

# PNGC RISK ASSESSMENT FORM

Serial No: 032.....

Date of Next Review: Jan 2015

<b>Organisation</b>		<b>Activity</b>		<b>Hazard Identification</b>	
PNGC	✓	Flying - Gliders		Flying Activities	✓
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. Tug Landings in the undershoot of the active runway before the Control Cabin.
<b>SUMMARY OF HAZARDS</b>	<p>1. There is a risk that a landing aircraft touching down in the undershoot to a 'displaced threshold' could lose control and collide with personnel, aircraft and vehicles parked at the launch-point.</p> <p>2. Tugs(tail-draggers) are at higher risk by landing long and having to taxi downwind and crosswind when near their operating limits. (BGA Aerotowing Notes paragraph 50.1)</p>

<b>POPULATION AT RISK ( inc No.)</b>	Single death/injury to Multiple death/injury
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<b>CURRENT SAFETY PRECAUTIONS &amp; CONTROL MEASURES</b>	<ol style="list-style-type: none"> <li>1. Tug pilots are required to have a minimum experience level of 100hrs P1, type training and have annual currency checks on the aircraft types used for towing.</li> <li>2. Regular maintenance checks and Daily Inspection to reduce the risk of mechanical failure ( burst tyre/locked wheel brake).</li> <li>3. Vehicles ( at the launch-point) are a minimum 25m from the runway centreline.</li> <li>4. Parked aircraft and gliders are 15m - 20m from the runway centreline.</li> <li>5. PNGC Glider launch-point layout is consistent with British Gliding Association approved operational layout.</li> <li>6. The runway is vacated for all non-PNGC power aircraft landings.</li> <li>7. The touchdown area for non-PNGC aircraft are not before the designated 'forward operating ' point indicated by the Control Cabin.</li> <li>8. Tug aircraft will be operating within their respective cross-wind limits.</li> <li>9. No aircraft touchdown before the runway threshold 'piano keys' on runway 05/23.</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. Landings by Tugs (Chipmunk and Cub) in the undershoot ( but not before the 'piano keys' ) on strong wind days reduces the risk of aircraft tip-over by taxiing across the wind and downwind.</li> <li>2. Tugs will have reduced their speed to 'taxy' levels when in proximity to personnel/vehicles/gliders.</li> <li>3. Residual risk due to random failure could be reduced by removal of personnel and vehicles from the area but for normal gliding operations in accordance with the BGA guidelines, the PNGC Safety &amp; Environmental Management Plan and the Health &amp; Safety (Reducing Risk, Protecting People) document, the associated risks are assessed as Tolerable and As Low as Reasonably Practicable (ALARP).</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>Agreed by CFI/Tug Master</b>	<b>Authorised by Chairman</b>
<p>.....</p> <p><b>Date:</b>.....</p>	<p>.....</p> <p><b>Date:</b>.....</p>	<p>.....</p> <p><b>Date:</b>.....</p>

## 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
		Negligible	Minor	Moderate	Major
					5
					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 taking 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 animal and marine life, birds, fish, reptiles and amphibians etc.
<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 less than 100g, sea level. No adverse effects extending 10 years. No bird fatalities

**Table of Safety Severity Categories**