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| **Key Guidance** This section provides a quick overview of some of the key concepts in Army risk assessment. Refer to Notes section for further information. The first line of the risk assessment table, below, shows an illustrative example.  **Hazard** is anything that may cause harm, e.g. working at height on a ladder.  **Risk** is the chance that someone or something could be harmed by the hazard, measured by combining (multiplying) the likelihood of it happening with its impact (severity). For example, there may be a ‘possible’ likelihood that someone that is not competent could fall from a ladder (3 rating – see right) combined with a ‘moderate’ impact of multiple injuries (2 rating), which creates a score of 6 (low risk). However, the risk should be reduced to as low as reasonably practicable (ALARP) through the implementation of control measures, such as ensuring that only trained people climb the ladder.  **Dynamic Risk Assessment** compliments generic and specific risk assessment. Regardless of completing this AF 5010, it is beholden on the person creating the risk to continue to monitor the activity and the control measures. Any changes to the activity (including the environmental conditions) or the control measures, must be addressed via the mechanism of a dynamic risk assessment such that risks remain ALARP.  Note however that persons undergoing training cannot be deemed competent until their capability is properly assessed | | | | **Likelihood (L)** | | **Multiplied by** | **Impact (I)** | **Equals** | |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Risk Score Calculation** | | | | | | | |  | | **Likelihood** | | | | | | **1** | **2** | **3** | **4** | **5** | | **I**  **m**  **p**  **a**  **c**  **t** | **5** | **5** | **10** | **15** | **20** | **25** | | 4 | **4** | **8** | **12** | **16** | **20** | | **3** | **3** | **6** | **9** | **12** | **15** | | **2** | **2** | **4** | **6** | **8** | **10** | | **1** | **1** | **2** | **3** | **4** | **5** | | |
| 1 – Remote / Rare  2 – Unlikely  3 – Possible  4 – Probable  5 – Highly Probable  (Almost Certain) | | 1 – Minor  2 – Moderate  3 – Major  4 – Severe  5 – Critical  *Note: impact number is unlikely to change with control measures* |
| **5 Step Process** | Step 1 – Identify the hazards | Step 2 – Decide who might be harmed and how | Step 3 – Evaluate the risks and decide  on precautions (control measures) | | Step 4 – Record your significant findings and include in Ex / Coord instructions as necessary. Implement control measures | | | | | Step 5 – Review your risk assessment and update as necessary |

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| **Dept / Sub-Unit / Unit / Formation:** |  | **Assessor (No, Rank, Name):** |  |
| **Activity (SSW) / Exercise (SST):** | Army Rugby | **Assessor’s signature:** |  |
| **Generic or Specific Risk Assessment:** | Specific | **Assessment Date:** |  |
| **Relevant Publications / Pamphlets / Procedures:** | Army Rugby Union guidelines, RFU Regulations | **Review Date** **for GRA** (Step 5)**:** | 1 year or on a change. |

