

# Risk Management Plan

		Consequence				
		Insignificant First aid	Minor Medical treatment	Moderate Hospitalisation	Major Single death/ multiple injuries	Catastrophic Multiple deaths
<b>Likelihood</b>	x	1	2	3	4	5
<b>Almost Certain</b> Event expected to occur	5	Moderate 5	Significant 10	High 15	High 20	High 25
<b>Likely</b> Event may occur	4	Low 4	Moderate 8	Significant 12	High 16	High 20
<b>Moderate</b> Event may occur once in 3 events	3	Low 3	Moderate 6	Moderate 9	Significant 12	High 15
<b>Unlikely</b> Event may occur once in 10 events	2	Low 2	Low 4	Moderate 6	Moderate 8	Significant 10
<b>Rare</b> Event occurs only in exceptional circumstance	1	Low 1	Low 2	Low 3	Low 4	Moderate 5

<b>Risk Assessment</b> Consequences of a hazard occurring without and control measures <i>Note: Equipment damage is ranked low in the consequence column compared to personal injury</i>	<b>Residual Risk Assessment</b> Consequences of a hazard occurring following implementation of control measures
<p><b>Hazard / Risk</b> List all hazards below and/or use the provided list.</p> <p>Consider: What can happen, how it can happen given a number of different circumstances, or in conjunction with another mishap. Consider the likelihood of it occurring.</p> <p>Multiply the likelihood score by the Consequence Score to determine the Risk Rating.</p> <p>Any Identified Risk Rating in the Moderate, Significant or High categories require some form of Control Measure – next column.</p>	<p><b>Control Measure</b> Please List Control Measures to be in place to reduce the risks identified.</p> <p>Consider - Do the controls address the risk effectively? Will the control be documented &amp; communicated? Will the control be in operation &amp; applied consistently? How will the control be enforced and what is the consequence of failing to abide by control mechanism?</p> <p>If the Risk Rating remains in the Moderate, Significant, or High categories, then additional control measures are required.</p>

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<b>ONWATER</b>							
Hazard/Risk	L i k l i h o o d	C o n s e q u e n c e	R i s k R a t i n g ( m u l t i p l y l i k l i h o o d x c o n s e q u e n c e	Hazard/Risk	L i k l i h o o d	C o n s e q u e n c e	Risk Rating (multiply likelihood x consequence)
<b>Collision – between boats</b> Personal injury, Equipment damage, Race delay	4	3	12	<i>Buoying of lanes and warm-up areas; specific turning buoys; umpires in boats and on banks warning against potential collisions; maps of course and traffic direction; Life Saving and workboat on course</i>	3	3	9
<b>Collision – between boat &amp; bank / structure</b> Personal injury, Equipment damage, Race delay	2	3	6	<i>Warning over the public address system of hazards; Level 1 Boat Race Officials assisting people at pontoons; umpires marshalling boats; maps of course and traffic directions; Life Saving and workboat on course</i>	2	3	6
<b>Collision with debris in water</b> Personal injury, Equipment damage, Race delay	1	1	1	<i>Warning over the public address system of hazards; umpires marshalling boats; referees do a 'sweep' of the course prior to racing commencing; Life Saving and workboat on course; equipment insurance</i>	1	1	1
<b>Capsize (On &amp; off course)</b> Is there potential for capsize/swamping Drowning, hypothermia, personal injury, equipment damage	3	2	6	<i>Life Saving on and off course; umpires' boats following races; work boat on course; equipment insurance</i>	3	1	3
<b>Person Overboard</b> Is there potential for a person/s overboard, or swimmer in trouble.	3	2	6	<i>Life Saving and workboat on course; umpires' boats following races; equipment insurance</i>	3	1	3

