

**Risk Management Plan –
Burra to Barossa Orienteering Carnival**

**6th – 15th April 2007
V 0.1**

**Orienteering Association of South Australia Inc
State Association House
73 Wakefield St
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Document History

Version	Date	Comment
0.1	Mar 2007	Initial Version – based on 2002 carnival RMP

Event Details

This plan relates to the following orienteering events –

EVENT 1

Friday April 6: Family Relays, Worlds End, 20km SE of Burra (note the timing of this event is following event 3)

EVENT 2

Friday April 6: Elite Prologue sprint, Worlds End, 20km SE of Burra, National Orienteering League event 1 and IOF World ranking event

EVENT 3

Friday April 6: Slologue sprint, Worlds End, 20km SE of Burra

EVENT 4

Friday April 6: Model event, Worlds End, 20km SE of Burra

EVENT 5

AUSTRALIAN 3-DAY CHAMPIONSHIPS

Saturday April 7: Australian 3-Days Day 1, Twigham, 45km NE of Burra, National Orienteering League event 2

Sunday April 8: Australian 3-Days Day 2, Twigham, 45km NE of Burra, National Orienteering League event 3 (including the University Championships and Interclub Challenge)

Monday April 9: Australian 3-Days Day 3, Worlds End, 30km SE of Burra, National Orienteering League event 4 and IOF World Ranking event

EVENT 6

Thursday April 12: Mountain Bike Orienteering, Mt Crawford Goldfields, 40km S of the Barossa Valley

EVENT 7

Friday April 13: ASC Galaxy Sprint, Nuriootpa, Barossa Valley National Orienteering League Event 5

