# RISK ANALYSIS AND MANAGEMENT SYSTEM

**Group / Section:** SAMPLE RAMS FORM  
**Activity Date:** to  
**Activity / Situation:** Rowing  

## Analysis | Description
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Risks | Accident, injury, other forms of loss

### 1. Rowing or coaching boat capsizes - injury, hypothermia, death

### 2. Rowers / Coach injured during training

## Causal Factors  
**Hazards, perils, dangers**
- People
- Equipment
- Environment

### 1. Poor Decision making
- 1. Gear Breakage
- 2. Inappropriate Clothing
- 3. Safety Equipment missing
- 4. Boat and rigging unsuitable for rowers

### 2. Poor Communication
- 1. Weather conditions
- 2. Water conditions
- 3. Fixed obstacles e.g. Pylon towers, Bridge
- 4. Other Lake users, Kayakers, Water Skiers, rowing crews, coaching boats, Power boaters, Duck Shooters

### 3. Unaware of Position at that time.
- Coach aware that safety of rowers paramount.
- Coach aware of his own safety limits in coach boat.
- Coach skilled at group control and communication from coach.
- Coach & Rowers are aware of Rules of training & traffic flow on Lake.
- Coach & Rowers aware of procedures following capsize.

## Risk Management Strategies  
**Normal Operation**
- Crews carry emergency equipment and any tools (eg spanners).
- Coach carries communication equipment.
- Coach & Cox wear life jackets at all times.
- Coach checks coaching boat equipment & fuel prior to training.
- Coach aware of proper rigging and equipment for crews.
- Coach boat maintenance carried out regularly.

**Emergency**
- Have comprehensive First aid kit on hand in the boat shed, and basic one on coach boat.
- Emergency Action Plan posted in boat and located centrally.
- Coaches & Rowers aware of emergency action plans.
- Thermal Blankets available for hypothermia

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**RELEVANT INDUSTRY STANDARDS APPLICABLE** | The Rowing NZ Water Safety Code 2016 sets minimum standards for safe rowing operations. It also incorporates the alternative arrangements to the carriage and wearing of PFD’s on rowing skiffs approved under the Maritime Transport Act. Operating in accordance with the code may help rowing operations meet certain applicable regulatory requirements under the Maritime Transport Act, and, where applicable, some of their PCBU duties under the Health and Safety at Work Act.

### POLICIES AND GUIDELINES RECOMMENDED
- Life jackets must be worn by coxswains and all occupants of coaching boat at all times.
- All coaching boats must carry safety equipment as listed in the Water Safet Code 2016 at all times.
- Carry basic first aid kit with comprehensive first aid kit stored in boat shed.

### SKILLS REQUIRED BY STAFF
- Coaches hold current first aid certificate.
- Coaches have attended Coastguard Boating Education “Club Safety Boat Operator Course”

## Final Decision on Implementing Activity  
Choose one  
- Accept
- Reject

Comments:

Form completed by