

# Orienteering Tasmania Inc.

# Risk Register

\*This is an excerpt from the full Orienteering Tasmania Risk Register. It is the part of the Risk Register pertaining to health and safety at events. It may be useful for providing an orienteering risk assessment to land managers. The full Risk Register can be found [here](#).

*Version 5.1*  
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### 3.0 Health and Safety Risks

ID	Description of Risk	Existing Controls	Likelihood	Impact	Risk	Mitigated Risk
3.1	Danger to people / loss of equipment / property during event due to fire / flood / snow	<ul style="list-style-type: none"> <li>— Implement Safety At Events policy and procedures</li> <li>— Always have search and rescue plan</li> <li>— In the case of major things like fire, work with the appropriate bodies to manage the situation</li> <li>— Warn participants if very cold, wet or hot conditions expected to enable them to take precautions</li> <li>— Procedural Guidelines</li> <li>— If cancelling an event ensure that Facebook, email bulletin and website are used to inform people</li> </ul>	Possible	Major	<b>High</b>	<b>Medium</b>
3.2	Runners and/or organisers suffer injury and make a claim due to: <ul style="list-style-type: none"> <li>▪ Extreme heat / cold</li> <li>▪ Ross river virus</li> <li>▪ Snake bites</li> <li>▪ Cliffs or other dangers of running through the bush</li> <li>▪ Struck by car</li> <li>▪ Illness from food supplied at event</li> </ul>	<ul style="list-style-type: none"> <li>— ALWAYS anticipate abnormal / unusual conditions and explicitly warn ALL competitors and advise on appropriate precautions; preferably in writing and in a language they understand!</li> <li>— Ensure competitors are warned about the inherent risks before competing at every event AND when becoming members.</li> <li>— Tape abnormal and dangerous (and not visible) features (eg deep wells)</li> <li>— TRAIN volunteers</li> <li>— First Aid kits available</li> </ul>	Possible	Major	<b>High</b>	<b>Medium</b>
3.3	Orienteer becomes lost while on a course for an extended period necessitating a major search	<ul style="list-style-type: none"> <li>— Always have a safety bearing for each event and COMMUNICATE – ensure safety bearing is printed on map.</li> </ul>	Possible	Major	<b>High</b>	<b>Medium</b>

		<ul style="list-style-type: none"> <li>— Always have search and rescue plan</li> <li>— Keep track of who is out on courses</li> <li>— Search and Rescue provisions need to be revised, incorporated into guidelines for event organisers, and training carried out.</li> </ul>				
3.4	Inappropriate course setting that exposes the runners to abnormal and unnecessary risks (eg juniors course, older people etc)	<ul style="list-style-type: none"> <li>— TRAIN ALL organisers</li> <li>— Accreditation becomes a pre-requisite for course setting; event management etc</li> <li>— Ensure all controllers and planners are appropriately accredited</li> </ul>	Possible	Moderate	Medium	Low
3.5	We cause a fire and have to pay compensation	<ul style="list-style-type: none"> <li>— Follow normal fire prevention protocols</li> </ul>	Unlikely	Moderate	Low	Low
3.6	Health or safety issue arises at major event	<ul style="list-style-type: none"> <li>— Prepare Major Health and Safety Plan to particularly incorporate and highlight issues unique to Tasmania. Cover all aspects of Event Safety covered by Safety at Events Policy, with specific details for the event.</li> <li>— Inform and consult with Police, Search and Rescue and Local Government (Road safety) when developing plans.</li> <li>— Arrange for medical and paramedical support at event.</li> </ul>	Possible	Moderate	Medium	Low

## 5.0 Appendix A Risk Methodology

### 5.1 Risk Assessment

Risks are assessed employing the Likelihood criteria shown in the following table, the Consequence (impact) criteria shown in table 5.2. These are then combined in the Tolerance criteria shown in Table 5.3

Level	Description	Probability Range	Example Likelihood
A	Almost Certain	$0.9 \leq p \leq 1.0$	Event is expected in the 12 month period
B	Likely	$0.6 \leq p < 0.9$	Event is likely to occur in the 12 month period
C	Possible	$0.2 \leq p < 0.6$	Event may occur (but not likely) in the 12 month period
D	Unlikely	$0.05 \leq p < 0.2$	Event not expected in the 12 month period.
E	Rare	$.001 \leq p < 0.05$	Event extremely unlikely in 12 month period
F	Extremely Rare	$0 \leq p < .001$	May only occur in extreme and exceptional circumstances over 12 month period.

