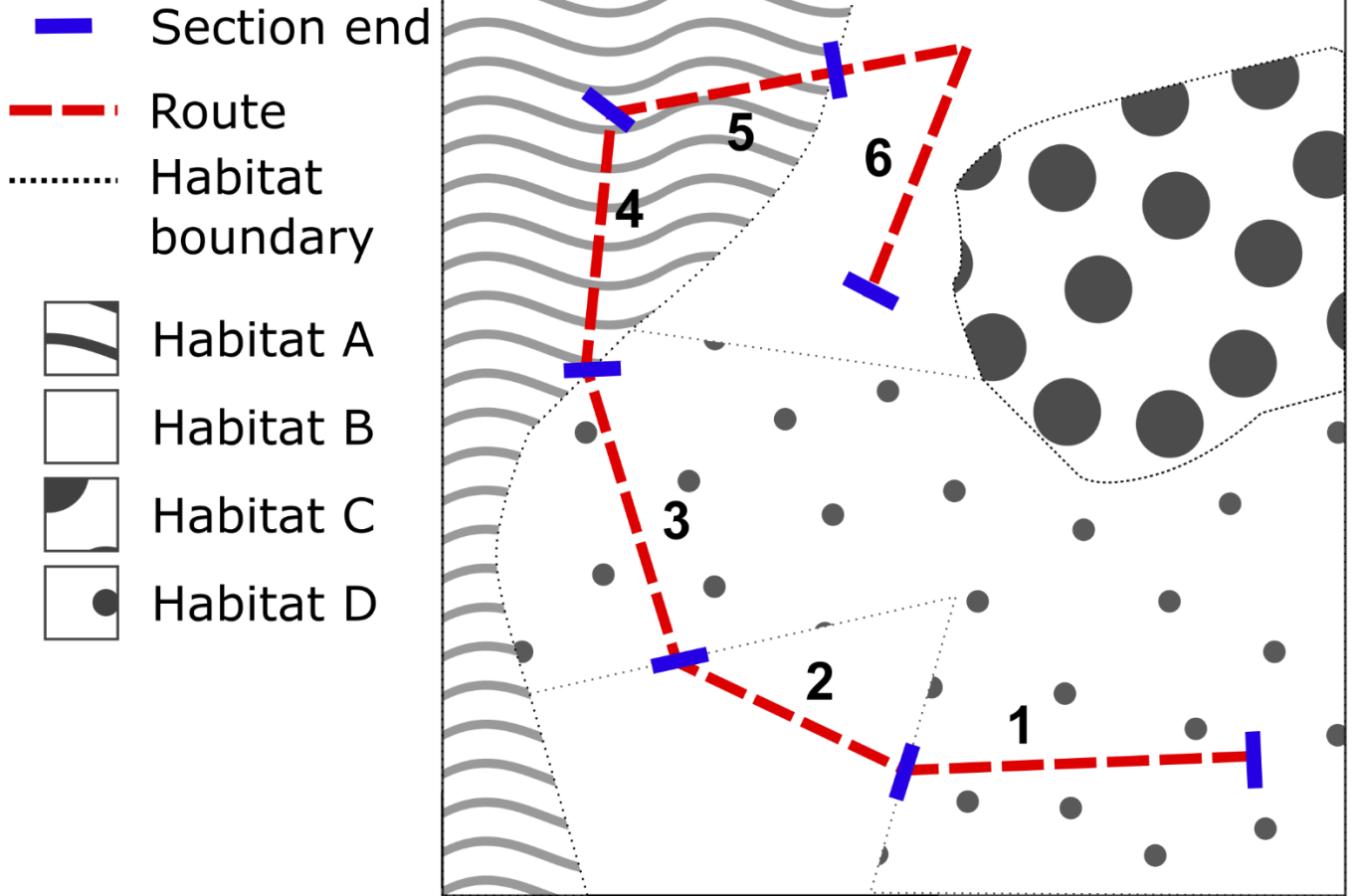


Figure 1 Example map showing a reptile survey route split in to sections based on habitat type.

Table 1 Example survey route section table.

Section number	Length (m)	Section habitat type	Habitat code	No. refugia	Section coordinates	
					Start	End
<i>Example</i>	<i>150</i>	<i>Dense scrub</i>	<i>h3</i>	<i>3</i>	<i>49.224204, -2.228506</i>	<i>49.225063, -2.226356</i>
1						
2						
...						
10						

How to survey

Please complete **six** surveys if possible between March and October, carrying out the following steps. If possible, conduct three visits in spring (April–June) and two in autumn (mid-August to mid-October):

Step 8: At the start of each survey first record the date, the visit number, start time and cloud cover. Also record which (if any) supplementary species you are recording.

