



USHPA RISK ASSESSMENT WORKSHEET

Hang Gliding / Paragliding Site

The United States Hang Gliding & Paragliding Association • www.ushpa.aero • info@ushpa.aero

Flying Site Name:	Robert S. Kerr Airport		
Site Location: <i>(Closest City, State)</i>	Poteau, OK	Annual/ Last Assessment Revision Date:	MAY 28, 2021
Primary Launch GPS Coords: <i>(DD.DDDD, -DD.DDDD)</i>	35.0198° -94.6189°	Primary LZ GPS Coords: <i>(DD.DDDD, -DD.DDDD)</i>	35.0198° -94.6189°
Site Requirements: <i>examples: H3, P3, H3 w/ CL</i>	Training site n/a		
Site Type: <i>examples: Coastal Cliff, High Alt, Mt Thermal, Eastern Ramp</i>	AIRPORT		
Site Guide Link: <i>https://www.link.com</i>	https://www.southwestairsports.com/SiteInfo/AirportTrainingSites/RobertSKerrAirport/RobertSKerrAirport.htm		
Site Guide Review Login: <i>(if protected)</i>		Site Guide Review Password: <i>(if protected)</i>	
Chapter #:	n/a		
Chapter/Club Name:	n/a		

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Name of Safety Coordinator:	Hadley Robinson
Name of Site Coordinator: <i>(for chapter)</i>	n/a

For Risk Management Information & Process Instructions see: [START HERE: USHPA RISK MANAGEMENT PROGRAM](#)

Quick Risk Management Plan Steps outline:

1. Review the **Chapter Risk Management Training Videos & Training Materials** on <http://ushpa.vizigy.com>
2. Create / Update **Chapter Managed Sites and Site Locations List Table**
 - a. Update **Chapter Managed Site Additional Insured Landowner Table** and associate to Site Locations
3. **Create Site Maps** to be used in this assessment and Site Guides. Site Maps to include the setup, launch, teardown and landing areas, including use zones & measurements (to compare to guidelines) and include in Risk Assessment & Site Guide document.
4. **Risk Assessment and Mitigation** sections of Worksheet: Identify all possible risks. Evaluate from the perspective of spectators, visiting pilots, inexperienced and experienced pilots. Analyze all risks and determine the vulnerabilities.
 - a. **Note significant risks under Risk Detail and Risk Assessment.**
 - b. For each risk noted, **determine steps, actions, signs if necessary to mitigate the risk and document under “Risk Mitigation.”**
5. **Create Risk Mitigation Plans** in section of this worksheet for actions to be implemented if not in place and follow-through on any actions or other mitigation activities identified in your Risk Assessments and Action Plan, such as signage or preventative measures.
6. **Create / Update Site Guide** and update rules/regulations/protocols /site guides to be reflective of risks.
7. **Communication**
 - a. **Publish your Site Guide** and any rules/regulations/protocol guides, so all users of the flying site are aware of them
 - b. **Publish your Risk Management Plan** to be available to Chapter Members
8. **Accident Investigations and feedback** findings to your Risk Assessment Worksheet & Site Guide if actions are required
9. **Submission – Upload during Chapter Application/ Renewal** (Annually) or send directly to USHPA or RRRG contact for updates after upload

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Site Maps and Use Zones:



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Risk Identification (Examples – Feel free to identify your own!)	Risk Detail & Risk Assessment	Risk Mitigation	Sign Off
<p>Road or Trail Access</p> <ul style="list-style-type: none"> • What type of road access is there (4WD, paved, public, etc.)? • What type of trails are used to access site features? • Are roads and trails used to access the site secured using gates or locks? Should they be? • Does access to roads/trails need to be restricted or monitored? • Are there potential conflicts between pedestrians and vehicles (pilots or spectators)? • How do emergency vehicles access site areas? • Is signage needed? • Have there been any incidents or accidents involving vehicles at this site? 	<p>Paved Restricted access No conflict between pedestrians/vehicles Emergency access can trespass No known incidents or accidents involving vehicles at this site. No signage needed because it is an airport</p>	<p>None needed</p>	
<p>Vehicle Parking Area</p> <ul style="list-style-type: none"> • Is there a designated parking area for vehicles? • What is the clearance between vehicles and: <ul style="list-style-type: none"> ○ Setup? Are gliders in setup area secured? ○ Launch? ○ Landing area? ○ Teardown area? Are gliders in teardown secured? ➔ If any clearance is less than 50 feet, mitigation should be described • Are tie-downs needed? • Is signage needed? • Have there been any incidents or accidents involving vehicles in the parking area at this site? 	<p>Yes, designated parking Clearance set up = 300 feet Clearance launch = 300 feet Clearance landing = 300 feet No tie downs needed No signage needed. No known incidents or accidents involving vehicles in parking areas</p>	<p>None needed</p>	

