



# RISK ASSESSMENT FORM

This form is designed to cover most activities of an orienteering club and is in a format that can be tailored to suit the nature of the event or activity. It is recommended that a risk assessment be completed for all club events and activities, and this form used to identify the potential risks and list any mitigating measures. The Organiser is responsible for completing this form as the person in charge of the competition or activity. It should be retained by the club for five years from the date of the event or activity in case of any claim. See also the notes below.

## NOTES:

- 1 The completion of this form is the responsibility of the Organiser of the orienteering competition, or club activity that could take the form of training exercises or club social events, and the content should be tailored to the nature and scale of the competition or activity. In the case of competitions the form should be jointly completed by the Planner who should consider the possible risks on the competition courses.
- 2 The full assessment should be checked by the event Controller who should counter-sign the form, confirming that all safety risks have been identified and where necessary mitigating measures taken. In C4 club competitions and other club activities the risk assessment may also be signed off by the Club Safety Officer.
- 3 In the scale of risks, Low would equate to minor injuries that could be treated at the event, Medium would equate to more serious injuries requiring hospital treatment, and High would equate to major injuries requiring immediate hospital treatment.
- 4 In the Possibility of risks, Low would equate to a probability of less than 33%, Medium would equate to a probability of between 33 and 67%, and High would equate to a probability of over 6

## Competition Categories

(C1) All International Events

(C2) National Events, such as, 'Irish Orienteering Championship', 'Leinster Orienteering Championship', 'Munster Orienteering Championship' and 'Connacht Orienteering Championship'; 'Shamrock O-Ringen' and 'Irish Three Day'.

(C3) All Regional including provincial leagues, colour-coded competitions offering six or more courses, including either a Black or Brown, or age classified competitions.

(C4): Club Competitions principally designed for the members of the organising club

<b>Event/Activity</b>		<b>Event level (C1,2, 3, or 4)</b>		<b>Venue</b>	
Grid Reference / Co-ordinates		Date of event/activity		Time of event /activity	
Expected numbers of helpers		Expected Number of Competitors		Organising Club	
<b>Organiser</b>		Signed		Date form signed by Organiser	
Mobile Phone No					
<b>Planner/Tutor/ Coach</b>		Signed		Date form signed	
Mobile Phone No					
<b>Controller/ Club Safety Officer</b>		Risk Assessment checked and signed		Date form signed	
Mobile Phone No					

## Other Information

Mobile Phone No at location of event/ activity		Mobile coverage checked	Yes/No	Other methods of communication being used	
First Aid cover at event/activity		To be located at		Name of First Aid Co-ordinator	
				Mobile Phone No	
Names of First Aiders to be available at the event/activity			Mobile No		
			Mobile No		
			Mobile No		
Nearest A&E Hospital		Full Address and Eircode		Grid Reference/Co-ordinates	
Telephone No		Emergency Access Point to event/activity		Grid Reference/Co-ordinates	
Mountain Rescue Phone No			Contact Name		
Location of nearest Garda Station		Phone No		Contact Name	

## Potential Hazards to be considered

Terrain	Weather	Equipment
<ul style="list-style-type: none"><li>• Hazardous vegetation</li><li>• Fences and walls to be crossed</li><li>• Water (rivers/streams/ponds/lakes)</li><li>• Uncrossable marshes</li><li>• Cliffs and dangerous crags</li><li>• Traffic within the parking/ assembly/ start/ finish areas; and road crossings within the competition area</li><li>• Military Debris</li><li>• Isolated Areas</li><li>• Other Activities (felling etc)</li></ul>	<ul style="list-style-type: none"><li>• Cold or hot</li><li>• Rain/snow/hail</li><li>• Strong wind</li><li>• Lightning</li></ul>	<ul style="list-style-type: none"><li>• Stakes</li><li>• Tent guys</li><li>• Electrical equipment and cables</li><li>• Generators and fuel supply</li><li>• Cooking equipment</li></ul>

# Check List

Do competitors' maps have a safety bearing?	Yes/No		
Will First Aid bags be available?	Yes/No	Located at	
Will an emergency rucksack with a bivvibag, spare clothes, food, and drink be available?	Yes/No	Located at	
Will a lightweight stretcher be available?	Yes/No	Located at	
Has a Search and Rescue Team been formed?	Yes/No	Led by	
Has Mountain Rescue been notified	Yes/No		

# The Risk Assessment

Risks to Competitors, Officials, Volunteers, and other people in the event area	<b>Risks</b>	<b>Scale</b> (Low, Medium, High)  <i>Note 3</i>	<b>Possible Outcomes</b>	<b>Possibility</b> (Low, Medium, High)  <i>Note 3</i>	<b>Mitigating Measures</b> (Official responsible)
<p style="text-align: center;"><b>In the competition area</b></p>					

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<b>In the Assembly, Start, and Finish Areas</b>					

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<b>Due to Weather</b>					



Risks to Competitors, Officials, Volunteers, and other people in the event area	<b>Risks</b>	<b>Scale</b> (Low, Medium, High) <i>Note 3</i>	<b>Possible Outcomes</b>	<b>Possibility</b> (Low, Medium, High) <i>Note 3</i>	<b>Mitigating Measures</b> (Official responsible)
<b>Due to the equipment being used</b>					