



# Geocaching- Risk Analysis and Management

Risk Analysis		Management				
Hazard/Harm	Risk severity (Initial)	Control (Eliminate/ Minimise)	Action	Risk severity (residual)	SOP	Accepted
Environment: Uneven track causing leg injuries	12	M	Advise participants of hazard	9	Participants need to be reminded that the ground could be uneven and to take care Covered footwear is recommended	Yes
People: Existing medical conditions	12	M	Have medication accessible	6	Take appropriate medicine with you (e.g. inhalers)	Yes
People: Poor supervision	12	M	Supervised activity	4	1 Activity Supervisor per 15 participants Supervisor to be in a known position to be available if needed We recommend sending participants off in groups of 3.	Yes
Condition: Fences	9	M	Advise participants of hazard	3	Be aware that there may be animals in paddocks, please leave gates as you have found them and use stiles to cross fences Be careful of potential electric fences in farm paddocks	Yes
People: Impairment of Supervisor	6	E	CYC Staff to look out for signs of impairment	3	-	Yes
Condition: Extreme weather	4	M	Wear hats/sunscreen CYC Staff to be aware of changing conditions	2	-	Yes

## Emergency procedures

Stop activity, assess situation, administer first aid, call emergency services if necessary, notify camp organisers and camp staff, and fill out an incident form when practicable.



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<b>Equipment</b>	Activity SOPs 7 x GPS units Map and answer sheet
<b>Competencies for Activity Sign Off</b>	<ul style="list-style-type: none"><li>• Be able to manage a group of participants 1:15</li><li>• Follow the Activity Instructions</li><li>• Actively supervising the participants</li><li>• Looking out for unsafe actions</li><li>• Know where to get help/locate CYC Staff or group organizers</li><li>• Know how to read CYC orienteering map</li></ul>
<b>Final decision on implementing activity</b>	<b>ACCEPTED by CYC Director</b>
<b>Comments</b>	Circumstances can change quickly, supervisors need to be diligent in their task, and respond as needed.