

# Health and Safety - Eden Park Sprints

## 1. General Event Information

Event Description : Urban Orienteering (/Adventure) Race  
 Event Organiser : Counties Manukau Orienteering Club (CMOC)  
 Event Location : Eden Park Stadium (Reimers Ave, Kingsland, Auckland)  
 Start Date : 5th June 2024

School Sprint	Start time: 9.00 am	
	Finish time: 3.00 pm	
Public Sprint	Start time: 2.30 pm	
	Finish time: 5.30 pm	Finish Date : 5th June 2024

## 2. Emergency Information

Evacuation point :	Follow Eden Park Evacuation Plan, follow the instructions of Eden Park staff/wardens, exit the stadium via the closest exit, proceed to the sidewalk.		
Safety Plan Location : (on-site)	CMOC Registration Caravan		
First Aider on event day	Val Robinson		
Location of First Aid Kit (on site)	CMOC Registration Caravan		
Medical facility location(s) :	<b>White Cross - St Lukes</b> 52 Saint Lukes Road, St Lukes, Auckland 1025 <b>Phone:</b> 09 815 3111 <b>Distance:</b> 1.9 km	<b>Mount Eden Medical Centre</b> 457 Mount Eden Road, Mount Eden, Auckland 1024 <b>Phone:</b> 09 638 8718 <b>Distance:</b> 2.1 km	<b>Surrey Medical Centre</b> 26 Surrey Crescent, Grey Lynn, Auckland 1021 <b>Phone:</b> 09 376 4658 <b>Distance:</b> 2.7 km

### 3. Key Personnel

Designation	Name	Mobile	Notes
CMOC On Site Contact, (main)	Anthony McGivern	021 199 1800	Event Director, Course Planner/Controller
CMOC 2 <sup>nd</sup> Contract	Greg Bacchus	021 447 342	Course Planner/Controller
Eden Park Contact	Kerryn Duncumb	021 437 552	Operations Manager

### 4. Which of the following are present at the event...

Please consider these elements in particular when completing the event hazard register below:



LPG/Gas   
e.g. BBQ



Generator



Contractors   
e.g. Food vendors



Power / PA   
Electrical



Children



Bouncy Castle




Structures



Vehicles

### 5. Declaration

We are responsible for providing a safe environment for everyone to the best of our abilities.

Printed Name :	Anthony McGivern	Title :	Co-President & Chair, Counties Manukau Orienteering
Signature :		Date :	13 May 2024

## Health and Safety Policy

Counties Manukau Orienteering Club is committed to providing an enjoyable and safe environment to all attendees (volunteers/staff, participants, supporters, et al) at every orienteering event.

### **CLUB RESPONSIBILITY:**

- Have appropriate policies and procedures in place to support the protection of attendees (including but not limited to officials, supporters and participants, and in particular young people), and that can be followed in the case of injury, illness or incident,
- Ensure that all event officials (Controller, Planner, marshals, volunteers, etc.) are aware and follow the above policies and procedures,
- Design events and courses that minimise the risk of, and exposure to hazards, and
- Ensure all participants are aware of any hazards that they can be expected to encounter while participating at an event.

### **PARTICIPANT'S RESPONSIBILITY:**

- Read all notices concerning the special hazards that may be associated with the event (to be displayed at the start),
- Listen to and obey all instructions and warnings given by any event officials,
- In the case of injury or illness, those responsible for the student(s) or young people are to advise the event Controller,
- Keep clear of any plant or equipment (operating or not),
- Keep clear of any unauthorised or out of bounds areas,
- Keep away from all work activities which will be marked as out of bounds, and
- Take care going up or down stairs, or other complex terrain.

### **LANDOWNERS RESPONSIBILITY:**

Landowners, Counties-Manukau Orienteering Club and Orienteering NZ are not responsible for the natural hazards and risks associated with orienteering and attendant activities.

