

# **ROYAL NAVY GLIDING AND SOARING ASSOCIATION**



## **Safety Management Plan**

**Sponsor: Safety Member RNGSA**

**Version: 1.0**

**Dated: April 2022**

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## Change Record

| Version | Date       | Reason for Change |
|---------|------------|-------------------|
| 1.0     | April 2022 | Complete re-issue |
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## INTRODUCTION

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1. Gliding in the RN is managed by the Royal Navy Gliding and Soaring Association (RNGSA) whose officials and member clubs act in accordance with the governance arrangements directed by the National Governing Body (NGB) for gliding, namely the British Gliding Association (BGA).
2. The Policy Statement by the Secretary of State (SoS) for Defence for Health, Safety and Environmental Protection (HS&EP) applies to everyone and all organisations within Defence who conduct defence activities, including sport. It is a fundamental objective that risk to the health and safety of anyone conducting, or affected by, Defence activities is reduced as low as reasonably practicable (ALARP).
3. To achieve the SoS's policy outlined above, the RNGSA's Safety Management Plan (SMP) defines the RNGSA's approach to ensuring that all its activities are carried out safely. This SMP seeks to cover only the specific detail pertaining to the RNGSA; it should be read in conjunction with the following which provide the direction for the safe conduct and delivery of sport in the RN, and UK gliding, including assurance, compliance and governance:
  - a. JSP 660 (MOD policy for sport in the Armed Forces).
  - b. BRd51 which provides direction for the safe conduct and delivery of sport in the RN.
  - c. BGA Safety Management System (inc Laws and Rules).
4. This RNGSA SMP defines the safety responsibilities and actions required of its member clubs and all Service personnel organising and participating in competitive, development or Adventurous Training gliding and related activities under the auspices of the RNGSA. The RNGSA has a duty of care to everyone involved in Royal Navy Gliding activities and is committed to ensuring that all of its operations are carried out safely, be they on duty as an organised activity or off duty such as club flying. In regard to safety, the Association is to ensure that:
  - a. The delivery of the sport is in accordance with the National Governing Body (NGB) policy and guidelines.
  - b. The sport has in place an effective assurance mechanism to provide a safe working environment.
5. The RNGSA and the BGA have an open reporting culture that encourages free and frank reporting within a just culture.
6. This policy document is issued by the RNGSA Chairman and is to be reviewed annually by the RNGSA Committee. A copy of this SMP shall be kept within the RNGSA Handbook.

# PLAN

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## AIM

7. To ensure gliding in the RN, is delivered as safely as possible, the safety standards and practices of the National Governing Body (BGA) are to be applied as a minimum and followed in every respect; RNGSA clubs may in addition impose higher standards. This SMP therefore seeks to cover only the specific detail pertaining to the RNGSA and is to be read in tandem with the BGA's own SMS. The BGA SMS is mandated by the BGA and is endorsed in turn by both the UK and European statutory regulators for aviation: the Civil Aviation Authority (CAA) and the European Aviation and Space Agency (EASA).

## Safety Standards

8. The RNGSA has a duty of care to people in line with its responsibilities under the Health and Safety at Work etc Act 1974.

9. The BGA provides direction and guidance for the safe delivery of gliding through its Safety Management System and the Laws and Rules derived from the Air Navigation Order.

10. All gliding and related flying activity in the RN is to be carried out in accordance with BGA Laws and Rules, the RNGSA Handbook, and MoD requirements<sup>1</sup>. Club Chairmen and Event organisers are authorised by the RP to oversee these activities.

11. Any deviation from these requirements or reduction in standards are not permitted unless authorised specifically by the Chairman RNGSA.

## Safeguarding

12. RNGSA is committed to ensuring it provides a safe and caring environment for all, including children and adults who may be at risk of abuse and neglect.

## Applicability

13. This SMP is applicable to all RNGSA gliding as the hazards and risk to life in Gliding are common to all the Service differentiations of gliding activity:

- Gliding as an Armed Forces Category 2 Sport<sup>2</sup> (Competitive Cross-country racing).
- Adventurous Training under authority of JSATFA.
- Development gliding through associated Service Gliding Clubs, also referred to as 'other gliding activity'.

## Key Roles and Responsibilities

14. Responsibilities for those involved in RNGSA safety management are as follows:

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<sup>1</sup> The Military Aviation Authority (MAA) do not regulate sport gliding; there are other aspects of operating on the Defence Estate which attract MoD regulator attention.