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<b>Vessel Failure (not related to collision)</b> - Broken steering cable, damaged hull, broken gate, oar, rigger resulting in Drowning, hypothermia, personal injury, equipment damage	2	2	4	<i>Specifications on boat construction; boat checks conducted; Life Saving and workboat on course; umpires' boats following races; first 100m 'break zone' in race.</i>	2	1	2
<b>Fire</b> Is there potential for a fire (consider refuelling locations and type/load of fuel)	1	2	2	<i>Malfunction of out-board motors are unlikely; motor boats are serviced regularly. Life Saving and workboat are on course to render assistance.</i>	1	2	2
<b>Fall (from rowing activity) – see Capsize &amp; Person Overboard</b> Is there potential for an injury to a participant from a fall?	3	2	6	<i>Refer to Capsize and Person Overboard which are more relevant.</i>	3	1	3
<b>Impact – see collision</b> Is there potential for an injury to a participant from an impact with a hard surface or structure?	4	3	12	<i>Warning over the public address system of hazards; Level 1 and 2 Boat Race Officials assisting people at landing; umpires marshalling boats; maps of course and traffic directions; Life Saving and work boat on course.</i>	3	3	9
<b>Propeller injury</b> Is there potential for an injury to a participant from a vessel's propeller?	1	4	4	<i>Life Saving and workboat on course; umpires' boats following races; equipment insurance, first aid and medical response plan consequence is reduced.</i>	1	3	3
<b>Failure of Rescue Service</b> Is there potential that the rescue vessels may not reach those affected or be unable to affect a rescue for the potential number of people in the water at any one time	1	4	4	<i>There are 1 rescue boat and 1 workboat and 2-4 umpires' boats. All boats can communicate via radio with each other, in the event of a failure there is back-up.</i>	1	2	2
<b>Adverse weather</b> Is there potential that the weather may impact on the safety of the event – consider – wind, wind direction, sea, swell, tide, Wind, flood, storm, extreme heat/cold, swell	4	3	12	<i>Weather surveillance prior to regatta; Life Saving and workboat on course; umpires' boats following races; referee can cancel/postpone racing; weather metres at each regatta; RV Extreme Heat Policy, RV Extreme Cold Policy.</i>	2	1	2
<b>Restricted visibility</b> Is there potential for event to be conducted in low light/visibility, twilight or dark. Consider requirement for navigation lights, impact on rescue. Low light, fog, dusk, twight, storm Collision, race delay	3	3	9	<i>Referee can cancel/postpone racing; lights to be affixed to all boats and rowing shells between sunset and sunrise. Life Saving and workboat on course.</i>	1	1	1
<b>Black water</b> - Due to storm water, turbidity Collision with debris unseen in water	1	2	2	<i>Referee can cancel/postpone racing; referee do a 'sweep' of the course prior to racing and monitor conditions throughout the event.</i>	1	1	1
<b>Delay to event causing impact on exclusion zone</b> Is there potential that the event may be delayed or run overtime, be late to start, or be required to pause for unanticipated activities? If so, what is the likely impact on safety of the event	3	2	6	<i>Referee can cancel, postpone and/or shorten time between events to make up time.</i>	2	2	4
<b>Communication failure</b> Is there potential that communication - with participants, with event marshals, safety boats, public, emergency services, other vessel operators may fail,	2	2	4	<i>Mobiles can be used as a back-up to the 2-way radios. List of officials and regatta management mobiles can be distributed.</i>	1	1	1

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<b>Unregistered vessels or unlicensed operators</b> Is there potential that unregistered vessels or unlicensed operators of powered vessels will occur	1	1	1	<i>Procedures are in place to ensure that officials and volunteers have appropriate training.</i>	1	1	1
<b>Failure to adequately brief participants, marshals and rescue services</b> Is there Safety briefing - to participants, event marshals, emergency services, other	2	2	4	<i>Event operation plans require that briefings are conducted.</i>	1	2	2
<b>Inadequate support/emergency services</b> Are the emergency support services engaged to provide rescue appropriately trained for the activity, familiar with the area of operation, utilising appropriate vessels and equipment, and properly qualified	2	2	4	<i>Use of Life Saving and accredited umpires.</i>	1	1	1
<b>Failure to raise emergency alarm</b> Ability for participants, event marshals to raise alarm and implement appropriate response	2	2	4	<i>Procedures and adequate personnel are in place.</i>	1	2	2
<b>Mechanical breakdown - Surf Life Saving / Umpire boats</b> Lack of effective rescue/supervision	1	4	4	<i>1000m or more have 1 Life Saving boat and 1 workboat in radio communication; rescue boats able to ferry/attend to injured and have land first aid assist.</i>	1	2	2
<b>Off Water:</b>							
<b>Pontoon / ramp slippery</b> Personal injury, equipment damage	3	2	6	<i>Landings: safe and swept; on land First Aid services; equipment and liability insurance.</i>	2	1	2
<b>Vehicle accident</b> – in boat park or access roads Personal injury, death	1	4	4	<i>Restrict vehicles and rigging areas; specify parking; implement a boat park management plan: on land First Aid services.</i>	1	3	3
<b>Medical emergency</b> Illness, death	3	4	12	<i>On land First Aid services; Surf Life Saving (on water as back-up); Emergency Access points noted on all maps.</i>	2	2	4
<b>Equipment storage</b> – not tied down or stored inappropriately Personal injury, equipment damage	2	2	4	<i>Warnings over the public address system regarding wind or overnight storage; on land First Aid services; equipment insurance. Security guards over two day events.</i>	1	1	1
<b>Theft or damage of participants boats or gear</b> Equipment loss or damage	2	2	4	<i>Employ security for overnight safety.</i>	1	2	2
<b>Civil disturbance</b> – terrorism or demonstration Race delay, Regatta cancellation	1	3	3	<i>Local police contact; Warnings over the public address.</i>	1	2	2
<b>Dangerous goods</b> – pollution, contamination, exposure, explosion Race delay, Regatta cancellation	1	3	3	<i>Local police contact; EPA check water and air quality; Warning over the public address.</i>	1	1	1