Step 9: Spend 1–2 hours visually searching for reptiles along your survey route and check the artificial refugia as you encounter them. If you encounter any pre-existing refugia then you should check those also. When possible, take photos of what you see but be careful not to disturb the habitat and wildlife. It's therefore best to take photos from a distance or to have your camera ready when you lift

an artificial refugium. Do not attempt to touch or handle any animals. **Remember**, much of Jersey’s wildlife is protected by law, and should not be harmed, taken or possessed, nor should their breeding or resting sites be disturbed.

Step 10: Throughout the course of the survey, keep note of which refugia you have checked by ticking them off of the refugia list on the survey form. When you encounter an animal during your survey, record as much of the following information as possible: the time, species, lifestage, sex, quantity, certainty of your identification (**C**=certain, **U**=uncertain), whether the animal was in the open (**O**), under (**U**) or on top (**T**) of a refugium, the route section the animal was found in and where possible, the refugium ID (if on or under a refugium) or location coordinates of where the animal was spotted.

If you need help identifying the species you saw, see the species ID guides on the [JARG website](#).

Step 11: At the end of the survey you should record the end time, time spent surveying, the average wind speed during the survey using the Beaufort Scale (0–6) (see Table 2) and the rainfall (**0**=none, **1**=yesterday, **2**=earlier today, **3**=during survey) – choosing the most recent applicable option. You should also note the number of both artificial and pre-existing refugia checked.

Step 12: [Submit your results](#), **even if you don’t see anything**. Absence data is very useful.

Table 2 Beaufort scale for assessing average wind speed on a scale of 0–6.

0	0–1	Calm	Smoke rises vertically
1	1–3	Light air	Slight smoke drift
2	4–7	Light breeze	Wind felt on face and leaves rustle
3	8–12	Gentle breeze	Leaves & twigs in constant motion
4	13–18	Moderate breeze	Raises dust and small branches move
5	19–24	Fresh breeze	Small trees in leaf begin to sway
6	25–31	Strong breeze	Large branches move & trees sway

Level 2 wall lizard surveys

Please note that you must have completed training to carry out Level 2 surveys.

Where to survey

You can either survey a site of your choice or one provided to you by Natural Environment. If you survey a site of your own choice, you will need to arrange landowner access (see below), whereas sites provided by Natural Environment will already have landowner permission arranged.

Arranging landowner permission

If you have chosen your own site, you will need to identify and contact the landowner to arrange permission. They can often be identified by making local enquiries or by speaking to Natural Environment. A template introductory letter for requesting landowner permission is available from Natural Environment. Speaking with the landowner will also give you an opportunity to identify car parking locations, safety issues and to build a relationship with them. A long-term aim of Reptilewatch JE is to gradually build the number of sites that can be accessed and repeatedly surveyed each year.

When to survey

Time of year: Jersey's wall lizards can be active between March and October; relying on heat from the sun to regulate their body temperature. There is a greater chance of seeing reptiles in the spring (April to June) and autumn (mid-August to mid-October) when the cooler weather means they have to bask for longer. In comparison, they do not need to spend much time in the open during the hottest summer months. With that said, wall lizards are sun-lovers, and may be found throughout the year in sunny conditions of a sufficient temperature.

Time of day: The best time of day to find reptiles depends on the weather, but peaks of activity are generally during the morning and afternoon. As the days get hotter and longer, the time that reptiles may be visible whilst basking becomes reduced and shifts further towards earlier in the mornings and later in the afternoon. Good conditions for spotting reptiles include days with sun or partial cloud with temperatures between 10 and 20°C. Strong wind and heavy rain are generally bad conditions for looking for reptiles, but sunny periods after rain can be productive. Long periods of hot dry weather are not favourable, though you may still find wall lizards in these conditions.

Number of surveys: You should aim to survey your site **six** times between March and October in suitable weather. If possible, conduct three visits in spring (April–June) and two in autumn (mid-August to mid-October). If you wish to, you can carry out more than six surveys.

Which species to record

You should record any wall lizard (*Podarcis muralis*) observations, as well as any incidental observations of other native reptile species.

How to survey

Equipment

You will need:

- a Reptilewatch JE Level 2 wall lizard survey form
- a pen or pencil
- a mobile phone (for use in the event of an emergency)

Optional (recommended):

- a camera (a smart phone camera is fine)
- binoculars
- species ID guides
- Global Positioning System (GPS) / GPS phone app that allows you to record coordinates
- map of survey site

The camera will allow you to take pictures of anything you are not sure about, which can help the Jersey Biodiversity Centre check the identification of what you recorded, and also so you can show others what you saw during your survey.

