

Activity description & Location: \_\_\_\_\_ Craft – Internal or External\_

**Use rating: C**

(see guide opposite)



- Use:**
- A** Must be operated by Baptist Camping Victoria qualified staff
  - B** In house training at Baptist Camping Victoria required before using this equipment
  - C** Safe operating procedures must be read and adhered to by all users of this equipment
  - D** Does not apply

	Initial Matrix Level	Comments (when and where hazard is present)	Control Description (Current & proposed)	Revised Matrix Level
<b>Activity/Task Hazard Identification</b>				
Is there potential for?				
<ul style="list-style-type: none"> <li>○ Being cut or stabbed</li> <li>○ Struck, crushed or entangled</li> <li>○ Electric Shock</li> <li>○ Manual Handling/ergonomics</li> <li>○ Infectious agents or materials</li> <li>○ Slip, trip, fall</li> <li>○ Vibration</li> <li>○ Other factors – specify: _____</li> </ul>	L L    L	Puncture wound, cuts from scissors Carrying of gear   Uneven ground, fall in gullies, down cliff	Reduction by instruction of correct techniques, Brief on correct management of gear.   Scan area, ensure good group management, wear correct footwear, stay out of dangerous areas	L L    L
<b>Workplace Conditions Hazard Identification</b>				
Is there potential for?				
<ul style="list-style-type: none"> <li>○ Extremes of temperature</li> <li>○ High wind or humidity</li> <li>○ Inadequate light</li> <li>○ Dust, fumes or vapours</li> <li>○ Exposure to UV or other radiation</li> <li>○ Emergency situations</li> <li>○ Other factors – specify: _____</li> </ul>	L  M L	Exposure to the elements  Sunburn  Snakes, spiders, ants, bees, octopus, other sea creatures	Wear appropriate clothing  Slip, slop, slap  Reduction by instruction, no touch, first aid management available if required	L  L L
<b>Environmental Aspects Hazard Identification</b>				
Is there potential for?				
<ul style="list-style-type: none"> <li>○ Energy consumption</li> <li>○ Nuisance noise</li> <li>○ Dust</li> <li>○ Water consumption</li> <li>○ Hazardous waste</li> <li>○ Hazardous emissions</li> <li>○ Other factors – specify: _____</li> </ul>				

Comments/controls yet to happen: \_\_\_\_\_

Is there past experience with the activity/task that may assist in the assessment? (i.e. existing controls not listed above, incident investigations, legislation & industry standards) \_\_\_\_\_

Assessor:		Position:		Date:	Signature:
Approved:	Geoff Caldwell	Position:	Director of Camping	Date:	Signature:

**If regular maintenance provided and controls are constant the above risk assessment and action strategy may be checked annually and signed off below:**

Assessor:		Position:		Date:	Signature:
Approved:	Geoff Caldwell	Position:	Director of Camping	Date:	Signature:
Assessor:		Position:		Date:	Signature:
Approved:	Geoff Caldwell	Position:	Director of Camping	Date:	Signature:
Assessor:		Position:		Date:	Signature:
Approved:	Geoff Caldwell	Position:	Director of Camping	Date:	Signature:
Assessor:		Position:		Date:	Signature:
Approved:	Geoff Caldwell	Position:	Director of Camping	Date:	Signature:
Assessor:		Position:		Date:	Signature:
Approved:	Geoff Caldwell	Position:	Director of Camping	Date:	Signature: