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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** | | | | | | | | **IMPACT** | **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** | **2** | **3** | **4** | **5** | | **LIKELIHOOD** | | | | | | | | |
| 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:** | ARU/Corps Championship/Festival | **Assessor (No, Rank, Name):** |  |
| **Activity (SSW) / Exercise (SST):** | Army Rugby Union – Army Rugby Union | **Assessor’s signature:** |  |
| **Generic or Specific Risk Assessment:** | Specific | **Assessment Date:** |  |
| **Relevant Publications / Pamphlets / Procedures:** | [Army General Administrative Instruction 005 - Sport](https://modgovuk.sharepoint.com/sites/defnet/Corp/Army/Forms/AllItems.aspx?id=%2Fsites%2Fdefnet%2FCorp%2FArmy%2FPublications%2FAGAI%5F005%2Epdf&parent=%2Fsites%2Fdefnet%2FCorp%2FArmy%2FPublications)  [JSP 375 – Management of Health and Safety in Defence](https://modgovuk.sharepoint.com/sites/defnet/HOCS/Documents2/JSP375_Directive_and_Guidance.pdf#search=%E2%80%A2JSP%20375%20%E2%80%93%20Management%20of%20Health%20and%20Safety%20in%20Defence). (incl [Chapter 42 Cold Injury Prevention](https://modgovuk.sharepoint.com/sites/defnet/HOCS/Documents2/Forms/AllItems.aspx?id=%2Fsites%2Fdefnet%2FHOCS%2FDocuments2%2FJSP375%5FVol1%5FChap42%2Epdf&parent=%2Fsites%2Fdefnet%2FHOCS%2FDocuments2))  [JSP 539 – Heat Illness and Cold Injury: Prevention and Management](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/961268/20210209-JSP_539_Part_2_V3_3__For_publication.pdf)  [Joint Services Publication 375 Chapter 41 - Heat Illness Prevention](https://modgovuk.sharepoint.com/sites/defnet/HOCS/Pages/JSP375Volume1Chapter41.aspx)  [Army Form 510 – Army Occurrence Report](https://modgovuk.sharepoint.com/:x:/t/2901/Communications/EWSVjN4YNJROphlAkONX05YB8RXAqYGGd68IAIdNN_t3jw?e=OqRKuf)  [Force Health Protection Instruction](https://modgovuk.sharepoint.com/teams/22008/COVID19/ResilProds/ForcePro/Forms/WiP.aspx?id=%2Fteams%2F22008%2FCOVID19%2FResilProds%2FForcePro%2FPj_Phoenix_FHPI_HQ_ARMY-O.pdf&parent=%2Fteams%2F22008%2FCOVID19%2FResilProds%2FForcePro-)  [ACSO 1200 – The Army’s Safety & Environmental Management System](https://modgovuk.sharepoint.com/sites/defnet/Corp/Army/Publications/ACSO_1200.pdf#search=ACSO%201200)  [ARU First Aid Treatment Essential Guide](https://www.englandrugby.com/dxdam/49/49188c2e-a316-4798-883d-2520c4899d04/new%20First%20Aid%20treatment%20essential%20guide.pdf)  [ARU Assurance & Safety Policy](https://www.armyrugbyunion.org.uk/game-admin/health-safety-wellbeing/) | **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) |  | **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) |
| Rugby Related Hazards | | | | | | | | | | | | | |
| 1 | Training / Match | Pre / Post Match Injury from hitting/ colliding with static or moving object/ individual(s) or from uneven surfaces causing musculoskeletal injuries | Military Personnel/Civil Servants – Minor injury or injury  Loss or damage to Service property  Loss or damage to personal property | 1.Teams are to conduct adequate warm-up and cool 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** | **Yes** |  |  |  |  | 1. Team coach/ RO is to ensure that specialist training is given to those that require it.  2. Team coach/ RO is to check all pitches/ training areas for FOD beforehand.  3. All spectators kept approx 5m from touchline.  4. No vehicles, or tentage or items likely to cause injury if impacted to be placed within 10m of the touchline.  6. Team coach/ RO is to ensure that all potential trip/ slip hazards on access/ transit routes and in changing rooms are identified and removed. |
| 2 | Training / Match | In Match minor injury from hitting/ colliding with static or moving object/ individual(s) or from uneven surfaces causing musculoskeletal injuries | Military Personnel/ Civil Servants – Serious injury or injury  Loss or damage to Service property  Loss or damage to personal property | 1. All safety aspects are to be covered iaw 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** | **Yes** |  |  |  |  | Team coach/ RO to ensure all safety instructions listed below are completed/ followed.    1. Event organisers to be familiarised with location of Primary Health Care establishment (typically unit MRS) and Secondary Health Care (nearest NHS A&E facility).  2. All key codes and gate access codes must be collated pre-match.  3. 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.  4. AF 510 is to be used for reporting all injuries/ occurrences and near-misses. It is the responsibility of the respective RO to ensure this is completed expediently and submitted through the CoC to the AINC. |