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<b>Personal</b>							
Sunstroke/ sunburn/ dehydration to rowers or volunteers	4	4	16	<i>Regatta hosts asked to supply sunscreen and shading for boat race officials, warning over the PAS regarding sun smart, plentiful supply of fresh drinking water, life saving on water, on land first aid service.</i>	2	2	4
Non compliance with safe food handling recommendations	1	3	3	<i>Food handlers hold relevant certification.</i>	1	3	3
Harassment between participants	2	2	4	<i>RV Code of Conduct that guides the sport of rowing in Victoria; bulletin published on regatta webpage to reinforce this and the Rules of Rowing; referee experienced in conflict management; appeals process penalty system.</i>	2	2	4
Harassment of staff or officials	3	2	4	<i>RV Code of Conduct that guides the sport of rowing in Victoria; bulletin published on regatta webpage to reinforce this and the Rules of Rowing; referee experienced in conflict management, ; appeals process penalty system.</i>	2	2	4

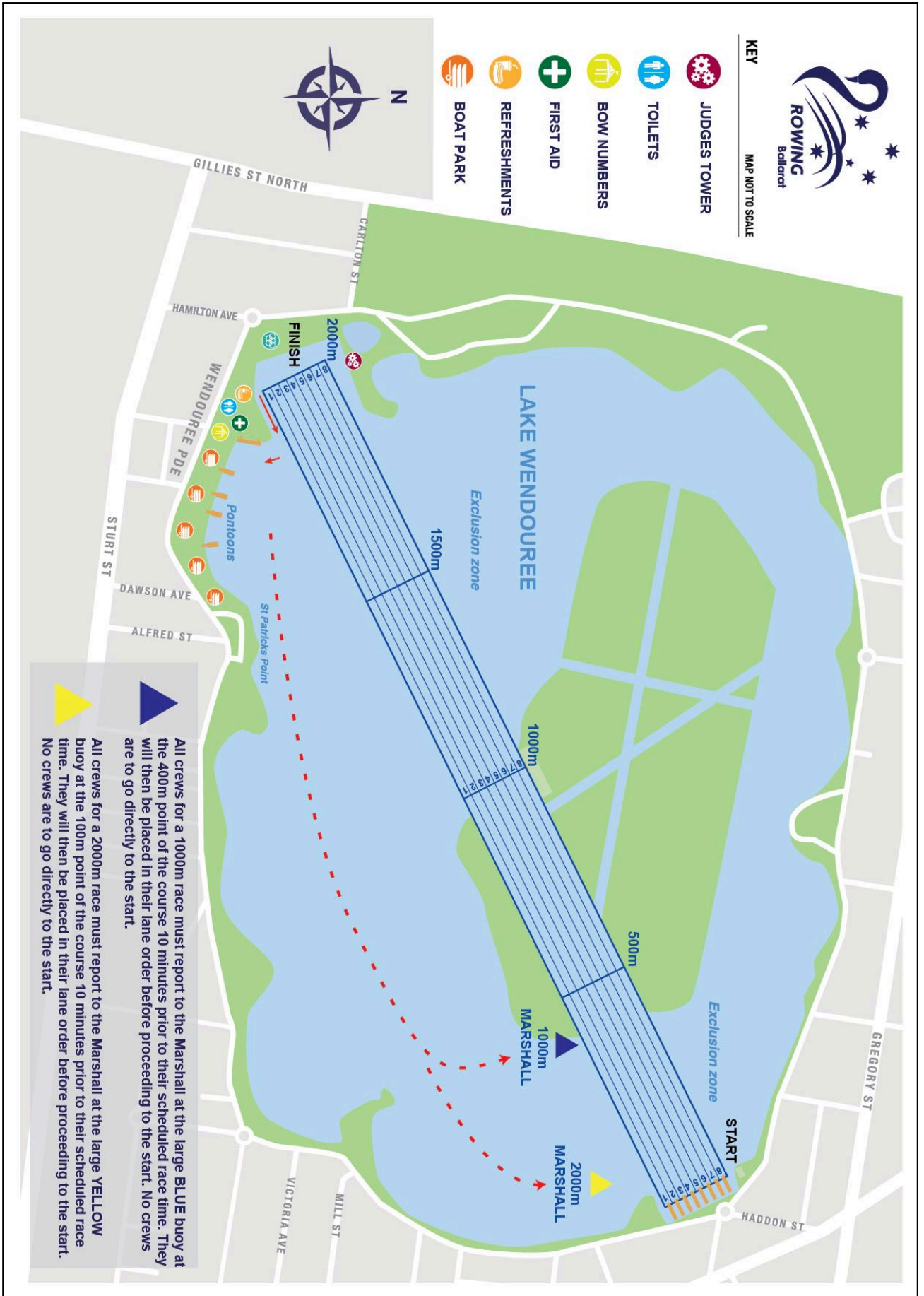
Regatta Secretary Signature:



