

<b>Title</b>	<b>Describe basic risk management concepts and assist in managing risk and safety for an outdoor activity</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>9</b>

<b>Purpose</b>	<p>This unit standard is intended for people who assist in providing risk management for an outdoor activity.</p> <p>People credited with this unit standard are able to: describe basic risk, hazard and management concepts, and related policies and procedures; prepare for the risk and safety management of a selected outdoor activity; assist in managing risk and safety during an outdoor activity as an assistant leader; and contribute to a post-activity review.</p>
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<b>Classification</b>	Outdoor Recreation > Outdoor Management
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<b>Available grade</b>	Achieved
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### Guidance Information

- 1 All learning and assessment against this standard must be carried out in accordance with the following, as relevant:
  - Legislation including Health and Safety at Work Act 2015 and Human Rights Act 1993, Vulnerable Children Act 2014 and the Health and Safety at Work (Adventure Activities) Regulations 2016;
  - industry Codes of Conduct, Good Practice Guides, the Outdoor Safety Code and 'Leave No Trace' principles;
  - a recognised and approved safety management system including organisational policies and procedures including Emergency Action Plans (EAPs), Standard Operating Procedures (SOPs), incident response management plans and the use of personal protective equipment (PPE);
  - current industry good practice.
- 2 Definitions
 

*Activity* means a single activity, which could be standalone or part of a larger programme.

*Assistant leader* means that the person assists the leader under the direct supervision of an experienced guide or instructor including during the planning, implementation and review phases.
- 3 Evidence for Performance Criteria 3.2 and 3.3 can be collected under simulated conditions.

- 4 Further information regarding industry guidelines, key definitions and other relevant information can be found within the programme guidance document. This document should be consulted when developing learning or assessment against this unit standard. It can be found at [www.skillsactive.org.nz](http://www.skillsactive.org.nz).

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## Outcomes and performance criteria

### Outcome 1

Describe basic risk, hazard and management concepts, and the related policies and procedures.

#### Performance criteria

- 1.1 Describe the purpose of, and the relationship between, a safety management system (SMS), standard operating procedures (SOPs), and a Safety Management Plan (SMP).
- 1.2 Describe the purpose of the activity safety guidelines (ASGs) and good practice guidelines (GPGs).
- 1.3 Describe the concepts of risk, hazard and management strategies as used in outdoor recreation.
- 1.4 Describe the emergency procedures for the activity.
- 1.5 Describe the reporting and recording of incidents, hazards and risks in accordance with organisational policies and procedures.

### Outcome 2

Prepare for the risk and safety management of a selected outdoor activity.

#### Performance criteria

- 2.1 Identify key hazards for the selected outdoor activity.  
Range        minimum three.
- 2.2 Select safety gear for participants, group and leader in accordance with the provided gear list.
- 2.3 Select emergency equipment for group and leader in accordance with the provided gear list.

### Outcome 3

Assist in managing risk and safety during an outdoor activity as an assistant leader.

**Performance criteria**

3.1 Follow activity plan and assist the leader in applying it for the selected outdoor activity.

Range includes – managing sub groups and identified hazards.

3.2 Make recommendations to the leader on potential new hazards or potential changes in risk level for the group, location, equipment or outdoor activity.

3.3 Assist the leader to manage an incident that occurs during the selected outdoor activity.

Range includes – following emergency procedure, providing basic first aid as directed.

**Outcome 4**

Contribute to a post-activity review.

**Performance criteria**

4.1 Contribute to the review of the selected outdoor activity and risk management.

Range may include – identifying any new hazards, group safety management.

<b>Planned review date</b>	31 December 2023
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**Status information and last date for assessment for superseded versions**

Process	Version	Date	Last Date for Assessment
Registration	1	28 March 2019	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0099
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

**Comments on this unit standard**

Please contact Skills Active Aotearoa Limited [info@skillsactive.org.nz](mailto:info@skillsactive.org.nz) if you wish to suggest changes to the content of this unit standard.