<sup>2</sup> Gliding as 'Sport' as defined in JSP 660.

a. **RNGSA Chairman.** The Chairman is appointed by the Director of Naval Sport (DNS) on behalf of the Second Sea Lord (2SL) and is then accountable to 2SL for the efficient administration of their organisation. BRd51<sup>3</sup> requires a Chairman to:

*Operate your sport in accordance with the rules and regulations of the [appropriate] National Governing Body (NGB).*

Whilst JSP 660<sup>4</sup> provides more detail:

*As Chairman, you manage the risk with the appropriate safety management plan for your Association's activities. You are to:*

*(a) ensure that the Association conducts its sport in an appropriately safe manner in accordance with NGB rules and compliance with MOD regulations. Where NGB rules fail to mitigate the risk to life adequately or to the standard required by MOD regulation, you are to establish risk management systems to ensure any risk is as low as reasonably practicable, using best practice within single Service sports boards. Single Service Heads of Sport hold the risk for the participation of their Service personnel and they manage that risk through the chairmen of their respective sports associations. Where necessary, you are to assure the single Service sports association chairman that the risk management of UKAF sporting activity is appropriately safe for the participation of their Service personnel.*

*(b) establish assurance procedures for your sport, conducting self-assurance (1st party audit) within the association. Internal assurance (2nd party audit) is to be managed by the appropriate single Service where the responsibility for managing/chairing the association rotates between the Services or the secretary position is permanent within a single Service. External assurance may be directed on a risk-based approach.*

b. **RNGSA Chairman as Responsible Person (RP).** The RP is responsible, through the Executive Committee, for managing all RNGSA risks. The RP is not responsible for the delivery of on-duty gliding which will remain the responsibility of the appropriate Commanding Officer acting as Delivery Duty Holder (DDH) for the activity (Sport and AT). In the case of on duty gliding the RP will be Duty Holder facing and have a significant role advising the DDH when required.

c. **Club Chairman.** The Club Chairman is the senior safety manager (SSM) and has responsibility to ensure that the SMP is put into practice at their club. The position is analogous to that of a DDH for club level activities.

d. **Event Organisers.** Event Organisers are responsible for ensuring that: a risk assessment is undertaken for their event and ensuring that risks are ALARP and Tolerable; a safety culture is promoted for the duration of their activity and that RNGSA and BGA practices and procedures are adhered to and that all incidents are reported immediately.

e. **Safety Advisors.** Each club is to have appoint a Safety Advisor (SA) who reports directly to the Club Chairman. They are to champion safety activity, ensure prompt and full reporting of accidents, incidents and near misses. When required they are to ensure investigations are carried out in order to prevent reoccurrence.

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<sup>3</sup> BRd 51 Sport in the Naval Service Annex 2C Terms of Reference – Chairman RN Sports Association

<sup>4</sup> JSP 660 Pt 1 Appendix 1 to Annex C to Chapter 1 para 6.

f. **Safeguarding Officer.** Each club is to appoint a Safeguarding Officer who reports directly to the Club Chairman. They are to oversee club safety precautions and control measures in relation to young people and vulnerable adults. Any concerns should be reported to the Club Chairman, and, if required, to the police.

g. **Individuals.** Individuals participating in RNGSA organised activities have a responsibility towards the maintenance of their own personal safety and that of their fellow participants and the general public.

## **RNGSA Gliding Clubs**

15. The RNGSA Gliding Clubs and the activities they conduct are the direct responsibility of the Club Chairman.

## **Sports Safety Assurance.**

16. Associated RNGSA Clubs will conduct 1<sup>st</sup> Party assurance using the BGA Club Safety Review form<sup>5</sup>. RNGSA will conduct 2<sup>nd</sup> party sports safety assurance by completing the sports assurance self-assessment questionnaire from BR51(d) (2021) Vol.4, Annex 8E. This should be completed at least on a bi-annual basis, or as directed. The self-assessment questionnaire is to be reviewed by the RNGSA Executive Committee.

## **Emergency Planning**

17. **Requirement.** RNGSA activities take place on Defence Airfields, usually outside of normal working hours and at civilian airfields or gliding sites both in the UK and abroad. It is therefore essential that robust emergency plans are in place prior to the commencement of flying

18. **Emergency Plans.** Emergency plans will normally be specific to the site being operated from. Club Chairmen and Event organisers must consider how emergency assistance can be sought at their location, the practicalities of evacuation of casualties and the implications of an incident on the rest of the event. They are required to specify emergency arrangements in their administrative orders, with an up-to-date workable and accessible Emergency Plan which is available to be followed in event of an Emergency.