Binoculars will allow you to visually search habitat features from a distance.

The GPS will allow you to record a fixed survey position if you use one.

A printed map of your survey site will allow you to mark down your survey area and any wall lizard locations.

Preparation

Once you have chosen your site and arranged landowner permission (if required), carry out the following:

Step 1: Read, complete and return the [Volunteer Working Agreement Form](#).

Step 2: Visit your chosen site during the day to familiarise yourself with the site and assess any risks. Update the [risk assessment](#) as necessary.

Step 3: Identify either:

- a. a walking survey route that allows you to visually search most suitable parts of the site and that will take approximately 30 minutes to survey, **or**
- b. a fixed point from which you can visually search the habitat (e.g. by using binoculars to search a large wall).

Suitable habitats are often those regularly exposed to the sun and include dry stone walls, fort walls, steps, rocks, cliffs and quarries.

It can be helpful to plan your route or fixed survey position ahead of your visit using online maps, and to discuss it with the landowner or manager in case there are areas they would like you to avoid or that are high risk. If you are going to survey from a fixed position it is useful to record the location either by marking it on a map or recording the coordinates using a GPS. This will help you and other surveyors to survey from the same location in future.

Step 4: Fill in your contact details and record the site details (name, location).

Step 5: Assess the connectivity and patch size of wall lizard habitat at your survey site.

How to survey

Please complete **six** surveys if possible between March and October, carrying out the following steps. If possible, conduct three visits in spring (April–June) and two in autumn (mid-August to mid-October):

Step 6: At the start of each survey first record the date, the visit number, start time and cloud cover. Also record which survey methods you will be using (walking, surveying from a stationary position, using binoculars). You can use more than one method in a survey.

Step 7: Spend 30 minutes visually searching for wall lizards along your survey route / from your fixed position, making sure you do not survey an area more than once in a visit. When possible, take photos of what you see but be careful not to disturb the habitat and wildlife. It's therefore best to take photos from a distance. Do not attempt to touch or handle any animals.

Step 8: When you encounter an animal during your survey, record as much of the following information as possible: the time, species, lifestage, sex, quantity, certainty of your identification (**C**=certain, **U**=uncertain) and the habitat code for the habitat the animal was seen in. The habitat codes are

available on the survey form, and more information is available in the [habitat assessment](#) section of this handbook. If you wish, you can also record the location coordinates of where the animal was spotted or mark it on a map.

- Step 9:** At the end of the survey you should record the end time, time spent surveying, the average wind speed during the survey using the Beaufort Scale (0–6) (see Table 2) and the rainfall (**0**=none, **1**=yesterday, **2**=earlier today, **3**=during survey) – choosing the most recent applicable option.
- Step 10:** [Submit your results](#), **even if you don't see anything**. Absence data is very useful.

Safety

It is very important to make sure you are safe at all times during your survey. Avoid surveying areas with uneven or unstable ground. Carrying a fully charged mobile phone is also advisable in case of emergency. A [risk assessment template](#) is available at the end of this handbook which you should modify to your needs. You are under no obligation to participate or complete the survey.

It is best to do your survey with someone else, but if you are on your own then make sure you tell a responsible person where you will be and when you expect to be back. Lone working procedures are described in the [Volunteer Working Agreement](#).

Submitting your results

Once you have finished your survey, make sure you submit your data. The preferred way is online at <http://jerseybiodiversitycentre.org.je>. Alternatively, you can email it to jbc@societe-jersiaise.org or post it to:

Reptilewatch JE
 Natural Environment, Growth Housing and Environment
 Howard Davis Farm
 Trinity
 JE3 5JP

If you are carrying out a Level 2 survey, you will need to be invited to fill out the appropriate online forms by your coordinator.

Please only submit your data using one method, as submitting through multiple avenues can lead to information being duplicated.

Resources

The survey forms, species ID guides and all other information needed for completing reptile surveys are available on the Jersey Amphibian and Reptile Group (JARG) website: <https://groups.arguk.org/jarg>.

Survey results can be submitted online to the Jersey Biodiversity Centre (JBC): <http://jerseybiodiversitycentre.org.je>.

