

JUNIOR TOUGH GUY & GAL CHALLENGE - RISK ANALYSIS AND MANAGEMENT SYSTEMS

| | | | | | |
|----------------------------|--|--|-----------------|--------------|------|
| Event name | Junior Tough Guy & Gal Challenges | Total Anticipated crowd numbers | | | |
| Event location | Palmerston North – Massey University grounds | Spectators | 600 | Participants | 1600 |
| Organisers | Event Promotions Ltd | | | | |
| Event date (s): | 29 th and 30 th May 2023 | times | 8.30am – 2.30pm | | |
| Pack in date: | 28 th May 2023 | times | 8am – 5pm | | |
| Pack out date: | 30 th May 2023 | times | 2.30pm – 6pm | | |
| Event Organiser | Murray Fleming | On the day contact number | 0274877967 | | |
| Alternative contact | Khushali Patel | On the day Contact number | 0212629293 | | |
| Safety coordinator | Murray Fleming | On the day contact number | 0274877967 | | |
| Event facilitator | Murray Fleming | Council 24hr contact centre | 0274877967 | | |

- Assess if the risk control will **E**liminate, **I**solate or **M**inimise – are standard health and safety terms to describe how you are reducing or removing the hazard. Ideally you will eliminate (remove) the hazard, then isolate or minimise.
- Estimate the likelihood of the hazard occurring - 1 is low, 5 is high.
- This is a guide **ONLY** and is not an exhaustive list. There may be other items that need attention that are not on this list.

1. Environmental effects on people to consider - effect of wind/rain and UV protection, extreme weather conditions - cancellation/postponement

| Risks (what could go wrong) | Hazards (what could cause it to go wrong) | Risk control (What is in place to prevent it going wrong?) | E,I,M | 1-5 | Who is responsible | When | Event day ✓ |
|-----------------------------|---|---|-------|-----|--------------------|---------------|-------------|
| Falling equipment/trees | High winds | Delay, cancel event or alter course prior to start. Check entire course prior to start | E | 2 | Course manager | Before 9am | |
| Flooding | Torrential Rain | Delay, Cancel or alter event course prior to that start. Check entire course prior to start | E | 2 | Course Manager | Before 8.30am | |
| Landslips | Torrential Rain | Delay, Cancel or alter event course prior to that start. Check entire course prior to start | E | 1 | Course Manager | Before 8.30am | |

2. Participants - age/experience/suitability, [accessibility needs](#), refreshments, [lost children facilities](#), animals

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|--|--|---|-------|-------|--------------------|--|-------------|
| Injury to athlete through collision with other competitors | Reckless competitors Narrow course entry/exit Wave starts too large | <ul style="list-style-type: none"> - Pre-race safety briefing for all participants. - Course entry/exit made large enough for a group – first obstacles some distance away to allow for separation. - Reduce wave starts to around 100 participants to allow a fun, fair, safe start. | M | 2 | organiser | Race briefing Plus pre event e-mail | |
| Injury or death to athlete through falling and resulting impact. | Physical structures (permanent and temporary) <ul style="list-style-type: none"> - Climbing Frames/Walls - Hurdles - Rope Bridges - Road cones and signs | <ul style="list-style-type: none"> - Inform competitors of any new or special structures constituting a potential hazard - Define hazard by appropriate means if. E.g. Signs, caution signs, cones, spray paint, barricades, flags, - Event Marshalls present at all event obstacles - Inform appropriate Lakes Ranch staff (if a safety issue) of any damage to assets. | M | 2 - 3 | organiser | Race briefing Plus pre event e-mail | |
| Injury or death to athlete through accident on course obstacle | Swamps, lakes, water trails and mud hazards | <ul style="list-style-type: none"> - Depth of water hazards controlled and moderated to ensure safety. - Age limit set at 7-12 years - Provide emergency medical response for on course incidents – marshals with direct contact to finish line - Ensure marshals have appropriate communications equipment and knowledge of their use for effecting emergency response procedures - Instruct at race brief for participants to race in a safe and responsible manner. | M | 1 | organiser | Race briefing plus pre event e-mail | |

3. Electrical, sound and lighting - registered tradesman, isolation required, tripping hazards

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|-----------------------------|---|--|-------|-----|--------------------|-------------|-------------|
| PA system has fault | Faulty equipment | Qualified personnel plus additional equipment onsite | E | 1 | Sound technician | Pre, during | |

5. Accident & health emergencies - [first aid](#), [fire extinguishers](#), emergency contacts., report/recording of accidents

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| Event accidents on course | Runner/Walker falls, slips or gets in trouble. | <ul style="list-style-type: none"> - St John's onsite with 1 advanced paramedic, 1 Primary care officers, 1 ambulance, 6-wheel ambulance cart and Mobile first aid unit - Meeting prior to event start to arrange plan - Event organisers, staff and Marshalls in communication with the first-aid base | M | 3 | St John | 8.00am on Race day | |

6. Set-up/pack-down - what safety is in place while event site is a working site i.e. moving vehicles, first aid

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| Collision with set up vehicle and or personnel | Poor visibility | - Flashing light bar on the top of the vehicle and personnel to wear high viz vests at all times | M | 1 | Course set up manager | 8am set up 6am race day | |
| Person hurt by motor vehicle accident | Poor Visibility, Unstable terrain and reckless vehicle use | - Personnel instructed to operate all machinery in responsible manner and have appropriate license's | M | 1 | Event Director | | |
| Personnel hurt by moving vehicle | Poor visibility | - personnel to wear high viz vests at all times | M | 1 | Finish area manager | 8 am set up 6am race day | |

11. Security - protection of pedestrians and spectators, security/Police

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| Stolen gear | Personnel equipment stolen | <ul style="list-style-type: none"> - Remind competitors of potential risks - Have an area at registration for competitors to leave gear, keys. | M | 1 | Organiser | By 8am | |

12. Crowd control - fencing/barricades and protection of property.

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| Spectators fall into swamp, mud pits and lake | Lack of crowd control | Crowd control barriers, cones, extender barrier arms, barrier tape and flags to be erected around course. | E | 1 | Course manger | By 9am | |
| Spectator collides with event participant | Lack of Crowd Control | Crowd control barriers, cones extender barrier arms, barrier tape and flags to be erected around finish line and course | M | 1 | Course Manager | By 9am | |

14. Staff/contractors/volunteers - Briefings, responsibilities, refreshments, training

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|-----------------------------------|---|---|-------|-----|--------------------|----------------|-------------|
| Staff etc not understanding tasks | Poor briefing | <ul style="list-style-type: none"> - Pre event meeting with all key personnel during the week prior - Marshal briefing notes to be sent to volunteer groups a week prior to the event - Briefing of all volunteer groups and staff prior to the start of the event | M | 1 | Organiser | Prior to event | |

15. Emergency procedures - fire, earthquake, [Hazardous substances](#)

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| Adverse weather condition | Natural disaster | Contact with Civil defence | M | 1 | organiser | At all times | |

16. Other relevant information

Better signage to be added re: changing rooms, toilets, and showers