| (a) | (b) | (c) | (d) | (e) | (f) | (g) | (h) | (i) | (j) | (k) | (l) | (m) | (n) |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Ref** | **Activity / element**  (Step 1a) | **Hazards identified**  (Step 1b) | **Who or what might be harmed and how**, e.g.  • Military personnel - fatality  • Civ staff / contractors - injury  • General public - injury • Environment - spill(Step 2) | **Existing control measures**  (Step 3a) | **Assessment with  existing controls** | | | **Is residual risk acceptable in the context of risk appetite for the activity?  (Yes / No) – Refer to Risk Score Calculation above** *If Yes, move to column (n). If No, identify  additional controls* (Step 3e) | **Reasonable additional controls that can be implemented to reduce risk  to ALARP** (Step 3f) | **Reassessment with additional  control measures** | | | **List required action(s)  to instigate controls** (Step 3j) |
| **L  (1 to 5)** (Step 3b) | **I (1 to 5)** (Step 3c) | **Score  (L x I)** (Step 3d) | **L  (1 to 5)** (Step 3g) | **I (1 to 5)** (Step 3h) | **Score  (L x I)** (Step 3i) |
| 1 | Training / Match | Pre / Post Match Injury | Military Personnel/Civil Servants | 1.Teams are to conduct adequate warm-up and warm down prior to and after matches conducted by adequately experienced or preferably trained personnel  2. Objects on or near the pitch that may cause injury are removed or covered with soft padding such as post protectors  3. Pitches and training areas are inspected prior to matches or training commencing. They are to be free from debris or items that may cause injury before any exercise commences. Post protectors should be in place if any pre match training is conducted within the 22m area.  4. All personnel transiting between changing facilities and pitch are to use suitable crossing points.  5. All cars, minibuses and buses used to transport players to and from matches to be parked in appropriate areas with adequate lighting and access. | 2 | 1 | 2 | Y | 1. Team coach/RO is to ensure that specialist training is given to those that require it.  2. All pitches checked for FOD beforehand.  3. All spectators kept approx 5m from edge of pitch.  4. No vehicles, or tentage or items likely to cause injury if impacted int be placed within 10m of the touchline.  6. All access routes, changing rooms checked for slip/trip hazards & those found removed | 2 | 1 | 2 | Team coach/RO is to ensure that specialist training is given to those that require it and that warm up / down conducted.  Team coach/RO to confirm pitch check.  Individual responsibility to ensure safety to / from area. |
| 2 | Training / Match | In Match minor injury | Military Personnel/Civil Servants | 1. All safety aspects are to be covered in line with all of the stated references and or specific laws of the game.  2. Each team must have a person trained adequately to administer first aid in the event of injury.  3. First Aid personnel fully trained to deliver CPR until more qualified personnel arrive as per the RFU First Aid Immediate Care Plan - http://playerwelfare.worldrugby.org/immediatecareinrugby  4. Match Official present with at least one means of alerting emergency services in the event of serious injury.  5. An emergency vehicle should be present when there is a competition or match involving Army representative teams or competitions with a high number of teams entered.  6. Rugby PPE (gumshields, pads, scrum caps). Checked for serviceability and conformance to Governing Body regulations by match officials beforehand.  7. Studs checked for serviceability pre match by officials.  8. Matches are to be refereed by adequately experienced and trained personnel.  9. Players in technical positions such as Prop or Hooker must have received training in that position. Where adequate training has not been provided or players are not experienced enough to scrummage competitively, unopposed scrums will be utilised.  10. Teams must have a first aid kit present throughout all training and matches. | 3 | 3 | 9 | Y | 1. RO/team coach is to ensure that he or she has read and adheres to the ARU match safety check list  2. A designated cleared route for emergency vehicles must be in place. This must cover route between likely point of access for emergency services and pitch.  3. All key codes and gate access codes must be collated pre match.  4. Match Officials to be familiarised with location of Primary Health Care establishment (typically unit MRS) and Secondary Health Care (nearest NHS A&E facility) | 3 | 3 | 9 | Team coach / RO to ensure all safety instructions as listed completed / followed. |
| 3 | Training / Match | In match serious injury including breaks and sprains | Military Personnel/Civil Servants | 1. All safety aspects are to be covered in line with all of the stated references and or specific laws of the respective game  2. Coaches must ensure that players in front row positions are suitably trained and physically fit enough to play in technical positions.  3. All players are to be coached in contact management and correct / safe tackle techniques.  4. Rugby PPE (gumshields, pads, scrum caps). Checked for serviceability and whether they conform to Governing Body regulations by match officials beforehand.  5. Studs checked for serviceability pre match by officials.  6. Matches are to be refereed by adequately experienced and trained personnel.  7. Players in technical positions such as Prop or Hooker must have received training in that position. Where adequate training has not been provided or players are not experienced enough to scrummage competitively, unopposed scrums will be utilised.  8. Stretcher including neck brace is located pitchside/in clubhouse and will be accessible for all training and fixtures.  9. Appropriately qualified medics, will be present throughout the match.  10. Nearest Defibrillator location identified.  11. ROs/coaches to have mobile communications in order to be able to call emergency services.  12. Players not to be moved by personnel unless deemed absolutely necessary. | 3 | 3 | 9 | Y | 1. Unopposed scrums will be utilised if front row players are not suitably trained and experienced.  2. Team coaches are to inform the referee of any inexperienced front row players.  3. League Secretary pitchside with radio and mobile phone comms for emergency purposes. | 3 | 3 | 9 | Team coach / RO to ensure all safety instructions as listed completed / followed. |
| 4 | Training / Match | Injury from third party or faulty equipment | Military Personnel/Civil Servants | 1. Objects on or near the pitch that may cause injury are removed or covered with soft padding such as post protectors.  2. Spectators are to be kept at least 5m from the pitch edge during matches  3. Match officials are to inspect all pitch dressings such as posts, corner flags for serviceability. | 1 | 2 | 2 | Y | 1. Pitches will be swept for FOD prior to every match.  2. Alternative pitches available | 1 | 2 | 2 | Team coach / RO to ensure all safety instructions as listed completed / followed. |
| 5 | Training / Match | Dehydration | Military Personnel/Civil Servants | 1. Water or sports drinks must be available at all matches and training to players and officials. These should be provided by participating teams.  2. Senior personnel, coaches and officials are to encourage the intake of fluid in proportion with the intensity of the match / training session or climatic conditions.  3. Additional water stops implemented if required.  4. Appropriate clothing worn by all participants. | 1 | 2 | 2 | Y | 1. Potable water sources identified. | 1 | 2 | 2 | Team coach / RO to ensure suitable hydration is available. |
| 6 | Training / Match | Exposure to blood born viruses | Military Personnel/Civil Servants | 1. All persons with any exposed wounds and blood injuries must be removed from the field of play immediately for treatment to stop, clean and cover the blood flow.  2. Any equipment that has become saturated with blood should be disposed of or cleaned to prevent contamination. | 1 | 3 | 3 | N | 1. Teams are to have suitable First Aid equipment, with basic means of restricting blood flow present. | 1 | 3 | 3 | Individual responsibility to ensure listed actions are followed. |
| 7 | Training / Match | Exposure to COVID-19 | Military Personnel/Civil Servants | 1. All personnel training or playing rugby union are to ensure they have received an Army FHP briefing. The organising officer is to confirm this.  2. All relevant training is to be conducted as per the latest RFU (NGB) return to play road map noting the latest relevant COVID 19 control measures. | 3 | 3 | 9 | N | 1.All participants are to ensure they adhere to all Government, NGB and Army COIVD 19 control measures currently in operation.  2. The organising officer is to brief participants on the relevant COVID 19 NGB specific risks before the training session commences using the COVID 19 Risk Assessment | 3 | 3 | 9 | Individual responsibility to ensure listed actions are followed. |