Useful links:

Species Identification

Beckmann, B. Identification guide to native earwigs, cockroaches and naturalised stick-insects - <https://www.orthoptera.org.uk/sites/default/files/pdf/Earwigs%2C%20cockroaches%20and%20stick-insects.pdf>

Butterfly conservation - <https://butterfly-conservation.org/>

UK Butterflies - <https://www.ukbutterflies.co.uk/index.php>

Eggs, larvae, pupae and adult butterflies and moths - <http://www.ukleps.org/>

Insects of the Channel Islands Facebook group (Insects) - <https://www.facebook.com/groups/518340844961982/>

Jersey Wildlife Facebook group (all wildlife) - <https://www.facebook.com/groups/225539340841170/>

Other

Amphibian and Reptile Groups of the UK (Up to date guidance for Amphibian and Reptile Groups) - <https://www.arguk.org>



Jersey Amphibian and Reptile Group Surveyors Discussion Page (Facebook) -
<https://www.facebook.com/groups/590112634750709/>

McGowan, D. and Gurnell, J. (2014). Small mammal survey Jersey 2014. Available from
<https://www.gov.je/sitecollectiondocuments/government%20and%20administration/r%20small%20mammal%20survey%20jersey%202014%2020150729%20dm.pdf>

UK Habitat Classification (habitat classification documentation and guidance) -
<http://ecountability.co.uk/ukhabworkinggroup-ukhab/>

Google Maps (maps.google.co.uk) - useful for looking at satellite maps of your site and can also be used to record refugia locations and measure survey route sections using the 'Maps' option after clicking 'Your places' page from the menu.

Growth, Housing and Environment,
 Howard Davis Farm, La Route de la Trinité,
 Trinity, Jersey, JE3 5JP
 Tel: 01534 441600
 Email: environmentenquiries@gov.je



Amphibian and Reptile Groups of the UK
 VOLUNTEERS WORKING FOR THE CONSERVATION OF AMPHIBIANS AND REPTILES

Volunteer Working Agreement Form

This form is for the purpose of registering as a volunteer with Jersey Amphibian and Reptile Group (JARG) affiliated under ARG UK CIO (Charity no 1165504) part of ARG UK. I understand that I am not under any obligation to carry out voluntary work for ARG UK nor is ARG UK under any obligation to use my services.

Volunteer details

Full name:		Contact number:	
Correspondence address:			
Post code:			
Emergency contact name:		Emergency contact number:	

Important information

Before signing this form please read the following consent information carefully. It explains how your information will be used and provides a brief description of your rights under Jersey’s Data Protection Law. For further information on how the Department of the Environment handles personal data please visit <http://www.gov.je/howweuseyourinfo>

Your Consent - I am aware and agree

That the personal information supplied in this form, together with any other accompanying information, to be used for the sole purpose of processing my application to volunteer for ARG UK and I understand that it’s an offence to knowingly submit false or misleading information with an application.

To my personal information being shared with your insurance provider in the event that it is necessary for me to make an insurance claim.

That any information I collect during my volunteering activities will be shared with other interested parties (such as the Jersey Biodiversity Centre) and will be used to provide published statistical data and reports.

I understand that under Jersey’s Data Protection Law I have the right to withdraw my consent to the further processing of my information. (Should you wish to exercise this right please contact us on tel. 441600)

I have received sufficient training and/or instructions for the planned activities and believe that I am fit and healthy enough to carry out the voluntary work involved. I understand that it is my responsibility to consult my doctor if I have any concerns about my health prior to carrying out any volunteer work for JARG Jersey.

I understand that I should not do anything that I do not feel qualified to do and that I should not put others or myself in danger during the course of any voluntary activities and that I should contact the JARG Jersey co-ordinator for further advice and/or training if necessary.

I have read and understood the Surveying and Monitoring Risk Assessment (attached) and Lone Working Procedures (detailed below). I understand that the purpose of these documents are to remind me of any potential risks and I should use these to make my own assessment(s) prior to commencement of each volunteering activity.

I understand that I will not be covered in full by States of Jersey insurance unless I sign and return this form to the JARG Co-ordinator at the address above.

Volunteer consent

Signature:			
Name:		Date:	

Lone Working Procedures

The aim of the Lone Working Procedure is to ensure that there is always someone who knows where you are working so that you can be located and/or contacted in the event of an emergency. JARG strongly advise you to follow these procedures, but it is up to you to use them appropriately and responsibly.

The Lone Working Procedures should be applied to situations where a person is working alone. Lone working should take place only if you are confident that you are safe and able to work alone.

An assessment should be made of whether lone working is appropriate. Can the risks be minimised if more than one person is involved? Is the scope of the work such that it should not (or must not) be undertaken by a lone worker? The task needs to be assessed against our approach to undertaking Risk Assessments.

For all lone working, a 'buddy system' should be operated, whereby a buddy is nominated and informed of:

1. Location(s) of lone working (changes in itinerary need to be reported to the buddy).
2. Reporting-in times or estimated time of arrival (the frequency of reporting-in should be determined on the basis of risk and changes of location).
3. Contact details.
4. Travel/vehicle details (particularly important in the event of requiring emergency assistance).
5. The Emergency Procedure in the event of not calling in.

