

Breakaway Offroad 4x4 Club Risk Assessment

Specific Aspects Relating to the Trip <i>(What is unique about this activity that could present risks during the trip)</i>	Details of perceived Hazards and Consequences <i>(what specifically could happen during the trip)</i>	Class of Risk <i>(High, Med, Low)</i>	Control Measures <i>(What can you or others do prior to or during the trip to prevent the hazards or reduce the consequences)</i>	Revised Risk <i>(after control measures in place.)</i>	FOR ONGOING MANAGEMENT PURPOSES – Review after trip		
					Are Control measure in place? Y/N	Org Rep pre-prior Are control measurers adequate for activity planed? Y/N	Trip Leader Use on Trip Additional action taken to control if changes occur or measurers are not in place
Driving 4 wheel drive vehicles on and off road	Heavy traffic – Other road users resulting in: <i>Accidents with other road users</i> <i>Sole vehicle accidents</i> <i>Participants losing convoy</i> <i>Vehicle/s breaking down</i>	Low-med	All drivers to be fully and currently licensed for that class of motor vehicle. All vehicles to be fitted with a working UHF radio All vehicles to be fully roadworthy at the time. Trip Leader to provide clear and detailed trip briefing at commencement of trip. All drivers instructed to obey all traffic rules and regulations. Trip Leader to remain in front and have an Assistant Trip Leader or Tail End Charlie at the rear. Predesignated regroup points just after highway exit 69 and once through the traffic lights of Nerang All drivers and participants are instructed to drive in a defensive manner at all times with due regard to the other road users.	Low	Yes	Yes	:
	Road Conditions: Sealed and Unsealed roads Expected to be good (highways and B class roads), Potential road works,	Low	Trip leader to check on Main Roads website working day prior to trip for road works. Drivers/ members to be fully briefed prior to departure by trip leader on the route and road conditions that are expected to be encountered. Have a plan to deal with last minute changes and brief participants on it.	Low	Day prior Yes On day Yes	Yes	

Trip: Scenic Rim Adventure Park
 Date: 9/2/13
 Leader: Mark Caldwell

Trip Classification: Black Diamond

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	Unexpected detours,		All drivers to be instructed to adjust driving to the road conditions encountered at the time including those unexpected changes to the plan.		On day		
	Weather Conditions: Possible showeres, Daylight driving to and from area, Sudden changes being summer.	Low	All drivers to be encouraged to adjust driving to the weather conditions throughout trip. Scheduled breaks to be taken throughout the trip, to ensure fatigue is not an issue.	Low	On day Yes	Yes	Warning given about wet weather and potential slippery conditions.
	Busy 4wd park, other groups encountered on minor tracks, head on collision potential with bikes/4WD/ horses	Med	Trip leader to contact par owners one business day prior to trip to ask about other activities known to them. Only drivers with club 4WD training to attempt Black rated tracks. All drivers to treat all areas of the park as public roads and obey all traffic rules and regulations. Trip Leaders to provide clear briefing prior to the commencement of the trip covering specific details of route and conditions expected.	Low	Yes Two days Prior Day Prior Yes On day	YES	
	Track Conditions: 4wd park tracks with many steep inclines and declines, Rating Black Diamond Ruts on many unmaintained tracks, Single vehicle accidents, Potential for	Med-high	Trip leader to contact park owners prior to the trip to get information on current conditions. Drivers/ members to be fully briefed prior to departure by trip leader on the road conditions that may be expected to be encountered. All drivers to be encouraged to adjust driving to the road conditions encountered at the time. Regular breaks from driving taken during trip.	Med	Day Prior Yes Day Prior Yes		

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	recoveries						
	Weather Conditions: Possible Showers Mainly daylight driving, Sudden changes being Spring.	Low	All drivers to be encouraged to adjust driving to the weather conditions at the time. Side trips to be reassessed if inclement weather occurs and cancelled if risk unacceptable. If rain does develop, change route to avoid unsafe conditions	Low	On Day		
Out door activates Weather/Sun	Not wearing appropriate PPE Exposure to sun	Low	All members to be encouraged to wear Hat, Eye, Long sleeve clothing for protection/ sun glasses when necessary and when outdoors. Trip leader to Reduce exposure time, where possible.	Low	On Day		
Recovery	Snatching Strap lets go/ breaks under load, Potential severe injury to participant/ onlooker Potential for vehicle damage	Med-high	All persons to take direction from the person in charge on the recovery only. All drivers to be fully briefed on the correct and safe working procedures on snatching. All onlookers to be at least 1.5 times length of cable away from recovery operation. All equipment to be fully serviceable and in good working order at all times, prior to use. Recovery leader to check recovery equipment for suitability prior to load being applied Gloves and other PPE to be used Snatch Strap blanket (dampener/ air brake) to be used. Snatch straps to be joined correctly and in compliance with Club training. Ensure club recovery gear is carried on this trip by the trip leader on the day.	Low	On Day		Recovery

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Exposure to Noise	Participants not wearing appropriate protection	Low	Some Minor noise levels may be encountered—pre trip briefing and club trip rules provided by trip leader. Members instructed to wear hearing protection when using or near operation of noisy equipment.	Low	On Day		
Fire and Smoke	Fires are only allowed in designated areas at the picnic grounds Potential for bush fire if not protected Potential for severe injury to participants who may fall into fires	Low	Fire conditions/ restrictions/ requirements to be covered by the Trip Leader in Pre trip briefing to participants. Special mention made to watch over children near fires – parent/ guardian responsibility. Trip leader will check fires established to ensure compliance on Sat evening. No skylarking near fires to be tolerated.	Low	On Day		
First Aid	Potential to conduct bush walks Minor cuts and abrasions	Low	Trip leader to ensure each vehicle has First Aid Kit Following covered by the Trip Leader in pre trip briefing: <ul style="list-style-type: none"> • Care to be taken when out walking in bushland and around creeks • Children under 12 (or all weak swimmers) to be actively supervised when near all bodies of water, outline emergency procedures and contacts details to all participants (covering en route to/ from Kenilworth/ at Kenilworth/ separated from group)	Low	Day Prior On Day		
Toilets/Washing Facilities	Lack of toilets on tracks Unhygienic conditions	Low	No Toilets on the track <ul style="list-style-type: none"> • Toilet stop prior to reaching tracks and at lunch 	Low	On Day		
Reporting of Accidents/Injuries	Non reporting may lead to lack of compensation or protection by PI insurance to Club.	Low	Covered by the Trip Leader in pre trip briefing that all incidents/ accidents and injuries must be reported to trip leader within 4 hours of incident and documented within 24 hours. All incident reports to be passed onto Club Trip Co-	Low	On Day Last Day		

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	WH&S prosecution		ordinator within 48 hours of end of trip.		of Trip		
Other Risks Identified during trip							

Attachment A

RISK MATRIX

Trip: Scenic Rim Adventure Park
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		Consequences			
Likelihood	Insignificant	Minor	Moderate	Major	Severe
Almost Certain	M	H	H	E	E
Likely	M	M	H	H	E
Possible	L	M	M	H	E
Unlikely	L	M	M	M	H
Rare	L	L	M	M	H

Risk Level:

- E Extreme risk
- H High risk
- M Moderate risk
- L Low risk

Likelihood:

- Almost certain Expected in most circumstances
- Likely Will probably occur in most circumstances
- Possible Could occur in most circumstances
- Unlikely Not expected to occur
- Rare Exceptional circumstances only

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