

Organising Committee Health and Safety Overview Plan

In last week Pre Event: **OC Event Planning:** Decide on Schedule 8 weeks prior to event: Plan Implementation: Emails to riders and List changes needed Send Schedule and List Traffic Management volunteers regarding from previous event. of appointed Officials, Notices/Signage Invite/Appoint all Health & Safety (RMP). Officials and Judges Judges & Medical Laning, Parking Risk and Hazard Personnel to Eventing Set up signage etc. identification. List & Put in place Crisis Book in Medical and Sport Manager for make Risk Management Put RMP and Hazards Management Plan Veterinary Cover. approval. Plan (RMP) List on notice boards. Set up Hazard Register. Send RMP Info to RMP Liason with land Print Incident reports. Committee and Officials owners and other users. RMP plan for Officials Committee, riders & Volunteers. **Immediately Pre-Event:** Pre-meeting with Officials. Ongoing Review at Crisis Management Team Board Level: Meeting. Any recommendations Volunteer briefing. for RMP Plan revision for all OCs. Rule Changes, Officials At end of Event: Sport Manager. development etc. ENZ Board, Soon After Event: Run Event According to OC Debrief with Officials Technical Committee, Rules and R M P plan. TD/Officials reports ERA - if relevant. OC Debrief - make list of Incident Reports improvements for next Fall Reports Assessment of Event: event. OC Report Any issues noted. Analyze RMP plan and If serious Rider Rep Feedback Recommendations back amend for next event. Accident then to individual OC, other - copies of report use Crisis OCs. and to ENZ Board & summaries to go to Management ESNZ Board if necessary. Sport Manager and to OC Plan