This information should be supplied to the buddy in a suitable format (e.g. in writing or phone message) which can be referred to in the event of an emergency.

Any changes in itinerary should be communicated to the buddy; this may require leaving messages on answerphones or mobile phones (buddies should check for messages before implementing emergency procedures). A third party may also be used to convey a message.

The lone worker is responsible for phoning ('reporting in') on time. Take account of the possibility of poor mobile phone reception, phones being lost or damaged, phone batteries running out, or that your buddy may be driving or doing some other activity that prevents them from using the mobile phone. A contingency must be in place for such events.

Emergency procedures: In the event of the lone worker not 'reporting in' the buddy should carry out the following:

Between half an hour and an hour after the due 'reporting-in' time, the buddy should call the lone worker on the number(s) given. If there is no response, they should leave a phone message with the time of the call, and state that the Lone Worker is overdue for reporting in.

Repeat this after 15 minutes, and a third time up to one hour after the due reporting-in time. This will give the lone worker one hour after the deadline to respond. If there is still no response then the Buddy should exhaust all other options before calling the emergency services.

If still unable to contact or locate the lone worker, the buddy should call the local police (use 999 only if you are sure there is an emergency, though it is better to err on the side of caution). The police should be advised of the Lone Working Procedures, the areas being visited, travel details, any known risks, reporting in times and any contact details; and they should leave a contact number should further information be required. If any other emergency services are involved, the buddy should also advise them of the details provided by the lone worker, notably the areas being visited, travel details, any known risks, reporting-in times and contact details.

Note: Mobile phones should not be used while driving or undertaking certain activities

Habitat assessment

This section gives a detailed explanation of how habitat assessments should be carried out, and the habitat classifications and measurements that Reptilewatch JE uses. This will help us compare surveys across years, assess changes in the habitat over time and calculate which habitats are best for which species.

The habitat classifications

Reptilewatch JE uses 18 habitat classes to define terrestrial and freshwater habitats (Table 3), as described in Level 3 of the UK Habitat Classification Scheme (UK Habitat Classification Working Group, 2018). An additional six classes derived from Level 4 of the UK Habitat Classification Scheme are used to describe built-up areas and gardens in greater detail for wall lizard surveys (Table 3). Further detail on the habitat definitions, their development and relation to other habitat classification schemes are available online at <http://ecountability.co.uk/ukhabworkinggroup-ukhab/>.

How to assess the habitats along a survey route for Level 2 widespread reptile surveys and Level 3 grass snake surveys

Both the intermediate widespread reptile surveys and advanced level grass snake surveys use similar survey methods and the same approach for habitat assessment. This approach is outlined in the steps below:

- Step 1:** Visit your survey site during the day **before** carrying out your first survey and assess the risks associated with surveying it. If laying your artificial refugia on this same visit then you should aim to do this at least four weeks before the first survey takes place. If you are happy to continue then proceed to the next step.
- Step 2:** Plan your survey route so that it encompasses as much suitable reptile habitat as possible. Level 2 routes should take approximately 1–2 hours to survey, whereas Level 3 surveys may take longer.
- Step 3:** Divide your survey route in to sections according to the **Level 3 habitat type** shown in Table 3.
- Step 4:** Record the details of each survey route section in the **survey route section table** (see an example in Table 1 above).
 - a. Number each section sequentially
 - b. Estimate the length in metres using an online mapping tool (e.g. Google Maps). If you are not sure how, ask your coordinator or an experienced surveyor to assist you.
 - c. Record the section habitat type based on the level 3 classes listed in Table 3.
 - d. Record the section habitat type code based on the level 3 classes listed in Table 3.
 - e. Record the number of artificial refugia in each section.
 - f. If possible, record the start and end coordinates for each survey route section.
 - g. Map your survey route and its sections using the online Jersey Biodiversity Centre form.

How to assess the habitats for Level 2 wall lizard surveys

For wall lizard surveys, it is necessary to record the habitat type in which your observations are made. The approach is outlined in the steps below:

- Step 1:** Carry out your survey as described in the 'how to survey' section on the survey form.
- Step 2:** When you observe a wall lizard, note down the details of your sighting (e.g. sex, lifestage) and record the Level 3 habitat code as shown in Table 3. If the wall lizard is in a **built-up area or garden**, use the appropriate code from the classifications listed in Level 4 of the classification scheme.

Table 3 Habitat classifications for Reptilewatch JE, adapted from the UK Habitat Classification (UK Habitat Classification Working Group, 2018). Level 3 classifications should be used for Level 2 and 3 reptile surveys. Wall lizards occurring in 'Built-up areas and gardens' should be recorded to their Level 4 habitat.

