

Yorkshire Head of the River Race 2018

Risk Assessment



Risk Estimator - Row Safe Guide Modification of the British Standard 8800 2004

| Likelihood of harm | Severity of Harm | | |
|--------------------|------------------|---------------|----------------|
| | Slight Harm | Moderate Harm | Extreme Harm |
| Very unlikely | Very low risk | low risk | Low risk |
| Unlikely | low risk | Medium risk | Medium risk |
| Likely | Medium risk | Medium risk | High risk |
| Very likely | Medium risk | High risk | Very high risk |

| Category of risk | Evaluation of acceptability |
|------------------|--|
| Very low risk | Acceptable |
| Low risk | Risks should be reduced so that they are acceptable - if reasonably practicable to do so |
| Medium risk | |
| High risk | |
| Very high risk | Unacceptable |

| Risk level | Acceptability; guidance on necessary action and timescale |
|---------------|--|
| Very low risk | These risks are considered acceptable. No further action is necessary other than to ensure that the controls are maintained. |
| Low risk | No additional controls are required unless they can be implemented easily (in terms of time, money and effort). Actions to further reduce these risks are assigned low priority. Arrangements should be made to ensure that the controls are maintained. |
| Medium risk | Consideration should be given as to whether the risks can be lowered, where applicable, to a tolerable level, and preferably to an acceptable level, but the costs of additional risk reduction measures should be taken into account. The risk reduction measures should be implemented within a defined time period. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with harmful consequences. |

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| High risk | Substantial efforts should be made to reduce the risk. Risk reduction measures should be implemented urgently within a defined time period and it might be necessary to consider suspending or restricting the activity, or to apply interim risk control measures, until this has been completed. Considerable resources might have to be allocated to additional control measures. Arrangements should be made to ensure that the controls are maintained, particularly if the risk levels are associated with extremely harmful consequences and very harmful consequences. |
| Very high risk | These risks are unacceptable. Substantial improvements in risk controls are necessary, so that the risk is reduced to a tolerable or acceptable level. The activity should be halted until risk controls are implemented that reduces the risk so that it is no longer very high. If it is not possible to reduce risk the activity should remain prohibited. |

NOTE: Where the risk is associated with extremely harmful consequences, further assessment is necessary to increase confidence in the actual likelihood of harm.

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|-----------------------|------------------------|----------------------------------|-------------------------------|-------------------|--|
| PRE RACE | | | | | |
| Notification | | | | | All River Authorities, Local Council, Emergency Services, Business's, and Clubs, that use the River Ouse, informed in writing of the event. Safety Plan, Safety Maps, Sent to competing Clubs / All Competitors. Safety Plan, Safety Maps Risk Assessment Documents posted in a prominent position inside York City Rowing Club and posted on Yorkshire rowing Council website: www.yorkshirerowing.co.uk . |
| Communication Systems | | | | | To be tested during the week prior to the event. Tested on the day of the event prior to racing. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|---|--|----------------------------------|-------------------------------|-------------------|--|
| WEATHER AND ENVIRONMENTAL CONDITIONS | | | | | |
| Difficult weather or water conditions | Officials Competitors | Likely | Moderate Harm | Medium Risk | During the week prior to the event, regular updates to be obtained from Weather Authorities. Decision made on the day to run or cancel the event. Higher levels of competence to be able to compete. |
| Lightning | Officials Competitors | Very Unlikely | Extreme Harm | Low Risk | Action plan involving weather warnings and using the 30/30 rule to delay or cancel as advised in the current Row Safe, Good Safety Guide. |
| Icy Conditions | Officials Competitors Spectators Public | Likely | Extreme Harm | High Risk | All Pathways to be treated with Salt and Sand Prior to the event. Additional Salt and Sand to be made available for visiting competitors. |
| Debris and Sharp objects causing harm. | Officials Competitors Spectators Public | Likely | Extreme Harm | High Risk | Car Parking Area, Trailer Area, Esplanade Road, Tow Path, To be inspected and cleared of any harmful objects. (Personnel Safety Equipment to be used). |
| Sludge on Steps and Tow Path. Causing Harm. | Officials Competitors Spectators Public | Very Likely | Extreme Harm | Very High Risk | Clean Steps And Tow Path using methodical methods. Using Personnel Protective Equipment. |