EVENT 8

Friday April 13: Public Sprint, Nuriootpa, Barossa Valley

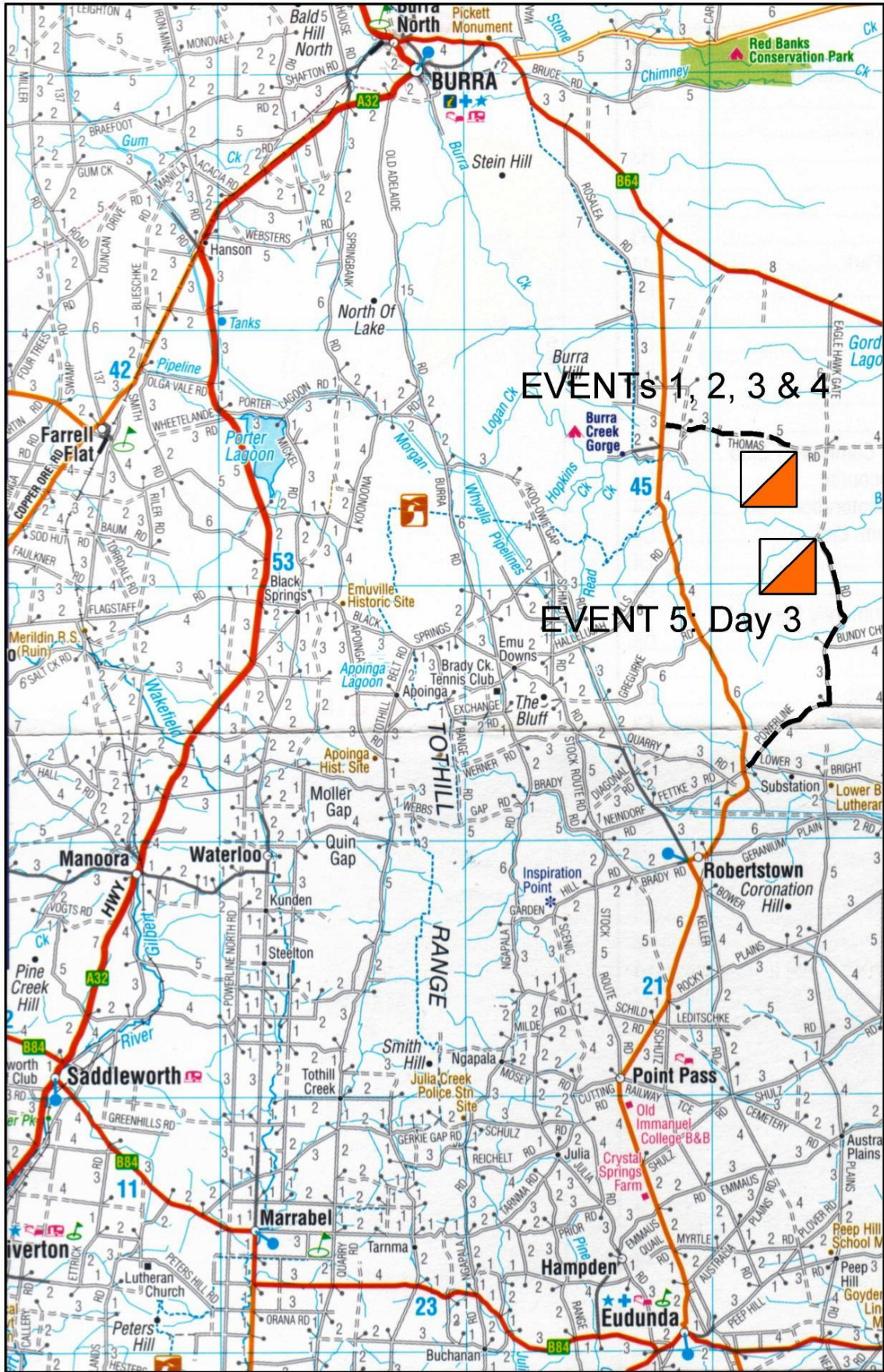
EVENT 9

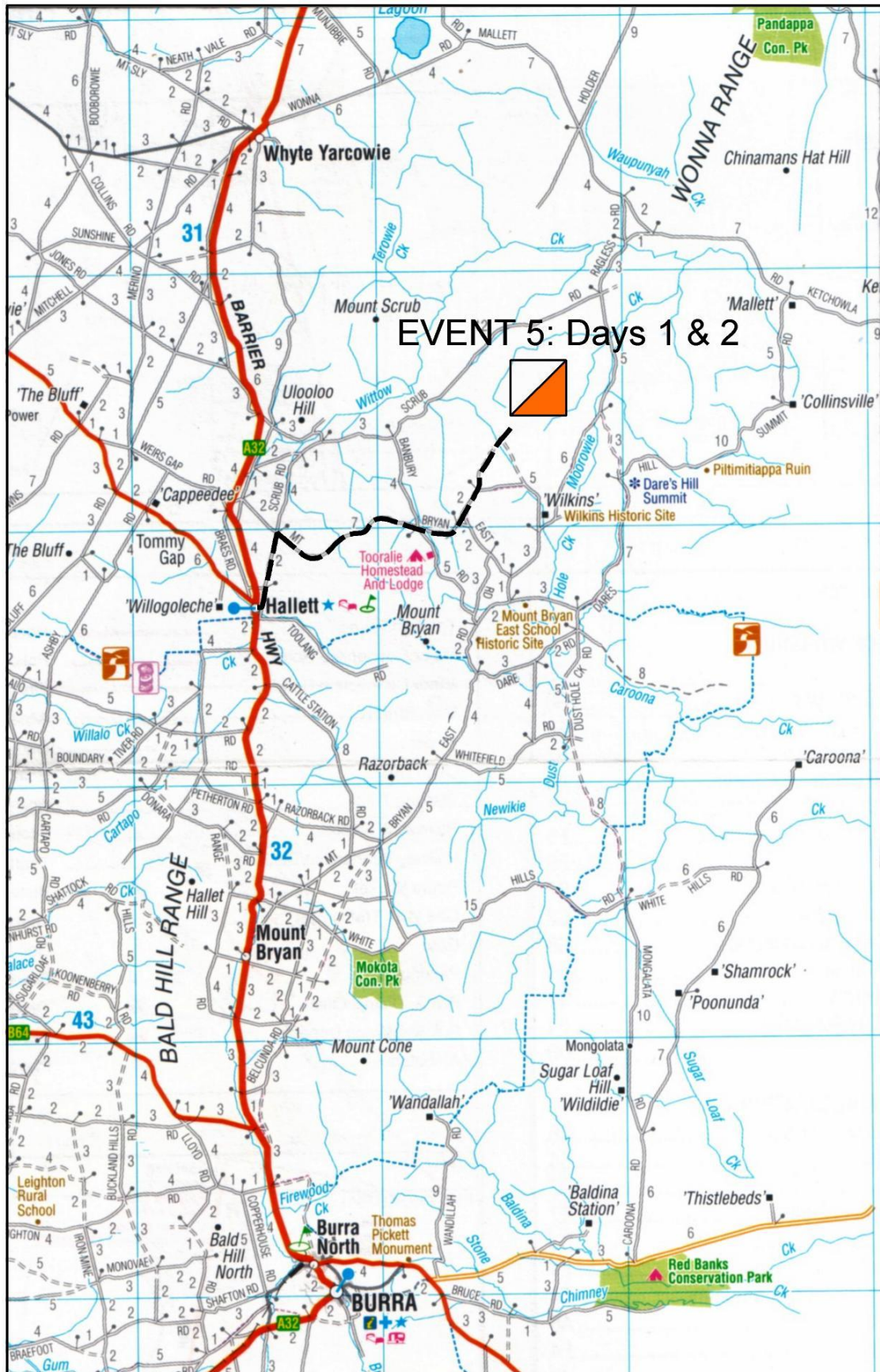
Saturday April 14: Australian Middle Distance Championships, Pewsey Vale, 20 km S of the Barossa Valley, National Orienteering League event 6

