

EXAMPLE OF RISK ASSESSMENT

For:

Assessment Undertaken on:

igned:

Date:

Assessment Review:

Date:

Comments:

Key to Risk Assessment Levels:

1	Inconvenience
2	Property damage
3	Personal injury
4	Loss of life

<u>Identified Hazards</u>	<u>Those at Risk</u>	<u>Action Taken/Required</u>	<u>Risk Level</u>	<u>Percentage</u>

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General Risk Assessment, (Reference Appendix H of CAP 403)

Hazard	Severity	Likelihood	Rating	Mitigation	M/Factor	Final Rating
Trips	3	2	6	Inspect site for hazards, eliminate or mark clearly	Severity reduced to 1	3
Child straying into the path of a taxiing aircraft	3	2	6	All taxiing aircraft must be under the control of a marshaller.	Likelihood reduce to 1	3
Child walking into sharp areas of a parked aircraft	4	3	12	Guide to ensure children do not wander away from the group.	Likelihood reduced to 2	6
Child stumbling or twisting an ankle from uneven ground.	3	3	9	Ensure the route stays on even ground and pre-inspect site for potential hazards.	Likelihood reduced to 1	3
Losing a child from the group.	4	2	8	Provide numbered wrist bands for each child in a high visibility material.	Likelihood reduced to 1	4
Child injured from rotating propeller.	4	2	8	Marshaller to be present before aircraft start up.	Likelihood reduced to 1	4

From the CAP 403

1. At any public event there are hazards that may cause harm to people. It is necessary to identify these hazards and to minimise them.
2. Risk assessment need not be complicated and the simple procedure above should suit the needs of most special events. Further advice can be obtained from CAA GAD.
3. Risk is defined as the severity of the hazard multiplied by the likelihood of the occurrence.
4. The severity of a hazard should be assessed under the following headings, depending on the possible outcome should the hazard become a reality, and allocated a score:

Trivial	Minor Injury	Serious Injury	Single Fatality	Multiple Fatality
1	2	3	4	5
5. The likelihood of the hazard occurring should be assessed against the following headings and again allocated a score:

Highly Unlikely	Possible	Quite Possible	Likely	Highly Likely
1	2	3	4	5
6. Once decided the results should be entered into a matrix as shown above.
7. The risk rating is the figure obtained when the severity assessment is multiplied by the likelihood assessment. A resultant figure of less than six indicates a low risk; a figure between 6 and 15 a medium risk; and a figure greater than 15 a high risk.
 Mitigation action should be taken whenever possible to reduce risk ratings even when the risk is low. High risk ratings should generally be deemed unacceptable and mitigation sought to reduce the rating to an acceptable level – medium or better.
8. Organisations should record and retain the details of their risk assessment process.