

Activity: 3.7 Abseiling



Ngatuhua Lodge Hazard and Risk Management "HARM's"

Activity Controller: Approved MSC or NZOIA Trained person.

Location: Ngatuhua Lodge

Participants No's:	10 - 15	Supervision ratio:	3:15 (Minimum of 3)
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Communication means? Lodge Phones available via the custodian.

Cell phone reception?	Y/N	Nearest reliable communication:	Ngatuhua Lodge Custodians/instructors cottage.
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Hazard Identification & Management - include Significant Hazards only: (use additional pages if required)

Eliminate: By ensuring that the hazard no longer exists, or is no longer part of the activity e.g. do not take people under a certain age or without a certain skill set. If this isn't possible;
Minimise: By doing whatever can reasonably be done to lessen the hazard, this should be to a point where you no longer consider the hazard to be significant.

<u>Significant Hazard:</u>	<u>Eliminate (E) Minimise (M)</u>	<u>Management Strategies:</u>	<u>Whose responsibility</u> :
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Location

Slipping on steep or slippery surfaces	M	No Running. Stick to known tracks and walking. All participants to wear closed footwear. No Jandals or gumboots to be worn. Check surface. If there has been any rain or dew the surface will need to dry out. Delay start of the programme until surface is dry.	Instructor
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Environment

Severe / Adverse Weather	M	Up to date weather forecast obtained pre-activity. Consideration given to weather forecast and impact on participant safety, site suitability and proposed activities. Appropriate decisions made. Weather monitored throughout activity and further appropriate decisions made. Modify or postpone programme. Include in pre-activity briefing to bring along sun cream, hat, warm clothing and jacket to allow for sudden weather changes	Instructor
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People

Insufficient Activity briefing	E	Briefing to follow SOP Activity Briefing Checklist –Opportunity for participants to ask questions given – and answered!	Instructor
Pre-existing conditions.	M	Disclosed to instructor / Participants where is in case required i.e. epipen, inhaler etc... Ensure that the group includes a first aider and first kit.	Group Leader
Improper use of equipment	M	Follow instructions. Adhere to all SOP requirements.	Instructor

Equipment / Clothing

Damaged equipment.	E	Check item(s) before use to ensure that they are sufficient and fit for purpose. Check again after use & update condition / use on equipment log. Logs kept on all equipment, replacement and disposal polices in place as set by the industry standard. Follow manufacturers use recommendations.	Instructor
Falls	M	By the use of Harnesses, fall arrestors and safety slings to minimise to possibility of falls. All systems are checked and double checked throughout the activity.	Instructor
Clothing	M	Secure long hair or scarves, loose items of clothing removed. Hair to be tied up prior to leaving lodge building and before commencing activities. Pre-activity planning to ensure guidelines given on appropriate clothing.	Instructor

Sign off:			
President Ngatuhua Lodge outdoor education society incorporated:	G Kent	Date: 16/12/2019	
Health and Safety Officer	Ryan Pratt	Date: 16/12/2019	
Instructor/Custodian Ngatuhua Lodge	Justin Van hagt	Date: 16/12/2019	