

Risk Identification – Driving

What could go wrong? RISK	Why would this happen? HAZARD	Significance? RISK RATING Refer to SMP pg. 17	Controls - What we will do about it – Standard Operating Procedures The Assessor is accountable for the overall safety of the course and must ensure the below controls are in place
Serious Injury or Death - Vehicle accident	Driver Fatigue	Medium	<p>Drivers are rested before running or attending a NZOIA course.</p> <p>Down time is programmed into each day during the course.</p> <p>Fatigue warning signs e.g. drowsiness, restlessness, yawning, frequent blinking, braking late, forgetting the last few km’s travelled, excessive speed changes, drifting out of line, are consciously monitored and managed by building rest time into the course.</p> <p>Stay an extra night if driving from a course is risky due to tiredness. NZOIA will cover the accommodation cost for Assessors.</p>
	Road Conditions <ul style="list-style-type: none"> - Ice - Snow - Water 	Medium	<p>Road conditions are checked before driving.</p> <p>Weather forecast is checked and how this may affect the road and driving conditions is considered.</p> <p>Drivers adjust speed to the conditions.</p> <p>Vehicles are appropriate for the conditions e.g. 4WD on ski field roads in winter conditions.</p> <p>Chains are carried and fitted where necessary.</p> <p>Drivers are experienced at driving on icy roads and fitting chains.</p> <p>Drivers are aware of mountain driving etiquette e.g. uphill has right of way</p>
	Other users or animals on the road	Medium	<p>Drive conservatively and within the law.</p> <p>Drivers are aware of the area they are driving in and time of year and anticipate what might be on the road.</p>
	Distracted Driver	Medium	<p>No cell phone use unless handsfree kit is being used.</p>

			<p>Avoid answering hands free cell phone while driving.</p> <p>Passenger to be aware of driving conditions and avoid talking when concentration is required.</p>
	Unsafe vehicle or trailer	Low	<p>Only road worthy, warranted and registered cars and trailers are used. E.g. tyres inflated, lights and indicators work, mirrors function.</p> <p>Vehicles are appropriate for the conditions e.g. 4WD on ski field roads in winter conditions.</p> <p>Trailers are within the vehicle and towbar's load rating.</p> <p>Drivers ensure trailers are not overloaded and the loads are secure.</p> <p>Trailer lights are working.</p> <p>If trailer lights fail during a shuttle, measures are put in place to compensate.</p>
	Inexperienced or irresponsible driver	Low	<p>All drivers must have a current NZ driver's licence and adhere to NZ driving laws</p> <p>Candidates must not transport model clients during an assessment unless they are family members or friends whom they would normally transport outside of the course</p> <p>Assessor to determine if the candidate is responsible and mature and will follow the NZ driving laws if the Assessor is to travel with them for logistic purposes e.g. shuttles</p>
Damage to vehicles or property	<p>1. Vehicles or property involved in an accident</p> <p>2. Vehicles broken into</p>	Low	<p>1. Follow the SOPs for accident prevention above.</p> <p>2. Disclose risk to participants. Consider where parking vehicles especially if left overnight.</p>
Assessor accused of inappropriate behaviour	Travelling alone with a minor	Low	<p>Avoid transporting a model client under the age of 18 by themselves.</p> <p>Travel with another adult or child in the car.</p> <p>In the case of an emergency ensure minor is transported in the back of the vehicle if you have to transport them alone.</p>

Updated on: 27 August 2023

To be Reviewed by: 31 December 2024

Site specific Hazards - Driving:

These site-specific hazards are reported by Assessors following a NZOIA course. This is only one source of the potential hazards in an area and is quickly outdated. Assessors are responsible for seeking up to date information on the location they are going to work in from other sources for e.g. DOC, local operators, instructors and guides.

Risk	Location of Hazard	Date Identified	Control - What we will do about it – Standard Operating Procedures The Assessor is accountable for the overall safety of the course and must ensure the below controls are in place