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|---|--|------------------------------|---------------------------|-------------------|--|
| WATER BORNE DISEASES | | | | | |
| Leptospirosis, Bugs or Blooms, Algae, Bio Hazards | Officials Competitors Competition Personnel | Unlikely | Moderate Harm | Medium Risk | Keep water and skin contact to minimum, remove contaminated clothing and wash contacted skin areas. Cover all unbroken skin with medical dressings. Seek First Aid at York City Rowing Club. |
| MOTOR LAUNCH AND MOTOR MOVEMENT | | | | | |
| From Boathouse to Water. By Manual Handling. | Competition Personnel | Unlikely | Moderate Harm | Medium Risk | Check condition of Launches during week prior to event. Check launches on day of event for damage. Ensure launch fully inflated. Sufficient personnel using Kinetic lifting techniques. Ensure clear access to steps then river. Launch to be affixed to anchor points on tow path area. |
| From Boathouse. Tow Path. By Manual handling. | Competition Personnel | Unlikely | Moderate Harm | Medium Risk | Engines to be checked during week prior to the event. Check engines on day of event. Sufficient personnel using kinetic lifting technique, putting engine securely on trolley, use engine trolley to get engine to tow path ensuring clear access. |
| Attaching engine to launch. Losing control of launch. | Competition Personnel | Unlikely | Moderate Harm | Medium Risk | Two people to hold motor launch, another person to control engine in launch. Two persons to pass the engine to the person in boat. Engine to be affixed on back board of motor launch using securing bolts and tied securely to metal eyes in launch. |

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| Safety Equipment Requirements for Launch. | Officials Competitors | Likely | Extreme Harm | High Risk | All launches to be fitted with propeller guard and kill cord. All launches carry safety equipment as per the current Row Safe, Good Practice Guide, Chapter 2.4. |
| Filling And attaching Petrol Tank to engine. | Competition Personnel | Unlikely | Slight Harm | Low Risk | Ensure Tank not damaged, fill Tank in open area (do not fill in boat). Affix to engine using correct methods. |
| Starting Engine. Loosing Control of Launch. | Competition Personnel | Likely | Slight Harm | Medium Risk | One Person to hold Launch whilst other crew member starts engine. Do not leave Motor Launch unattended with engine running |
| Getting Afloat. Losing control of launch. | Officials Competitors | Unlikely | Moderate Harm | Medium Risk | Only cast off Tow path with engine running, ensure securing rope affixed inside Launch. |
| Losing control of Launch. | Officials Competitors | Unlikely | Extreme Harm | Medium Risk | Driver to be RYA level 2 qualified or considered suitably experienced by the safety launch co-ordinator Alcohol consumption will not take place by launch drivers until such time as their duties are complete. Use of all Safety Devices. All launches to be fitted with propeller guard and kill cord and drivers understand use of the kill cord. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
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| Safety Personnel Clothing. Hypothermia. | Officials Safety Personnel Competitors | Very Unlikely | Moderate Harm | Low Risk | Safety Personnel only allowed to go afloat with sufficient clothing to combat Weather conditions. Regular Radio contact to be maintained. |
| Inspection of Full course of River. To identify course Hazards. | Officials | Very Likely | Moderate Harm | High Risk | Remove floating debris. Use marker buoys to warn un-coxed crews of any forthcoming fixed hazard. |
| Conditions and Hazards. | Officials Safety Personnel Competitors | Likely | Moderate Harm | Medium Risk | All competitors to be issued with Competitor Instructions advising of course, expected conditions, and marked Hazards. Any additional hazards identified on the day will be marked and highlighted to crews by race monitors |
| Course Safety Measures. Marshall's, Monitors, Launches. To Control Boat Movement. | Officials Safety Personnel Competitors | Likely | Moderate Harm | Medium Risk | Marshals, Monitors, Launch Drivers, to attend Safety Meeting Prior to Racing. All Marshall's Monitors and Launches, to be in position in adequate time To control Boat movement in their area, with all Safety Equipment. Written Instructions issued to all Safety Personnel. |

