





























TOPEC














TARANAKI OUTDOOR PURSUITS & EDUCATION CENTRE

Hazard is associated with this activity = ●

Activities	Hazards												
													
Whitewater activities: Riversafe, Rafting, Kayaking				●	●		●		●	●		●	●
Bush activities: Tramping, overnight camps, cooking, survival skills, rogaine/orienteering	●	●	●	●	●	●		●	●			●	●
Rope/height activities: Rock climbing, High ropes, Abseiling, Bridge Swing, Flying Kiwi			●	●								●	●
Flatwater activities: Sea kayaking, sit on top kayaking, swimming				●	●				●	●		●	●
Beach activities: Sit on top kayaking, boogie boarding, swimming				●					●	●	●	●	●
Sustainability activities: Pest eradication, Riparian planting				●		●		●				●	●
Caving activities Skyline caves			●	●	●							●	●
Low ropes activities			●	●								●	●
ABL, adventure based learning activities		●		●								●	●
Driving related activities: Driving vans/quad bikes, loading trailers				●	●	●	●	●				●	●

KEY:

	<p>Extreme Weather - Thunderstorms, snow, rain, wind</p>		<p>Speed - Moving at high Speed</p>
	<p>Height - objects or people falling from height</p>		<p>Sharp objects - Survival tools, cooking knives</p>
	<p>Remote location - Harder to access with vehicles or people</p>		<p>Moving water - Whitewater, fast, shallow or deep, swift</p>
	<p>Extreme Temperature - Extreme Hot or Cold</p>		<p>Deep Water - Where people may not be able to touch ground</p>
	<p>Fire - Lighting fires, cooking using Trangia stoves</p>		<p>Tsunami - Extreme surge of water near coastal areas</p>
	<p>Toxins - Chemicals, fuel, poisons, stings, bites</p>		<p>Social - group participation, physical contact</p>
	<p>Volcanic Activity - Eruption, Lahar</p>		

Hazard		Risk	Management Strategy
	Extreme Weather	Heatstroke, electrical shock, physical injury or fatal trauma, hypothermia, drowning	Morning toolbox meetings include a peer-reviewed weather forecast check. Severe weather warnings and weather updates tracked by instructors and responsible person. Instructors can alter or halt activities if conditions turn unsafe.
	Height	Injury or death from physical trauma	Correct PPE is used. Height protected by correct use of rope systems. Weekly maintenance checks on all height elements, gear is checked termly. Belay and abseil progressions shown, and equipment checked prior to use. Belayers have a back-up until proven skilled. Clear boundaries and instructions are set at top of areas of exposure to height.
	Remote location	Increased response time from emergency services, Exposure, Navigational disorientation	>30 min walk to immediate vehicle access. Three forms of communication carried. Two are two-way communication. Navigation tools carried. Safety Operation Plans list extra gear required and escape routes for key locations identified. Offsite intentions forms used for all activities and Inreach carried to remote locations. Scheduled morning and evening communication when on overnight trips.
	Extreme Temperature	Hypothermia, Hyperthermia, Extreme Sunburn	Daily weather forecast discussed in the morning toolbox and taken into account when planning activities. Participant's gear is checked for suitability and additional gear given if needed. Instructors are able to change plans and/or stop activity if weather conditions become unsuitable for continuing. Instructors monitor participants constantly for heat or cold stress.
	Fire	Destruction of nature or structures, burns	Clients use designated cooking or campfire locations. Clients are briefed about safe use of cookers. Indoor cooking areas are well ventilated.
	Toxins	Potential extreme allergic reaction, injury from improper use	Participants are not expected to use chemicals apart from cleaning products and cooking fuel. Staff/volunteers must wear PPE and follow guidelines of use. Chemicals are padlocked away, and cupboards are clearly labelled. Instructors are trained and carry EpiPen and lists of group allergies and medications. All instructors have current first aid certificates and carry multiple emergency communication devices.
	Volcanic Activity	Fatalities, injuries, or severe burns from events involving volcanic projectiles, lahars, or exposure to hot, toxic gases.	TOPEC's Volcanic Activity policy details evacuation procedures and our Safety Operation plans outline the areas of risk and our evacuation locations related to activities.
	Speed	High-speed collisions with people or objects, resulting in injury or fatality.	Driving: All staff undergo driver training in TOPEC vehicles as part of the induction process. NZ driving laws are followed at all times. Activities: Speed is relative to the specific environment and is managed through the Safety Operation Plans
	Sharp objects	Piercing wounds and lacerations, infection	All use of sharp items are briefed and training is provided on safe usage, including how to carry and store items. Appropriate footwear must be worn, including at campsites. Knife use training for bushcraft and food preparation carried out.
	Moving water	Drowning, injury from physical accident	River levels monitored, and cutoffs for activity set in Safety Operation Plans. Whitewater swim position taught prior to activity. Specific requirements for each activity within the Safety Operation Plans. Clients wear PFD and helmet at all times in moving water. Instructors wear PFD suitable for white water rescue.
	Deep Water	Drowning	Any participants and staff are required to wear a PFD at all times when in deep water. Participants swimming ability disclosed on health and risk disclosure form which must be completed prior to arrival at TOPEC.
	Tsunami	Drowning, property destruction	TOPEC's Tsunami policy details evacuation procedures and our Safety Operation plans outline the areas of risk and our evacuation locations related to activities.
	Social	Injury caused by other people, psychological trauma	Staff follow Challenge by Choice principles, and respect participants' choice whether to participate or not. Skills are introduced progressively to help confidence in performance. Medical information is disclosed on medical forms provided by Parents or Guardians and clients are reminded at pre-activity briefing. Activity level adjusted to suit the group and individuals participating.