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| **Authorising Officer / Warrant Officer (at unit level)** | **No, Rank, Name** | **Post** | **Date** | **Signature** |
| **Existing and additional controls agreed** |  | Commanding Officer / Head of Establishment |  |  |
| **Where risk is elevated up the CoC, CO to confirm additional controls implemented** |  |  |  |  |

NOTES

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| **Risk = Likelihood x Impact**   |  |  |  | | --- | --- | --- | | **Likelihood** | | **Definition** | | **5** | **Highly Probable  (Almost Certain)** | Is expected to occur in most circumstances | | **4** | **Probable** | Will probably occur at some time, or in most circumstances | | **3** | **Possible** | Fairly likely to occur at some time, or some circumstances | | **2** | **Unlikely** | Is unlikely to occur, but could occur at sometime | | **1** | **Remote / Rare** | May only occur in exceptional circumstances |  |  |  |  | | --- | --- | --- | | **Impact** | | **Definition (Health Safety and Environment)** | | **5** | **Critical** | * Multiple fatalities or permanent, life changing injuries. * Permanent loss or damage beyond remediation of an important and publicly high-profile natural resource, area or species. * Multiple incidents causing a major environmental impact. | | **4** | **Severe** | * A single death or multiple life-threatening injuries. * Severe damage over a wide area and/or on a prolonged basis to a natural resource, including controlled waters, or geography requiring multi-year remediation. * Single incident causing a major environmental effect or multiple incidents causing significant effect. | | **3** | **Major** | * Single life changing injury or multiple injuries which have a short-term impact on normal way of or quality of life. * Moderate damage to an extended area and/or area with moderate environmental sensitivity (scarce/ valuable) requiring months of remediation. * Single incident causing significant environmental impact. | | **2** | **Moderate** | * Multiple injuries requiring first aid. * Moderate damage to an area, and that can be remedied internally. * Multiple incidents causing minor environmental effect. | | **1** | **Minor** | * An Injury requiring first aid * Limited short-term damage to an area of low environmental significance/ sensitivity * Incidents causing minor environmental impacts | | **Step 5 -** Review the generic risk assessment and update if necessary - All generic risk assessments should be regularly reviewed at a frequency proportional to the risk prior to any controls being proposed. In practice generic risk assessments should be reviewed at least annually, or more frequently:  • where required by local instructions/procedures;  • if the safe execution of the activity relies on stringent supervision and/or adherence to a safe system of work;  • if there is reason to doubt the effectiveness of the assessment.  • following an accident or near miss.  • following significant changes to the task, process, procedure, equipment, personnel or management.  • following the introduction of more vulnerable personnel (e.g. persons under 18 or pregnant persons).   |  |  |  | | --- | --- | --- | | **Risk Management** | | | | **Risk Rating** | **Authorisation** | **How Risk should be managed** | | **1 – 3 (Very Low)** | **OC** | **Review periodically** to ensure conditions have not changed and working within ALARP and risk appetite. | | **4 – 9 (Low)** | **CO** | | **10 – 12**  **(Medium)** | **OF5 /  1\* Bde HQ** | **Good risk mitigations** to ensure that the impact remains ALARP and tolerable. Re-assess frequently to ensure conditions remain the same. | | **15 – 16 (Medium to High)** | **2\* Div HQ** | **Requires active management** – review of desired outcome with additional resources or change to output requirements. | | **20 (High)** | **3\* – HQ HC & FA** | **Contingency plans** may suffice together with limited risk mitigations to achieve risk ALARP and tolerable. | | **25 (Very High)** | **4\* – CGS, Army HQ** | **Operational capability** where the required outcome impacts on defined military capability. | |