

<p><b>Key Guidance</b> 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.</p> <p><b>Hazard</b> is anything that may cause harm, e.g. working at height on a ladder.</p> <p><b>Risk</b> 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.</p> <p><b>Dynamic Risk Assessment</b> 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.</p> <p>Note however that persons undergoing training cannot be deemed competent until their capability is properly assessed</p>	Likelihood (L)	Multiplied by	Impact (I)	Equals	Risk Score Calculation																																											
	1 – Remote / Rare 2 – Unlikely 3 – Possible 4 – Probable 5 – Highly Probable (Almost Certain)		1 – Minor 2 – Moderate 3 – Major 4 – Severe 5 – Critical  <i>Note: impact number is unlikely to change with control measures</i>		<table border="1" style="margin: auto; border-collapse: collapse;"> <tr> <th colspan="6">Likelihood</th> </tr> <tr> <th></th> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> </tr> <tr> <th rowspan="5" style="writing-mode: vertical-rl; transform: rotate(180deg);">Impact</th> <td>5</td> <td style="background-color: #90EE90;">5</td> <td style="background-color: #FFFF00;">10</td> <td style="background-color: #FFD700;">15</td> <td style="background-color: #FF0000;">20</td> <td style="background-color: #FF0000;">25</td> </tr> <tr> <td>4</td> <td style="background-color: #90EE90;">4</td> <td style="background-color: #90EE90;">8</td> <td style="background-color: #FFFF00;">12</td> <td style="background-color: #FFD700;">16</td> <td style="background-color: #FF0000;">20</td> </tr> <tr> <td>3</td> <td style="background-color: #90EE90;">3</td> <td style="background-color: #90EE90;">6</td> <td style="background-color: #90EE90;">9</td> <td style="background-color: #FFFF00;">12</td> <td style="background-color: #FFD700;">15</td> </tr> <tr> <td>2</td> <td style="background-color: #90EE90;">2</td> <td style="background-color: #90EE90;">4</td> <td style="background-color: #90EE90;">6</td> <td style="background-color: #90EE90;">8</td> <td style="background-color: #FFFF00;">10</td> </tr> <tr> <td>1</td> <td style="background-color: #90EE90;">1</td> <td style="background-color: #90EE90;">2</td> <td style="background-color: #90EE90;">3</td> <td style="background-color: #90EE90;">4</td> <td style="background-color: #90EE90;">5</td> </tr> </table>	Likelihood							1	2	3	4	5	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
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<p><b>5 Step Process</b>      <b>Step 1</b> – Identify the hazards      <b>Step 2</b> – Decide who might be harmed and how      <b>Step 3</b> – Evaluate the risks and decide on precautions (control measures)      <b>Step 4</b> – Record your significant findings and include in Ex / Coord instructions as necessary. Implement control measures      <b>Step 5</b> – Review your risk assessment and update as necessary</p>																																																

Dept / Sub-Unit / Unit / Formation:	Army Orienteering Association (AOA)	Assessor (No, Rank, Name):	24788120 Maj M Davis RA
Activity (SSW) / Exercise (SST):	Orienteering Event	Assessor's signature:	
Generic or Specific Risk Assessment:	Specific to COVID 19	Assessment Date:	23 Jun 20
Relevant Publications / Pamphlets / Procedures:	<a href="#">Government Advice for Employers and Businesses on coronavirus (COVID-19)</a> <a href="#">Government Advice for Staying at Home and away from others (COVID-19)</a> <a href="#">Clarification on PPE not necessary for training RSA</a> <a href="#">Force Health Protection Brief</a> <a href="#">20200513-Div Guidance on Training and Working Safely within the COVID 19 Environment - V4</a> <a href="#">Force Health Protection Instruction - Return to the Workplace in a COVID-19 Environment</a>  2018DIN07-103 Authority for Army Orienteering & DIO-Civ-Access-Licence 01/02/19	Review Date for GRA (Step 5):	Daily

(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	Participation in national/ league/club/local orienteering event.	Contracting COVID 19 by Human and Equipment Transfer Organisers, runners and members of the public.	Organisers, runners and members of the public.  Fatality, serious injury and injury <b>Personal who:</b> Are unwell with a cough, fever or other respiratory symptoms? Have been in close contact with a suspected or confirmed case of COVID 19 and within quarantine period. Have returned from overseas country until they have completed the 14-day quarantine period. Currently undergoing COVID	Military run events are conducted under the SSOW.  Every event has either an EASP or Risk Assessment.  Orienteering is conducted outside in wide open spaces and ventilation.  All SP have been passed through medical selection and are in the main part of the Nation's younger generation.	3	2	6	Yes	Self-assessment questionnaire prior to traveling.  Tick box as part of entry to confirm that personal do NOT fall into one of these hazards	1	2	2	Hang Self-assessment question on BAOC website and link to Flyer. Entry team to manage entry declaration.

