PNGC RISK ASSESSMENT FORM

Serial No: 0013
Date of Next Review: Jan 2015

Organisation	
PNGC	✓
Privately Owned Glider	
Privately Owned Power Aircraft	
Other Airfield User	

Activity	
Flying - Gliders	
Flying - Power	
Ground Handling	✓
Maintenance	
Travel	
Visitors	
Others (Winch Driving)	

Hazard Identification	
Flying Activities	
Mechanical	2 (all)
Electrical	
Environment	
Waste	
Others (specify)	6.5

SUMMARY OF ACTIVITIES

1. Manual Handling

SUMMARY OF HAZARDS

1) Personal Injury caused by:
   a) Lifting and hitching trailers to prime mover vehicles..
   b) Rigging and de rigging gliders
   c) Movement of heavy objects (eg. Hangar Doors, Fire Fighting equipment)
   d) Movement of aircraft

POPULATION AT RISK (inc No.)	Individuals

CURRENT SAFETY PRECAUTIONS & CONTROL MEASURES

1. Only suitably qualified or experienced personnel are to be involved in manual handling.
2. Lifting and support equipment shall be used.(dollies, trestles, supports, jacks etc).
3. HSE – Manual Handling Operations regulations 1992

CURRENT RISK ASSESSMENT	HIGH		MEDIUM	4C	LOW	

RISK REDUCTION ACTIONS

1. Sufficient number of people involved for large /bulky loads..
2. One experienced person to be 'in charge' of the operation where a team is involved.
3. Training and briefings for persons involved.
4. Warning signs for heavy loads where applicable (and reasonably practicable)

FINAL RISK ASSESSMENT	HIGH		MEDIUM		LOW	4D

Assessed by Safety Officer	Reviewed by General Manager	Authorised by CFI/Chairman
……	……	……
Date:.....	**Date:**.....	**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

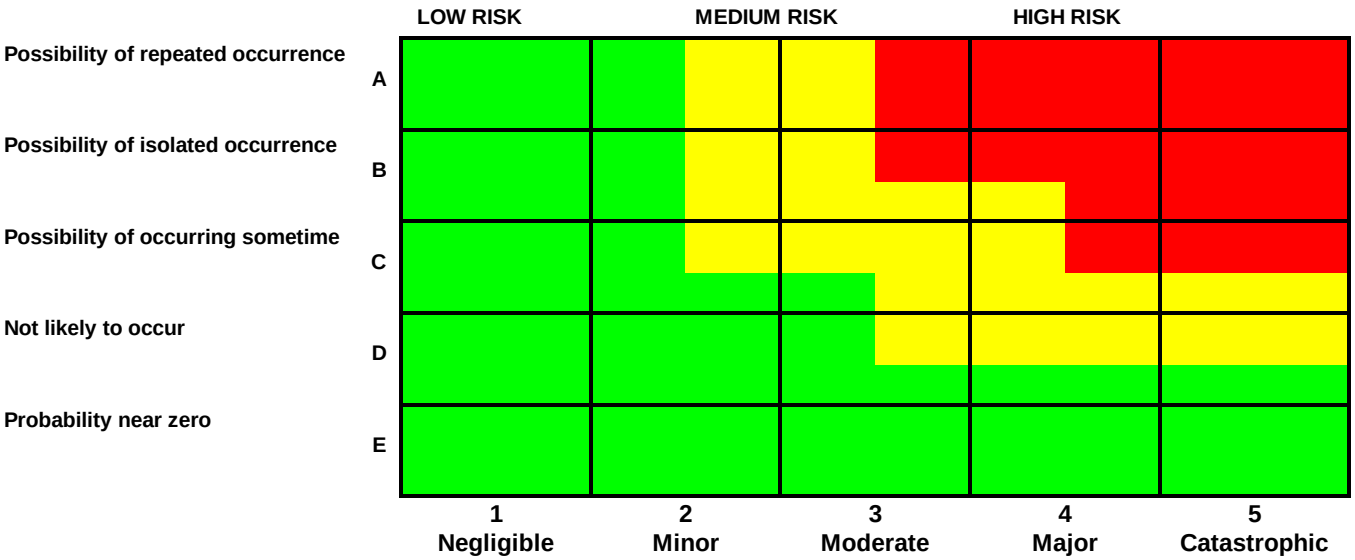
Risk Reduction Actions Have risks been reduced to a level that is as low is reasonably practicable? It may help to consider if the current measures have to meet standards set by regulations, Air Navigation Order, BGA Laws & Rules, HSE guidance and local Agreed Codes of Practice (ACOPS) . Where appropriate 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.**



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 RESOUCES
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 (Including General Public) Safety**
Catastrophic	Multiple deaths or multiple serious injuries	Total loss or extreme damage of property	Severe long term environmental damage which affects people, animals and marine and bird life for more than 100 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, marine and bird life taking between 10 to 100 years for recovery
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, marine and bird deaths. Recovery 1 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)	Impact levels above legal limit which temporarily affects animal and marine life. Recovery 1 week 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 at or below legal limit. Nuisance extending for 1 week. No public interest

Table of Safety & Environmental Severity Categories