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|  | **Potential Harm** | **Level of potential harm** | **Hazard Controls** | **Responsibility** |
| Horse movement | Injury to person or Horse |  | Some areas are no horse areas.  Everyone who enters the site is to be made aware that horses can be unpredictable.  A basic safety sheet will be available if required to anyone that wants it. |  |
| Spectators hurt by horses | Injury |  | Marshals in strategic positions, course marking and vigilance by both spectators and riders.  Spectators reminded to be mindful of horses at all times |  |
| Spectators and horses (premier arena, dressage arena and spectators cross) | Injury |  | Place gates in key area or provide written instructions to wardens |  |
| Grandstand overloading and isle access | Injury in event of “rush” |  | Signage to encourage people to not sit in isles and visual checks at peak times |  |
| Lack of medical support | Inability to deal with situations in an appropriate manner, injury or death |  | First Aid situated on site. |  |
| Exposure to sun | Sunburn |  | Participants own responsibility to “slip slop slap”. Sunscreen will be made available to volunteers working at the Event. |  |
| Vehicle movements, including cars, trucks, quad bikes | Injury |  | Strictly enforce speed limit of 20kmh, quad bike riders to wear helmets at all times, trucks to have reversing beepers |  |
| Communications failure | - Places employees and clients at risk |  | -Key staff issued with two way radios as primary communication.  -Cell phones are used as Secondary communication and for general staff.  -Staff urged to arrive at work with a fully charged cell phone. |  |
| Fire and other emergencies | - Injuries during evacuation.  - Burns |  | - Follow Emergency and safety procedures  - If evacuation is required, ensure it is done so in an orderly fashion  - Staff familiar with the use and safe operation of emergency equipment. |  |
| Unsafe actions of employees | - Event injuries |  | - Accident register in place,  - Encourage open door policy allowing reporting of unsafe actions.  - Challenge others seen to behave dangerously or in an inappropriate manner. |  |
| Actions of Contractors or Sub-contractors | - Injury or harm to themselves and others in the event |  | - Contractors complete Induction and specific questionnaire.  - Ensure contractors maintain Health and Safety Standards. |  |
| Bullying or harassment | - Stress and fatigue |  | - Zero tolerance to bullying and harassment, potential to remove offenders from the Event. |  |
| Electrical equipment | - Electrocution  - Equipment failure |  | - All equipment both battery and mains is well maintained and checked regularly.  - Where applicable - equipment is checked and tagged on an annual basis. This includes all extension leads used in and around stalls and concessions  - Frayed or unsafe components are taken out of service until approved repair has been undertaken. |  |
| Vehicle Safety | - injury or death |  | - All vehicles to be fully compliant with the laws of the land.  - Vehicles to be maintained to a high standard. |  |
| Riders/spectators being struck by vehicle | * Potential injury and loss of life |  | * Onsite vehicle movements restricted as much as possible * Speed restriction of 20kms in force * Hazard lights must be activated * Drivers/riders must be licensed |  |
| Setting up arenas | Transporting of equipment.  Lifting/back injuries |  | Licensed drivers used to operate vehicles moving equipment.  Two person lift to be used with all heavy objects |  |
| Overhead power lines | Electrocution |  | Visual check of area to be completed prior to commencing operations  All staff and contractors to remain vigilant when working with swing/height equipment |  |
| Parking of vehicles | Serious injury potential |  | Marshals present in all major parking areas.  Speed restriction applies |  |
| Toilet hygiene | Disease/illness |  | Toilets checked regularly for cleanliness |  |
| Stable fire | Injury or death |  | No naked flames or smoking in stable areas  Fire extinguishers in place |  |
| Failure of horse tack | Fall from horse resulting in possible injury |  | All riders are seasoned and responsible for their own pre ride tack checks |  |
| Camping Vehicle movement | Injury/death |  | Set access ways within camping areas |  |
| Camping Fire & Egress | Potential injury/death |  | Marking out camp sites, no parking areas and allowing for clear laneways and egress |  |
| Camping trip hazards | Injury/death |  | Marking out camp sites, no parking areas and allowing for clear laneways and egress |  |
| General Egress | Injury/death |  | No vehicles to be parked in access ways. Signage to be displayed and any vehicle found will be towed |  |
| Open water | drowning |  | /signage and PA announcements |  |
| Trees falling | Injury/death |  | Arborist contracted to check the trees before we take over the grounds by the A&P Society. Signage at entry points advising of hazard. |  |
| Chemicals oniste | Injury/death |  | Material Safety Data Sheet attached to all relevant chemical. All chemicals are used by private contractors. Covered under their own health and safety procedures. |  |
| Intoxification /Licence Premises | Alcohol poisonings & impaired judgement |  | All licensed premises have agreed to abide by the alcohol regulations and take responsibility of their premises. |  |
| Intoxicated Campers | Injury, alcohol poising, harm to self and others |  | Campers are urged to drink responsibly and to look after each other |  |
| Stable Fires | Injury/death |  | Fire extinguisher to be at every stable/yard block with one designated warden to each block. |  |
| Horse bolting | Injury/death, property damage |  | Generally advised that people with horse knowledge to only be around the stabling areas and to be responsible for their own safety if not of equine knowledge. |  |
| Horse injury/death | 1.Rider injury/ death horse injury/death, 2.Spectator distress |  | 1. Medical support (St. John and Vets) is stationed onsite to deal with the medical side of the situation.  2. Screens erected around injured animal. |  |
| Waste Disposal (people) | Disease |  | Portaloos and toilets cleaned on a regular basis and septic tanks are regularly pumped. |  |
| Waste Disposal (General) | Disease |  | Rubbish and recycling bins are emptied regularly. |  |
| Construction of temporary and permanent infrastructure | Injury/death |  | Signage of construction site/multi-hazard site are at the entrances of the showgrounds. All contractors agree to the safe practice of PPE. |  |