

# Risk Analysis and Management System

NAME:

DATE:

ACTIVITY/SITUATION: Kayak –TOPEC to Sea

*Analysis*

*Description*

<b>RISKS</b>	Accident, injury other forms loss	<ul style="list-style-type: none"> <li>-Drowning</li> <li>-Entrapment</li> <li>-Physical injury</li> <li>-Medical</li> <li>-Hypothermia</li> <li>-Equipment loss/damage</li> </ul>	<ul style="list-style-type: none"> <li>-Psychological damage</li> <li>-Disturbance to stock</li> </ul>	
<b>CAUSAL FACTORS</b>	Hazards, perils, dangers	<b>People</b>	<b>Equipment</b>	<b>Environment</b>
		<ul style="list-style-type: none"> <li>-Unknown medical</li> <li>-Confined spacing and numbers</li> <li>-Instructor unskilled</li> <li>-Clients temp and confidence</li> <li>-Clients swims</li> <li>-Spreads out</li> <li>-Poor positioning instructor</li> <li>-No progressions beforehand</li> <li>-In appropriate lines</li> <li>-Risks not disclosed</li> <li>-Angry White baiters</li> </ul>	<ul style="list-style-type: none"> <li>-Unsafe</li> <li>-Not maintained</li> <li>-Incorrect use</li> <li>-Equipment not fitting clients</li> <li>-Equipment not checked</li> <li>-Hit by paddle/boat</li> <li>-Student does not hold onto gear</li> </ul>	<ul style="list-style-type: none"> <li>-Cold water</li> <li>-Rocks (slippery)</li> <li>-Deep and shallow</li> <li>-Flow changes</li> <li>-Rapids into banks, long rapids</li> <li>-No visual contact in places</li> <li>-Farming on banks</li> <li>-Sunny</li> <li>-Angry geese</li> <li>-Strainers</li> <li>-Unclear cuts</li> </ul>
<b>RISK MANAGEMENT STRATEGIES</b>	Normal Operation	<ul style="list-style-type: none"> <li>-Check medical</li> <li>-Kayak session in tailrace beforehand</li> <li>-Manage spacing and set limits for rapids if required</li> <li>-White water position/briefing</li> <li>-Talk about hazard or next rapid, what to expect</li> <li>-Instructor positioned well and aware of clients temperature and proximity</li> <li>-Paddle signals</li> <li>-Aware of where students are at</li> <li>-Qualified instructor</li> <li>-Stop after every rapid</li> <li>-By sea keep to middle of river</li> </ul>	<ul style="list-style-type: none"> <li>-Equipment replacement policy in place</li> <li>-Clothing/wetsuits available</li> <li>-Instructor shows how to fit gear properly and checks</li> <li>-Enough equipment and sizes available</li> <li>-Appropriate equipment used.</li> <li>-Rescue gear carried</li> <li>-Students wear shoes</li> <li>-Carry spilt paddle</li> <li>-Vehicle WOF and trailer</li> </ul>	<ul style="list-style-type: none"> <li>-Consider weather forecast</li> <li>-Check flow/trend</li> <li>-On going observations on river level/flow</li> <li>-Report any hazards/changes</li> <li>-Carry sun block</li> <li>-Use variety of rapid running techniques</li> <li>-Long rapid (may portage)</li> <li>-Rapid after Merriland's (assess at tree on right)</li> <li>-Paddle signals for rapids</li> <li>-Communications</li> <li>-Keep to far bank aware of breeding season</li> <li>-Drive to conditions</li> </ul>
Emergency		<ul style="list-style-type: none"> <li>-First aid kit</li> <li>-Cell phone</li> <li>-Split paddle</li> <li>-Throw bag</li> <li>-Knife</li> </ul>	<ul style="list-style-type: none"> <li>-Slings</li> <li>-Karabiners</li> <li>-Spare clothes</li> <li>-Thermos/biscuits</li> <li>-Sun cream</li> </ul>	<ul style="list-style-type: none"> <li>-Prussic</li> <li>-Survival blanket</li> <li>-Whistle</li> <li>-Pruning saw</li> </ul>

<p><b>RELEVANT INDUSTRY STANDARDS APPLICABLE</b></p>	<ul style="list-style-type: none"> <li>-NZOIA Kayak 1</li> <li>-First aid cert</li> <li>-EOTC guidelines</li> <li>-River rescue course (NZCA)</li> </ul>
<p><b>POLICIES AND GUIDELINES RECOMMENDED</b></p>	<ul style="list-style-type: none"> <li>-Buoyancy aids, helmets and shoes to be worn</li> <li>-Sequential build up to paddling down river</li> <li>-Observe river trends in association with rock level</li> </ul>
<p><b>SKILLS REQUIRED BY STAFF</b></p>	<ul style="list-style-type: none"> <li>-Kayak experience</li> <li>-Local knowledge</li> <li>-River rescue skills</li> <li>-Risk group management</li> <li>-Ability to point out hazards and potential risks</li> <li>-Good positioning – where most effective</li> <li>-First aid</li> </ul>
<p><b>FINAL DECISION ON IMPLEMENTING ACTIVITY</b></p>	<p>Choose one...</p> <p><b>Accept</b> <input type="checkbox"/>      <b>Reject</b> <input type="checkbox"/></p> <p>Comments: Sit on kayaks are a lot more stable and suitable For beginners, progressions move a lot faster and the hazards of being enclosed in a kayak no longer exist</p>