



### Operational Risk Assessment Form - Part A

Event		Date		Time		Name		Signature		
<b>PREVAILING WEATHER CONDITIONS (CIRCLE)</b>										
<b>Wind Strength</b>	Still			Light			Moderate		Strong	
<b>Wind Direction</b>	Northerly	Nor'Easterly	Easterly	Sou'Easterly	Southerly	Sou'Westerly	Westerly	Nor'Westerly	Nil	
<b>Weather</b>	Clear		Scattered Cloud		Overcast		Showers		Heavy Rain	Storm
<b>Wave Height</b>	<0.5	-1	-1.5	-2	-2.5	-3	-3.5	-4		
<b>Surf Conditions</b>	Glassy		Slight Chop		Choppy		Rough		Very Rough	

### Operational Risk Assessment Form - Part B

Hazards	Risk Description	Raw Risk Assessment				Control Measures	Risk Assessment				Alternative Control Measures	Decisions	
		Likelihood	Consequence	Risk Magnitude	Acceptable Risk?		Likelihood	Consequence	Risk Magnitude	Acceptable Risk?		Residual Risk Magnitude	Acceptable Risk?
<b>ENVIRONMENT</b>													
Weather Conditions					Y/N					Y/N			Y/N
Wave Conditions					Y/N					Y/N			Y/N
Rips / Current					Y/N					Y/N			Y/N
Natural Debris					Y/N					Y/N			Y/N
Rubbish					Y/N					Y/N			Y/N
Pollution					Y/N					Y/N			Y/N
Stingers					Y/N					Y/N			Y/N
Holes					Y/N					Y/N			Y/N
Structures					Y/N					Y/N			Y/N
					Y/N					Y/N			Y/N
<b>PEOPLE</b>													
Lifeguards					Y/N					Y/N			Y/N
Public					Y/N					Y/N			Y/N
Support Crew/s					Y/N					Y/N			Y/N



Competitors				Y/N				Y/N		Y/N
Supporters				Y/N				Y/N		Y/N
Spectators				Y/N				Y/N		Y/N
Water Safety				Y/N				Y/N		Y/N
Officials				Y/N				Y/N		Y/N
				Y/N				Y/N		Y/N
<b>EQUIPMENT</b>										
IRBs				Y/N				Y/N		Y/N
ATVs				Y/N				Y/N		Y/N
Boat / Canoe				Y/N				Y/N		Y/N
Skis				Y/N				Y/N		Y/N
Boards				Y/N				Y/N		Y/N
Vehicles – Beach				Y/N				Y/N		Y/N
Vehicles – Road				Y/N				Y/N		Y/N
				Y/N				Y/N		Y/N

Working

**Appendix: Risk rating scales and risk matrix-** For reference when calculating risk ratings ( $L \times C = R$ )

**Likelihood Scale**

Score	Scale	Frequency of accident
1	Rare	Would only occur in exceptional circumstances.
2	Unlikely	Incident conceivable at some time, but only remotely possible.
3	Possible	Could occur at some time, has probably happened in the past.
4	Likely	Will probably occur in most circumstances, known to have happened in the past.
5	Almost certain	Expected to occur in most circumstances, regularly occurred in the past.

How to determine the likelihood rating:  
A likelihood rating is the **likelihood of the predicted accident** occurring and not the likelihood of harm occurring.

Consideration of who could be affected, what controls are in place (are they effective or not) are useful pieces of information to consider when making this judgement.

**Consequence Scale**

Score	Scale	Severity of harm (psychological, physical, and/or emotional)
1	Insignificant Harm	No real harm or illness resulting – e.g. minor bumps, bruises or abrasions.
2	Minor Harm	First aid or minor medical treatment is required – e.g. sprains, strains and cuts.
3	Significant Harm	Harm or illness requiring treatment by a qualified medical practitioner such as a GP, physio, dentist, or a hospital e.g. fractures, dislocations, soft tissue damage, or wounds requiring stitches.
4	Serious Harm	Life or limb threatening harm or illness, permanent disablement e.g. multiple trauma injuries with potential for permanent disablement.
5	Fatality	One or multiple fatalities

How to determine the consequence rating:  
Predict what the **Reasonably Foreseeable Worst Case Harm (RFWCH)** could be. In other words, what's the worst harm that could occur that would not be bizarre.

If we predict our consequence at 'worst case' then the result will always be death (5-Fatality).  
If we predict at 'most common' we leave ourselves vulnerable for missing predictable outcomes. For example,  
'Tripping on an exposed power cable'  
Most common harm= graze/sprained wrist (2-Minor Harm)  
Worst case harm= hits head and dies (5-fatality)  
RFWCI- Broken Wrist (3- Significant Harm)



			<b>SLSNZ Risk Matrix</b>				
<b>Consequence (C)</b>	<b>5</b>	<b>Fatality</b>	<b>5</b>	<b>10</b>	<b>15</b>	<b>20</b>	<b>25</b>
	<b>4</b>	<b>Serious harm</b>	<b>4</b>	<b>8</b>	<b>12</b>	<b>16</b>	<b>20</b>
	<b>3</b>	<b>Significant harm</b>	<b>3</b>	<b>6</b>	<b>9</b>	<b>12</b>	<b>15</b>
	<b>2</b>	<b>Minor harm</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>10</b>
	<b>1</b>	<b>Insignificant harm</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
			<b>Rare</b>	<b>Unlikely</b>	<b>Possible</b>	<b>Likely</b>	<b>Almost certain</b>
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Likelihood (L)</b>							

<b>RISK MAGNITUDE</b>	<b>SCORE</b>	<b>ACTIONS TO BE TAKEN</b>
<b>Low</b> ★	1-4	Risk which is acceptable. Monitoring is required to ensure that the existing control measures are maintained and working as expected.
<b>Moderate</b> ★★	5-12	Where reasonably practicable, additional control measures <u>should</u> be considered and applied to reduce the risk, particularly at higher scores within this category. The level of risk is acceptable, provided all reasonably practicable control measures have been applied. Monitoring is required to ensure that all control measures are maintained and working as expected.
<b>High</b> ★★★	15-16	Where reasonably practicable, additional control measures <u>must</u> be considered and applied to reduce the risk. The level of risk is acceptable, provided all reasonably practicable control measures have been applied. Consideration of additional control measures is required, including applying additional resources, as part of the continual improvement process. Monitoring is required to ensure that all control measures are maintained and working as expected.
<b>Unacceptable</b> ★★★★	20-25	If it is not possible to reduce the risk, even with unlimited resources, the risk cannot be justified on any grounds. The work must stop immediately or not be carried out if the work has not started.