| 3 | Training / Match | In match serious injury including fractures; sprains and unconsciousness from hitting/ colliding with static or moving object/ individual(s) or from uneven surfaces causing musculoskeletal injuries | Military Personnel/ Civil Servants – Severe injury or injury  Loss or damage to Service property  Loss or damage to personal property | 1. All safety aspects are to be covered iaw 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 pitch side/ 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. Players not to be moved by personnel unless deemed absolutely necessary. | 3 | 3 | **9** | **Yes** |  |  |  |  | Team coach / RO to ensure all safety instructions listed below are completed / followed.  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. All ROs to be given number of on-site ambulance. |
| 4 | Training / Match | Injury from third party or faulty equipment causing musculoskeletal injuries | Military Personnel/Civil Servants – Minor injury or injury  Loss or damage to Service property  Loss or damage to personal property | 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 touchline during matches  3. Match officials are to inspect all pitch dressings such as posts; post protectors and corner flags for serviceability. | 1 | 2 | **2** | **Yes** | . |  |  |  | Team coach / RO to ensure all safety instructions listed below are completed / followed.  1. Pitches are to be swept for FOD prior to every match.  2. Alternative pitches available if pitch is deemed to be unserviceable. |
| 5 | Training / Match | Hot Weather – Physiological injuries associated with heat injuries  Cold Weather – Physiological injuries associated with cold injuries (FCI and NFCI) | Military Personnel/Civil Servants – Minor injury or injury | 1. WGBT readings will be taken from the RAPTC gymnasium at intervals during the day.  2. Water or sports drinks must be available to players and officials at all matches/ training. These should be supplied and sustained by participating teams.  3. Senior personnel, coaches and officials are to encourage the intake of fluids in proportion with the intensity of the match / training session or climatic conditions.  4. Additional water stops implemented if required.  5. Appropriate clothing worn by all participants. | 1 | 2 | **2** | **Yes** |  |  |  |  | 1. Event organiser to liaise with RAPTC School, Fox Lines to ensure readings are passed at intervals throughout the day and if required, take the appropriate action upon receipt of the readings.  2. Team coach / RO to ensure suitable hydration is available.  3. Potable water sources identified to participants at morning brief. |
| 6 | Training / Match | Hygiene and Health hazards associated with exposure to bodily fluids; food poisoning (e.g. Salmonella; Listeria; Allergies; Anaphylaxis) and infection | Military Personnel/Civil Servants – Serious illness or illness | 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.  3. Welfare toilet and washing facilities are provided.  4. Ensure as far as reasonably practicable players do not have contact with faeces from vegetation and adjacent area.  5. Waste bins provided for waste disposal | 1 | 3 | **3** | **Yes** |  |  |  |  | RO to ensure all safety instructions listed below are completed / followed.  1. Teams are to have suitable First Aid equipment, with basic means of restricting blood flow present. |
| 7 | Training / Match | Contracting COVID 19 by Human and Equipment Transfer | Military Personnel/ Civil Servants - cross contamination in proximity or contact with infected person(s) and infected surfaces leading to either serious illness or illness | 1. All personnel training or playing rugby union are to ensure they have received an Army FHP briefing. Confirmation is to be made by the organising officer.  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. All participants are to ensure they adhere to all Government, NGB and Army COVID 19 control measures currently in operation. | 3 | 3 | **9** | **Yes** |  |  |  |  | Individual responsibility to ensure instructions listed below are completed / followed.  1. All ROs are to return FTP at registration to ensure safety of all participants. The organising officer is to brief participants on the relevant COVID 19 NGB specific risks before the event commences using the COVID 19 Risk Assessment. |
| Security Risks | | | | | | | | | | | | | |
| 8 | Associated to Rugby Event | Suspicious Object  IED  CBRN | Staff and visitors may be injured or killed by initial explosion, shrapnel or through impact of chemical attack (inhalation or skin absorption) | 1. Op Wideawake to take place prior to event  2. Aldershot Garrison QRF have a response plan to manage this scenario should it occur  3. The QRF are trained to take control of the incident until CivPol arrive on the scene  4. Aldershot Garrison CT Security Instructions explain contingencies and actions required to counter the threat  5. Stewards and Security Staff are to be fully briefed prior to event & be provided with all relevant contact numbers inc:   * QRF * Event Lead * Event Security Lead * Guardrooms * First Aiders   6. PME submitted to 11X G2 and authorised. | 1 | 4 | **3** | **Yes** |  |  |  |  | 1. Suspicious Object to be reported to Stewards or Control Point  2. Security Staff /Stewards to move people away from suspected danger using evacuation directions provided –  (staff should take time to identify any disabled or vulnerable persons during the event as they may require assistance in an evacuation)  3. QRF to be contacted by radio/phone  4. CivPol to be contacted via phone  5. Tannoy announcement to be made  6. Guardrooms to be contacted by radio/phone  If required – and if safe to do so - Security Staff/ Stewards are to ensure that identified First-Aiders get to where they are needed |