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| TRANSPORTATION OF BOATS BY MECHANICAL MEANS | | | | | |
| Vehicle Controllers. | | | | | |
| Injury from moving Vehicles. | Officials Safety Personnel Competitors Competition Personnel Spectators Public | Likely | Extreme Harm | High Risk | All personnel to wear High Visibility Clothing. Maintain adequate distance from moving Vehicle. Restrict Moving Vehicle to walking Pace. Verbal communication to be maintained. |
| Moving Vehicles. | | | | | |
| Injury to competitors and Public. | Officials Safety Personnel Competitors Competition Personnel Spectators Public | Likely | Extreme Harm | High Risk | Vehicle lights to be illuminated and Hazard Warning lights used. Vehicle to be escorted at walking pace to main road. All escorts to wear High Visibility Clothing. Vehicle reversing. Must be controlled by a Lookout. |

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|---|---|----------------------------------|-------------------------------|-------------------|--|
| Detaching Trailer From Vehicle, Causing Harm. | Officials Safety Personnel Competitors Competition Personnel Spectators Public | Likely | Moderate Harm | Medium Risk | Towing Vehicle to be made safe, only experienced person to uncouple trailer, use sufficient persons to move trailer, leave trailer with brake on and wheels chocked. |
| Blocking Esplanade Road and Esplanade Car Park. | Officials Safety Personnel Competitors Competition Personnel Spectators Public | Very Likely | Slight Harm | Medium Risk | Trailers remain in Trailer Area. All towing vehicles proceed to car park. Cars carrying boats are sent to the car park into a designated area. Marshals to monitor and keep cycle path clear. Notices to be displayed along section likely to be affected. |

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| BOAT HANDLING | | | | | |
| Unloading Boats From Trailers and Cars, Causing Harm to Themselves and Others. | Officials Safety Personnel Competitors Competition Personnel Spectators Public | Likely | Moderate Harm | Medium Risk | Safe area to be established (which does not block rights of ways). Trailer to be made secure and stable. Sufficient personnel to handle the unloading safely, A lookout used to ensure a clear zone. Area to be kept clear from trip Hazards. If working with feet above floor level, trailer platforms to be used, and ladders secured Top and Bottom. |
| Boat Assembly. Incorrectly assembled causing damage and harm. | Competitors | Very Unlikely | Moderate Harm | Low Risk | Use correct tools, and an experienced person to check boat after assembly. Checking for, Bow Ball, Heel Restraints, Buoyancy compartment Seals, Secure Fastenings. |
| Transporting Boats from Boat area to Water. Manual Handling. | Officials Safety Personnel Competitors Competition Personnel Spectators Public | Likely | Moderate Harm | Medium Risk | Ensure sufficient personnel to move boat safely. Lift boat by using Kinetic Techniques. Ensure clear walkway. Walk with boats (DON'T RUN). Marshals to be deployed at steps to control area. 8s, 4+, 4-, 4x, 4x+, to use only larger steps opposite York City Rowing Club. 2x, 1x, may use other smaller steps. |

