

RISK ANALYSIS & MANAGEMENT SYSTEM

Analysis		Description		
Risks	List accident, injury, other forms of loss	<p>Death</p> <p>Injury - Requiring hospitalisation</p> <p>Injury - Requiring first aid</p> <p>Medical Problems</p> <p>Negative Experience/Emotional Injury</p>		
		<p><i>(List the way accidents/injuries can be caused under the following headings)</i></p>		
Causal Factors	List Hazards	<p>People</p> <p>Lack of instructor ability</p> <p>Inappropriate instruction</p> <p>Poor communication</p> <p>Unsupportive atmosphere</p> <p>Complacency</p> <p>Fear/Anxiety</p> <p>Fear of failure</p> <p>Undisclosed Medical Condition</p> <p>Carrying/concealing of unattached items</p>	<p>Equipment</p> <p>Staff not wearing PPE</p> <p>Client harness not fitted correctly</p> <p>Moving machinery</p> <p>Aging or weakened rigging</p> <p>Miss-logging of equipment</p> <p>Poor maintenance of equipment</p> <p>Equipment being utilised in excess of its limitations</p>	<p>Environment</p> <p>Inclement Weather</p> <p>Slippery surfaces</p> <p>Working at heights</p>
		<p><i>(List the controls for each of the above causal factors)</i></p>		
Risk Management Strategies	List strategies for use in normal operations	<p>Appropriate instructor training and maintaining of standards</p> <p>Recorded instructor experience</p> <p>Communication protocol in place</p> <p>Full briefing and risk disclosure</p> <p>Assurance given by operations crew</p> <p>Medical conditions understood and checked for</p> <p>Comprehensive checking in procedure</p>	<p>SOP's in place around PPE and cross checking process in place for any critical safety processes</p> <p>Guarding of moving parts</p> <p>Exclusion zones designated</p> <p>Comprehensive preventative maintenance programmes</p> <p>Daily checks of critical safety equipment</p> <p>Checking of rigging before use</p> <p>Correct logging of equipment to track use</p>	<p>Sunscreen and quality clothing provided to cover all weather conditions</p> <p>Weather forecast monitored</p> <p>Pre-operation weather checks part of SOP's</p> <p>Weather parameters including in SOP's</p> <p>Anti-slip tape used where required</p> <p>Shoes checked by JMs</p> <p>PPE and SOP's utilised where necessary</p>
	List strategies for use in	<p>Alternate rescues detailed in SOPs</p> <p>Emergency Procedures outlined in SOP's and regular trials undertaken so staff are trained to react accordingly</p> <p>First aid kit stored in Jump enclosure</p> <p>Good communication and leadership utilised during an emergency situation - always a manager on duty</p>		

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Relevant Industry Standards Applicable	<p>Amusement Device License</p> <p>Australian Standards AS 3533.1 & 3533.2 – 2009</p> <p>Amusement Rides & Devices</p> <p>NZS 1891.1 Harnesses and Equipment</p> <p>Qualmark Accreditation</p> <p>AdventureMark audited to Adventure Activity Regulations</p> <p>Maritime NZ</p>
Policies & Guidelines Recommended	<p>Jump activity must adhere to Jump Operations & Training Manual,</p> <p>Harness Fitment Training Manual</p> <p>ADL regulations and requirements</p> <p>Maritime NZ Part 40G</p>
Skill Required by Staff	<p>Internal training procedures. Staff are assessed and signed off prior to operating.</p> <p>Jump Masters are tested and registered with Bureau Veritas</p>
Final Decision on Implementing Activity	<p>Choose One:</p> <p>Accept _____</p> <p>Reject _____</p> <p>Comments:</p>