Lev. 1	Level 2	Level 3	Level 4 (wall lizards only)	
Terrestrial	Grassland	g1: Acid grassland		
		g2: Calcareous grassland		
		g3: Neutral grassland		
		g4: Modified grassland		
	Woodland and forest	w1: Broadleaved mixed and yew woodland		
		w2: Coniferous woodland		
	Heathland and shrub	h1: Dwarf shrub heath		
		h2: Hedgerows		
		h3: Dense scrub		
	Wetland	f1: Bog		
		f2: Fen marsh and swamp		
	Cropland	c1: Arable and horticulture		
	Urban	u1: Built-up areas and gardens	u1a: Open Mosaic Habitats on Previously Developed Land	
			u1b5: Developed land; sealed surface - Buildings	
			u1b6: Developed land; sealed surface - Other developed land	
u1c: Artificial unvegetated, unsealed surface				
u1d: Suburban/ mosaic of developed/ natural surface				
u1e: Built linear features				
Sparsely vegetated land	s1: Inland rock	s2: Supralittoral Rock		
		s3: Supralittoral Sediment		
Freshwater	Rivers and lakes	r1: Standing open water and canals		
		r2: Rivers and streams		

Identifying supplementary species (see our [ID guides](#) and the information below):

Small mammals

(This information has been sourced from McGowan and Gurnell (2014). Learn more [here](#))

Jersey's small mammals regularly occur under reptile survey refugia. The four species of interest are:

- Jersey bank vole (*Myodes glareolus* ssp. *caesarius*)
- Wood mouse (*Apodemus sylvaticus*)
- Lesser white-toothed shrew (*Crocidura suaveolens*)*
- Millet's, Common or French shrew (*Sorex coronatus*)*

It is unlikely that the two shrew species can be identified from one another during reptile surveys.

Species information summary

	Jersey bank vole	Wood mouse	Lesser white-toothed shrew	Millet's, Common or French shrew
Coat	Reddish / chestnut brown with light cream to dark silvery grey underneath.	Brown with paler cream underneath. Can have a yellowy tinge to the flanks.	Grey but can be reddish brown. Paler underneath. Short dense fur.	Rich brown with paler cream sides and underneath. Obvious distinction on flanks where colours meet. Short dense fur.
Tail	Short; approximately half the full body length (Flowerdew, 1993).	Long. Hairs make it appear dark on upper and lighter underneath.	Body length (excluding the head).	Short; approximately body length.
Head	Blunt nose, small eyes and small ears.	Large bulging eyes and large ears.	Small slender body. Long pointed snout with long fine whiskers. Small eyes and rounded ears. White teeth.	Pointed snout with whiskers and small eyes.
Movement	Short legs cause a scurrying type of movement.	Large hind legs give it speed and a characteristic bouncing motion.	Quicker and more aggressive than the Millet's shrew.	

	Jersey bank vole	Wood mouse	Lesser white-toothed shrew	Millet's, Common or French shrew
Breeding	<p>Breeding period: throughout the year if there are good food resources, but typically March–October</p> <p>Gestation: approximately 18 days</p> <p>Litter size: 3–5</p> <p>No. litters per year: ≤ 5</p> <p>Sexual maturity: < 1-year-old</p> <p>Lifespan: approximately 18 months</p>	<p>Breeding period: March–October and throughout the year if conditions allow</p> <p>Gestation: 19–20 days, but longer if lactating due to delayed implantation.</p> <p>Litter size: 2–9</p> <p>No. litters per year: 4 (average)</p> <p>Sexual maturity: < 1-year-old</p> <p>Lifespan: 18–20 months</p>	<p>Breeding period: March–September</p> <p>Gestation: 27–30 days</p> <p>Litter size: 1–6</p> <p>No. litters per year: ≤ 4</p> <p>Weaned after 22 days</p> <p>Sexual maturity at 5 months</p>	<p>Breed period: May–September</p> <p>Gestation: approximately 20 days.</p> <p>Litter size: 3–7</p> <p>No. litters per year: ≤ 6</p> <p>Sexual maturity: year following birth (MacDonald and Barrett, 1993)</p> <p>Lifespan: ≤ 24 months</p>
Habitats	<p>Typical: mature mixed deciduous woodlands with a thick shrub layer (Southern and Lowe 1968).</p> <p>Also occur in: hedgerows, banks, heathlands, grasslands, parks and gardens.</p> <p>Burrow 2–10 cm underground. Underground nests often around tree roots, fallen logs or in tree trunks (Corbet and Harris 1991).</p>	<p>Typical: woodlands.</p> <p>Also occur in: arable land, scrub, sand dunes, heathland, hedgerows, dry stone walls, gardens and urban parks.</p> <p>Nests are built underground, occasionally in trees or nest boxes.</p> <p>Regularly seek shelter and move underground.</p>	<p>Typical: dry bracken, heathlands, sand dunes, coastal scrub, hedgerows, banks and gardens.</p> <p>Associated with coastal habitats and grassy edge habitats.</p> <p>Uses burrows of other small mammals but also makes its own.</p> <p>Nests built in thick grass or under woody debris.</p>	<p>Typical: Heathland, scrubland, hedgerows, unmown meadows, marshes and deciduous woodlands.</p> <p>Often avoid urban areas (Meinig and Aulagnier 2014).</p> <p>Uses burrows of other small mammals.</p> <p>Nests made of grass and leaves.</p> <p>Rarely found in intensively farmed areas.</p>
Diet	<p>Varied, including fleshy fruits and soft seeds, leaves and herbs, dead leaves, buds, moss, fungi, roots, grass, insects, worms and snails.</p> <p>Known to make food stores.</p>	<p>Varied and opportunistic, including seeds, seedlings, buds, fruit, nuts, snails, worms, fungi, moss, galls, larvae, arthropods and arable weeds.</p> <p>Known to make food stores.</p>	<p>Insectivorous, eating a variety of insects.</p>	<p>Insectivorous, feeding on earthworms, slugs, beetles, woodlice and spiders.</p>

