

Jerrabomberra Fitness Project

RISK MANAGEMENT Assessment and Mitigation

1. Describe the activity/project being undertaken.

Refurbish exercise equipment around lake Jerrabomberra.

2. Detail the people participating in the activity/project (does it involve non-Rotarians, members of the public or other organisations or third parties?)

This project will involve a range of participants from Club members, volunteer transmen, and general help volunteers. Everyone who enters the work site will be required to sign a registration sheet. Before work, each participant will be given a safety brief.

3. Have you required any other organisation, group or person who is taking part in the activity to provide their own "Public Liability Insurance"? (Other organisations or groups should have their own Public Liability Insurance Cover; and individuals should have their own cover or at least be made aware that they are not covered under Rotary insurance unless specifically noted. Ideally you should obtain a written indemnity from any other organisation, group or third party involved or associated with the activity).

No. The event will be covered by Rotary's District insurance.

4. Have you been asked by any other organisation or person to (a) indemnify them as a third party or (b) hold any other organisation "harmless" under the Rotary Insurance for the activity? (If yes, refer to your District Insurance Officer for advice before entering into any agreement).

No

5. Describe the potential hazards (or dangers to the general public and persons working on the project).

The main hazards are assessed to be:

- a. Vehicle traffic on footpath
- b. Trips/slips
- c. Inclement weather (e.g., electrical storm or heavy rain).

6. Have there been prior incidents/accidents on this type of project? If "Yes", detail when, how and the result.

No.

7. What action/steps can be taken to:

(a) Vehicular traffic. The likelihood of this danger will be minimised by:

- Vehicular traffic will be kept to a minimum. Only the required vehicles to deliver materials and equipment will be allowed. All others must access the worksite by foot. All vehicles accessing the worksite will be escorted by a walking guide.

(b) Trips and slips. The likelihood of it happening will be reduced by:

- Not having anything cross the footpath. The worksite will be clearly marked with cones.

(c) **Unforeseen medical event.** The seriousness of the impact of this risk will be minimised by:

- Having at a minimum of two works and a first aid kit on-site. There will be at least one cell phone on site at all time capable of making emergency phone calls.

(d) **Inclement weather.**

- Danger from this risk will be eliminated by not working during inclement weather. For the purposes of this risk management, all work will be accomplished during daylight hours on a non-raining day with visibility greater than 5k. All other times will be considered inclement weather and all work shall cease.

RISK MANGEMENT SUMMARY

Activity	Risk Type	Consequence	Likelihood	Risk Level	Risk Treatment	Responsibility	Monitoring	Risk Assessment
Accessing work site	Vehicle injury	Injury to public	Low	Low	A guide will accompany a vehicle every time it moves	Workers	Rotary Staff	Low
Public using footpath	Trip / fall	Injury to public and staff	Low	Low	Inspect area for trip hazards and remove. Nothing to cross the path	Workers	Rotary Staff	Low
Work on equipment	Work site Hazards	Injury to public	Low	Low	When a member of the public approaches the work site, all work will stop until they are safely clear of any hazards		Rotary Staff	Low