

# RISK ANALYSIS AND MANAGEMENT SYSTEM

**NAME:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**ACTIVITY/SITUATION:** Fire Lighting in the Outdoors

**ANALYSIS:**

**DESCRIPTION:**

<b>RISKS</b>  <b>Accidents, Injury other forms of loss</b>	Death Injury – requiring hospitalisation - requiring first aid Emotional injury Mental injury		
<b>CAUSAL FACTORS</b>  <b>Hazards; perils, dangers.</b>	<b>PEOPLE</b>	<b>EQUIPMENT</b>	<b>ENVIRONMENT</b>
	Lack of supervisor ability Lack of leadership Lack of knowledge of the area Poor communication Complacency Fear/anxiety Unsupportive atmosphere Boredom Fear of failure Medical conditions Poor group controls Inappropriate instructing Philosophy Collapse of the teaching process	Accelerants. Gas canisters in fireplace. Flammable and or loose clothing. Fuel-wet wood-smoke.	Rocks exploding around the fire. Dry area. Site selection. Too much dry material- making fire to big.
<b>Normal Operation</b>	Appropriate instructor standards Broad instructor experience Good instructor technique Current first aid qualification Knowledge of S.A.R. Full briefing & risk disclosure Ratios not exceeded Check medical conditions Appropriate activity, trip, route Challenge by choice Match of ability and psyche Set appropriate challenges Provide positive feedback and assurance	No accelerates to be used on the fire. Clear fireplace at the start of the activity. Warn group about clothing check and monitor. Advise on action for smoke in the eyes.	Select rocks carefully. Select site carefully. Clear area. Monitor activity closely. Demonstrate safe practice at all times.
<b>Crisis Management</b>	Qualified first aiders – Not negotiable First aid kit – checked before trip, restock after trip Directive leadership during an emergency situation Good communication skills Communication equipment – mtn. radio, cell phone, P.L.B Knowledge of use/coverage Stabilise the situation Evacuation plan if needed Notification of appropriate people		

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<p>RELEVANT INDUSTRY STANDARDS APPLICABLE</p>	<p>Standards set out in the Adventure Southland Code of Practice are run in conjunction with the Ministry of Education best practice guidelines and the Outdoor Safety Institute.</p>
<p>POLICIES AND GUIDELINES RECOMMENDED</p>	<p>Any activity carry out must meet with the Adventure Southland Code of Practice. Instructors are qualified in the activity they are running.</p>
<p>SKILLS REQUIRED BY STAFF</p>	<p>Instructors currently first aid certified Trained in group dynamics and communication skills Observed activities under guidance of another qualified instructor before taking activity.</p>
<p>FINAL DECISION ON IMPLIMENTING ACTIVITY</p>	<p style="text-align: center;"><u>CHOOSE ONE</u></p> <p style="text-align: center;">ACCEPT <span style="float: right;">REJECT</span></p>
	<p>COMMENTS</p>