



CAMS OH&S/RISK MANAGEMENT NEWSLETTER EDITION 13 — 20/8/05

Re: OH&S/Risk Management Newsletter – Edition #13

It has been some time since our last Newsletter, and a lot has happened in this time.

Targeted Risk Assessment Forms

We have, through extensive stakeholder consultation, developed and released the CAMS Targeted Risk Assessment (TRA). This was forwarded to all Workshop participants via email. The Targeted Risk Assessment (TRA) was forwarded in two different forms, as a PDF File for printing out and completing. The other was in a Word Form format, as we had many requests from stakeholders to be able to complete the Target Risk Assessment on the computer.

The Word Form format allows you to fill in the form, but not make any changes to the actual format of the form. An Information Paper was also included with the Targeted Risk Assessment (TRA) to provide a guideline for the use of the Targeted Risk Assessment (TRA).

If you have any comments on how we can improve the Targeted Risk Assessment (TRA) form and procedure, please contact Rhiannin Cole (RhianninC@cams.com.au).

The Targeted Risk Assessment (TRA) was developed for use across CAMS sanctioned motor sport in Australia, so please forward the Targeted Risk Assessment (TRA) to all the people that you work with in motor sport, after all you are the Leaders!

We have already received many Targeted Risk Assessments and they keep on coming in. The Targeted Risk Assessments that we have received so far have been fantastic, this is very encouraging as some of the people that we have been receiving them from were very apprehensive at first.

If you complete a Targeted Risk Assessment at an event please forward this to the Stewards of the Event, they will forward to the State Office who will inturn forward to the National Office. In any other case please forward to the CAMS National Office, attention Rhiannin Cole.

Risk Register

We are also currently working on developing a - Wait for it.... 'Risk Register'. The Risk Register will be a central document that all Targeted Risk Assessments (TRA) will be compiled into. This will make information sharing easier, and will also eliminate the need for people to re-invent the wheel! We will provide you with updates on the Risk Register as it progresses.

Work Area Checklists and Public Area Checklists

During the Risk Management Phase 2 Workshops two checklists were introduced, these being a Work Area Checklist, and a Public Area Checklist.

These forms were deemed to be very important to be completed before a motor sport event to ensure that we are compliant with the relevant legislation. To do this we need to inspect the workplace (and as we all now know any Motor Sport event is classified as a workplace) to check that it complies with our assessment of acceptability. The Work Area Checklist and the Public Area Checklist have been introduced to help comply with this requirement.

The checklists have been reviewed, through the Phase 2 Workshops. They started of being about 9 pages long each (Oh my goodness, I know we all said the same thing!). Completing approximately 18 pages of checklists along with everything else there is to do at a Motor Sport event just isn't practical at all, so they have been reduced to just over 1 page each (That is much better, sigh of relief).

We have to ensure that we have forms/checklists that are relevant to motor sport and also are practical to complete. To achieve this we currently have a small group of people, from representing all areas of the sport, who attended the Phase 2 Workshops, reviewing these forms so that they are relevant to Motor Sport. Once this review has been completed we will trial the checklists at a couple of events, for further stakeholder consultation, and then make any necessary changes.

Risk Management Policy Review

The CAMS Risk Management Policy and Policy Statement is up for review. As you probably are aware the Risk Management, and Occupational Health and Safety Policies are reviewed on an annual basis. The Risk Management Policy was forwarded to all Risk Management Workshop Attendees, and has also been available on the CAMS Web-site (www.cams.com.au) for some time.

As you have all attended at least on Risk Management Workshop, you are the most equipped to supply us with comments. Therefore we ask that you read the Risk Management Policy, and the Statement (which is a summary of the Policy), and forward any comments to Rhiannin Cole (RhianninC@cams.com.au) by close of business Wednesday 31 August 2005. Remember, we encourage all comments (good, bad or ugly), we all want the very best for Motor Sport in Australia and this is your chance to put your 'two bob' in to make sure that that happens.

I have attached a copy of the Risk Management Policy and Statement for your perusal.

We look forward to hearing from you on any of the above issues.

Regards

Rhiannin Cole
Risk Management Project Officer
Confederation of Australian Motor Sport Ltd.