

## APPENDIX 2 – RISK MITIGATION MATRIX

### EVENT RISK MANAGEMENT PLAN & HAZARD REGISTER

<b>EVENT:</b> Northland Jumping	<b>VENUE:</b> Barge Showgrounds, Whangarei
<b>DATE:</b>	13 March 2022
Persons at Risk	Riders, Supporters, Organisers, Officials
Medical	Heather Deane, Stella Martin St Johns on Call
Veterinary	Northland Vet on Call
Farrier	N/A
Event Director/Manager	Northland Jumping Committee
Emergency Details	Emergency services <b>Dial 111</b> After hours contact Emergency Services (111) or Whangarei Hospital. H&S Officers: Anne Deane & Gai Edge
<b>Date of Approval:</b> 25/01/2022	<b>Approved by:</b> NA Jumping H&S Officers

LIKELIHOOD (how often)	CONSEQUENCES (what could be the extent of possible incident)				
	INSIG*	MINOR	MODERATE	MAJOR	EXTREME
A (almost certain)	H	H	E	E	E
B (likely)	M	H	H	E	E
C (possible)	L	M	H	E	E
D (unlikely)	L	L	M	H	E
E (rare)	L	L	M	H	H
*INSIG = Insignificant					

ACTIVITY	HAZARD	INITIAL RISK SCORE	PREVENTATIVE MEASURES	RESIDUAL RISK SCORE	RESP. PERSON
Food or Retail Vendors	<ul style="list-style-type: none"> <li>▪ Intermingling between groups of 100 people resulting in the spread of covid</li> </ul>	H	<ul style="list-style-type: none"> <li>▪ Social Distancing of 2m required at all times</li> <li>▪ Masks are to be worn</li> <li>▪ A QR Code will be displayed at each vendor / retail location and relevant covid-19 restrictions must be complied with.</li> <li>▪ A bridging document between Northland Equestrian Jumping and each food retailer / vendor is in place ensuring 2m of social distancing is maintained at all times.</li> <li>▪</li> </ul>	L	All
Intermingling between zones	<ul style="list-style-type: none"> <li>▪ Risk of the spread of covid-19 between zones</li> </ul>	M	<ul style="list-style-type: none"> <li>▪ Ensuring competitors take responsibility for compliance with the covid plan.</li> <li>▪ Ensuring that it is clear to all that 2m of social distancing must be maintained in common areas outside of zones.</li> <li>▪ Ensuring mask wearing at all times.</li> <li>▪ The organising committee will do checks to ensure no intermingling is occurring and will communicate that if anyone is found to be intermingling, they will be removed from the event with no refund.</li> <li>▪ Ensure when anyone enters the ground the gate security clearly outlines zone areas and allocates them to appropriate area.</li> </ul>	L	All

ACTIVITY	HAZARD	INITIAL RISK SCORE	PREVENTATIVE MEASURES	RESIDUAL RISK SCORE	RESP. PERSON
People from different zones visiting the paramedic	<ul style="list-style-type: none"> <li>▪ The medic will likely see different competitors from different zones which could result in covid risk.</li> </ul>	M	<ul style="list-style-type: none"> <li>▪ Medic to wear a mask at all times</li> <li>▪ There will be a QR code to scan when visiting the medic.</li> <li>▪ Physical distancing of 2m shall be maintained at all times where possible, in particular with support people (there will be times where this will not be possible with a patient).</li> <li>▪ A bridging document will be in place between the organising committee and the paramedic to ensure covid restrictions are complied with at all times.</li> </ul>	L	All
Covid-19	<ul style="list-style-type: none"> <li>▪ Becoming ill from catching Covid-19</li> </ul>	E	<ul style="list-style-type: none"> <li>▪ Vaccine passes are required</li> <li>▪ If you are unwell, you must not attend the show</li> <li>▪ Every person entering the grounds must sign in by scanning the QR code for their assigned zone or manually signing in. The gate will be manned</li> <li>▪ The show is closed to spectators</li> <li>▪ Physical distancing of 1 metre is required within zones at all times and 2m outside of zones.</li> <li>▪ All competitors and support crew if not working or walking tracks must stay in trucks between classes</li> <li>▪ Hand sanitiser will be located at the office, ring gates, judges boxes and Toilet blocks</li> </ul>	H	All

ACTIVITY	HAZARD	INITIAL RISK SCORE	PREVENTATIVE MEASURES	RESIDUAL RISK SCORE	RESP. PERSON
			<ul style="list-style-type: none"> <li>▪ Face masks <b>must</b> be worn in common areas (ablution blocks, the Secretary office, toilet block) or if 1m distance cant be kept.</li> <li>▪ All show attendees are required to only use facilities in their assigned zone</li> <li>▪ Anyone that is notified during the event that they have been identified as a close contact prior to arriving at the event and this requires them to isolate and be tested, will be required to leave immediately.</li> </ul>		

**ALWAYS REMEMBER!**

- STOP** what you are doing
- LOOK** for hazards (these are everywhere)
- ASSESS** the risks of these hazards
- MANAGE** the risks to an acceptable level