

PNGC RISK ASSESSMENT FORM

Serial No: 0010....

Date of Next Review: Jan 2015

Organisation		Activity		Hazard Identification	
PNGC	✓	Flying - Gliders	✓	Flying Activities	1.1 - 1.4
Privately Owned Glider		Flying - Power		Mechanical	2.1 - 2.8
Privately Owned Power Aircraft		Ground Handling	✓	Electrical	
Other Airfield User		Maintenance		Environment	4.1, 4.2,
		Travel		Waste	
		Visitors		Others (specify)	6.1 – 6.6
		Others (specify)			

SUMMARY OF ACTIVITIES	1. Gliding Courses at Lee on Solent airfield.
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SUMMARY OF HAZARDS	<ol style="list-style-type: none"> 1. Increased environmental impact (noise). 2. Conflict with other airfield users.(Increased circuit traffic) 3. Adverse ratio of experienced personnel to student compared with normal Club flying activity. 4. Exposure to elements. 5. Fatigue 6. Students unfamiliar with Airfield Dangers (vehicles, cables, equipment, aircraft)
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POPULATION AT RISK (inc No.)	Less than 20
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CURRENT SAFETY PRECAUTIONS & CONTROL MEASURES	<ol style="list-style-type: none"> 1. Selection procedure for course attendees. 2. Airfield Manager and other airfield users made aware of increased flying activity. 3. Southampton ATC advised of increased aviation. (NOTAM may be issued). 4. Daily briefings and wash-up sessions. 5. Team Leaders appointed to each of the flying syndicates. 6. Advice on rest breaks and suitable clothing. 7. De-brief and instructional wash-up sessions.
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CURRENT RISK ASSESSMENT	HIGH		MEDIUM	5D+		
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RISK REDUCTION ACTIONS	<ol style="list-style-type: none"> 1. Intensive briefing from Day 1 on safety and organisation. 2. Aircraft towing routes varied where possible to minimise noise impact on property close to airfield. 3. Use of grassed areas for Take-offs minimising tractor use and physical stress. 4. Training given on ground handling duties. 5. Risks identified and students informed. 6. Higher than normal ratio of 'Instructors to Students' supervision (ie 1 to 2). 7. Students not allowed to drive vehicles unless authorised by Duty Instructor
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FINAL RISK ASSESSMENT	HIGH		MEDIUM	LOW	5E	
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Assessed by Safety Officer
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Date:

Reviewed by CFI
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Date:

Authorised by Chairman
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Date:

GUIDANCE NOTES

For further guidance on completing this form contact the PNGC Safety Officer

- Risk Assessment No.** Will be completed by the PNGC Safety Officer or Administrator.
- Organisation** Tick the appropriate box.
- Activity** Tick the appropriate box.
- Hazard Identification** From the Hazard Identification Check List select all hazard types applicable to the task/activity being assessed and enter the hazard identification code in the appropriate box.
- Summary of Activities and Hazards** Briefly describe the key aspects of the task/activity being assessed and how the hazard(s) may arise. Look only for the HAZARD(S) which you could reasonably expect to be present and which may result in significant harm under the conditions of your task / activity. In addition to hazards, which arise from “normal operations”, consider also likely abnormal and emergency situations
- Population at Risk** State the approximate number of people likely to be effected by the hazards of the task/activity. Don't forget it may not be just personnel carrying out the activity who may be effected. Consider also third parties.
- Current Safety Precautions and Control Measures** Describe the control measures or precautions already taken to reduce the risks from the hazards you have listed? e.g. Training, supervision , written procedures, fitting of guards and covers, provision of special tools or work areas, adequate information, instruction and safe systems etc
- Current Risk Assessment** Assess the level of risk taking into account the current control measures and precautions using the matrix below. Consider first the likely probability of the event arising and identify which row of the matrix is applicable. Then consider the most likely outcome of the hazard being realised in terms of personal injury or environmental impact and identify which column on the matrix applies. The box at which the two crosses will fall into either the low/medium/high risk sections of the matrix. i.e.C3
- Risk Reduction Actions** Have risks been reduced to a level that is as low is reasonably practicable? It may help to consider if the current measures have to meet standards set by regulations, Air Navigation Order, BGA Laws & Rules, HSE guidance and local Agreed Codes of Practice (ACOPS) . Where appropriate identify further risk reduction measures.
- Final Risk Assessment** Now re-assess the expected level of risk assuming the further risk reduction measures identified are in place.
- Date of Next Review** Assign a date for the next review based on an estimate of the likely hood of changes occurring that may effect the validity of the assessment.
- Acceptability of Risk**
LOW: No action is required if a hazard falls in this area, although some cost-effective improvements may be judged worthwhile.
MEDIUM: If a hazard falls in this area, a cost versus benefit analysis will help decide whether remedial action is taken or the risk accepted.
HIGH: If a hazard is judged to be in this area **the activity is not to be carried out until corrective action are implemented to reduce the risk to a lower level.**

