



RAYNET support at public events A risk assessment

RAYNET is a voluntary organisation of radio amateurs, who give their time and use of their radio equipment to provide a community service. This service may be for relief operations in time of national or local emergency or provision of communications support at public events.

It is the pre-planned public event scenario that this assessment considers although many aspects would also be true for the emergency situation.

The assessment relates to RAYNET as message handling service. RAYNET may only be used in this role when requested to do so by a "user service" as defined in the amateur radio licence.

Note: This assessment does not remove the obligation of event organisers to perform a risk analysis of their event in conjunction with applicable statutory bodies and legislation.

Risk	Reduction/Mitigation	Likelihood	Impact
Error in passing message results in injury or loss of life.	User services pass important messages to RAYNET in written form. RAYNET use message handling procedures, which confirm each step of the message passing.	Low	High
Delay/Failure to pass message results in injury or loss of life.	RAYNET is provides message-handling facility; it is the responsibility of the user service to identify urgency of message. Users to be informed of message progression order to allow alternative transmission method to be employed if appropriate.	Low	High
Major Incident causes traffic beyond RAYNET Capacity	User Service to be advised immediately. Assistance of additional RAYNET operators sought if practicable	Low	High
Injury to RAYNET Volunteer – Road Traffic	RAYNET's role is communication and as such should be conducted from place of safety. RAYNET members should make use of High Visibility clothing when working near to traffic.	Low	High
Injury to RAYNET volunteer – Major Incident	Should a major incident occur the RAYNET controller will a) Withdraw personnel to safe area. b) Conduct role call. c) Take advice from emergency services on continued presence and role of RAYNET	Low	High
Injury to RAYNET volunteer – Public order	RAYNET operators must withdraw to safety from any confrontation situation. RAYNET Controller will withdraw personnel in any threatening situation.	Low	High



The Radio Amateurs' Emergency Network

Company limited by guarantee. Registered in England No.: 2771954

Registered Charity No. 1047725

Registered Office: 4 North End, BEDALE. DL8 1AB

Risk	Reduction/Mitigation	Likelihood	Impact
Disputes or public order incidents	The operators first duty is to ensure his/her safety, secondly to support the event staff by calling for assistance as requested.	Medium	Medium
RAYNET are unable to satisfy organiser's requests for routine progress reporting causing ill feeling.	In the event of any incident, safety will take priority over any routine reporting. This must be clearly stated to any event organiser	Medium	Low
RAYNET member take ill whilst on duty.	As far as possible, the event controller should be made aware of any medical condition that may cause problems. The event controller should ensure regular contact is made with each RAYNET member to ensure all is well. If contact cannot be established, physical check of the operators' status should be made.	Low	Medium/ High
During event an unrelated emergency call-out takes place. <i>See Note 2 below</i>	Hand control of event to deputy to free controller to liaise with user services and organisers. Establish nature of incident and response required. Call-out remaining group members not currently on duty. Escalate, use County Controller and Zone Co-ordinator to mobilise surrounding groups. Keep event organisers appraised of the situation and arrange to release members from the event as soon as safe to do so.	Low	Medium/ High

Assessment notes:

¹ The ultimate backstop position of RAYNET with respect to the above risks is the provision of insurance cover:

- Public liability
- Personal Accident Insurance for RAYNET Members.

² Event Management within a RAYNET Group.

The example given is where the controller is not assigned to any post, giving them freedom to manage and take an overview of the event and troubleshooting if problems arise. This situation makes it relatively easy to co-ordinate the response to another call whilst maintaining safe coverage of the event in progress. Groups may adapt this to suit their own local organisation.

Document prepared by D. Green, Group Controller, Coventry RAYNET Group

RA-Assessment (Rev 00/05)



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Is the risk adequately controlled?

Have you already taken precautions against the risks from the hazards listed? For example, have you provided adequate information, instruction or training and adequate procedures?

Do the precautions: Meet the standards set by a legal requirement?

Represent good practice?

Reduce the risk as far as reasonably practicable?

If so, the risks are adequately controlled, but you need to indicate the precautions you have in place. You may refer to procedures, manuals and group rules giving this information.

List existing controls or where to find information

What further action is necessary to control the risk?

What more could you reasonably do for those risks which you found were not adequately controlled?

You will need to give priority to those risks that affect large numbers of people and/or could result in serious harm. Apply the principles below when taking further action, if possible in the following order:

- Avoid the risk completely
- Try a less risky option
- Organise work to reduce exposure to hazard
- Use personal protective equipment
- Provide adequate facilities (food, refreshments, rest area)

List risks which are not adequately controlled and the action you will take where reasonable practicable.

Name and Signature: _____ Date: _____

RAYNET title: _____
(Group/County/Area Controller, Event/Operational Controller, other position within RAYNET)

Form: RA-01 (Rev 00/06)