19. **Reporting.** All accidents, incidents and near misses shall be reported to the BGA using the BGA Accident and Incident Report Form, as well as to the Club Safety Officer or event organiser. In all instances of damage to RNGSA property or injury occurring at a RNGSA activity or at an RNGSA Club, the event organiser is to inform the RNGSA Secretary as soon as is reasonably practicable. Clubs and Event Organisers should ensure that reporting instructions are contained within their Emergency Plan.

## **Insurance.**

20. Insurance does not reduce the likelihood of an accident but it can help to ensure prompt access to the best medical care and may protect the RNGSA from significant financial liability should an accident occur. Aviation Risk is the responsibility of the aircraft owner therefore all RNGSA Clubs must hold insurance for their gliders, and any private owner (Club member or visitor) must prove that they have valid insurance before being allowed to operate at an RNGSA site. The RNGSA is to hold appropriate public liability insurance. Event organisers are to ensure

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<sup>5</sup> BGA Club Safety Review is Appendix 1 to the BGA SMS, available on the BGA website.

that participants hold appropriate insurance to cover them for competition, third party or personal accident risks. This will be achieved by signature on the individual registration process.

### **Training and Education**

21. All RNGSA glider pilots are to be trained and qualified in accordance with National Governing Body (BGA) syllabus and requirements. Clubs are to hold and maintain the Training Record Cards for all pilots until they have achieved a Sailplane Pilots Licence (SPL) or BGA Silver Certificate.

22. Participation in Sport Gliding (ie competition) requires pilots to be qualified to BGA Silver Certificate standard as a minimum, and to hold a FAI Competition Licence.

## Safety Risk Management

23. All forms of gliding expose participants to hazards and have a common level of Risk to Life. Analysis of these hazards and the controls and mitigations in place to reduce the resulting risks are a core element of a successful SMP. Residual risks (i.e. after controls and mitigations have been applied) are to be demonstrably managed to as low as reasonably practical (ALARP) ensuring that the activity giving rise to the risk remains Tolerable<sup>6</sup>. These risks then need to undergo review at intervals proportionate to the risk posed.

24. **Risk Management.** Risk management involves the identification of hazards, which in the context of gliding, will be specific to the local airfield or environment but also include generic risks related to airfield operations and teaching the Basic Syllabus. Identification and assessment of these hazards and the Risk to Life (RtL) must be carried out for all identifiable activities carried out under the banner of the RNGSA. RtL must be ALARP and tolerable. Where the RtL is deemed too high, further mitigation must be found or the activity suspended.

25. **Risk Assessment.**

a. The risk assessment process is important for RNGSA sponsored (duty) events, such as Expeditions and Competitions. These are events designed to be challenging and in which personnel are encouraged to stretch themselves. However, any form of Gliding has its risks and, when done under the auspices of the RNGSA, Competition organisers are to ensure that appropriate risk assessments are carried out and recorded by suitably qualified and experience personnel (SQEP).

b. It is expected that RNGSA clubs will undertake risk assessment for development gliding specific to their location, AT and Sport (competition) will be subject to risk assessment through JSATFA and event organiser respectively. The generic Gliding Risk Assessment at Annex can be used as a framework by Gliding Club and Event Organiser.

26. **Risk Assessment Process.** Risk assessments must be carried out by suitably qualified experienced personnel (SQEP) in the activity being assessed. It is recommended that MOD Form 5010 is used. There are four key stages of risk assessment:

a. **Hazard Identification.** The first stage of risk assessment is 'HAZID' or identification of hazards applicable to a given activity. Hazards are physical situations (External hazards) or the state of a system (Internal Hazards) that have the potential to cause harm. The hazard identification process needs to be undertaken by appropriate SQEP people, and applied to a clearly bounded context.

b. **Risk Evaluation.** The residual risk associated with each hazard is then assessed for severity of the consequence and likelihood of occurrence taking existing controls (reduce the likelihood of an event occurring) and mitigations (to reduce the consequence if it does occur. This assessment is to include evaluation of whether the residual risk is ALARP (can we reasonably do more to reduce the risk further).

c. **Risk Recording and Implementation.** The results of the risk assessment are to be formally recorded unless it is deemed that the residual risk is negligible or insignificant<sup>7</sup>.

