

BSA Owners' Club

RISK ASSESSMENT

ACTIVITY:		Organised Runs			
Branch:	<i>Any</i>	Location:	<i>Any site used for the above</i>	Date:	30.09.06
Explanatory note:		<p>This RA is for runs organised the BSAOC or one of its branches. It may or may not be part of another event.</p> <p>It almost certain that all or most of such a run will follow a route consisting of public roads.</p>			
Restrictions/conditions of occupancy		<p><i>If any part of the run is to be on private land (ie no public access) then the owner of the land must be asked if there are any conditions or restrictions that apply.</i></p>			
Physical hazards arising:		<p>Injuries resulting from a Road Traffic Accident.</p>			
Health hazards arising:		<p>It is unlikely that such an activity would present any health hazards.</p>			
Groups at risk in general:		<p>Officials Members and their guests. Visitors and the general public.</p>			

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Principal organisational precautions:	<p>The BSAOC will write an H&S statement that will be published in the Star and included in the Club Handbook.</p> <p>The BSAOC will require all persons participating in or visiting the event to comply with the Road Traffic Act and to adhere to the Highway Code.</p> <p>The BSAOC Branch will ask all participants whether they and their motorcycles comply with the Road Traffic Act, with a current road fund licence being sufficient proof.</p> <p>The BSAOC Branch organising the event will nominate two officials to ensure that relevant H&S guidelines are followed.</p> <p>The BSAOC will produce a check list of precautions to be completed at the start of the run.</p> <p>If the run is part of an event listed in the official calendar the BSAOC Branch will be required to complete the check list and return it to the National Secretary.</p> <p>The BSAOC Branch will make its members and their guests aware of any significant risks on the route.</p> <p>The BSAOC Branch will make its members and guests aware of their responsibilities in that each person is responsible for their conduct on the road and must make their own decisions with regard to road craft, their own safety and the safety of others.</p> <p>No marshal should give any instruction to any participant other than to indicate a turning or change in direction nor should they attempt to control traffic unless in an emergency.</p> <p>Marshals should be identified at the start of the run and wear a reflective waistcoat.</p> <p>The 'drop off system', if used, should be properly explained at the start of the run.</p> <p>The run leader should brief the participants on the route and any junctions or any other features of the route that the briefer considers worthy of specific mention.</p>			Check
Further organisational actions:	<p><i>The BSAOC will carry adequate PL insurance for its officers and members. .</i></p> <p><i>The BSAOC National Secretary will keep a copy of completed paperwork.</i></p> <p><i>The BSAOC will review this RA periodically.</i></p>			
Specific requirements:	<p>Compliance with the RTA in a public place.</p> <p>Compliance with PL insurance restrictions.</p>			
RA date:	23.06.06	BSAOC Reference:	CR	
Risk assessment compiled by: Signed:	<i>Dave Brady</i>	Position: Date:	<i>National Chairman 30.09.06</i>	

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Checklist for Organised Runs

This checklist is to be completed by an official of the Branch or by another Member involved in the organisation of the run and before the run commences.

Name of Branch:-

Date of run:-

Name of person completing checklist:-

Names of the two officials/marshals:-

		YES	NO
1	Have the participants been told that they are required to comply with the Road Traffic Act and to adhere to the Highway Code?		
2	Have all participants confirmed that their motorcycles comply with the Road Traffic Act in that they are insured, have an MOT? A current road fund license will suffice as proof,		
3	Have the two officials/marshals been identified to the participants?		
4	Has the route been explained to the participants and any significant junctions etc. highlighted?		
5	Have the participants been made aware that they are responsible for their own conduct on the road and must make their own decisions with regard to road craft, their own safety and the safety of others?		
6	Are any of the participants not members of the BSAOC?		
7	Have any non-members been informed that they are not covered by the BSAOC Public Liability Insurance?		
8	Do marshals understand their role in that they are there a guides and to indicate the route?		
9	Do marshals understand that they should not attempt to control traffic unless it is in an emergency?		
10	Are the two officials/marshals wearing reflective waistcoats?		
11	Is the 'Drop Off' system being used on this run?		
12	If the answer to 11 is yes, has it been explained to the participants?		
13	If the answer to 12 is yes has it been emphasised that safe positioning on the road at 'drop offs' is the responsibility of the person 'dropped off'?		
14	Have any other safety comments been made? If so record them below.		