

RISK ASSESSMENT PROCESS:

Qualitative safety risk assessments for the Extra Mile Challenge will be carried out according to the methodology described below.

Three risk factors are combined to produce the Risk Rating:

- Hazard Frequency** How often the hazard may be presented
- Accident Severity** The severity of a potential accident leading from the hazard
- Accident Probability** The likelihood that the hazard will lead to the envisaged accident

Table 1 Hazard Frequency Ratings

Probability of Hazard Occurrence	Frequency of Hazard Occurrence	Rating
Never	Less than once in 1000 years or never	0
Less than 1%	Once in 1000 years	1
1% to 30%	Once in 100 years	2
30% to 50%	Once in 10 years	3
50% to 70%	Once per year	4
Greater than 70%	10 times per year	5

Table 2 Accident Severity Ratings

Accident Severity	Equivalent Fatalities	Rating
No injuries	0	0
Up to 1 minor injuries	0.01	1
Single major injury or up to 20 minor injuries	0.1	2
Single fatality or multiple major injuries	1	3
Single fatality	1	4
Multiple fatalities	10	5

Table 3 Accident Probability Ratings

Probability of hazard leading to an accident	Rating
Never, no potential for hazard to lead to accident	0
Hazard will lead to accident one time in 1000	0.25
Hazard will lead to accident one time in 100	0.5
Hazard will lead to accident one time in 10	0.75
Hazard will always lead to an accident	1

Table 4 Ascertaining Acceptability of Risks

Product of Risk Rating Scores	Acceptability of Risk
>15	Risk is intolerable and <i>must</i> be reduced
8 – 15	Risk is tolerable , but must be reduced As Low As Reasonably Practicable
<8	Risk is broadly acceptable

Risk Assessment ratings may change. The Event Manager will undertake a yearly review to ensure that the hazards and controls identified remain valid and any unidentified hazards are immediately assessed and controls put into place.

Brief description of the Extra Mile Challenge:

The event is a 500-plus mile cycle ride with teams of 4 riding in relay over 3 days. It is anticipated that each cyclist will cover about 45 miles per day, typically in 4 or 5 stages with rest periods in between. The vast majority of the ride will take place on quiet minor roads, during daylight hours, but terrain can be hilly. Competitors are not required to be experienced competitors or athletes, but have a duty to ensure they are of reasonable fitness to take part and have the recommended equipment.

Conditions of Entry and Safety instructions and advice can be found on the Extra Mile website www.extra-mile.org.uk

RISK ASSESSMENT														
	Activity, Task or Process:	Hazard(s):	Consequence:	Who it affects:	BEFORE CONTROL				CONTROLS:	AFTER CONTROLS				Person(s) Responsible for control measures:
					Probability of hazard	Severity of Accident	Hazard leads to accident	Risk Rating		Probability of hazard	Severity of Accident	Hazard leads to accident	Risk Rating	
1	Driving:	Movements of pedestrians, competitors or other vehicles: Static vehicles or property: Defective vehicle: Poor or slippery road surfaces, potholes: Tiredness: Dangerous driving:	Collisions resulting in minor or major trauma injury: Fatalities: Spilt load:	Competitors: Support team: Marshalls: Organisers: Public:	3	5	0.5	7.5	Drivers to ensure vehicle roadworthiness and insurance for driving abroad. Drivers to carry mandatory equipment in case of accident. Advance route planning and regular communications. Share driving on long stages. Pre-event advice issued and further advice during event. Incident reports completed and warnings issued regarding dangerous driving.	3	5	0.5	7.5	Drivers: Organisers: Marshalls:
2	Foreign roads and signage:	Incorrect use of lanes, confusion at junctions, failure to interpret road signs:	Collisions resulting in minor or major trauma injury: Fatalities: Spilt load:	Competitors: Support team: Marshalls: Organisers: Public:	4	4	0.75	12.0	Advance route planning. Organisers planned cycle route avoids main roads. Event notified to authorities in each country. Drivers and competitors to familiarise with French traffic rules and signage. Marshalls at cycle stage points.	3	4	0.5	6.0	Drivers: Competitors: Organisers: Marshalls:

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3	Vehicle breakdown:	Loss of competitor support: Static vehicle on highway or cycle route:	Stranded or unsupported competitor: Collisions resulting in minor or major trauma injury:	Competitors: Drivers: Support team: Other road users: Public:	4	3	0.5	6.0	Drivers to ensure vehicle roadworthiness and carry mandatory equipment in case of breakdown. Breakdown cover advised. Ensure sufficient fuel supply – filling stations advised in route guidance. Contact Organisers and / or Marshalls for back up and competitor liaison / support. If possible, avoid or clear vehicle from obstructing route. Maintain safety of individuals.	4	2	0.25	2.0	Drivers:
4	Road cycling:	Movements of pedestrians, other competitors, vehicles or animals: Static vehicles or property: Poor or slippery road surfaces, potholes: Steep hill climbs and descents:	Collisions or falls resulting in minor or major injury or fatality:	Competitors: Other road users: Public:	5	3	0.75	11.25	Organisers planned cycle route avoids main roads. Marshalls at cycle stage points. Competitors to wear helmet and hi-vis as minimum. Competitors and support team to ensure good condition of bikes. Advance familiarization with cycle route, terrain and weather. Approach steep descents with caution.	4	3	0.5	6.0	Competitors: Support team: Organisers:
5	Cycles and accessories:	Poorly maintained or defective bikes or accessories:	Falls resulting in minor or major injury or fatality:	Competitors:	5	3	1.0	15.0	Competitors and support team to ensure good condition of bikes.	4	3	1.0	12.0	Competitors: Support team:
6	Personal safety equipment:	Lack of, incorrect standard, ill-fitting or defective helmet or equipment:	Minor or major injury, or fatality due to lack of protection in event of fall:	Competitors:	3	4	0.75	9.0	Helmet and hi-vis with numbers are mandatory at all times. Impact resistant glasses advised. Gloves, elbow and knee pads may be worn as additional protection at cyclist discretion:	2	2	0.5	2.0	Competitors:

