



AUSTRALIAN NATIONAL WORKING EQUITATION	Event Risk Management Form
Document Number:	FM.001
Last Review Date:	September 2021
Next Review Date:	September 2023
Responsible Portfolio:	Board
Authority	This document is made in accordance with ANWEL Constitution. It is binding on all Members of ANWEL.
Related Policies/Documents	Risk Management Policy Risk Management Plan Template Incident Report Form

Venue		Yes	No	N/A	Comments / Action Required
1	Is there a designated warm up area?				
2	Are spectators separated from horses and vehicles?				
3	Is there sufficient parking for motor vehicles, floats, trucks?				
4	Are there sufficient horse yards / stables?				
5	Is there sufficient access for emergency and first aid services?				
6	Is there easy access to water / power? (E.g. are leads and cables secured)				
7	Is there a designated food area separated from horse area?				
Environment					
1	Is there adequate lighting?				
2	Is there adequate shelter from sun / rain for spectators?				
3	Is there a weather risk for the event? (E.g. extreme heat / rain)				

4	Is there adequate rubbish / manure disposal receptacles?				
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Equine Activity Area (Competition, Education, Warm-Up)

1	Is the area free of hazards? (E.g. rocks, sticks, low branches, rubbish etc.)				
2	Is the surface safe and appropriately planned for their intended use? (E.g. too wet / slippery, dust, level, suitable depth)				
3	Are fences and gates appropriate for the activity? (E.g. securing of horses, spectator safety)				
4	Is there signage identifying area and intended use and access points (E.g. Competitors only, War-up arena, No Dogs, No Entry – Competitors Only)				
5	Is all equipment to be used in the event safe and free of hazard? (E.g. well placed, according to standards/regulations, no sharp or protruding aspects)				

Spectator Area (separated from horses and vehicles)

1	Is the area including roads and tracks free of hazards and obstacles? (E.g. rocks, sticks, low branches, rubbish etc.)				
2	Seating is properly erected and separate from horse access area?				
3	Are public toilet facilities sufficient, clean and access free from hazards and obstacles?				
4	Are fences and barriers properly erected? (E.g. broken rails, protruding nails, rail height)				
5	Is there signage identifying area and intended use and access points (E.g. Spectators only, No Horses, No Vehicles)				

Parking Area					
1	Is loading and unloading are for horses separated from general public?				
2	Is supervision required for parking area?				
3	Has traffic flow and pedestrian flow been considered?				
4	Is there signage identifying area and intended use and access? (e.g. Parking, Float and Trucks)				
Yards and Stable Area					
1	Are fences secure and in good condition?				
2	Is there adequate water?				
3	Do gates / latches work properly?				
4	Can escaping horses/livestock be contained in emergency? (E.g. perimeter fencing, gates closed)				
5	Is there signage identifying the area and restricting access?				
General					
1	Have government health directives been implemented (E.g. COVID-19 management)				
2	Are volunteers and officials easily identified?				
3	Is there adequate supervision by experience / qualified equestrian personnel?				
4	For the activity, are riders using suitable, safe standard approved and correctly fitted clothing?				
5	Is suitable, safe, regulation approved and correctly fitted horse equipment being used?				

6	Does the rider have suitable experience for the activity?				
7	Is there an experienced livestock supervisor for cattle events?				
8	Is there a designated and signed "Assembly Area" in the event of emergency?				
9	Is there a file containing competitor / participant waivers and emergency information? (E.g. Next of kin, medical conditions, treatment and removal of injured horses)				
10	Is there a first-aid officer and first aid kit available?				
11	Is there a designated Event Risk Manager?				

This form has been completed by:

Name **Sign**.....

Event and Location **Date**.....