Cockroaches (Family Ectobiidae)

- Tawny cockroach (*Ectobius pallidus*)
- Lesser cockroach (*Ectobius panzeri*)

(This information has been sourced the Identification guide to native earwigs, cockroaches and naturalised insects by B. Beckmann. See

<https://www.orthoptera.org.uk/sites/default/files/pdf/Earwigs%20C%20cockroaches%20and%20stick-insects.pdf>)

Cockroach ID features

Feature	Tawny cockroach	Lesser cockroach
ADULTS		
Length	8–9.5 mm	5–8 mm
Colour	Golden-yellowish brown all over A bit of dark brown on underside of abdomen (<i>females only</i>)	Darkish brown with speckled patterning on pronotum (shield) of both sexes, and on abdomen of female
Wings	Both sexes, full	Males; full Females; short-winged, wings covering less than half the abdomen
Habitats	Woodland rides and clearings; Heathland; Dunes	Coastal scrub; Sand dunes; Vegetated shingle; Dry heathland
JUVENILES		
Wings	Wing buds visible in late instar juveniles; they are shorter and appear thicker than adult wings Left and right wing buds do not overlap (adult wings overlap left over right wing)	

Beetles (Order Coleoptera)

- Glow worm (*Lampyris noctiluca*)
- Lesser stag beetle (*Dorcus parallelipedus*)

Male glow-worms are more obvious than females as they possess wings with brown elytra, a clearer pronotum and a large brown spot in the middle. In comparison, females remain as larvae without wings, and are often twice the size of the males (up to 25 mm in length) (Source: <https://www.naturespot.org.uk/species/glow-worm>). They can be found under rocks, logs and refugia, particularly between May and August. They may be confused with the larvae of ladybirds or carrion beetles (Silphidae).

The lesser stag beetle is a large beetle (up to 30 mm) that is difficult to confuse for anything else. It is most likely to be seen during summer when they fly to disperse.

Butterflies and moths (Order Lepidoptera)

- Family Lasiocampidae
 - Drinker (*Euthrix potatoria*) – larva only
 - Fox moth (*Macrothylacia rubi*) – larva and cocoons
 - Oak eggar (*Lasiocampa quercus*) – larva and cocoons
- Subfamily Arctiinae (Tigers and ermines) – larva and cocoons
- Shoulder stripe (*Earophila badiata*) – adults

The larva of the Lasiocampidae are fairly distinctive due to their size and hair tufts. The Arctiinae are also relatively large and hairy caterpillars.

ARG UK Generic Risk Assessment (modified for Jersey)