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7	Personal health & fitness:	Insufficient fitness to take part in or stamina to complete event: Pre-existing medical conditions: Steep hill climbs:	Minor or major injury: Illness: Fatality:	Competitors:	4	3	0.75	9.0	Competitors training plan in advance of event. Maximum 3 hours per individual per day cycling. Disclosure of pre-existing medical conditions to Organisers and First Aiders.	3	2	0.5	3.0	Competitors:
8	Manual handling:	Incorrect lifting technique:	Minor injury:	Competitors: Support team: Marshalls: Organisers:	4	2	0.75	6.0	Observe correct handling techniques - bend knees, keep back straight and do not twist torso while lifting. Use team handling for heavy or awkward items, and when lifting to or lowering from height.	3	2	0.5	3.0	Competitors: Support team: Marshalls: Organisers:
9	Poor weather conditions:	Surface water, icy or slippery roads, poor visibility, high winds:	Collisions or falls resulting in minor or major injury or fatality:	Competitors: Drivers: Support team: Marshalls: Organisers:	4	3	0.75	9.0	Event takes place at optimum time of year to avoid adverse weather. Organisers monitor advance weather forecasts. Suspend riding in extreme conditions. Use lights in poor visibility.	3	3	0.5	4.5	Competitors: Drivers: Support team: Marshalls: Organisers:
10	Hot weather:	Extreme heat and sunlight:	Heat stroke, dehydration, exhaustion, sunburn:	Competitors:	4	2	0.75	6.0	Wear sun protection. Use sun cream with appropriate protection factor for skin. Ensure adequate water supply and electrolyte replenishing drinks or supplements. Take rest or recovery periods in shade.	3	2	0.5	3.0	Competitors:
11	Food hygiene:	Poor quality or out of date food items: Food stored at incorrect temperatures: Poor personal hygiene: Food allergies:	Food poisoning: Allergic reaction or anaphylactic shock:	Competitors: Support team: Marshalls: Organisers:	3	2	0.75	4.0	Organisers source reputable hotels and restaurants. Teams to observe good food hygiene practice with refreshments carried on route. Everyone advised to follow good personal hygiene i.e. hand washing. Persons with known food allergies or intolerances to notify Team Leaders, Organisers and First Aiders.	3	2	0.5	3.0	Competitors: Support team: Marshalls: Organisers:

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12	Insects or animals:	Bites or stings:	Infection, bleeding, allergic reaction or anaphylactic shock:	Competitors: Support team: Marshalls: Organisers:	5	2	0.75	7.5	Extra Mile designated First Aiders. Recommended that teams carry a First Aid Kit in support vehicles. Persons who carry EpiPens to notify First Aiders.	5	2	0.5	5.0	Competitors: Support team: Marshalls: Organisers:
13	Lost person:	Separation from support team or other cyclists, or cyclist lost on route:	Lone person at increasing risk over length of time:	Competitors: Support team:	2	1	0.5	1.0	Advance familiarization with route – route planned and signed. Use of GPS navigation devices. Mobile phone contact. Support team to maintain proximity to competitors. If lost and out of contact, re-trace route to last point of contact and wait for support team or help to arrive. Support team to contact Organisers / Marshalls for further advice and assistance.	2	1	0.25	0.5	Competitors: Support team: Marshalls: Organisers:
14	Participant tiredness:	Disorientation, tiredness leading to cyclist error or misjudgement:	Collisions or falls resulting in minor or major injury or fatality:	Competitors: Drivers: Support team: Marshalls: Organisers:	4	3	0.75	9.0	Teams advised to take rider turns in manageable sections – adjusting to road and weather conditions and as day progresses. Meal composition to consider high energy carbohydrate and similar food type. Meals and briefing set early enough to allow riders sufficient down time and sleep hours. Highlight tiring route conditions – continuous climbs, exposed roads or similar: Marshal contact with teams controlled through start time controls ensuring peloton spread manageable:	3	3	0.5	4.5	Competitors: Drivers: Support team: Marshalls: Organisers:

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15	Participant behaviour:	Reckless or careless participation by riders or Team vehicles:	Collisions or falls resulting in minor or major injury or fatality:	Competitors: Drivers: Support team: Marshalls: Organisers:	5	2	0.75	7.5	Effective ride briefing each evening – use of Marshal and Rider feedback to highlight issues locally and Challenge-wide – use of effective in Challenge communication by social media and reporting forms for incidents and ‘near miss’ situations – effective Marshal distribution throughout the route.	5	2	0.5	5.0	Competitors: Drivers: Support team: Marshalls: Organisers:
16	Note:								Risk assessment to be monitored and adapted to any presenting condition on the Challenge:					
17	Note:								Assessment reviewed by the Organising Committee at least annually, and in response to any Challenge Incident or ‘near miss’:					

Review Record:

1. 20.09.2017 – Assessment reviewed and no requirements identified to require update in response to Challenge Feedback and Executive Committee Minutes:

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