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<sup>6</sup> HSE's Reducing Risks, Protecting People 2000 – Tolerability of Risks

<sup>7</sup> HSE's Reducing Risks, Protecting People 2000 – Tolerability of Risks



Additional controls and mitigations may be required to be implemented to manage a risk to ALARP; if they cannot then the risk must be escalated or the activity ceased.

d. **Risk Review.** The risks must be reviewed on a regular, but proportionate, basis paying particular attention to; the effectiveness of controls and mitigations; learning from related accidents/incidents; and any new controls or mitigations that may now be available (e.g. new technology). Corrective action may be required to be taken to maintain the ALARP status.

27. **RNGSA Risk Assessment.** The RNGSA's generic Risk assessment is at Annex A. Each Club is to maintain their own detailed Risk Assessments.

### **Emergency Planning**

28. All RNGSA gliding clubs are to maintain a comprehensive Accident Management Plan specific to their location. Event organisers are expected to maintain an Accident Management Plan for the gliding Sport event.

29. RNGSA Clubs and Event Organisers are recommended to use the BGA Post-Accident Guide.

### **Reporting**

30. All accidents, incidents and near misses shall be reported. The reporting level depends upon the seriousness of the occurrence and if in doubt advice should be sought from Club Safety Officer, CFI or Chairman, or the RNGSA Safety Member, Secretary or Chairman.

31. All accidents, incidents and near misses shall be reported to the BGA (in accordance with directions on BGA website). On a service airfield a DASOR should also be filed.

32. The following shall also be informed immediately in the event of a serious incident or an accident involving an aircraft:

- a. **Police and other emergency services as required.**
- b. **Department of Transport Air Accidents Investigation Branch (AAIB).** 01252 512299
- c. **If any Service Personnel or Service gliders or aircraft are involved:**

**The Defence Accident Investigation Branch (DAIB).** In the case of death, serious injury or serious equipment failure, the DAIB Land team must be contacted on:

Land Incidents  
Civ 03067986587 (24hrs)  
Mil 94391 2206  
Civ +44 01264 382206.

Air Incidents  
Civ 03067988276 (24hrs)  
Civ +44 01252 533533

- d. **If any Service Personnel are involved:**

**Joint Casualty & Compassionate Centre (JCCC).** JCCC is to be informed in the case of death or listed casualties reported by NOTICAS in accordance with JSP 751. The preferred method is via JPA but where this is not available or JPA is offline, units are to send a NOTICAS by fax to 95471 7363 or 01452 510807. Units should alert the JCCC by telephone on 95471 7325 or 01452 519951 that a NOTICAS is being sent.

33. In all cases, the event organiser is to inform the Club and RGNSA Chairman as soon as is reasonably practicable, to discuss the nature of injury and the implications on the remainder of the event. The Risk Assessment should be reviewed and amended if necessary. Event Managers are also to ensure that an NLIMS Initial Report Form is submitted and distributed in accordance with the instructions on the form. The RINGSA Secretary will lead on informing the RINGSA Chain of Command as appropriate.

### Medical Standards

34. All glider pilots, including Service pilots, are to adhere to the medical standards required by the aviation regulator of the country in which they are flying:

- a. In UK: iaw CAA regulations as disseminated through the BGA;
- b. In Europe: iaw EASA regulations.

35. Irrespective of meeting the mandated medical standard, all personnel with pre-existing injuries or medical conditions that may impact on their ability to conduct gliding based activity, especially solo flight, are to inform the event Chief Flying Instructor (CFI) or Duty Instructor (DI) and seek their advice before flying.

36. The mnemonic I'M SAFE should be used as a matter of course by individuals (pilots and passengers) to assess their fitness to fly. CFIs and DIs should encourage its use and they have the authority to refuse participation if, in their judgement, an individual is unfit to take part.

|                |  |
|----------------|--|
| I - Illness    | Do I have any symptoms?  |
| M - Medication | Have I been taking prescription or over-the-counter drugs?   |
| S - Stress     | Am I under psychological pressure from the job or worried about financial matters, health problems, or family discord? |
| A - Alcohol    | Am I under the influence of alcohol or have I been drinking within 8 hours?  |
| F - Fatigue    | Am I tired and not adequately rested?  |
| E - Emotion    | Am I angry, depressed, or anxious?   |

### Equipment Safety

37. **Aircraft.** All RINGSA gliders are to be registered and maintained under the BGA Continuing Airworthiness Management Organisation (CAMO). No aircraft is to fly without a valid Annual Airworthiness Review Certificate (ARC). As a minimum each club will maintain:

- a. A nominated person responsible for maintenance.
- b. A rolling maintenance plan for the coming 12 months.
- c. A simple and effective medium for communicating aircraft serviceability and maintenance due, available to members when conducting DIs.

d. A register of BGA authorised maintainers (with a copy of their authorisations) and club members assessed competent complete with supporting documents.

