



Sanctioned Event – Targeted Risk Assessment

Form TRA-01

Event / Venue		Type of Work being performed <i>e.g. refuelling, waving flag, walking to work area</i>
Area / Location		
Date		

RISK MATRIX Likelihood	Consequence			
	1 Insignificant	2 Minor	3 Moderate	4 Major
A - Almost Certain	High	High	<i>Extreme</i>	<i>Extreme</i>
B - Likely	Medium	High	High	<i>Extreme</i>
C - Possible	Low	Medium	High	<i>Extreme</i>
D – Unlikely	Low	Low	Medium	High

ACTIONS REQUIRED FOLLOWING ASSESSMENT OF RISK:

Extreme risk Immediate actions required
 High risk Senior Management (Senior Event Official) attention needed
 Medium risk Management (Organiser) responsibility must be specified
 Low risk Manage by current procedures / continue current process

Note: "Management" and "Official" are considered to be like terms
See reverse for descriptions of Likelihood and Consequence outcomes

IDENTIFIED RISKS:

Description of identified Risks	Likelihood (A-D)	Consequence (1-4)	Resultant Risk	Controls / Treatment performed What has been done about it ?	Who will Implement?	Who will Check?	Who confirmed actions were completed (sign)
<i>Example: spectator could be hit by debris from car</i>	<i>C</i>	<i>3</i>	<i>HIGH</i>	<i>Debris fence, move spectators further back, additional crowd control officials</i>	<i>Organiser Marshals</i>	<i>Race Sec</i>	
1.							
2.							
3.							
4.							



LIKELIHOOD/CONSEQUENCE DESCRIPTIONS:

Likelihood		Consequence	Personal Injury	Administrative
A - Almost certain	Action will probably occur numerous times or in many circumstances	4 – Major Consequence	Death, permanent or extensive injury requiring hospitalisation to one or more people.	Significant hardship to Organisation
B - Likely	Action may occur occasionally or in some circumstances	3 – Moderate Consequence	Serious injury requiring hospitalisation; broken limbs or stand down for duration of event	Significant rejigging of organisational plans required
C - Possible	Action may occur in exceptional circumstances and has been known to occur elsewhere	2 – Minor Consequence	Medical attention on-site or ongoing attention to injury may be required	Minor rearrangement of plans required to address the situation
D - Unlikely	Whist theoretically possible is not known to have occurred	1 – Insignificant Consequence	Minor first aid, if at all. No ongoing medical attention	Localised assessment of affected issue to be considered

POINTS TO REMEMBER:

What can cause injury or death?
<ul style="list-style-type: none"> ▪ slips/trips ▪ Collapse of structures ▪ Dangerous or flammable Materials ▪ Electrical cables ▪ Heavy equipment ▪ Public access / egress / behaviour ▪ Weather (e.g. Rain / Hail / Wind / Thunderstorms) ▪ Projectiles

Four Risk Treatments
<ul style="list-style-type: none"> ▪ Avoid: Don't do the activity ▪ Treat: Reduce by use of controls ▪ Accept: If low or if consequences can be tolerated. ▪ Transfer: (Caution – not possible to transfer duty of care.)

Levels of Control Methods
<ul style="list-style-type: none"> ▪ Avoid ← Try to start here ▪ Substitute ▪ Isolate ▪ Reduce by physical controls ▪ Reduce by admin warning and rules ▪ Use Personal Protection Equipment ← Last resort

WHO DID YOU TALK TO IN ASSESSING AND IDENTIFYING THIS RISK?

Date	Name	Position	Signature

Completed by:	Signed:	Date:
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