



THE GLIDING FEDERATION OF AUSTRALIA INC.

RISK EVALUATION TOOL

9/06/2011 Step 1 – Define the risk.

Step 2 – How serious is the consequence of the risk potential?

CONSEQUENCE DESCRIPTORS					
Keyword	1	2	3	4	5
	Injuries Sustained	Aircraft & Property Damage	Compliance	Internal Stakeholders & Processes	Finance & Public Expectation
Minor	No medical assistance OR basic first aid attention	No damage occurred	No breach of standard practices and regulations or potential for isolated areas of short term non compliance	Adequate operating environment for members/staff internal policies and procedures adequate	No financial loss
Moderate	First aid treatment required	Minor damage to aircraft/property/ equipment not requiring repair	Minor breach of operational procedures or regulations	Isolated instances of dissatisfaction with members/staff, appropriateness of internal policies and procedures is doubted	Minor financial loss incurred
Notable	Medical / restricted capability, hospitalisation may be required	Notable damage requiring repairs to aircraft/ property/equipment and possible insurance claims	Major breach of operational procedures and regulations	Members/staff disgruntled, internal policies and procedures are unsatisfactory or insufficient	Moderate financial loss incurred. Potential for media or Regulator attention
Significant	Serious injury, hospitalisation required	Major damage to aircraft/property /equipment requiring significant repair, replacement, or significant insurance claims	Failure to comply with regulations or operational procedures	Prolonged period of member/staff dissatisfaction causing a disruption to operations, internal policies and procedures grossly inadequate or inappropriate	Moderate financial loss incurred Media or Regulator attention likely
Catastrophic	Single or more fatalities, and/or severe irreversible disability to one or more persons	Loss of aircraft and/or destruction of property or critical equipment	Complete failure to comply with/disregard for regulations or critical operational procedures	Member/staff discontent and hostile leading to breakdown in normal operations, internal policies and procedures not allowing the organisation to operate as intended	Significant financial loss incurred. Significant media or Regulator attention



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Step 3– How likely is it that this risk could happen?

Evaluate the possibility of the risk occurring. The five options are: Almost Certain, Likely, Possible, Unlikely, or Very Unlikely.

Step 4 – What is the calculated risk level?

Likelihood x Consequence = Risk Score

The Risk Scores are: Low, Medium, High and Extreme.

		LIKELIHOOD				
		Almost Certain	Likely	Possible	Unlikely	Very Unlikely
Keyword		Almost certain to occur some time during the task/activity	Known to have been present or occurred/likely to occur during task/activity	Not likely to occur normally or to be present during the task/activity	Unlikely to occur during the task/activity	Has not occurred in the past & requires unusual chain of circumstances to occur during task/activity
CONSEQUENCE	Minor	Medium	Medium	Low	Low	Low
	Moderate	High	Medium	Medium	Low	Low
	Notable	High	High	Medium	Medium	Low
	Significant	Extreme	Extreme	High	High	Medium
	Catastrophic	Extreme	Extreme	Extreme	High	Medium



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Step 5 - Ensure your club has controls in place to minimise the risk.

	LEGEND
Risk Level	Action required
Extreme	Cease activity until controls are implemented to reduce risk. Immediate and urgent senior management required, weekly monitoring
High	Immediate action required, monthly monitoring
Medium	Action by due date in risk register
Low	Manage by routine procedures, reviewed annually

Step 6 – Check that, with mitigation measures in place, the risk has been reduced to as low as reasonably practicable (ALARP).



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Examples and Guidance

Step 1 – Identify & Define the risk

Further Information: the risk must be clearly defined and not too broadly described.

Example: “Loss of directional control on ground run (takeoff or landing). Collision with fixed objects resulting in damage to the aircraft and/or injury”

Step 2 – How serious is the risk potential?

Further Information: For the risk as it is defined, assess the seriousness of the consequences against the table provided. The consequences may relate to injuries, damage and reputation/breaches and are assessed as either “Minor”, “Moderate”, “Notable”, “Significant” or ‘Catastrophic’.

Example: From the table, loss of directional control and resulting damage has a consequence level of “Moderate”.

Step 3– How likely is it that this risk could happen?

Further Information: Select from five levels – “Almost Certain”, “Likely”, “Possible”, “Unlikely”, or “Very Unlikely”. The likelihood should be assessed in the context of the GFA procedures or club controls that are in place and effective.

Example: Loss of directional control is quite possible for an inexperienced pilot, so the likelihood could be assessed as “possible”

Step 4 – What is the calculated risk level?

Further Information: assess the Likelihood against the Consequence to give a Risk Level.

Example: Our example of “loss of directional control” has a consequence of “Moderate” and likelihood of “Possible” which leads to a “Medium” risk level.

Step 5 - Ensure your club has controls in place to minimise the risk.

Further Information: Risks can be tolerated/accepted, reduced or eliminated. Risks can be reduced by

1. reducing the likelihood it will happen by removing your exposure to the risk, or
2. reducing the consequence of the risk, or
3. both.

Mostly, the reduction in risk is achieved by reducing the likelihood it will happen.



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Examples:

- The risk of jammed fingers in a tow release while hooking on glider is **low** and would be accepted.
- The risk of loss of directional control hitting objects off the airfield is **medium** and needs to be managed by training, clear takeoff and landing areas, instructor supervision, observing maximum cross wind components, etc.
- The risk of mid air collisions in competitions is **extreme** and needs significant attention using rules, briefings, minimum experience levels, parachutes and technology (Flarm).

Step 6 – Check that, with mitigation or treatment measures in place, the risk has been reduced to as low as reasonably practicable (ALARP).

Further Information: Review the risk in view of the controls the club uses to ensure that either the likelihood of the risk has been reduced, the severity of the risk has been reduced, or both.

Example: For the risk of “loss of directional control”, the XYZ Soaring Club has the following measures in place (including GFA procedures from MOSP) which reduce the likelihood of this risk occurring, and believe there is nothing more they can address for this risk:

- Daily briefings before flying
- Level 2 instructor in charge
- No flying when the crosswind component exceeds 15 kts
- Annual checks review crosswind landing techniques
- Club currency requirements for members
- Instructor discretion for allowing/monitoring low-hours pilots flying in crosswinds
- Takeoffs and landings are made on the downwind side of the strip in crosswinds