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			testing, until they receive negative result and are symptom free Been asked to isolate by NHS Test and Trace due to them being a contact of known COVID 19 case. Have been advised to stay at home by Health Care professional Who are at higher risk from existing health concerns.	Additionally, they receive mandated physical training minimum three times a week and are annually tested for physical fitness. Any SP that contracts C-19 will be physically fit at the start of the infection and therefore it can be expected that there is less chance of this being fatal.									
2	Travelling to and from an event			Under own arrangements	3	2	6	Yes	Face covering should be used IAW DAN 19 para 10. Social distancing guidelines to be observed (i.e. empty seats between personal) Personal should only travel within the same vehicle with personal whom they have already had close contact with	1	2	2	Individual and Unit responsibility to ensure that comply with national guidelines & MOD Policy.
3	Car parking at event			Clear volunteer plan in place, including timings and duties. Conducted in open air.	3	2	6		Volunteers to maintain 2m distance from all vehicle.  Volunteers brief on up to date HMG guidelines  Increased distance between vehicle  One-way system put in place  Segregation of organiser competitor carparking.  Clear signage informing all competitors.	1	2	2	Vehicle access points to be maintained to a minimum width of 3-.7m All marshals and volunteers to be briefed on emergency procedures Proactive monitoring
4	Number of personnel at the event.			Controlled by event organiser. Can be reduced to location of event. Bad weather Availability of maps.	3	2	6		Participation limited to BAOC.info and MLS Consider limiting the number of entries Consider online pre-entry with limited EOD	1	2	2	Proactive monitoring

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				Participants to declare large numbers to organiser (more than 10)					Consider start window to minimise number of personal at any one time.				
5	Registration Procedures			Conducted in controlled manor. Sufficient signage	3	2	6	Yes	Ensure social distancing Ensure access to hand sanitizer Consider start window to reduce number of personnel waiting to register Online registration All hired SI/Emit dibber/card to be disinfected prior to issue Registration behind protective window. Clear signage	1	2		Proactive monitoring
6	Course start Procedures			Conducted in controlled manor. Sufficient signage Competitors segregated by start boxes	3	2	6	Yes	Start box arranged to comply with social distancing guidelines. Maps placed in boxes appropriately spaced apart. Extended start times. Allocated start times. Clear signage	1	2	2	Proactive Monitoring
7	Conduct of the race			Organisers are aware of who is participating and search policy in place Competitors are to assist others in case of emergency or requiring medical assistance Course design to be mindful of route choices which may result in number of competitors running alongside each other or passing each other Competitors receive updated safety at start if required	3	2	6	Yes	Competitors to be advised that when following another competitor, they should remain at least 2 10 m behind to avoid inhalation or absorption of respiratory deposits from other competitors. Competitors to maintain 2m at all times on the course. Consider the use of touch free controls to avoid unnecessary contact with controls and equipment.	2	2	4	Proactive Monitoring
8	Course finish procedures			Sufficient distance between finish and download.	3	2			Competitors not to congregate at finish or download. Touch EMIT download to be controlled by 2m	2	2	4	Proactive Monitoring

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								boxes, competitor place and remove card. Contactless place in finish box. Clear signage					
9	Post-race activities			None	2	3	6	Yes	Competitors advised to vacate the race area asp.	2	2	4	Proactive Monitoring
10	Ablutions			Minimal sanitising procedures.	2	3	6	Yes	Good Personal Hygiene Personnel to be informed to bring their own hand sanitiser Consider wash stations Increase spacing between portaloos. High torch surfaces regularly cleaned.	2	2	4	Proactive Monitoring
11	Catering contractors			Compliant with event rules and regulations Own contractor/business Risk Assessment	2	3	6	Yes	Social distancing when queuing for food/drinks Remove any available seating and tables	1	2	2	Proactive Monitoring
12	Pre-Post race procedures			Minimal personnel fully briefed and controlled.	2	3	6	Yes	Equipment to be cleaned pre and post event. Organiser to consider that same person set out and collect same controls	1	2	2	

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

**NOTES**

Risk = Likelihood x Impact
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Likelihood		Definition
5	<b>Highly Probable (Almost Certain)</b>	Is expected to occur in most circumstances
4	<b>Probable</b>	Will probably occur at some time, or in most circumstances
3	<b>Possible</b>	Fairly likely to occur at some time, or some circumstances
2	<b>Unlikely</b>	Is unlikely to occur, but could occur at sometime
1	<b>Remote / Rare</b>	May only occur in exceptional circumstances

Impact		Definition (Health Safety and Environment)
5	<b>Critical</b>	<ul style="list-style-type: none"> <li>Multiple fatalities or permanent, life changing injuries.</li> <li>Permanent loss or damage beyond remediation of an important and publicly high-profile natural resource, area or species.</li> <li>Multiple incidents causing a major environmental impact.</li> </ul>
4	<b>Severe</b>	<ul style="list-style-type: none"> <li>A single death or multiple life-threatening injuries.</li> <li>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.</li> <li>Single incident causing a major environmental effect or multiple incidents causing significant effect.</li> </ul>
3	<b>Major</b>	<ul style="list-style-type: none"> <li>Single life changing injury or multiple injuries which have a short-term impact on normal way of or quality of life.</li> <li>Moderate damage to an extended area and/or area with moderate environmental sensitivity (scarce/ valuable) requiring months of remediation.</li> <li>Single incident causing significant environmental impact.</li> </ul>
2	<b>Moderate</b>	<ul style="list-style-type: none"> <li>Multiple injuries requiring first aid.</li> <li>Moderate damage to an area, and that can be remedied internally.</li> <li>Multiple incidents causing minor environmental effect.</li> </ul>
1	<b>Minor</b>	<ul style="list-style-type: none"> <li>An Injury requiring first aid</li> <li>Limited short-term damage to an area of low environmental significance/ sensitivity</li> <li>Incidents causing minor environmental impacts</li> </ul>

**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	<b>Review periodically</b> to ensure conditions have not changed and working within ALARP and risk appetite.
4 – 9 (Low)	CO	
10 – 12 (Medium)	OF5 / 1* Bde HQ	<b>Good risk mitigations</b> 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	<b>Requires active management</b> – review of desired outcome with additional resources or change to output requirements.
20 (High)	3* – HQ HC & FA	<b>Contingency plans</b> may suffice together with limited risk mitigations to achieve risk ALARP and tolerable.
25 (Very High)	4* – CGS, Army HQ	<b>Operational capability</b> where the required outcome impacts on defined military capability.