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| Unsuitable equipment Causing Injury. | Officials Safety Personnel Competitors Competition Personnel | Unlikely | Moderate Harm | Medium Risk | Under BR rules all clubs must supply properly and regularly maintained equipment for their members, Which is safe and adequate for its intended purpose. Random detailed checks together with visual checks will be made by marshals, |
| Competitors Clothing Hypothermia. | Competitors | Likely | Extreme Harm | High Risk | Competitors to be monitored at time of embarking into boat. Any Competitor wearing incorrect clothing to be stopped. To be monitored by Monitors, Marshals, Launch Drivers. |
| Capsize during embarkation from Steps. | Competitors | Likely | Moderate Harm | Medium Risk | Ensure Boat is held on steps by at least one person. Ensure Oars fitted correctly in Swivels, and Gates locked. Step Marshals in place. Safety Launch in place. First Aid In York City Rowing Club. |
| Competitors in the water. | Competitors | Likely | Moderate Harm | Medium Risk | Under BR Row Safe guidance: All competitors must be competent swimmers or wear a PFD. Coxswains must wear life jackets that conform to EN standards, and carry CE mark of approval. Coxswains of Bow Loader Boats to wear Manually operated Life jackets. Safety launches positioned strategically along the course. |

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| PROCEEDING TO THE START. | | | | | |
| Capsize proceeding to the start. | Competitors | Unlikely | Moderate Harm | Medium Risk | Course monitored throughout its length. Safety launches placed along the course. Vehicle access points identified to transfer athlete/s. All Marshals, Monitors, Safety Launches to be informed. Race Controller to be informed. |
| River debris causing boat damage or capsize. | Officials Safety Personnel Competitors | Likely | Moderate Harm | Medium Risk | Course examined during the week prior to competition and two hours prior to the start. Safety launch crews and Monitors to be aware and take action. |
| Collisions between Boats. | Competitors | Likely | Extreme Harm | High Risk | Crews informed of navigation rules. Course monitored throughout its length. Safety launches placed along course. |
| Collisions between competitors travelling in opposite directions. | Competitors | Unlikely | Moderate Harm | Medium Risk | Crews informed of navigation rules. Crews not allowed to row back down the course once proceeding upstream to the start, unless under guidance from Marshals. And Monitored by Safety Launches. Race controller to be informed. |
| Collision with Bridges. | Competitors | Unlikely | Moderate Harm | Medium Risk | Rules not allowing overtaking at bridges. Safety Launch positioned near bridge vicinity. |

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| Collision with other river traffic not involved in the event | Competitors Public | Unlikely | Moderate Harm | Medium Risk | Competitors informed of the Navigation Rules in the 'Instructions to Competitors' and the action to take. Monitors and safety launches in position to provide warnings. |
| START AREA | | | | | |
| Capsize at the start marshalling area. | Competitors | Unlikely | Moderate Harm | Medium Risk | Start Marshals to direct crews and monitor safety. Safety launch patrolling area. First aid and warm vehicle at the start area. |
| 5 MIN PRIOR TO START. | | | | | |
| All officials in Place, Danger of poor response time. | Competitors | Unlikely | Extreme Harm | Medium Risk | All Marshals Monitors Launch Drivers, to report to Race Controller, stating they are in position and river conditions/debris at their area. |
| RACING | | | | | |
| Incident causing blockage of racing course. | Officials Safety Personnel Competitors Public | Unlikely | Moderate Harm | Medium Risk | Course monitored throughout with radio communication to Race Controller, who can halt racing if necessary through the monitors and safety launches. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|--|---|----------------------------------|-------------------------------|-------------------|---|
| Incident through difficult weather or water conditions. | Officials Safety Personnel Competitors Public Spectators | Likely | Moderate Harm | High Risk | Weather and water conditions assessed and either only allow higher levels of competence to compete or cancel the event. |
| Collisions with commercial passenger boat during the race. | Officials Safety Personnel Competitors Public | Unlikely | Moderate Harm | Medium Risk | Negotiation with proprietor to avoid travelling on course during the short period when the crews are racing. Race Controller to be informed. |
| Collision with other river traffic on the course. | Competitors Public | Unlikely | Moderate Harm | Medium Risk | If possible inform other river user about event. Marshals at start and finish to request other boat traffic to wait for racing to finish. Crews Informed of navigation rules and action to take in event of other river traffic, ignoring request, on the course. All Monitors and Safety Launches informed if other river traffic on course by Race Controller and action to take. |
| Collisions/contact between racing crews. | Competitors | Likely | Slight Harm | Medium Risk | Monitor presence increased at difficult bends to give warnings. Safety launch placed near difficult bends. |