EVENT 10

Sunday April 15: National Badge Event, Ngaralta Country, Eastern Mount Lofty Ranges, National Orienteering League event 7

The following maps show the location of each event







Abbreviations Used

OASA	Orienteering Association of South Australia Incorporated
OA	Orienteering Australia
SAPOL	South Australian Police
Emergency Services	Collectively refers to SA Police, SA Ambulance, SES, CFS

Background

This plan describes risks to competitors which may be encountered during the orienteering events organised by OASA as listed above, and which may require the assistance of parties external to OASA eg South Australian Emergency Services. It does not cover risks which may be encountered by competitors outside of their attendance at the actual events eg whilst participating in other activities, not organised by OASA, during the period in which they are visiting South Australia for this carnival, travelling between the events, or encountered at accommodation which they have arranged independently.

St John Volunteers (St John Ambulance Aust SA Inc) will provide emergency First Aid facilities at each event (excluding warm up and model events).

In addition there are other risks to OASA which are not included in this plan, eg financial risks, impact of adverse weather conditions on event access, and technical risks which may result in the event not meeting the specifications as required by OA Rules for Foot Orienteering. The latter may result in cancellation of some results or lead to protests from competitors. These are managed with reference to

- Competition Rules for Orienteering Australian Foot Orienteering Events in particular event controlling
- OASA : Club Information Manual, Events Management
- Orienteering Australia : Risk Management (see OA Operational Manual 4.8)

For further information on orienteering refer to

www.oasa.asn.au

www.sportnet.com.au/orienteering/

Insurance

These events are covered by Broadform Liability insurance organised by Orienteering Australia, Policy No PMEL99/0060397.

Emergency Contact Numbers

For events in the Burra Area

Emergency	000
Bushfire Hotline	1300 362 361
Burra Police	08 892 2500
Clare Police	08 8842 2711
AH Police	13 1444
SES	13 2500

Risk Register

(Including definitions)

RISK REGISTER

RISK CATEGORY: Risks which may be experienced in the *competition area* during the orienteering event or in lead up to event

