

# Risk Management Plan

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| <b>Unit: No 13 (City of Napier) Sqn</b>  | <b>Date(s) of Activity: 8- 10 July 2011</b>                  |
| <b>Exercise Name: Bushcraft Camp</b>   | <b>Type Of Activity: Static Camp</b>                         |
| <b>Exercise Location:</b><br>Everetts DOC Campsite NZTM2000, E1920499-N5667015 | <b>Instructors: FGOFF Faulknor-Murrell,<br/>FGOFF Cooper</b> |

## Risks (potential losses)

|                                    |                                    |
|------------------------------------|------------------------------------|
| 1 Hypothermia                      | 5 Exhaustion – Fatigue             |
| 2 Physical Injuries                | 6 Allergies – Food, Wasps, Insects |
| 3 Psychological Conditions – Fears | 7 Vehicle Accident                 |
| 4 Medical Conditions – Illnesses   |                                    |

|                    |  | Causal Factors (lemons)   | Risk Reduction Strategies   |
|--------------------|--|---|---|
| <b>People</b>      | Skills, attitudes, age, fitness, ratios, experience, health, etc | 4, 6 Non Disclosure of Health Problems                                  | <ul style="list-style-type: none"> <li>→ Check medical forms for food allergies</li> <li>→ Brief group of importance of reporting health problems</li> <li>→ Check medical forms for ailments, illnesses</li> </ul> |
|                    |  | 1,2,3, 4,5,6 Lack of supervision and management of Cadets and equipment | <ul style="list-style-type: none"> <li>→ Ensure adequate Adult/Cadet ratios</li> </ul>  |
|                    |  | 1,2,3, 5 Lack of Instructor Skills                                      | <ul style="list-style-type: none"> <li>→ Utilise skilled Instructors</li> </ul>   |
|                    |  | 1,2,3, 5,6,7. Failure to identify hazards                               | <ul style="list-style-type: none"> <li>→ Adults/Instructors to identify hazards and define safety parameters</li> </ul>   |
|                    |  | 5. Exhaustion   | <ul style="list-style-type: none"> <li>→ Ensure appropriate foods being eaten and an adequate fluid intake maintained.</li> </ul>   |
|                    |  | 1,2,3, 4,5 Exercise too difficult for group in given conditions         | <ul style="list-style-type: none"> <li>→ Adjust exercise goal to suit conditions</li> </ul>   |
|                    |  | 1,2,3, 5 Group splits up  | <ul style="list-style-type: none"> <li>→ Be vigilant at keeping together</li> </ul>   |
|                    |  |   |   |
| <b>Equipment</b>   | Clothing, shelter, transport, activity specific & safety gear,   | 1,2,5 Poor or unsuitable clothing                                       | <ul style="list-style-type: none"> <li>→ Kit check prior to activity departure</li> </ul>   |
|                    |  | 1,2,4, 5,6,7. Insufficient First Aid equipment                          | <ul style="list-style-type: none"> <li>→ First Aid kits checked and carried</li> </ul>  |
|                    |  | 2 Unsuitable Footwear   | <ul style="list-style-type: none"> <li>→ Brief group on footwear requirements</li> </ul>  |
|                    |  |   | <ul style="list-style-type: none"> <li>→</li> </ul>   |
|                    |  |   | <ul style="list-style-type: none"> <li>→</li> </ul>   |
|                    |  |   | <ul style="list-style-type: none"> <li>→</li> </ul>   |
|                    |  |   | <ul style="list-style-type: none"> <li>→</li> </ul>   |
| <b>Environment</b> | Weather, terrain, water, season, etc                             | 1, 2, 5 Cold, Wet weather   | <ul style="list-style-type: none"> <li>→ Check weather forecasts</li> </ul>   |
|                    |  | 1,2,7 Sudden weather changes  | <ul style="list-style-type: none"> <li>→ Monitor weather changes</li> </ul>   |
|                    |  | 2,3,5 Steep, uneven or narrow areas of tracks                           | <ul style="list-style-type: none"> <li>→ Caution cadets to take care, ensure pace suitable for all</li> </ul>   |
|                    |  |   | <ul style="list-style-type: none"> <li>→</li> </ul>   |
|                    |  |   | <ul style="list-style-type: none"> <li>→</li> </ul>   |

## Critical Incident Management

| Emergency procedures to manage each identified risk   | Emergency gear required   |
|---|---|
| <p><b>1.0 Hypothermia</b> Know how to recognise the early symptoms of hypothermia. Stop the Group. Consider camping close to where you are for the night. Begin re-warming immediately. Monitor condition of the rest of the group</p>  | <p>Cell-phone, Emergency Vehicle</p>  |
| <p><b>2.0 Physical Injuries</b> Apply the RICE method for sprains and strains. For fractures immobilise the bone and joint both below and above. Keep fractures clean. Evacuate to emergency medical centre as appropriate. Inform appropriate personnel.</p>   | <p>First Aid Kit, Cell-phone, Emergency Vehicle</p>                           |
| <p><b>3.0 Psychological Conditions – Fears</b> Monitor those participating. Give assurance by demonstrating exercise. Give encouragement and praise for attempts made by participants. Avoid forcing unwilling participants into exercise if this may worsen fears. Introduce a less intense exercise to regain confidence</p>                          |   |
| <p><b>4.0 Medical Conditions – Illnesses</b> Obtain from patient any history of undisclosed health problems. If able treat all symptoms to avoid condition worsening. If in doubt evacuate to emergency medical centre or contact emergency services. Inform appropriate personnel.</p>   | <p>First Aid Kit, Cell-phone, Emergency Vehicle, NZCF 8 (Medical History)</p> |
| <p><b>5.0 Exhaustion, Fatigue</b> Stop activity, lay patient down. Give patient small amounts of fluid to drink regularly. Evacuate if necessary</p>  | <p>Cell-phone, Emergency Vehicle</p>  |
| <p><b>6.0 Allergies – Food, Wasps, Insects</b> Be aware of allergies prior to exercise. Cool affected area to slow the effect of venom. Administer antihistamine lotion or give antihistamine tablets as directed. Apply first aid procedures. If patient becomes unconscious contact emergency services immediately. Inform appropriate personnel.</p> | <p>First Aid Kit, Cell-phone, Emergency Vehicle, NZCF 8 (Medical History)</p> |
| <p><b>7.0 Vehicle Accident</b> Stop, keep calm. “Think then react” If personally unable to contact emergency services, call for someone else to do so. Assess area for hazards, remove injured person(s) only if in danger. Apply First Aid. Advise appropriate personnel. (Emergency Contact, NOK)</p>   | <p>First Aid Kit, Cell-phone, Qualified Drivers (full licence)</p>            |

