

# PNGC RISK ASSESSMENT FORM

Serial No: 0014.

Date of Next Review: Jan 2015

<b>Organisation</b>		<b>Activity</b>		<b>Hazard Identification</b>	
PNGC	✓	Flying - Gliders	✓	Flying Activities	1.1 - 1.4
Privately Owned Glider	✓	Flying - Power	✓	Mechanical	
Privately Owned Power Aircraft	✓	Ground Handling		Electrical	
Other Airfield User		Maintenance		Environment	
		Travel		Waste	
		Visitors		Others (specify)	
		Others (specify)			

<b>SUMMARY OF ACTIVITIES</b>	1. Circuit procedure.
<b>SUMMARY OF HAZARDS</b>	<ol style="list-style-type: none"> <li>1. Conflict between aircraft using opposite circuits.</li> <li>2. Conflict between different types of landing aircraft in the same circuit.</li> <li>3. Aircraft emergency when in the circuit.</li> <li>4. Conflict between aircraft in the circuit and other aircraft within the ATZ but not in the circuit.</li> <li>5. Conflict between aircraft in the circuit and other aircraft making 'straight in' approach to land.</li> </ol>

<b>POPULATION AT RISK ( inc No.)</b>	Individual pilots or pilots and passengers (normally less than six)
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<b>CURRENT SAFETY PRECAUTIONS &amp; CONTROL MEASURES</b>	<ol style="list-style-type: none"> <li>1. Agreed procedure for circuits. Power one side - gliders other side.</li> <li>2. Glider will not cross the runway centre line except in an emergency or simulated launch failure.</li> <li>3. Hangars flight crossing of centreline must contact BN AGO for safety/traffic information</li> <li>4. All gliders will make downwind call to alert traffic in opposite circuit.</li> <li>5. All PNGC tug pilots have flown gliders.</li> <li>6. Other airfield users have been briefed on glider circuit heights and landing options.</li> <li>7. No gliders to be launched when aircraft on final approach.</li> <li>8. Aircraft with differing speed performance sharing the circuit adjust speed and position to avoid conflict.</li> <li>9. Aircraft in the circuit should have priority over aircraft making a 'straight in' approach unless an emergency declared.</li> <li>10. Gliders may need to land on the runway if the grass areas are not available.</li> </ol>
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<b>CURRENT RISK ASSESSMENT</b>	HIGH		MEDIUM	5C	LOW	
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<b>RISK REDUCTION ACTIONS</b>	<ol style="list-style-type: none"> <li>1. Power aircraft will give way to gliders in the circuit.</li> <li>2. Circuit traffic will keep clear of SAR aircraft on emergency calls.</li> <li>3. Standard circuit procedures with regard to downwind joins and radio calls when gliding club is active.</li> </ol>
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<b>FINAL RISK ASSESSMENT</b>	HIGH		MEDIUM	LOW	5D
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<b>Assessed by Safety Officer</b>
..... <b>Date:.....</b>

<b>Reviewed by Tug Master</b>
..... <b>Date:.....</b>

<b>Authorised by CFI/Chairman</b>
..... <b>Date:.....</b>

## 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

<b>1</b>	<b>FLYING ACTIVITIES</b>
1.1	OPERATIONS
1.2	FLYING TRAINING
1.3	RISK OF COLLISION
1.4	AIRMANSHIP
1.5	VISITOR MANAGEMENT
1.6	OTHER
<b>2</b>	<b>MECHANICAL HAZARDS</b>
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
<b>3</b>	<b>ELECTRICAL HAZARDS</b>
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
<b>4</b>	<b>ENVIRONMENT</b>
4.1	NOISE
4.2	VISUAL IMPACT
4.3	EMISSIONS
4.4	USE OF RESOURCES
4.5	FLORA & FAUNA
4.6	CONTAMINATION (DEBRIS)
<b>5</b>	<b>WASTE</b>
5.1	TOXIC
5.2	HAZARDOUS
5.3	DOMESTIC
5.4	SPECIAL
5.5	FUEL
<b>6</b>	<b>OTHER</b>
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		
	<b>Personnel</b>	<b>Material Safety</b>	Environmental impacts (including general public safety)
<b>Catastrophic</b>	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
<b>Major</b>	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 that takes between 10 to 10 years to recover
<b>Moderate</b>	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
<b>Minor</b>	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 animals and plants. Recovery 1 year and minor public interest
<b>Negligible</b>	At most a single minor injury or minor occupational illness	Negligible damage to property. (< 0.01% of unit cost),	Negligible impact, material 100 ft or below sea level. No adverse extending 10 years. No public interest

**Table of Safety Severity Categories**