THE RISK, WHAT CAN HAPPEN AND HOW CAN IT HAPPEN	THE CONSEQUENCES OF AN EVENT HAPPENING		LIKELIHOOD RATING	CONSEQUENCE RATING	LEVEL OF RISK	AGENCY		ACTION PLAN NO
	LIKELIHOOD	CONSEQUENCES				PRE-EMPTIVE	RESPONSE	
Competitor fails to return to finish in expected time frame due to injury or health problem	Based on previous experience of orienteering events, this is an infrequent occurrence	Most likely injury is to lower limb	E	3 (-5)	M (- H)	OASA	OASA St John Volunteers Emergency Services	1
Competitor fails to return to finish in expected time frame due to becoming lost	Based on previous experience of orienteering events, this is an infrequent occurrence	Competitor located (or not located) after search	E	1 (-5)	L (-H)	OASA	OASA Emergency Services	2
Competitor injured or experiences health problem on course, notifies another competitor who informs officials, retrieval of injured competitor	Based on previous experience of orienteering events, this is an infrequent occurrence	Most likely injury is to lower limb	E	3	M	OASA	OASA St John Volunteers	3

THE RISK, WHAT CAN HAPPEN AND HOW CAN IT HAPPEN	THE CONSEQUENCES OF AN EVENT HAPPENING		LIKELIHOOD RATING	CONSEQUENCE RATING	LEVEL OF RISK	AGENCY		ACTION PLAN NO
	LIKELIHOOD	CONSEQUENCES				PRE-EMPTIVE	RESPONSE	
Competitor injured or experiences health problem on course but able to return to finish unaided	Probable	Minor injury eg sprain, cuts or scratches	D	2	L	OASA	OASA St John Volunteers	4
Competitor or other person injured or experiences health problem in assembly area	Low	Minor injuries as no high speed impacts likely, otherwise dependent on health circumstances of individuals	E	2	L	OASA	OASA St John Volunteers	5
Official is injured or lost whilst setting up courses in event area before or after event	Based on previous experience of orienteering events, this is an infrequent occurrence	Most likely injury is to lower limb	E	2 (-5)	L (-H)	OASA	OASA Other emergency services	6
Traffic hazard on public roads at turn-offs to event areas	Based on previous experience of orienteering events, this is an unlikely occurrence	Variable depending on nature	E	1-5	L-H	OASA, liaison with SAPOL	OASA St John Volunteers Emergency services	7
Bushfire	Rare	Not likely to include property damage due to locations	E	2	L	OASA	Landowners, Emergency Services	

Risk Action Plan

RISK ACTION PLAN 1

RISK CATEGORY	M (-H)	REF: 1
IDENTIFIED HAZARD: Competitor fails to return to finish in expected time frame due to injury or other health problem		
Responsible Agencies:		
Pre-emptive: OASA		
Response: OASA, St John Volunteers, Emergency Services		
Pre-Emptive Actions:		
<ol style="list-style-type: none"> 1. Notify competitors of event safety information eg safety bearing, course closure time, relevant terrain information in program booklet 2. Display safety information on map and at start 3. Follow Orienteering Australia course planning guidelines for various degree of difficulty courses 4. Follow OASA Hot Weather Policy 5. Record all starters and those who have entered but do not start 6. Monitor status of all runners during event using event software at finish (ie report all runners not yet finished) 7. Provide drinking water on courses as per OA guidelines 8. Have nominated Search and Rescue Coordinator in accordance with OASA Search and Rescue Procedure 9. Liaise with landowners and other groups prior to event eg SAPOL 10. Arrange for St Johns Volunteers to be present at event 11. Have required First Aid equipment, including stretcher, in addition to that supplied by St John Volunteers 12. Have contact details of all emergency services, and relevant topographic maps available 13. Have copies of all orienteering courses available at each event 14. Have entry database with contact details for all competitors 15. Ensure sufficient personnel remain in the event area until all competitors are accounted for 16. Maintain list of OASA officials and other competitors with First Aid and other Medical Qualifications 		
Proposed Response:		
<ol style="list-style-type: none"> 1. Follow Search and Rescue plan to locate missing/injured competitor 2. Obtain details of missing competitor as per "Assistance Required Report Form" 3. Speak to other competitors on missing competitor's course 4. When electronic control units collected after course closure, download information on all competitors who have visited control units on missing person's course to determine how far missing competitor progressed on their course 5. Search will be initially conducted by OASA 6. Involve other services as required according to SRP 		
Resource Requirements		