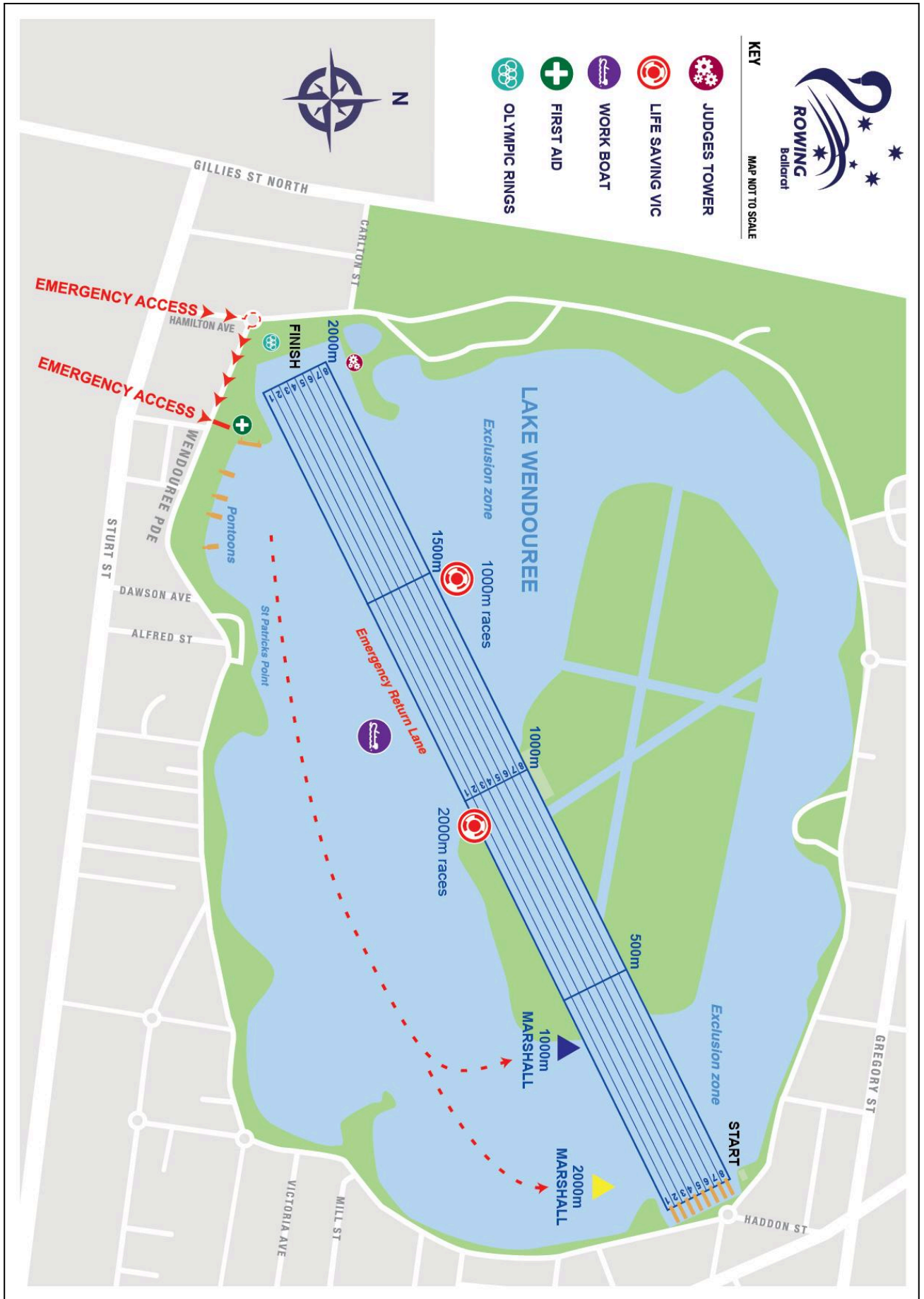
Print Name: Sian Blohm

Date: 16 January 2024

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## Rowing Victoria Code of Conduct