		LOW RISK	MEDIUM RISK	HIGH RISK		
Possibility of repeated occurrence	A					
Possibility of isolated occurrence	B					
Possibility of occurring sometime	C					
Not likely to occur	D					
Probability near zero	E					
		1	2	3	4	5
		Negligible	Minor	Moderate	Major	Catastrophic

HAZARD IDENTIFICATION CHECKLIST

1	FLYING ACTIVITIES
1.1	OPERATIONS
1.2	FLYING TRAINING
1.3	RISK OF COLLISION
1.4	AIRMANSHIP
1.5	VISITOR MANAGEMENT
1.6	OTHER
2	MECHANICAL HAZARDS
2.1	DRAWING-IN / TRAPPING
2.2	IMPACT
2.3	STABBING / PUNCTURE
2.4	FRICTION / ABRASION
2.5	HIGH PRESSURE FLUID INJECTION
2.6	SLIPS / TRIPS / FALLS
2.7	FALLING / MOVING OBJECT
2.8	OTHER MECHANICAL HAZARDS
3	ELECTRICAL HAZARDS
3.1	DIRECT CONTACT
3.2	INDIRECT CONTACT
3.3	ELECTROSTATIC PHENOMENA
3.4	SHORT CIRCUIT / OVERLOAD
3.5	SOURCE OF IGNITION
3.6	OTHER ELECTRICAL HAZARDS
4	ENVIRONMENT
4.1	NOISE
4.2	VISUAL IMPACT
4.3	EMISSIONS
4.4	USE OF RESOURCES
4.5	FLORA & FAUNA
4.6	CONTAMINATION (DEBRIS)
5	WASTE
5.1	TOXIC
5.2	HAZARDOUS
5.3	DOMESTIC
5.4	SPECIAL
5.5	FUEL
6	OTHER
6.1	Winch Driving
6.2	Airfield Driving
6.3	Launchpoint Control
6.4	Work Environment
6.5	Stressful Posture
6.6	Poor Workplace design

Severity Category	Safety and Environmental Consequences		
	Personnel	Material Safety	Environmental impacts (including general public safety)
Catastrophic	Multiple deaths or multiple serious injuries	Total loss or extreme damage of property	Severe to total environmental damage with effects on people, animals and plants extending for many years
Major	Severe Injury/ illness or single fatality	Major damage of property. (10 - 95% of unit cost)	Major event resulting in severe environmental damage to animals, plants and birds, taking between 10 to 10 years to recover
Moderate	Injury or occupational illnesses	Severe damage of a property (1 -10 % of unit cost),	Environmental impact which causes a single death and multiple animal, plant and bird deaths, recovery 10 to 10 years
Minor	A single injury or occupational illness and/or multiple minor injuries or occupational illnesses	Small damage to property (0.01 - 1% of unit cost)	Local events above background which temporarily affect animal and marine life, recovery 1 year and minor public interest
Negligible	At most a single minor injury or minor occupational illness	Negligible damage to property. (< 0.01% of unit cost),	Negligible impact, material 2 or below sea level. No adverse extending 10 years. No public interest

Table of Safety Severity Categories