	Hazard	Risk	Control measures	Probability	Comment
1	Assault	Physical injury, sexual assault	Try to defuse any potentially confrontational situations. If possible, walk away. Contact police if unsure or feel threatened. Apply Lone Working Procedures.	Low	
2	Stings and bites	Diseases, allergic reaction	If known allergy to stings take appropriate medication on site. If feeling unwell after a site visit seek medical attention.	Moderate	
3	Ticks	Transmission of Lyme disease	Be aware of ticks (e.g. BADA-UK www.bada-uk.org) and take precautions in the field. Wear long trousers and long sleeves, use insect repellent, avoid brushing through tall vegetation, check clothing for ticks, consult a doctor in the event of tick bite.	Low to high depending on whether ticks present locally.	
4	Pond (etc.) water	Pond water may contain bacteria that may cause disease (e.g. <i>Leptospirosis</i> /Weil's disease).	Treat all pond (etc.) water as potentially pathogenic. Do not ingest, do not expose cuts on skin to pond water. Wear gloves to protect against scratches when working near water. Wash hands after immersion in pond water and especially prior to eating. If feeling unwell after accidental ingestion of pond water or contact with open wound seek medical attention.	High	
5	Ponds /deep water	Drowning	Take care when near water bodies. Do not lone work near water bodies. Take throw-rope when working near water.	Moderate	
6	Cold	Hypothermia	Wear appropriate clothing. Inform group leader if feeling cold.	Low/Moderate in winter	
7	Concealed holes/ditches	Physical injury, ankle injuries	Take care when walking through areas of deep habitat or areas where there is poor footing visibility. Avoid areas of poor footing visibility is possible.	High	
8	Dogs	Bites, lacerations, disease	Be wary of dogs off leads. Disinfect any bites and seek medical attention.	Moderate	
9	Exposure to sun	Sun burn	Where appropriate use sunscreen. Avoid midday sun if possible.	High	



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10	Hazardous waste/fly tipping	Cuts, lacerations, chemical burns, infection	Wear gloves when handling waste. If unsure of contents of containers or if known to be hazardous contact emergency services.	Moderate	
11	Heat and difficult terrain	Exhaustion, dehydration	Walking difficult terrain will cause extra fatigue in hot weather. Do not rush and drink plenty of water.	Low	
12	Old and partially buried structures (eg buried fences)	Tripping, ankle injuries	Take care when footing is not clearly visible. Look for signs nearby of structures e.g, partially collapsed fence.	Moderate	
13	Sharp grasses and thorny bushes	Eye injuries, cuts, lacerations, infection	Do not bend down or kneel in areas of Sharp sea grass or other sharp plants. Disinfect any lacerations or punctures	Moderate	
14	Sharp objects (eg tins)	Cuts, lacerations, infection	Take care when picking up any potentially sharp objects. Wear gloves if appropriate or desired.	High	
15	Shooting	Physical injury	Do not approach any person suspected of carrying a weapon. If there is shooting allowed on site establish where and when shooting will take place and avoid. In cases of unauthorised shooting contact the police.	Low	
16	Steep slopes/ unstable ground	Physical injury, trips, ankle injuries	Try to avoid climbing steep slopes. Take care with footing.	Moderate	
17	Stock	Physical injury, trampling	Be aware of stock behaviour, if in doubt leave site. Do not take dogs on site.	Moderate	
18	Tree felling	Injury from felled timber	In forestry plantations look out for indications of felling in progress (posted notices, sounds of felling activity). Avoid areas where/when felling is in progress.	Low	
19	Working with children	Harm to children or allegation of improper behaviour made against adult	Ensure that any children attending an activity do so under the responsibility of a guardian.	Low	

Activity _____

Date _____

Assessor _____

Amphibian and Reptile Groups of UK (ARG UK) is a registered charity (number 1165504) committed to the conservation of native amphibians and reptiles and their natural environment by supporting the development of a network of independent volunteer amphibian and reptile groups (ARGs)

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 Howard Davis Farm
 La Route de la Trinité
 Trinity, Jersey JE3 5JP
 Tel: 00 44 (0)1534 441600
 Email: environmentenquiries@gov.je



Landowner Survey Consent Form

I hereby agree to grant permission for ecological surveys to be carried out on my property/land by volunteers taking part in [] recording survey, coordinated by []

Full name and title	
Address of property/land to be surveyed	
Contact telephone number	
E-mail address	

Important information:

Before signing this form please read the following consent information carefully. It explains how the personal data will be used and provides a brief description of an individual's rights under Jersey's Data Protection Law. For further information on how the Department of the Environment handles personal data please visit <http://www.gov.je/howweuseyourinfo>

Consent

I am aware and agree to the personal information supplied in this form, to be used for the sole purpose of recording my consent to ecological surveys being carried out on my land under. I also agree to my personal information being shared with your insurance provider in the event that it is necessary for the volunteer to make an insurance claim.

I am aware and agree that any survey data that is collected by volunteers on my land will be shared with other interested parties (such as the Jersey Biodiversity Centre) and will be used to provide published statistical data and reports and you will only do so, where possible, after you have ensured that sufficient steps have been taken to protect my personal data unless it is legally required to do so.

Your right to withdraw consent

Under Jersey's Data Protection Law you have the right to withdraw your consent to the further processing of your information at any time. If you wish to exercise this right please contact the Department of the Environment on 441600.

Signature.....Print Name: Date.....

Sources

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