38. **Parachutes.** All parachutes owned by the RNGSA and its member clubs are to abide by the manufacturers maintenance and servicing procedures. Manufacturers service lives are to be adhered to. Parachute maximum weights must be adhered to.

## CHECK

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### Assurance

39. Club and Association committee meetings are to review accidents and incidents that have occurred in the period preceding the meeting. They are also to review feedback for improvement submitted in the wake of events or competitions.

### Assurance

40. Assurance of RNGSA activity will be conducted at three different levels:

- a. **1<sup>st</sup> Party.** The RNGSA constituent clubs will conduct 1<sup>st</sup> party sports safety assurance of disciplines and branches through peer review under a process administered by the Chairman of the Club. The BGA template for Club Safety Review against its AGB rules is appropriate.
- b. **2<sup>nd</sup> Party.** Chairman RNGSA shall conduct direct assurance on periodic basis, or direct an assurance assessment by peer organisation.
- c. **3<sup>rd</sup> Party.**
  - (1) DNS through his team based at TEMERAIRE will conduct 3<sup>rd</sup> Party Audit to ensure compliance against more generic sports safety policy requirements. This can be supported by DSA and/or NGB.
  - (2) The BGA carries out Engineering Audits of all gliding clubs in the UK.

## **ACT**

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### **Governance**

41. The RNGSA Committee is the formal body for the review of the RNSA's safety performance and for sentencing of actions highlighted during the audit process.

### **SMP Review and Amendments**

42. This SMP is to be reviewed annually. Outside of this review cycle, suggestions for amendments are to be forwarded in the first instance to the RNGS Safety Officer

| MOD Risk Assessment Form                                  |                                     | MOD Form 5010 v1.3 07/2020  |   |
|---|-------------------------------------|---|---|
| Establishment /Unit/Ship:                                 |                                     | Assessment Ref:   | Date: Apr 22                                |
| RNGSA   |                                     | RNGSA SMP   |   |
| Section/Department:                                       |                                     | Assessment Type   |   |
| RNSA Gliding Clubs  |                                     | Specific <input type="checkbox"/>   | Generic <input checked="" type="checkbox"/> |
| Activity/Process:   |                                     | Who is at risk:   |   |
| RNSA Gliding – Sport, AT and Other Activity (Club flying) |                                     | RNGSA Personnel: <input checked="" type="checkbox"/>                              |   |
|   |                                     | Non-RNGSA Personnel involved in the activity: <input checked="" type="checkbox"/> |   |
|   |                                     | Visitors, vulnerable groups, public, etc. : <input checked="" type="checkbox"/>   |   |
| Ref   | Hazard                              | RA Required   |   |
| 1   | Safe Operating Environment.         | Yes   |   |
| 2   | Gear failure and damage to gliders. | Yes   |   |
| 3   | Winch Launching.                    | Yes   |   |
| 4   | Aerotowing.                         | Yes   |   |
| 5   | Mid-air Collision.                  | Yes   |   |
| 6   | Landing out.                        | Yes   |   |
| 7   | Medical pre-conditions.             | Yes   |   |
| 8   | Meteorological conditions.          | Yes   |   |
| 9   | Pilot currency and competence.      | Yes   |   |
| 10  | Airspace Infringement.              | Yes   |   |

|    |  |     |
|----|--|-----|
| 11 | Safeguarding.  | Yes |
| 12 | Expeditions including Ridge Soaring and Mountain Flying. | Yes |
| 13 | Gliding Competitions.                                    | Yes |
| 14 | COVID or other infectious diseases.                      | Yes |

| Likelihood                              |   | Risk Matrix              |                            |                                      |  |
|---|---|--------------------------|----------------------------|--------------------------------------|--|
| Common, regular or frequent occurrence. | 3 | 3 Med                    | 6 High                     | 9 High                               |  |
| Occasional occurrence.                  | 2 | 2 Low                    | 4 Med                      | 6 High                               |  |
| Rare or improbable occurrence.          | 1 | 1 Low                    | 2 Low                      | 3 Med                                |  |
| Severity                                |   | 1                        | 2                          | 3                                    |  |
|   |   | Minor injury or illness. | Serious injury or illness. | Fatalities, major injury or illness. |  |

