

### Event Sanction Request & Risk Management Check List

1/06/2020

To comply with WAWA's Risk Management Policy this agreement must be completed for all events. Each application should be faxed (08 9361 1007) or emailed (admin@awwf.com.au) to the WAWA office. On receipt of the application the WAWA office will forward to the Divisional Director. Events include both competition and Division sanctioned training.

<b>State/Division/Club</b>	
<b>Location</b>	
<b>Event name</b>	<b>Date</b>
<b>Event name</b>	<b>Date</b>
<b>Event name</b>	<b>Date</b>

The following risk management key points are considered by the WAWA Board to be the minimum required for the safe conduct of an event.

**First Aid and off Site Medical facilities.** Will include the following:

- \* Phone or radio communications for direct contact with emergency services
- \* Accredited First Aid Officer or medical assistance on site or within 20 minutes travel.
- \* First aid kit and spinal board on site for jump events.
- \* A Safety Officer is appointed for the events.

**Site checks to ensure a safe and hazard free environment.** Will include the following:

- |  |   |
|--|---|
| * Removal of rubbish and hazards from waterway                                 | * Clear markings of any hazard.           |
| * Alert officials and skiers of hazards  | * Check docks for any hazards             |
| * Check boat ramp for hazards  | * Check towers for hazards                |
| * Designated safety area   | * Designated pick up/ safety boat on site |
| * Approved personnel in safety/pick up boat                                    |   |
| * Effective communication between all judges, boats, towers and safety officer |   |

**Refuelling Area. As mandated by State Guidelines.** Will include the following:

- |   |                                      |
|---|--------------------------------------|
| * No on water fuelling                  | * Approved fire extinguisher on site |
| * No smoking or flammable sign in place | * Restricted area                    |

**Jump and or Sliders** Will include the following:

- |                                 |   |
|---------------------------------|---|
| * Correctly secured and signage | * Check surface area for hazards, nails, gaps etc |
| * Good contrast of colors       | * Riders do not OLLY onto sliders                 |

- I hereby acknowledge and certify that compliance with these minimum recommendations will be in place prior to the event .
- I understand a "match day" check list will need to be completed as close to the event as possible to ensure last minute hazards are identified and eliminated. Copy for Safety Officer.
- I am aware of the WAWA Incident reporting form for any incidents during the event.
- I acknowledge that we are required to follow the WAWA branding guidelines for advertising the WAWA brand at all state, national and prize money events.
- If the branding guidelines are not followed, I understand that a \$5000 bond will apply for future events. Branding guidelines & policy are available at [www.awwf.com.au/Documents](http://www.awwf.com.au/Documents)
- I acknowledge that all cash prize events run and sanctioned by WAWA will have equal prize money for men & women podium positions and it is recommend that states/divisions/clubs follow the same rule.
- I have completed our Covid-19 Safety Plan and Check List

**Event Organisers name**

**Signature**

**Event Organisers Position**

**Contact Phone number**

**E mail**

**WAWA Office Use Only**

**WAWA approval**

**Date**