



## DELL QUAY SAILING CLUB

Dell Quay, Chichester, West Sussex, PO20 7EE. Tel: 01243 785080

27 April 2015

DQSC Reference: DQSC/01/04/04/01 Risk Register

### **DELL QUAY SAILING CLUB LTD RISK REGISTER**

Dell Quay Sailing Club Ltd, recognises that owing to the volunteer and erratic use of the facilities, there are areas of risk where due to the practical aspects of the clubs diverse use by members and management certain aspects will have to be taken on risk (these predominately affect the statutory Health and Safety / Fire regulation requirements).

These areas however, will be mitigated were possible and reviewed on a regular basis.

<b>Srl</b>	<b>Requirement</b>	<b>Issue</b>	<b>Mitigation</b>	<b>Review</b>
<b>1</b>	<b>Statutory Fire Policy</b> <b>Weekly Fire Alarm Test.</b>	1. Club is not manned all week or every weekend and therefore the mandated weekly fire alarm tests are not carried out.	1. Fire Alarms conducted every two weeks during the period 1 <sup>st</sup> April to 31 <sup>st</sup> October (the Sailing Season)  2. Fire Alarms Tests to be conducted before any event (open meeting, Junior Week etc).  3. 1 <sup>st</sup> November to 31 <sup>st</sup> March Fire Alarms tested at least monthly and before any event (Sunday Lunch, social etc)	Review Annually
<b>2</b>	<b>Statutory Fire Policy</b> <b>Accounting for Personnel in the Building in the event of a fire.</b>	1. There is no requirement for members to sign into or out of the buildings.  2. Some members arrive at the club are seen in the clubhouse or facilities and then depart onto	1. DO to keep a log of the Duty Staff and to pick up the Contractors Log and take to the Fire Muster Point.  2. RO to take racing Sign On/Off sheets to Fire Muster	Review Annually



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		the water (racing back later or cruising back in 2-3 days)	Point. 3. Members to account for all members of their group. 4. DO to report the muster to the Fire Officer in Charge explaining what has been done to account for personnel.	
<b>3</b>	<b>Use of Club Equipment</b>	Provision of Personal Protective Equipment (PPE), DQSC Ltd as a volunteer club cannot provide sufficient PPE to meet all members sizes.	Provide notices / OEM instructions on equipment advising users to provide and use their own Personal Protective Equipment.	Review Annually
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