

British Orienteering

Risk Assessment & Risk Management

Organisers are responsible for risk assessment and risk management and contingency plans.

Risk assessment form

This form **MUST** be completed by the Organiser. It is an important form that reflects the risk assessment and risk management processes that event organisers must undertake.

This form may be required if incidents occur and the British Orienteering Public Liability Insurance Cover requires these risk assessment and management processes to have been completed. The completed form should be retained by the organising club for future reference; British Orienteering **DO NOT** currently require a copy.

The risk assessment will need to be undertaken at an early stage and will probably be best done by splitting it into sections that cover key areas: car park and travel routes, Assembly areas, start/finish, the courses & terrain.

- Car park & travel routes- one way system, separate entrance/exit, segregation of cars & pedestrians, road crossing, traffic lights, marshals etc.
- Assembly area – electrical safety issues, cable runs, generator positions, shelter, First Aid
- Start/Finish – remote location, communication system, First Aid, shelter?
- Courses/terrain – hazards to manage, roads, railways, rivers, cliffs, mines, quarries, steep slopes, remote nature, access for recovery team, marshals & helpers safety.

With enough time to work through the various issues that arise from this early risk assessment, most hazards can be dealt with and the risks mitigated or managed.

Risk log & plan

In addition to the risk assessment form, an Organiser may also wish to draw up a risk management plan and a risk log. This could take format of the sample risk log document on the website.

The purpose of this is to try and identify all the weak points of an event, what might go wrong and how can each problem be managed. Contingency arrangements can either be put in place or at least the Organiser can think about what they might do in the event of that particular problem occurring.