Rowing Victoria (RV) adopted the new Sport Integrity Australia Member Protection Policy (MPP) in July 2022. This MPP builds on previous work and aims to ensure that we all act in a respectful and fair manner. It is important to note that sanctions can apply through breaches of the MPP, and Code of Conduct and we therefore would like to articulate what is expected while participating in the below "Code of Behaviour" document.

This Code of Behaviour is underpinned by the following core values.

- To act within the rules and spirit of our sport.
- To display respect and courtesy towards everyone involved in our sport and prevent discrimination and harassment.
- To prioritise the safety and well-being of children and young people involved in our sport.
- To encourage and support opportunities for participation in all aspects of our sport.

This Code of Behaviour aims to set out the minimum standards for anyone involved in sport. It should apply when competing, training or taking part in club-sanctioned activities.

- Act within the rules and spirit of your rowing.
- Promote fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of the sport.
- Treat each person as an individual.
- Show respect and courtesy to all involved with the rowing.
- Respect the rights and worth of every person, regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Respect the decisions of officials at regattas
- Respect the leadership of coaches and administrators.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance exists) with people under the age of 18.
- Display appropriate and responsible behaviour in all interactions.
- Display responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe environment.
- Ensure your decisions and actions contribute to a harassment-free environment.
- Do not tolerate abusive, bullying or threatening behaviour.

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## **Athletes**

- Give your best at all times.
- Participate for your own enjoyment, skill improvement and benefit.
- Play by the rules - the rules of your club and the laws of the sport and show respect for other athletes, coaches and officials.
- Do not use ugly remarks based on race, religion, cultural background, gender, sexuality, appearance, disability or ability – you'll let down your coach, team-mates and family if you do – & many such comments are now illegal.
- Never argue with an umpire or other official – without our Umpires, you can't compete.
- Control your temper - verbal abuse of Umpires and Officials and sledging other athletes doesn't help you enjoy or win any race.
- Be a team player – It's a team sport, treat it that way.
- Treat all competitors as you would like to be treated – fairly.
- Co-operate with your coach, the umpires and team-mates.

## **Officials**

- Place the safety and welfare of the athletes above all else.
- Ensure all athletes are included and can participate, regardless of their race, religion, cultural background, gender, sexuality, appearance, disability or ability.
- Be consistent, impartial and objective when making decisions.
- Address unsporting behaviour and promote respect for other players and officials.

## **Administrators**

- Ensure quality supervision and instruction for players.
- Support coaches and officials to improve their skills and competencies.
- Act honestly, in good faith and in the best interests of the sport as a whole.
- Ensure that any information acquired or advantage gained from the position is not used improperly.
- Conduct club responsibilities with due care, competence and diligence.

## **Coaches**

- Place the safety and welfare of the athletes above all else.
- Help each person (athlete, official, etc.) to reach their potential. Respect the talent, developmental stage and goals of each person and encourage them with positive and constructive feedback.
- Obtain appropriate qualifications and keep up-to-date with the latest coaching practices and the principles of growth and development of young players.
- Ensure that any physical contact with another person is appropriate to the situation and necessary for the person's skill development.
- Be respectful of an Officials role at a regatta

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## Parents & Spectators

- Remember that you are there for the participants to enjoy their sport.
- Encourage participation, but don't force it.
- Encourage your child to participate, do their best and have fun.
- Teach that enjoyment is more important than winning.
- Focus on your child's effort and performance, rather than winning or losing.
- Never ridicule losses or yell at a child for making a mistake or losing a competition - supporters are there to support not downgrade
- Help out the coach or officials at training and regattas, where possible.
- Model appropriate behaviour, including respect for other players and officials.
- Lead by example and respect all players, coaches, umpires and spectators – physical or verbal abuse will not be tolerated.
- Respect the effort and performances of players and officials.
- Recognise all volunteers who are giving up their valuable time
- Reject the use of harassment, bullying or violence in any form, whether by other spectators, coaches, officials or athletes.