| 9 | Associated to Rugby Event | Standoff Attack (Sniper/ Mortar)  Drone | Staff and visitors may be injured or killed by initial explosion, shrapnel or by being shot | 1. Op Wideawake to take place prior to event  2. Aldershot Garrison QRF have a response plan to manage this scenario should it occur  3. The QRF are trained to take control of the incident until CivPol arrive on the scene  4. Aldershot Garrison CT Security Instructions explain contingencies and actions required to counter the threat  5. Stewards and Security Staff are to be fully briefed prior to event & be provided with all relevant contact numbers inc:   * QRF * Event Lead * Event Security Lead * Guardrooms * First Aiders   6. PME submitted to 11X G2 and authorised. | 1 | 4 | **4** | **Yes** |  |  |  |  | 1. Any incident/ incursion to be reported to Stewards or Control Point  2. Security Staff /Stewards to move people away from suspected danger using evacuation directions provided –  (staff should take time to identify any disabled or vulnerable persons during the event as they may require assistance in an evacuation)  3. QRF to be contacted by radio/phone  4. Civpol to be contacted via phone  5. Tannoy announcement to be made  6. Guardrooms to be contacted by radio/phone  If required – and if safe to do so - Security Staff/Stewards are to ensure that identified First-Aiders get to where they are needed. |
| 10 | Associated to Rugby Event | Person Borne IED (PBIED)  VBIED  VAAW  Bladed or Blunt Weapon Attack  Marauding Firearms Attack | Staff and visitors may be injured or killed through blunt force impact or being shot | 1. Aldershot Garrison QRF have a response plan to manage this scenario should it happen.  2.The QRF are trained to take control of the incident until Civpol arrive on the scene  3. Aldershot Garrison CT Security Instructions explain contingencies and actions required to counter the threat  4. Stewards and Security Staff are to be fully briefed prior to event & be provided with all relevant contact numbers incl:   * QRF * Event Lead * Event Security Lead * Guardrooms * First Aiders   5. PME submitted to 11X G2 and authorised. | 1 | 4 | 4 | Yes |  |  |  |  | Security staff assigned to the event - No  Stewards assigned to the event - Yes  Event Leader – Chris Fowke ARU COO  Event Security Lead – Maj Chris Newton ARU CS  1.Any incident/incursion or suspicion is to be reported to Stewards or Control Point  2.Security Staff /Stewards to move people far away from suspected danger ASAP using evacuation directions provided if evac directions are obviously inappropriate common sense must prevail in order to move persons away from danger (staff should take time to identify any disabled or vulnerable persons during the event as they may require assistance in an evacuation)  3.This is a ‘Run- Hide-Tell’ action – event staff should not put themselves at unnecessary risk  4.QRF to be contacted by radio/phone  5.Civpol to be contacted via phone  6. Tannoy announcement to be made if possible  7. Guardrooms to be contacted by radio/phone  If required – and if safe to do so - Security Staff/Stewards are to ensure that identified First-Aiders get to where they are needed |

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| **Authorising Officer / Warrant Officer / NCO (at unit level)** | **No, Rank, Name** | **Post** | **Date** | **Signature[[1]](#footnote-1)** |
| **Existing and additional controls agreed** |  |  |  |  |
| **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)** | **LCpl to OF3**  **(Sub-unit Comd)** | **Review periodically** to ensure conditions have not changed and working within ALARP and risk appetite. | | **4 – 9 (Low)** | **OF4**  **(Commanding Officer)** | | **10 – 14**  **(Medium)** | **OF5 / 1\***  **Commander** | **Good risk mitigations** to ensure that the impact remains ALARP and tolerable. Re-assess frequently to ensure conditions remain the same. | | **15 – 19 (Medium to High)** | **2\* Div HQ** | **Requires active management** – review of desired outcome with additional resources or change to output requirements. | | **20 (High)** | **3\*/2\***  **Commanders**  **HC, Fd Army & JHC** | **Contingency plans** may suffice together with limited risk mitigations to achieve risk ALARP and tolerable. | | **25 (Very High)** | **4\***  **CGS** | **Operational capability** where the required outcome impacts on defined military capability. | |

1. Can be electronic signature. [↑](#footnote-ref-1)