**We are dependent on the goodwill of our landowners, so please take your responsibilities as a participant seriously.**

## Risk Assessment / Hazard Register

HAZARD	COULD RESULT IN	CONTROLS
Manual handling and lifting/carrying heavy items	Strain, sprain injuries, pain, discomfort	<ul style="list-style-type: none"> <li>• Discuss hazard and controls before starting work</li> <li>• We split loads to manageable weight and/or size – two person or team lifting</li> <li>• We lift with legs and control loads</li> <li>• Get help when needed and take rest breaks</li> <li>• Careful, controlled movements; no rapid movement, twisting, bending or repetitive movement</li> </ul>
Moving Vehicles	Injuries to people or damage to property or assets as a result of being struck by a moving vehicle	<ul style="list-style-type: none"> <li>• Vehicles driving onto the site to be managed</li> <li>• Drivers to use hazard flashers and drive no faster than 10 km/hr</li> <li>• Spotters in high-viz will be used to assist drivers reversing</li> <li>• Drivers will be asked to drive with window down so they can hear instructions from spotter</li> </ul>
High Winds – falling trees or loose items on site	Someone being hit and injured by a falling branch or a loose item blowing around the site	<ul style="list-style-type: none"> <li>• Isolate access to hazardous areas under or near trees in windy situations</li> <li>• Ensure temporary structures are adequately tied down or remove</li> <li>• Cancel or delay event if high winds are forecast</li> </ul>
Heavy Rain/wet surfaces	Slip hazards which result in injuries	<ul style="list-style-type: none"> <li>• Use matting to restrict access to slippery areas</li> <li>• Reconfigure site to avoid slippery areas</li> <li>• Use warning signage to alert public that surfaces are slippery</li> <li>• Ask staff, volunteers and participants to wear appropriate footwear</li> <li>• We cancel or postpone the event if very heavy rain is forecast</li> </ul>
UV Exposure	Sunburn, heat stroke or dehydration	<ul style="list-style-type: none"> <li>• Promote and provide sunscreen and wearing of weather appropriate clothing</li> <li>• We provide shade</li> <li>• We encourage and remind attendees to bring sufficient refreshments/water</li> </ul>
Electrical cables	Tripping hazard, someone could be injured by a falling over or injured by cables coming into contact with water	<ul style="list-style-type: none"> <li>• Electrical cables are laid away from traffic areas, they are also covered</li> <li>• Cables are laid away from any standing water</li> </ul>

Water	Drowning/injury	<ul style="list-style-type: none"> <li>• Children to be supervised at all times in or near water</li> </ul>
Unruly members of the public	Vandalism, violence.	<ul style="list-style-type: none"> <li>• We try to avoid potential conflict situations with members of the public</li> <li>• If a situation with the public develops into a conflict situation, withdraw from the situation</li> <li>• As soon as possible notify the Event Organiser for the altercation</li> <li>• Call for Police assistance if the situation continues or escalates</li> </ul>
Gazebos/tents/marquees	Injuries to people or damage to property	<ul style="list-style-type: none"> <li>• Two-man teams used to move and erect gazebos</li> <li>• Gazebos secured using leg pegs and ropes</li> <li>• Where gazebos are set up in groups, their legs will be tied together to provided additional support</li> <li>• Weather monitored and if wind speed increases above 25 km/hr gazebos will be taken down</li> </ul>
Medical events or injuries	Someone attending the event suffers a medical event or injury which requires treatment	<ul style="list-style-type: none"> <li>• Basic first aid supplied on site by a first aider with a first aid kit</li> <li>• If a moderate injury or medical event occurs refer person to nearest medical centre</li> <li>• If a life threatening medical event or injury occurs an ambulance will be called</li> </ul>
Temporary signs, banners and flags	Trips and falls resulting in injuries	<ul style="list-style-type: none"> <li>• Signage will not be set up in foot traffic areas</li> <li>• Barriers will have weighted feet installed</li> <li>• Barrier sections will be clipped together to additional support</li> <li>• Blade flags will have heavy bases installed</li> <li>• Checks of signage etc will be made throughout the event to ensure they remain in place and secure</li> </ul>