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<p>Spectator Areas</p> <ul style="list-style-type: none"> • What is the clearance between spectators and: <ul style="list-style-type: none"> ○ Setup? Are gliders in setup area secured? ○ Launch? ○ Landing area? ○ Teardown area? Are gliders in teardown secured? ➔ If any clearance is less than 50 feet, mitigation should be described • Are tie-downs needed? • Are spectators allowed in areas with gliders without an escort? Should they be? • How are spectator limitations communicated and enforced? • Are barriers needed? • Is signage needed? • Have there been any incidents or accidents involving spectators at this site? 	<p>Spectators are not allowed outside the parking area.</p> <p>There are no tie-downs needed</p> <p>No barriers required</p> <p>No known incidents</p>	<p>None needed</p>	

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<p>Potential Obstacles</p> <ul style="list-style-type: none"> • Which potential obstacles are present at the site: <ul style="list-style-type: none"> ○ wires ○ towers ○ lake or river ○ ocean ○ forest or trees ○ large rocky areas ○ other • What is the clearance between potential obstacles and: <ul style="list-style-type: none"> ○ launch? (50 feet) ○ landing area? (100 feet) ○ planned flight path? (75 feet) ➔ If any clearance is less than noted distance, collision avoidance mitigation should be described • Is the clearance sufficient? • Are potential obstacles marked? • Is signage needed? • Have there been any incidents or accidents involving overhead obstacles at this site? 	<p>Other aircraft operating in the vicinity.</p> <p>Southwest Instructors have an air-band radio to Communicate with other aircraft in the area. If pilots are in the air, instructor will warn incoming aircraft to maintain a hold pattern away from the airport until all ultralights are on the ground. Instructor will ask all student pilots to land their gliders ASAP. When all gliders are safely on the ground, instructor will contact other aircraft in a holding pattern that they may safely setup for landing at the airport. Instructor will announce over the UNICOMM frequency whenever a student is about to launch and/or make sure the airport approaches are clear and safe to tow up gliders.</p> <p>Signage is not needed</p> <p>No known accidents or incidents have occurred at This site.</p>	<p>None needed</p>	

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<p>Launch Areas</p> <ul style="list-style-type: none"> • What is the clearance around the take-off area: <ul style="list-style-type: none"> ○ in front (for solo pilots)? (50 feet) ○ in front (for tandem pilots)? (75 feet) ○ behind? (30 feet) ○ to the sides? (30 degrees) ➔ If any clearance is less than noted, collision avoidance mitigation (for obstacles or spectators) should be described • Are there ground obstructions (trip/fall hazards)? • Is the launch area clearly marked? Does it need to be? • Are there appropriate/adequate tie-downs? • Are the site regulations and launch requirements clearly communicated to all pilots and spectators? How? • Are there launch assistant qualifications and equipment guidelines communicated? How? • Are spectator areas delineated and communicated? How? • Is signage needed? • Are there First Aid – First Responder resources? • Have there been any incidents or accidents involving obstacles, obstructions, vehicles or people on launch at this site? 	<p>Take-Off Clearance 300 ft in all directions No ground obstructions Launch is groomed – no markings needed No tie downs needed No launch assistants needed No spectators allowed on airport operating areas. No signage needed. No known incidents All Southwest Airsports instructors have a first aid kit in their vehicles. The local hospital is less than 3 miles away.</p>	<p>None needed</p>	

