

# Risk Analysis and Management System

Name: Class Tours Ltd. / Date: 1 January 2017

Activity situation: General Visits (“VISITES”)

Analysis	Description		
<b>Risks</b> Accident, injury, other forms of loss	1. Lost individual 2. Lost group 3. Climbing in/out of coaches/vehicles 4. Minor injuries		
<b>Casual Factors</b> Hazards, perils, dangers	<b>People</b> - Not staying with the group - Unawareness of RDV points and timings - Medical conditions/allergies	<b>Equipment</b> - Unsuitable clothing - Insecure bags/wallets in crowded areas	<b>Environment</b> - Crowded areas - Inappropriate parking areas - Weather changes - Machinery - Animals
<b>Risk management strategies</b> Normal operation	- Good communication - Group control - “Lost” procedure - RDV point clearly defined - Timings	- Continental doors on coaches - Getting in/out of minibuses/coaches/trains	- Be prepared to change activity - Listen to weather forecasts
<b>Emergency</b>	First Aid equipment. Qualified First Aider. Communication means. Double - checking/counting.		