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|---|---|------------------------------|---------------------------|-------------------|---|
| River debris causing boat damage or capsize. | Officials Safety Personnel Competitors | Likely | Moderate Harm | Medium Risk | Course examined during the week prior to competition and two hours prior to the start. Safety launch crews and Monitors to be aware and take action. |
| Collision with bridges during the race. | Officials Safety Personnel Competitors | Unlikely | Extreme Harm | Medium Risk | Rules prohibit overtaking at bridges. Safety Launch positioned in vicinity of Clifton Bridge, with Monitors in the vicinity of other bridges. |
| Capsize during the race. | Officials Safety Personnel Competitors | Unlikely | Moderate Harm | Medium Risk | Course monitored throughout its length. Safety launches placed along the course. Vehicle access points identified to transfer victim quickly. All marshals/monitors/safety launches in radio contact. |
| Participants not completed race, before withdrawal of monitors and safety launches. | Competitors | Unlikely | Extreme Harm | Medium Risk | Sweeper launch to follow last competitors through to the finish. Where there is a large gap between final competitors a second sweeper launch to be placed in between. Race Coordinator to give order for monitors and safety launches to stand down. |
| RACE FINISH | | | | | |
| Capsize at the finish area. | Officials Safety Personnel Competitors | Unlikely | Moderate Harm | Medium Risk | Finish Marshals in place. First Aid post at the finish. Safety Launch in place. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|---|---|------------------------------|---------------------------|-------------------|---|
| Collisions/contact between finished crews, and racing crews. | Competitors | Likely | Slight Harm | Medium Risk | Finish Marshal in place to control boats. Crews not allowed to row back down the course. Finishing circulation patterns to be observed as per finishing area map. |
| Collisions between competitors travelling in opposite directions. | Competitors | Unlikely | Moderate Harm | Medium Risk | Crews informed of navigation rule. Crews monitored by marshals when returning to the landing stages after racing enforcing the circulation pattern. |
| Collision with bridges. | Officials Safety Personnel Competitors | Unlikely | Extreme Harm | Medium Risk | Finish Marshals in place, Safety Launch in place . |
| Collisions with commercial passenger boat, | Officials Safety Personnel Competitors Public | Unlikely | Moderate Harm | Medium Risk | Negotiation with proprietor to avoid travelling on finish area. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|---|--|------------------------------|---------------------------|-------------------|---|
| LANDING ON STEPS | | | | | |
| Capsize during disembarkation from steps | Officials Safety Personnel Competitors | Unlikely | Moderate Harm | Medium Risk | Ensure boat is held on steps by at least one person. Safety Launch in place. First Aid in York City Rowing Club. |
| BOAT HANDLING | | | | | |
| Transporting Boats from Water, to Boat area. Manual Handling. | Officials Safety Personnel Competitors Spectators Public | Likely | Moderate Harm | Medium Risk | Ensure sufficient personnel to move boat safely. Lift boat by using Kinetic Techniques. Ensure clear walkway. Walk with boats (DON'T RUN). Marshals to be deployed at steps to control area. 8s, 4+, 4-, 4x, 4x+, to use only larger steps at York City Rowing Club. 2x, 1x, may use other smaller steps. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|---|---|------------------------------|---------------------------|-------------------|---|
| Incorrectly disassemble causing damage and harm. | Officials Safety Personnel Competitors | Very Unlikely | Moderate Harm | Low Risk | Use correct tools, and an experienced person to check boat after disassemble. Clear area to be maintained. |
| Loading Boats on to Trailers and Cars. Causing Harm to Themselves and Others. | Officials Safety Personnel Competitors Spectators Public | Likely | Extreme Harm | High Risk | Safe area to be established (which does not block rights of ways). Trailer to be made secure and stable. Sufficient personnel to handle the unloading safely. A lookout used to ensure a clear zone. Area to be kept clear from trip Hazards. If working with feet above floor level, trailer platforms to be used, and ladders secured Top and Bottom. |
| Blocking Esplanade Road and Esplanade Car Park. | Officials Safety Personnel Competitors Spectators Public | Likely | Slight Harm | Medium Risk | Trailers remain in Trailer Area. Marshals to monitor and keep cycle path clear. Notices to be displayed along section likely to be affected. |
| Attaching Trailer to Towing Vehicle, Causing Harm. | Officials Safety Personnel Competitors Spectators Public | Unlikely | Moderate Harm | Medium Risk | Towing Vehicle to be made safe, only experienced person to couple towing vehicle. Use sufficient persons to move trailer. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|---|--|------------------------------|---------------------------|-------------------|---|
| Injury by moving vehicles | Officials Safety Personnel Competitors Spectators Public | Unlikely | Extreme Harm | Medium Risk | Vehicle lights to be illuminated and Hazard Warning lights used. Vehicle to be escorted at walking pace to main road. All escorts to wear High Visibility Clothing. Vehicle reversing. Must be controlled by a Lookout. |
| MOTOR LAUNCH RETURN | | | | | |
| Detaching Petrol Tank from engine. Causing harm. | Competition Personnel | Unlikely | Slight Harm | Low Risk | Ensure Engine switched of and isolated. Remove connector from engine Remove Petrol tank from Launch. Place petrol tank in secure petrol store. |
| Engine removal from launch. Losing Control of Launch. | Competition Personnel | Unlikely | Slight Harm | Low Risk | Two people to hold Motor Launch, another person to control engine in launch. Two persons to receive the engine from person in boat. Engine to be affixed to engine trolley with retaining bolts. |
| Engine Movement From Towpath to Boathouse, by, Manual handling. | Competition Personnel | Likely | Extreme Harm | Medium Risk | Sufficient personnel using Kinetic lifting technique, putting engine securely on trolley, use engine trolley to transport engine to Boathouse ensuring clear access. Report any damage or defects. |
| Motor Launch Movement From Water to Boathouse, using Manual Handling. | Officials Safety Personnel Competitors Spectators Public | Unlikely | Moderate Harm | Medium Risk | Ensure sufficient personnel using Kinetic lifting techniques. Ensure clear access to Boathouse. Report any damage or defects. |