  

| Hazard Ref | RISK Associated with Hazard<br>(How people may be harmed – type of injury or ill health)    | Existing Control Measures<br>(Note 2)  | Risk Rating              | Additional Controls Required<br>(Note 2) | Review frequency<br>(Note 3) |
|------------|---|--|--------------------------|--|------------------------------|
| 1          | People unfamiliar with airfield operations at risk of causing an accident or being injured. | Local site-specific/club rules – eg DAM for mil aerodrome; Briefing and adherence to Daily Brief; Supervision by Duty Instructor(s); Visitors escorted on site.  | Rare x Serious = LOW     | Nil                                      | Yearly                       |
| 2          | Failure of equipment/gliders during use causing injury                                      | Engineering work supervised by SQEP personnel; Inspections & Certification iaw BGA Laws & Rules; Daily Inspections; Independent Rigging checks & Positive Control Checks; Ground equipment maintenance regime. | Occasional x Minor = LOW | Nil                                      | Yearly                       |

|    |  |  |                          |     |        |
|----|--|--|--------------------------|-----|--------|
| 3  | Wing drop on launch leading to risk of cartwheel/collision; launch failure   | Pilot training in winch launching and recovery post launch failures; Adherence to BGA safe launching guidance; Daily briefing before flight & attention to met conditions; Launch Point supervision; Wing runner limited to suitably trained personnel. Winch operator and Launch-point-marshal duties performed only by SQEP personnel. | Rare x Major = MED       | Nil | Yearly |
| 4  | Aerotowing – tug upset can result from poorly flown glider; risk of tug loss of control.   | Training; Briefing; Launch Point supervision; No operations in marginal weather; Tug pilots trained and qualified. Launch-point-marshal duties performed only by SQEP personnel.   | Rare x Major = MED       | Nil | Yearly |
| 5  | Gliders in close proximity in thermals and/or ivo airfield.  | Lookout by all pilots; Check relevant airspace clear before launching; All RNGSA and private gliders at RNGSA sites to be fitted with serviceable FLARM.   | Rare x Major = MED       | Nil | Yearly |
| 6  | Landing out at unprepared site has increase of damage or injury to pilot.  | Cross country flying only when weather suitable by qualified, briefed and authorised pilots; Route to be recorded before departure; Field Landing Checks every 15 months.  | Occasional x Minor = LOW | Nil | Yearly |
| 7  | Pilot Incapacitation during Flight   | All pilots to be medically fit with self-certification or CAA Medical certificate; Use of I'MSAFE checklist.   | Occasional x Minor = LOW | Nil | Yearly |
| 8  | Marginal or deteriorating conditions: wind/crosswind/low cloud/precipitation/visibility affecting handling, SA; danger of drifting too far downwind. | Met brief to be obtained before flying; Met to be monitored for suitability for type of flying in progress/planned throughout the day by Duty Instructor; If in doubt = No doubt.  | Occasional x Minor = LOW | Nil | Yearly |
| 9  | Pilot skill and/or judgment lacking, resulting in possibility of hazardous situation at any phase of flight.   | Currency checks iaw BGA Currency Table and Club rules; Site checks; Field landing checks; Use of Training Record Card for pre-Silver Cert / SPL pilots.  | Occasional x Minor = LOW | Nil | Yearly |
| 10 | Glider operating in controlled or restricted airspace without  | Briefing; Training; Local rules; Use of navigation aids and maps; Cross-country pilots to be qualified iaw current regulations.  | Occasional x Minor = LOW | Nil | Yearly |



