

## Changing Target Boards

<b>Assessor</b>	David Hinton
<b>Job Title</b>	Compliance
<b>Assessment Date</b>	Thursday, February 1, 2024
<b>Review Date</b>	Saturday, February 1, 2025
<b>Assessment Task</b>	<b>Changing Target Boards</b>
<b>Assessment Location</b>	Venues & Mobile Events

---

### Persons at Risk

Staff

<b>Frequency</b>	Often
<b>Further Details</b>	Throughout the course of a day target boards become heavily worn and require changing.
<b>Are any Disabled?</b>	No
<b>Comments</b>	

---

### Persons at Risk

Contractors

<b>Frequency</b>	
<b>Further Details</b>	
<b>Are any Disabled?</b>	
<b>Comments</b>	

---

### Persons at Risk

Visitors

<b>Frequency</b>	
<b>Further Details</b>	

## Are any Disabled?

### Comments

---

## Persons at Risk

General Public / Others

### Frequency

### Further Details

## Are any Disabled?

### Comments

---

## Hazard

### Hazard Description

Splintering & Dropping

### How are Persons Affected?

Splinters can injure hands and boards can be dropped when removing target bolts.

### Level of Risk (Probability)

2

### Level of Risk (Severity)

2

### Level of Risk (Risk)

9-15

### Existing Controls

All staff members are to wear safety gloves when handling used target boards. When removing centre boards all adjacent boards either to the left or right should be removed to allow access. Target bolts should be removed from the bottom first and then whilst leaning against the board remove the top bolt. Leaning against the target board will prevent it from dropping from the support ledge once all bolts have been removed. Boards should be removed from the ledge with two hands and lowered to the ground. When re-attaching boards these actions need to be followed in reverse.

### Further Controls / Action

Training and review ongoing.

---

---

---

## KEY

Probability (P) 5=very likely, 4=likely, 3=quite possible, 2=possible, 1=unlikely

Severity (S) 5=fatal, 4=severe, 3=moderate, 2=slight, 1=negligible

Risk (R) 0-8=low risk, no action required. 9-15=medium risk, ensure adequate controls are in use. 16-25=high risk, stop operation & implement control measures

## Use of Target Bolts

<b>Assessor</b>	David Hinton
<b>Job Title</b>	Compliance
<b>Assessment Date</b>	Thursday, February 1, 2024
<b>Review Date</b>	Saturday, February 1, 2025
<b>Assessment Task</b>	<b>Use of Target Bolts</b>
<b>Assessment Location</b>	Venues & Mobile Events

---

### Persons at Risk

Staff

<b>Frequency</b>	Often
<b>Further Details</b>	Ensuring target bolts are suitable for re-use.
<b>Are any Disabled?</b>	No
<b>Comments</b>	

---

### Persons at Risk

Contractors

<b>Frequency</b>	
<b>Further Details</b>	
<b>Are any Disabled?</b>	
<b>Comments</b>	

---

### Persons at Risk

Visitors

<b>Frequency</b>	
<b>Further Details</b>	
<b>Are any Disabled?</b>	

## Comments

---

### Persons at Risk

General Public / Others

#### Frequency

#### Further Details

#### Are any Disabled?

#### Comments

---

### Hazard

<b>Hazard Description</b>	Injury to fingers when fixing target bolts
<b>How are Persons Affected?</b>	Cutting of fingers
<b>Level of Risk (Probability)</b>	1
<b>Level of Risk (Severity)</b>	1
<b>Level of Risk (Risk)</b>	0-8
<b>Existing Controls</b>	Staff are trained to understand when a target bolt is no longer suitable for fixing target boards. Target bolts can become damaged when axes strike them. Once removed a target bolt is checked for two things: bolt straightness and fracture damage to the head which can cause sharp burrs. These burrs can cause injury when the operator holds the bolt in position ready to re-secure with a driver drill. It is the spinning of the bolt which can cause injury. New bolts are to be used immediately if not to standard.
<b>Further Controls / Action</b>	Continued review and training.

---

---

#### KEY

Probability (P) 5=very likely, 4=likely, 3=quite possible, 2=possible, 1=unlikely

Severity (S) 5=fatal, 4=severe, 3=moderate, 2=slight, 1=negligible

Risk (R) 0-8=low risk, no action required. 9-15=medium risk, ensure adequate controls are in use. 16-25=high risk, stop operation & implement control measures