

**Taupo Airport Operational Terminal Risk Register and Action Plan Overview**

Terminal

Future Review date: 1st May 2017

Ref No	Hazards	Identified Risks	Analysis & Evaluation			Last Review Date	Next Review Date (sooner if required)	Eliminate, Minimise, Isolate E- M - I	Action Date	Existing controls described & evaluated		Further Actions		
			Consequence (1, 2, 3, 4, or 5 - see Sheet 1)	Likelihood (A, B, C, D or E - see Sheet 1)	Risk level M, H or VH - see Sheet 1)					Action Taken to Manage this Risk.	Accept Risk (Yes or No)	What we will do to reduce this risk	Assigned To	Future Risk Level Target (L, M, H or VH - see Sheet 1)
		<b>Risk Description</b> List the EVENT and the EFFECT(s) in the form of Risk Statements(s) below. For example, "There is a risk that [INSERT EVENT] will [INSERT IMPACT] in/to/on			(L,					No	<b>Opportunities for improvement</b>			
		<a href="#">Operational Risk Analysis</a>												
T1	Terminal internal doors difficult to open due size and weight	Doors could swing back and injure a person	3	D	Medium (M)	30/05/2016	30/05/2018	M.	30/05/2017	Latch doors open using locking mechanism and door wedges	Y	In the future install automatic doors	MG/KG	L
T2	Terminal internal door facing the apron.	Locking mechanism could be a trip hazard if not in use.	3	D	Medium (M)	30/05/2017	30/05/2018	E / M	30/05/2017	Terminal door must be latched when in use	Y	Door strips installed, prevent door from opening inward into the terminal eliminating trip hazard	MG/KG	L
T2	Kerbing adjacent to terminal doors	A slip or fall could occur causing injury to the recipient.	3	D	Medium (M)	30/05/2017	30/05/2018	M.	30/05/2017	A metal plate placed over kerbing to omit risk	Y	Future planning includes a pedestrian crossing	MG/KG	L
T3	Terminal car park congestion	Vehicles or persons being hit	4	C	High (H)	30/05/2017	30/05/2018	E / M	30/05/2017	Eliminate or minimise by reduced	Y	Redesign the carpark and	MG/KG	L

										speed, airport signage, lighting etc		continue to monitor		
T4	Aircraft noise / propeller wash	Can catch persons unaware and may be frightening to some people	2	A	High (H)	30/05/2017	30/05/2018	I / M	30/05/2017	Isolate by building/ airport design, minimise by SOP's, training, warning signage	Y	Continue to monitor	MG/KG	L
T5	Terminal pavement uneven	A slip or fall could occur causing injury to the recipient	3	C	High (H)	30/05/2017	30/05/2018	I/E	30/05/2017	Uneven surfaces marked	Y	Remedial works completed	MG/KG	L
T6	Disabled car park	Being hit by moving objects	3	E	M	30/05/2017	30/05/2018	M.	30/05/2017	Parking space has been relocated to terminal side of the road, with works on pavement to remove curb.	Y	Continue to monitor	MG/KG	L
T7	Terminal roofing contains asbestos	Exposure can be detrimental to health	4	C	High (H)	30/05/2017	30/05/2018	M.	30/05/2017	Brief contractors that may come into contact with terminal roof	Y	Continue to monitor.	MG/KG	L
T8	Sharp objects disposed of unsafely	Contract staff could come into contact with object causing harm	4	C	H	30/05/2017	30/05/2018	E.	30/05/2017	Installed safe disposal units in terminal toilets	Y	Signage displayed	MG/KG	L
T9	Uneven ground in public viewing area	A slip or fall could occur causing injury to the recipient	3	C	High (H)	30/05/2017	30/05/2018	E / M	30/05/2017	Consult contractor to fill in and compact uneven surfaces. Works completed 12/10/2015.	Y	Continue to monitor	KG	L