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<p>Landing Zones</p> <ul style="list-style-type: none"> • What is the clearance around the landing area and: <ul style="list-style-type: none"> ○ ground personnel ○ vehicles ○ structures ○ active roads/trails ○ spectators ➔ If any clearance is less than 50 feet, collision avoidance mitigation should be described • Are there ground obstructions (trip/fall hazards)? • Is the landing area clearly marked? Does it need to be? • Are there appropriate/adequate tie-downs? • Are the site regulations and landing requirements clearly communicated to all pilots and spectators? How? • Are spectator areas delineated and communicated? How? • Are there guidelines regarding ground handling (kiting) in the LZ area? • Are there appropriate wind indicators? • Is signage needed? • Are there First Aid – First Responder resources? • Have there been any incidents or accidents involving obstacles, obstructions, vehicles or people in the landing area at this site? 	<p>All clearance is > 300 feet No ground obstructions. Landing areas are well defined around the airport perimeter. Site regulations are communicated in writing. Appropriate wind indicators are in the LZ Cell service allows for 911 response No known incidents</p> <p>All Southwest Airsports instructors have a first aid kit in their vehicles. The local hospital is less than 3 miles away.</p>	<p>None needed</p>	

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<p>Other Activities in Area</p> <ul style="list-style-type: none"> • Is the site open to the general public? • Do other activities occur in the same area? Such as: <ul style="list-style-type: none"> ○ radio controlled (RC) aircraft ○ model rocketry ○ skeet shooting ○ kite flying ➔ If any other activity occurs, mid-air mishap mitigation should be described • Is signage needed? • Have there been any incidents or accidents involving other activities at this site? 	<p>Launch site is restricted from the general public and Spectators. This is an active but relatively unused public airport. No known incidents No signage needed or allowed.</p>	<p>None needed</p>	
<p>FAA Recognition and Communication</p> <ul style="list-style-type: none"> • Are there other flight operations in the area? <ul style="list-style-type: none"> ○ general aviation ○ commercial aviation ○ agricultural aviation ➔ If any other flight operations occur in the area, interference mitigation should be described • Has the local FAA office been advised in writing of glider flight activities? • Are NOTAMs published for this site? • Are there conflicts with Terminal Controlled Flight areas (TCA)? • Are there potential conflicts with general aviation airports and landing patterns (non-controlled)? • Are all tandem and towing operations in compliance with FAA rules and regulations? • Have there been any incidents or accidents involving FAA non-compliance or other flight operations in the area of this site? 	<p>GA activities occur through this area although it is infrequent interference mitigation has been described in an earlier section The local FAA has not been advised about glider Flight activities. This site is located in a rural area and therefore does not typically interfere with other aviation activities. No known incidents We do not engage in tandem operations at the airport.</p>	<p>None needed</p>	

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<p>Organized Events</p> <ul style="list-style-type: none"> • Does your Chapter have any organized events at this site? Such as: <ul style="list-style-type: none"> ○ club meetings, picnics or parties ○ fly-ins or demo days ○ ACE events or sanctioned competitions ○ public demonstrations • Is there a Flight Safety Coordinator designated for all flying events? • Are spectator areas and vehicle parking areas clearly defined, designated and enforced? • Are recommended clearances between flight operations and spectator areas marked, maintained and enforced? • Are tie-down systems available and in-use for organized events? • Are flight simulators or other demonstration equipment under direct supervision at all times until disassembled? • Are First Aid – First Responder resources on site and available? • Have there been any incidents or accidents during organized Chapter-sponsored events? 	<p>There are no organized events at this site.</p>	<p>None needed</p>	

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<p>Safety Officer (Annual Review)</p> <ul style="list-style-type: none"> • Do your Bylaws clearly define the responsibilities of the Safety officer (can be a Director, Coordinator, or other titles)? Such as: <ul style="list-style-type: none"> ○ Risk Assessment and Risk Mitigation Plan ○ Incident Reporting process and follow-up ○ Oversight of Site-Event Management Plans ○ Access to historical data for informing site guidelines and rules ○ Authority to close a site due to hazardous conditions or situations ○ Authority to restrict flight operations of a single pilot if necessary to avoid potential accidents • Does your Chapter have a copy of USHPA's Risk Management Plan Program with Appendix A, Recommended Operating Guidelines? • Does your Chapter have appropriate documentation in place for: <ul style="list-style-type: none"> ○ Risk Mitigation Plan ○ Incident Reporting ○ policy/procedure to close a site due to hazardous conditions or situations ○ policy/procedure to restrict flight operations of a single pilot if necessary to avoid potential accidents 	<p>This is a school – n/a</p>	<p>None needed</p>	