|                    |   |  |                    |   |        |
|--------------------|---|--|--------------------|---|--------|
|                    | authorisation; increased risk of MAC.   |  |                    |   |        |
| 11                 | Young people and vulnerable adults potentially at risk of harm or abuse.  | BGA guidance; DBS vetting for Instructors; Club Safeguarding Officer; Junior Liaison Officer(s) where necessary  | Rare x Minor = LOW | Nil   | Yearly |
| 12                 | Operating at an unfamiliar airfield and the surrounding terrain; unusual weather or operating procedures. All of the above risks are still applicable | Expeditions are to be risk assessed within the JSATFA process; Exped Leaders/CFIs to ensure thorough briefing, site familiarity, site checks iaw BGA guidelines. Avoidance of any 'Detachment Fever' mentality or behaviour. Appropriate briefing and training is to be given, by appropriately qualified instructors, for ridge or mountain flying. | Rare x Major = MED | Nil   | Yearly |
| 13                 | Gliding competitions have an increased risk of MAC and Landing Out, both covered above; the other risks above are still applicable.                   | Competitions are extensively regulated by FAI and BGA as well as the Competition Director and hosting club; Extensive briefings are given daily; team leader supervision if available; RNGSA Competitions Member is able to advise further.  | Rare x Minor = LOW | Nil   | Yearly |
| 14                 | Transmission of infection via equipment or persons in close proximity   | Measures may be required to prevent infection, including limiting attendance or cessation of flying; Government/BGA rules/guidelines are to be followed/considered.  | Rare x Minor = LOW | Nil   | Yearly |
|                    |   |  |                    |   |        |
| <b>Assessor</b>    |   | <b>Manager (Note 4)</b>  |                    | <b>Overall Activity/Process Risk Rating</b> |        |
| <b>Name:</b>       | Paul Jessop   | <b>Name:</b>   | Barney Wainwright  |   |        |
| <b>Rank/Grade:</b> | Capt RN retd  | <b>Rank/Grade:</b>   | Cdr RNR            | Low   |        |
| <b>Date:</b>       | 1 Apr 2022  | <b>Date:</b>   | 1 Apr 2022         |   |        |
| <b>Sig:</b>        | Signed on Original  | <b>Sig:</b>  | Signed on Original |   |        |

| Line Manager Assessment Review (Note 3 and 4) |  |       |  |       |  |       |  |
|---|--|-------|--|-------|--|-------|--|
| Date:   |  | Date: |  | Date: |  | Date: |  |
| Name:   |  | Name: |  | Name: |  | Name: |  |
|   |  |       |  |       |  |       |  |

**Notes:**

- 1 If using a 'Generic' risk assessment, Assessors and line managers are to satisfy themselves that the assessment is valid for the task and that all significant hazards have been identified and assessed. If additional hazards are identified they are to be recorded and attached to the Generic assessment.
- 2 Only a reference or simple description of the control measures is required. If the risk assessment identifies the need for additional control measures, the hazard will need to be reassessed once the additional controls have been implemented.
- 3 Risk Assessments are to be reviewed:
  - at a frequency proportional to the risk (e.g. high risk – 6 monthly; medium risk – annually; low risk – every 2 years)
  - where required by local instructions/procedures;
  - if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work;
  - if there is reason to doubt the effectiveness of the assessment.
  - following an accident or near miss.
  - following significant changes to the task, process, procedure, personnel or line management.
  - following the introduction of more vulnerable personnel.
  - If a "Generic" assessment then prior to use.
- 4 Line managers are to note that they are responsible for production of the risk assessment and that they are signing to indicate that the risk assessment is suitable and sufficient and they consider the risks to be acceptable.

|  |   |   |                          |                            |                                      |
|--|---|---|--------------------------|----------------------------|--------------------------------------|
| High   | Common, regular or frequent occurrence. | 3 | 3 Med                    | 6 High                     | 9 High                               |
| Medium                                       | Occasional occurrence.                  | 2 | 2 Low                    | 4 Med                      | 6 High                               |
| Low  | Rare or improbable occurrence.          | 1 | 1 Low                    | 2 Low                      | 3 Med                                |
| <b>Risk Matrix<br/>Likelihood x Severity</b> |   |   | 1                        | 2                          | 3                                    |
|  |   |   | Minor injury or illness. | Serious injury or illness. | Fatalities, major injury or illness. |
|  |   |   | Low                      | Medium                     | High                                 |

| Risk Rating   |   |
|---------------|---|
| <b>High</b>   | Improve control measures; consider stopping work. Conducting work at this level of risk is to be reported up the Line Management / Command chain. |
| <b>Medium</b> | Review control measures and improve if reasonably practicable to do so, consider alternative ways of working.                                     |
| <b>Low</b>    | Maintain control measures and review regularly or if there are any changes.   |