

PNGC RISK ASSESSMENT FORM

Serial No: ...0031

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 (specify)	

Hazard Identification	
Flying Activities	
Mechanical	2.1, 2.2, 2.6.4.1,
Electrical	
Environment	
Waste	
Others (specify)	6.4 (working conditions)

SUMMARY OF ACTIVITIES	1. Grass cutting on designated parts of the airfield using a tractor powered gang-mower or flail mower .
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SUMMARY OF HAZARDS	<ol style="list-style-type: none"> 1. Risk of collision - Driving on the airfield when flying operations are taking place. 2. Risk of collision - Proximity to aircraft 'starting up' and taxi-ing on the perimeter road shared by car traffic. 3. Conflict with aircraft landing on the grassed areas. 4. Exposure to the weather elements and noise.. 5. Entrapment in operating equipment 6. Entering /exiting the tractor (slips, trips and falls) 7. Damage to airfield fixtures. 8. Damage to cutting machinery
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POPULATION AT RISK (inc No.)	Normally one person (plus sometimes one under training)
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CURRENT SAFETY PRECAUTIONS & CONTROL MEASURES	<ol style="list-style-type: none"> 1. Only authorised and trained personnel allowed to conduct grass cutting. 2. Approval of personnel by PNGC Manager (see part B). 3. Inspection of area to be cut for objects (FOD) that could damage the grass-cutting equipment. 4. Landing and taxi-ways are not to be obstructed
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CURRENT RISK ASSESSMENT	HIGH		MEDIUM	4C	LOW	
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RISK REDUCTION ACTIONS	<ol style="list-style-type: none"> 1. Grass –cutting operations are carried out on the non-active parts of the airfield when aircraft movements are taking place. 2. Ear defenders are worn by the tractor operator (and anyone undergoing training) 3. Grass cutting is confined to those areas agreed between PNGC and the Airfield/Site management. 4. Visitors to the airfield should be briefed by Argus Gate security/hosts, to stay clear of the grass cutting operating areas.
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FINAL RISK ASSESSMENT	HIGH		MEDIUM	LOW	4D	
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Assessed by
..... Date:.....

Reviewed by Safety Officer
..... Date:.....

Authorised by PNGC Manager /Chairman
..... 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 (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 material but at or below legal limit. Nuisance extending for 1 week. No public interest

Table of Safety & Environmental Severity Categories