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<p>Information Communication</p> <ul style="list-style-type: none"> • Are flying site rules and guidelines clearly and appropriately communicated? This could be through one or more of the following: <ul style="list-style-type: none"> ○ website ○ video ○ signage on site ○ paper hand-outs ○ designated members (site administrator, sponsor, guide) ○ other • Are flying site parameters and protocol clearly and appropriately communicated (to spectators and pilots) through signage, physical markings, barriers, etc.? • Is contact information for the chapter site coordinator available at the site? • How can members and spectators provide input and suggestions to the site management team? • How is the Emergency Action Plan communicated? • Have efforts been made to claim ownership of internet information with pointers back to your Chapter as the primary information source that takes precedence if on Google Maps, Paragliding Map, Paragliding Earth, or other online site guides? 	<p>Site rules and guidelines are clearly communicated via web site.</p>	<p>None needed</p>	

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<p>Experience & Skills required to fly the site safely</p> <ul style="list-style-type: none"> • List the pilot skill sets required to fly the site safely. • Does the site require a specific pilot proficiency rating / special skills? Cliff, ramp launch, thermal, turbulence, . . . • Is USHPA membership & ratings required to fly at this site? • Each site should have recommended or required USHPA ratings • Do the site ratings reflect the launch and landing zone requirements? • Why did Site receive the rating? (Is the site a Green Circle run or a triple Black Diamond and why it was rated that) • How are pilot rating/special skill requirements verified? Some possible methods: <ul style="list-style-type: none"> ○ sticker ○ text message (719-387-4571) ○ website (ushpa.org/m/#####) ○ PDF USHPA or Chapter Member card ○ designated members (site admin, sponsor) • How is site access limited to only those pilots with a verified appropriate rating/special skills? <ul style="list-style-type: none"> ○ all members ○ designated members (site administrator, sponsor, guide) ○ other • How does the chapter encourage and enable appropriate pilot experience for flying at this site? • Does training take place at the site? If so, are USHPA training guidelines followed? 	<p>We are a school n/a</p>	<p>None needed</p>	

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<p>Emergency Action Plan</p> <ul style="list-style-type: none"> • Is the site Emergency Action Plan documented and communicated? Example methods: <ul style="list-style-type: none"> ○ website ○ signage on site (launch and LZ) ○ paper hand-outs ○ designated members • Is there a documented protocol for filing incident reports? • Have local emergency responders been notified of flying site location and methods of access? • What first responder resources are available on-site? Some possible options: <ul style="list-style-type: none"> ○ first aid kit ○ direct phone numbers of emergency services ○ landline telephone (e.g., pay phone) ○ no-fly tarp/flag • Does the chapter sponsor First Aid and CPR training for members? How often? • Have there been any incidents or accidents at this site using your Emergency Action Plan? 	<p>An Emergency Action Plan has been created https://www.southwestairsports.com/training/PASA_RRRG/eap.htm</p> <p>We are less than 3 miles from the local hospital.</p> <p>No known incidents requiring the use of EAP</p>	<p>None needed</p>	
<p>Tandem Flying</p> <ul style="list-style-type: none"> • How is compliance with the USHPA FAA Tandem Exemption monitored and enforced? • Are all participants issued a 30-day student membership, or confirmed to possess a current USHPA membership? • What is the clearance around the take-off area: <ul style="list-style-type: none"> ○ in front (for tandem pilots)? (75 feet) ○ behind? (30 feet) ○ to the sides? (30 degrees) <p>➔ If any clearance is less than noted, collision avoidance mitigation (for obstacles or spectators) should be described</p> • Have there been any incidents or accidents involving tandems at this site? 	<p>There are not tandem operations at this site.</p>		