| Risk | Persons at Risk | Probability VU/U/L/VL | Severity S / M / E | Risk Level | Planned Action to Control Risk to an acceptable Level |
|--|--|----------------------------------|-------------------------------|-------------------|---|
| HYPOTHERMIA | | | | | |
| Hypothermia (non-immersion) Competitors. | Competitors | Unlikely | Extreme Harm | Medium Risk | Competitors warned to be appropriately dressed for the conditions. Competitors considered at risk to be withdrawn from event. |
| Event Organisers, Judges, Marshals Monitors Launch Drivers. | Officials Safety Personnel Competition Personnel | Unlikely | Extreme Harm | Medium Risk | All persons to be adequately dressed for the conditions. Other Persons to check personnel. Regular radio contact to be maintained. Warm areas to be used. |
| REGATTA OFFICIALS & MONITORS & UMPIRES | | | | | |
| Loss of personnel | Officials Safety Personnel Competition Personnel | Unlikely | Extreme Harm | Medium Risk | All persons to carry a mobile phone with phone number given to regatta secretary All persons to carry a 2 way radio system A personnel deployment chart to be used (record name, area deployed, time dispatched and returned). Alcohol consumption will not take place by race officials until such time as their duties are complete. |

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| Prepared by: | Name: | Position: | Date: |
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| Updated by: | Chris Polack | Event Secretary | 31/12/2017 |
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