<ol style="list-style-type: none"> 1. OASA Search and Rescue Plan (SRP) plus ancillary information 2. OASA officials and experienced orienteers present 3. 4WD vehicles (note although most searching will be on foot) 4. Radios 5. First aid equipment including stretcher 6. St John Volunteers to assist when injured competitor located 7. Copies of orienteering maps, with all courses and control site locations 8. Copies relevant 1:50,000 topographic maps 9. Police and other emergency services dependent on outcome of initial searches 	
Time Frame:	
As per SRP	
Compiled by: OASA	Date: June 2002/Update Mar 2007
Reviewed by:	Date:

RISK ACTION PLAN 2

RISK CATEGORY	L (-H)	REF: 2
IDENTIFIED HAZARD: Competitor fails to return to finish in expected time frame due to becoming lost		
Responsible Agencies:		
Pre-emptive: OASA		
Response: OASA, St John Volunteers, Emergency Services		
Pre-Emptive Actions:		
<ol style="list-style-type: none"> 1. Notify competitors of event safety information eg safety bearing, course closure time, relevant terrain information in program booklet 2. Display safety information on map and at start 3. Follow Orienteering Australia course planning guidelines for various degree of difficulty courses 4. Follow OASA Hot Weather Policy 5. Record all starters and those who have entered but do not start 6. Monitor status of all runners during event using event software at finish (ie report all runners not yet finished) 7. Provide drinking water on courses as per OA guidelines 8. Have nominated Search and Rescue Coordinator for each event 9. Liaise with landowners and other groups prior to event eg SAPOL 10. Have contact details of all emergency services and relevant topographic maps available 11. Have copies of all orienteering courses available 12. Have entry database with contact details for all competitors 13. Event open only to experienced orienteers (with exception of limited short easy courses available for Enter on the Day at some events) 14. Ensure sufficient personnel remain in the event area until all competitors are accounted for 15. Maintain list of OASA officials and other competitors with First Aid and other Medical Qualifications 		

Proposed Response:	
<ol style="list-style-type: none"> 1. Follow Search and Rescue plan to locate missing competitor 2. Obtain all details of missing competitor as per "Assistance Required Report Form" 3. Speak to other competitors on missing competitor's course 4. When electronic control units collected after course closure, down-load information on all competitors who have visited control units on missing person's course to determine how far missing competitor progressed on their course 5. Search will be initially conducted by OASA 6. Involve other services as required according to SRP 	
Resource Requirements	
<ol style="list-style-type: none"> 1. OASA Search and Rescue Plan (SRP) plus ancillary information 2. OASA officials and experienced orienteers present 3. 4WD vehicles (note most searching will be on foot) 4. Radios 5. First aid equipment 6. Copies of orienteering maps, with all courses and control site locations 7. Police and other emergency services depending on initial outcome of initial search 8. Copies of relevant 1:50, 000 topographic maps 	
Time Frame:	
As per SRP	
Compiled by: OASA	Date: June 2002/Update Mar 2007
Reviewed by:	Date:

RISK ACTION PLAN 3

RISK CATEGORY	M	REF: 3
IDENTIFIED HAZARD: Competitor injured or experiences other health problem on course, notifies another competitor who informs officials, retrieval of competitor		
Responsible Agencies:		
Pre-emptive: OASA		
Response: OASA, St John Volunteers, Other emergency services		
Pre-Emptive Actions:		
<ol style="list-style-type: none"> 1. Notify competitors of event safety information eg safety bearing, course closure time, relevant terrain information in program booklet 2. Display safety information on map and at start 3. Follow Orienteering Australia course planning guidelines for various degree of difficulty courses 4. Record all starters and those who have entered but do not start 5. Monitor status of all runners during event using event software at finish (ie report all runners not yet finished) 6. Provide drinking water on courses as per OA guidelines 		