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<p>Towing</p> <ul style="list-style-type: none"> • If towing operations occur at the site, indicate all types: <ul style="list-style-type: none"> ○ aircraft ○ boat ○ scooter ○ static line ○ truck ○ winch ○ other • List each towing vehicle used (Year, Manufacturer, Make, Model, Owner) • Does every tow operator have the relevant USHPA towing appointments? • Is there a written schedule for maintenance of all towing equipment and associated line and hardware? • Does the Chapter verify that the towing equipment maintenance is up-to-date? • Are there towing-specific risks at this site? For example: <ul style="list-style-type: none"> ○ fuel storage ○ equipment maintenance ○ licensing of operation ○ site access • Is the clearance around the towing area sufficient: <ul style="list-style-type: none"> ○ in front? ○ behind? ○ to the sides? ○ overhead? • For aero-towing operations: How is compliance with the USHPA FAA Towing Exemption monitored and enforced at the site? • Have there been any incidents or accidents involving towing at this site? 	<p>This is a towing only site – pay-in winch. Towing details given in other submitted documents.</p>		

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<p>Glider Tie Down Systems</p> <ul style="list-style-type: none"> • Are glider tie-down systems needed at this site (in either the setup or teardown areas)? Possible reasons to require: <ul style="list-style-type: none"> ○ dust devils ○ gusty winds ○ insufficient clearance from vehicles ○ insufficient clearance from spectators • If tie-downs are available, how are they communicated to pilots? • If tie-downs are available, how are pilots encouraged to make use of them? • Have there been any incidents or accidents involving loose gliders at this site? 	<p>None needed.</p> <p>No known incidents</p>	<p>None needed</p>	

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<p>Environment & Other Risk Considerations</p> <ul style="list-style-type: none"> • What are the Minimum & Maximum allowed winds and maximum gust factor for the site? Explanations should be included if these numbers are high for the industry. • Are there any other risks or hazards associated with this site or XC from this site? For example: <ul style="list-style-type: none"> ○ man-made risks ○ natural hazards ○ environmental risks ○ external events/forces ○ weather conditions ○ known venturi & rotor zones ○ potential risks of impact ○ vulnerability ○ Time of year and time of day hazards ○ Other risks typically included in site briefings • Are there any possible risks due to local response? • Are there preventative measures that can be implemented immediately? • Have there been any incidents or accidents in the past at this site? If so, what actions, systems, communications, etc. could have mitigated those outcomes? • Have there been any incidents or accidents in the past Year that warrant hazard updates to the Site Guide? • List any facilities owned by the chapter at this site (such as clubhouse, storage shed, wind sock tower, launch ramp, towing equipment) 	<p>No minimum Maximum wind <15 base with peak gust to 18 mph Natural weather conditions pose the greatest hazard No known incidents No facilities or equipment are owned by the club</p>	<p>None needed</p>	

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<p>Mini / Speed Wing Provisions & Associated risks</p> <ul style="list-style-type: none"> • Are Mini/ Speed Wings flown at your site? • Do you have Mini/ Speed Wing provisions in your site protocols? • Provisions or Restrictions to consider: <ul style="list-style-type: none"> ○ Required Glide Ratio from each Launch to each LZ ○ Quantifiable terrain clearance limits to experience level. ○ Acceptable flying conditions in conjunction with terrain clearance protocols including acceptable times of day to the season. ○ Restrictions on Low Acrobatic Flying / Low Barrel Rolls / Swooping ○ Distances from other pilots, observers, vehicles, structures, and other obstacles or areas • Are there any other Mini/ Speed Wing risks or hazards associated with this site? • Have there been any Mini / Speed Wing incidents or accidents in the past Year that warrant hazard updates to the Site Guide? 	<p>Mini/Speed wings are not flown at this site</p>		
<p>Annual Incidents & Accidents Review</p> <ul style="list-style-type: none"> • # of Incidents this past Year <u> none </u> • # of Accidents this past Year <u> none </u> • Has your Chapter Reviewed Accidents in this past year and prior years to determine if actions are required? 			