**Table 1 Risk Likelihood Categories**

## 5.2 Risk Consequence Categories

Risk consequences represent the Board’s agreed level of seriousness to attribute to the impact of a range of occurrences.

Consequence		Consequence Types			
		Health and safety	Sustainability	Legal / Compliance	Financial
5	Catastrophic	One or more fatalities.	Loss of access to more than one entire major land tenure segment, e.g. State Forests, or National Parks. Insufficient members, of sufficient skill, to sustain the organization in the state. Long-term damage to OT’s reputation that will require significant external assistance to address.	Serious legal breach - prosecution resulting in jail terms for employees, directors.  e.g. sexual assault at junior camp or school trip.	Profit loss and/or out of budget expense (>\$150k)
4	Major	Very serious illness or injury, eg permanent disability, amputation.	Loss of access to an entire private land tenure segment. Insufficient members and/or participants to achieve a State Grant or sustain a club in either the north or south, or to run a major foot event on OA’s schedule. Significant damage to OT’s reputation in short to medium term that may require external assistance to repair.	Moderate legal breach or serious regulatory or compliance breach – possible prosecution but not likely.	Profit loss and/or out of budget expense (\$10k<\$≤ \$100k)
3	Moderate	Serious illness or injury requiring surgery or long-term hospitalisation and long-term recovery	Serious restrictions on access to a major land tenure segment or loss of access to an area. Insufficient members of sufficient skill to maintain one of the clubs or to run 20 events per year. Stakeholder reaction causing moderate disruption to orienteering and/or damage to reputation.	Regulatory Compliance breach – no prosecution. e.g. failure to lodge appropriate returns with Corporate Affairs.	Profit loss and/or out of budget expense (\$1000<\$≤ \$10k)
2	Minor	Medical treatment injury	Moderate restrictions on access to a map. Minimal short-term damage to OT’s reputation – easily managed by OT	Minor compliance breach	Profit loss and/or out of budget expense (\$100 <\$≤\$1000).
1	Negligible	First-aid treatment, eg minor cuts, bruises, bumps	Minor irritation, managed by OT	Low-level legal compliance issue dealt with in-house	Negligible profit loss and/or out of budget expense

**Table 2 Risk Consequence categories**

### 5.3 Risk Tolerance Categories

Risk tolerance categories represent the risk tolerance of the organisation and therefore are signed off by the Board. They are a combination of the event consequence and its likelihood.

Risk tolerance category details are as follows.

Likelihood	IMPACT CONSEQUENCES				
	Negligible 1	Minor 2	Moderate 3	Major 4	Catastrophic 6
A. Almost Certain	L	M	H	E	E
B. Likely	L	M	H	E	E
C. Possible	L	L	M	H	E
D. Unlikely	L	L	L	M	E
E. Rare	L	L	L	L	H
F. Extremely Rare	L	L	L	L	M

**Table 3** Risk Tolerance Matrix

<b>E</b>	<b>Extreme Risk</b> – Risk threatens OT sustainability	Intolerable - Requires urgent attention
<b>H</b>	<b>High Risk</b> - Risk poses significant threat to OT strategies and objectives	Intolerable - requires addressing at an early date
<b>M</b>	<b>Moderate Risk</b> – Risk poses moderate threat to OT strategies and objectives	Must be incorporated into project or business risk management programs with timing to fit overall program
<b>L</b>	<b>Low Risk</b> – Risk poses minimal threat to OT strategies and objectives	Timing to suit normal operations

**A Significant Risk** - is defined as any Extreme or High risk, or any risk with catastrophic consequences.