



# RISK ASSESSMENT & MANAGEMENT SYSTEMS

<b>Activity</b>	<b>Initiatives</b>	
<b>Date</b>	01/07/2021	
<b>Locations</b>	Site: All sites – see LOMS for particular risks/hazards associated with specific sites Ensure all Emergency Contact information is recorded in the LOMs	
<b>Authorisation</b>	Program Manager:	Risk Safety Manager: M.Hurrell
<b>FINAL DECISION AND COMMENTS:</b> (to be assessed by the Group Leader in communication with the Program Coordinator/Program Manager). Including when the activity must <u>not</u> be run. Activity <del>not</del> approved for use.		

Hazard	Consequence	Likelihood	Risk rating	Controls	Consequence	Likelihood	Risk Rating
Staff inexperience or poor judgement	4	C	M	An Outward Bound Australia (OBA) Group Leader (GL) manages the activity using their knowledge, experience and training combined with a strict framework for working within the Standard Operating Procedures (SOP) and Guidelines of the Operations Manual.  Specifically, from the SOP/ Group Leader Handbook: - Duty of Care - Hazardous Tree Assessment - Weather - Supervision Ratio Table - Behaviour Management - Child Protection - Program set up - General SOP - Initiatives  Other relevant policies/procedures relevant to the activity:	2	A	L
Damaged and/or failure of equipment	4	C	M		2	A	L
Unstable trees and/or tree branches at site	5	C	H		4	A	M
Exposure to weather and changing weather conditions	4	D	H		3	A	L
Snakes, Spiders can be encountered during activity in warmers months	4	D	H		3	B	M
Unsuitable terrain	4	C	M		2	A	L
Inadequate supervision	4	C	M		3	A	L
Incorrect or inadequate activity equipment	4	C	M		2	A	L



Unsecure stash site for equipment & food	3	C	M	<ul style="list-style-type: none"> <li>- Manual Handling Procedure</li> <li>- Gear Maintenance &amp; Replacement policy</li> <li>- Roles and Responsibilities of Accompanying Adults</li> </ul> <p>Additional oversight for activities is provided through the PC/PM in the approval and running of programs depending upon additional factors which will include:</p> <ul style="list-style-type: none"> <li>• Screening of Participants</li> <li>• Weather conditions (severe or other)</li> <li>• Fire Danger ratings</li> </ul> <p>All GLs to conduct a field risk assessment prior to starting the activity as per the Operations Manual.</p> <p><b>Activities protocol</b> Procedures for cancellation: notify the PC of any changes to the activity, sites or conditions of activity/participants/site.</p> <p>Yes or No go activity?</p>	2	A	L
Unclear or inadequate briefings and/or skills session	3	C	M		3	A	L
Interaction with members of the public	3	C	M		2	A	L
Manual Handling: Loading/unloading and carrying heavy equipment	4	C	M		3	A	L
Proximity to public road	4	C	M		3	A	L
Injuries from activity equipment e.g. wooden poles, ropes, metal wires	4	C	M		3	A	L

**EMERGENCY RISK MANAGEMENT STRATEGIES**

<b>COMMUNICATION</b>	
<b>RADIO COMMUNICATION TO BASECAMP:</b> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<b>Radio Channel:</b> 50 OBA Repeater
<b>MOBILE PHONE COMMUNICATION:</b> Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<i>*pending site of activity*</i> Mobile service is expanding on the circuit. All high points get reliable mobile phone coverage on Telstra network
<b>OTHER COMMUNICATION</b>	InReach GPS tracker and 2 way messages or SPOT - GPS tracker only
<b>CONTACT INFORMATION</b>	
<b>EMERGENCY</b>	<b>PH: 000</b>