<ol style="list-style-type: none"> 7. Have nominated Search and Rescue Coordinator for each event 8. Liaise with landowners and other groups prior to event eg SAPOL 9. Have contact details of all emergency services and relevant topographic maps available 10. Have copies of all orienteering courses available 11. Have entry database with contact details for all competitors 12. Maintain list of OASA officials and other competitors with First Aid and other Medical Qualifications 	
Proposed Response:	
<ol style="list-style-type: none"> 1. Search and Rescue coordinator organises retrieval team including St John Volunteers personnel if required 2. Obtain all details of missing competitor as per "Assistance Required Report Form" 3. Retrieves injured competitor using vehicle and foot as appropriate to location 4. Contact emergency services depending on nature of injury 	
Resource Requirements	
<ol style="list-style-type: none"> 1. OASA officials and experienced orienteers present 2. St John Volunteers personnel to assist with retrieval 3. 4WD vehicles 4. Radios 5. First aid equipment including stretcher 6. Copies of orienteering maps, with all courses and control site locations 	
Time Frame:	
Search Coordinator organises retrieval team as soon as possible after notification and commences retrieval when team in place.	
Compiled by: OASA	Date: June 2002/Update Mar 2007
Reviewed by:	Date:

RISK ACTION PLAN 4

RISK CATEGORY	L	REF: 4
IDENTIFIED HAZARD: Competitor injured or experiences health problems on course but able to return to finish unaided		
Responsible Agencies:		
Pre-emptive: OASA		
Response: OASA, St John Volunteers (Emergency Services)		
Pre-Emptive Actions:		
<ol style="list-style-type: none"> 1. Notify competitors of event safety information eg safety bearing, course closure time, relevant terrain information in program booklet 2. Display safety information on map and at start 		

<ol style="list-style-type: none"> 3. Follow Orienteering Australia course planning guidelines for various degree of difficulty courses 4. Record all starters and those who have entered but do not start 5. Monitor status of all runners during event using event software at finish (ie report all runners not yet finished) 6. Provide drinking water on courses as per OA guidelines 7. Have contact details of all emergency services 8. Have entry database with contact details for all competitors 9. Maintain list of OASA officials and other competitors with First Aid and other Medical Qualifications 	
Proposed Response:	<ol style="list-style-type: none"> 1. Direct competitor to St John Volunteers 2. Contact emergency services if required according to recommendation of St John Volunteers personnel
Resource Requirements	<ol style="list-style-type: none"> 1. OASA officials 2. St John Volunteers personnel 3. Other emergency services as required
Time Frame:	St John Volunteers provide first aid at event area, further action according to their recommendations
Compiled by: OASA	Date: June 2002/Update mar 2007
Reviewed by:	Date:

RISK ACTION PLAN 5

RISK CATEGORY	L	REF: 5
Competitor or other person injured in assembly area, on access tracks to event		
Responsible Agencies:		
Pre-emptive: OASA		
Response: OASA, St John Volunteers (Emergency Services as required)		
Pre-Emptive Actions:		
<ol style="list-style-type: none"> 1. Plan layout of assembly, finish, parking area to minimise hazards 2. Locate 240V generator in an area Out of Bounds to competitors and spectators 3. Have appropriate signage eg Parking area, location of First Aid 4. Monitor equipment used and set up of caterers 5. Use officials as required to direct vehicles in parking area 6. Notify competitors of assembly area layout, direction to events in particular location of turn 		

<p>offs from public roads, etc in Program booklet</p> <p>7. Maintain list of OASA officials and other competitors with First Aid and other Medical Qualifications</p>	
Proposed Response:	<ol style="list-style-type: none"> 1. Direct injured person to St John Volunteers 2. Contact emergency services if required according to recommendation of St John Volunteers personnel
Resource Requirements	<ol style="list-style-type: none"> 1. OASA Officials 2. St John Volunteers
Time Frame:	<p>St John Volunteers provide first aid at event area, further action according to their recommendations</p>
Compiled by: OASA	Date: June 2002/Update Mar 2007
Reviewed by:	Date:

RISK ACTION PLAN 6

RISK CATEGORY	L (-H)	REF: 6
<p>IDENTIFIED HAZARD: Official is injured or lost whilst setting up courses in event area prior to event, or whilst collecting control stands after event</p>		
<p>Responsible Agencies:</p> <p>Pre-emptive: OASA</p> <p>Response: OASA, Emergency Services</p>		
<p>Pre-Emptive Actions:</p> <ol style="list-style-type: none"> 1. Only very experienced orienteers involved in this activity 2. All officials notify other officials, or persons in party, of work area when planning and setting up courses prior to event 3. Keep record of the names of those involved, and areas to be visited, for control collection process when courses closed. 		
<p>Proposed Response:</p> <ol style="list-style-type: none"> 1. Follow Search and Rescue Plan as appropriate to circumstances 2. Search will be initially conducted by OASA 3. Involve other services as required according to SRP 		

Resource Requirements	
<ol style="list-style-type: none"> 1. OASA personnel 2. 4WD vehicles may be required 3. Emergency services depending on status of situation 	
Time Frame:	
Dependent on particular instance	
Compiled by: OASA	Date: June 2002/Update Mar 2007
Reviewed by:	Date:

RISK ACTION PLAN 7

RISK CATEGORY	L-H	REF: 7
IDENTIFIED HAZARD: Traffic hazard on public roads at turn-offs to event areas		
Responsible Agencies:		
Pre-emptive: OASA		
Response: OASA, St John Volunteers, Emergency services		
Pre-Emptive Actions:		
<ol style="list-style-type: none"> 1. Contact SAPOL for advice prior to events 2. Provide directions to each event in program booklet including reference to any turn-off locations 3. Provide appropriate signs before (at least 500m) and at turn-off locations 4. Maintain list of OASA officials and other competitors with First Aid and other Medical Qualifications 		
Proposed Response:		
Dependent on nature of incident		
<ol style="list-style-type: none"> 1. May require assistance of St John Volunteers staff on site at event 2. May require contact with appropriate emergency services 		
Resource Requirements		
<ol style="list-style-type: none"> 1. St John Volunteers 2. Other emergency services as required 		
Time Frame:		

St John Volunteers provide initial first aid, due to locations attendance of other services eg SA Ambulance may be > 30 minutes

Compiled by: OASA	Date: June 2002/Update Mar 2007
Reviewed by:	Date:

RISK ACTION PLAN 8

RISK CATEGORY	L	REF: 8
IDENTIFIED HAZARD: Bushfire		
Responsible Agencies:		
Pre-emptive: OASA		
Response: OASA, land owners, appropriate emergency services		
Pre-Emptive Actions:		
<ol style="list-style-type: none"> 1. No campfires will be permitted in event areas (no camping in these areas as there is no accommodation in the event areas themselves) 2. OASA has a non-smoking policy at events, this will be advised in the Program Booklet 3. Risk reduced by March rainfall 4. Ensure clear ground around areas used by caterers if they are using gas appliances 		
Proposed Response:		
<ol style="list-style-type: none"> 1. OASA volunteers with knapsack, spade, rakes 2. Assistance form landowners 3. Contact emergency services depending on whether containment and extinguishment not achieved by initial response 		
Resource Requirements		
<ol style="list-style-type: none"> 1. Spades, fire rakes, knapsack 2. OASA personnel 3. Emergency services as appropriate, ForestrySA 		
Time Frame:		
Contact emergency services and landowners if the fire cannot be immediately extinguished and/or contained.		
Compiled by: OASA	Date: June 2002/Update Mar 2007	
Reviewed by:	Date:	

Appendices

1. OASA Search and Rescue Guidelines and Associated Documents

- a. Recommended Search Procedures (Orienteering Specific)
- b. Supporting Searching Procedure (non-specific – extract from Australian Bush Survival Skills and Search and Rescue Manual)
 - c. Search and Rescue Log
 - d. Assistance Required Report Form
 - e. Emergency First Aid Record

2. Selected OA and OASA Guidelines

Extracts from Competition Rules for Orienteering Australian Foot Orienteering Events

Appendix 2 : Principles for Course Planning
Appendix 4 : Health and Safety Guidelines
Appendix 7 : Environmental Code of Practice

OASA Hot Weather Policy

