

# 13<sup>th</sup> YALAMBARHANG CUP

## 9-A SIDE FOOTBALL TOURNAMENT

### Event Operation Instruction



**Saturday, 16th April 2022**

**Springwest Academy Feltham London, Browells Lane, TW13 7EF**

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## General

1. Yalambarhang Cup is one of the biggest and most prestigious 9-A side one-day football tournament organized by the Kirat Yakthung Chumlung United Kingdom. It was established in 2007 under the name of the ancient first Kirat King of Nepal (Yalambarhang). The tournament already has good interest within the Nepalese communities in the UK and is growing year by year bringing together teams from all over the UK representing many diverse cultures, faiths and groups that make the event more popular and unique. Unfortunately, in the last two years we couldn't host Yalambarhang football tournament because of the worldwide covid 19 pandemics. This year we have held this tournament as the UK Government has opened to the covid 19 restriction. Therefore, if we go ahead according to the Government rules and regulations, we will be successful.

## Aim

2. The aim of this instructional document is to provide accurate information to all responsible personnel to prepare and run the event smoothly and in the best possible traditional standard.

## Event management key personal

3. The following table contains the names, roles, responsibilities, and contact details of the key personnel who will be involved in organizing the 13<sup>th</sup> Yalambarhang Cup football tournament 2022.

Name	Role	Responsibility	Contact No
Amrita Palunwa Sabenheim	Event Coordinator	Tournament and health and safety	07984870136
Khagendra Lawoti	A/Coordinator	Documents	07747159979
Jiwan Pyara Maden	Infrastructure	Venue, stores	07392820347
Dipendra Yakso	Treasurer	All financial aspects	07546997826

## Event administration

4. Venue:

- The venue will be at Springwest Academy Feltham, Browell's Lane, TW13 7EF.
- There are four normal size football pitches for the event.
- 3G football pitch have been booked after 12 PM and we can use ruby pitch if not in use.

5. Venue setting:
  - KYC Greater London Senior branch has been requested to set up the venue.
  - All available responsible personnel and volunteer members of the KYC UK are requested to participate in setting up the venue on 16 Apr 2022 at 8am.
  - VP Ganesh Ijam, A/Treasurer Jiwan Pyara Maden, Treasurer Dipendra Yakso, G/Secretary Jurendra Khajum, Secretary Tara Bahadur Kandangwa A/Sec Sanu Subba and A/Treasurer Nar Sabenheim without any delay turnup with your responsible equipment's.
  
6. Dismantle phase: KYC UK, Greater London branch is requested to the responsible for the dismantling and clearing up the area. However, all executive members and responsible personal are also strongly urged to stay until completion of the event to help to clear up the area.
  
7. Equipment: A/Treasurer Jiwan Pyara Maden will liaise with the College to arrange collection and drop-off of all necessary equipment before and after the event. VP Khagendra Lawoti is requested to provide high-quality/good condition 10/12 radios for the event. All responsible person requested to arrange additional equipment as per Annex H.
  
8. Media: Webmaster Ramprasad Limbu will take photos/video of the event and update the website with all necessary information. He is also requested to submit an advertisement to the BFBS Gurkha radio.
  
9. Advertisement: G/Secretary, Jurendra Khajum, has agreed to produce a flyer after coordinating meeting and former VP President Mr. Nagendra Nembang, has agreed to publish the advert online in the Everest Times. The advert will be published 3 times before the event.
  
10. Security: KYC UK Basingstoke branch Chairman Chandra Prakash Begha, C/Member Pepraj Kurumbang and Sher Bahadur Ingnam SIA (Security Industry Authority) qualified security officers for the event. Their main responsibility is to keep the event safe, secure, and enjoyable by patrolling the area to look for any unusual activities and possible crowd control.
  
11. Sound system: Sound technician, Bhim Bokhim, will set up the sound system, ready for operation by 0800 hrs. on Saturday, 16 Apr 2022. He is responsible for adjusting the sound to comply with the Council requirements.
  
12. Communication: VP, A/Coordinator Khagendra Lawati and Treasurer Dipendra Yakso are requested to provide sufficient radios either hired or barrow from recognize society or friends. The radios are provided for key personnel to communicate within the network therefore should be placed on an allocated channel and kept on that channel unless instructed otherwise.
  
13. Food and drinks: There will be a food and drinks stall as per the site plan. Treasurer,

Dipendra Yakso, is requested to negotiate with catering company (Bal Kumari Suhang) to provide free 50x food vouchers and food for at least 40 personnel at the end of the event. All food stall and bar operators are required to have permits. They should already be aware of the hygiene regulations. Bear in mind that the food operation may be dramatically affected on this greenfield site by weather conditions, both wet weather and extreme heat and dust.

14. Alcohol: Selling alcohol must be fully licensed and only qualified personnel are allowed to sell. Alcohol will be prohibited outside the licensed area. Failure to comply with alcohol restrictions in public places can result in arrest or a fine of up to £5000.00

15. Car parking: Main car park and overflow car park are shown in the site map. All members of the public will be reminded that parking is at their own risk and all vehicles are strictly prohibited to enter the playing area. The security officers and the traffic warden should not allow any vehicles to enter the field except for emergency and admin vehicles.

16. Guests: General Secretary, Jurendra Khajum is requested to co-ordinate with President, Narbir Angbo for invitation of all guests including chief guest of the event. VP, Ganesh Ijam, A/Secretary, Sanu Subba, and Thamendingma Team are requested to assist the guest hosting throughout the event.

17. Cleaning the area: Mr. Dev Angbohang GLB president, is kindly requested to provide two cleaning contractors start from 4PM to clean the area during the event as part of the operational response to the venue.

18. Transport: All personnel are reminded that transport is your own arrangement. Please Park your car at allocated parking area see the annex A.

19. Running the control tent: The Secretary, Tara Bahadur Kandangwa, Asst Secretary, Sanu Subba, VP, Khagendra Lawoti and Treasurer Dipendra Yakso are responsible for the smooth running of the control tent. A/Coordinator VP Khagendra Lawoti have provide radio to all official team for keep maintain record.

20. Opening ceremony: The opening ceremony will be carried out after the arrival of the chief guest under the direction of the President of KYC UK, Narbir Angbo and led by General Secretary, Jurendra Khajum. Basingstoke Branch agreed to provide a Kelang team. KYC UK Thamendinma's committee group has agreed to provide a Limbu cultural dressed group. They need to contact Gen Secretary, Jurendra Khajum before the ceremony.?

## **Financial**

21. The KYC UK will be funding all financial aspects for this event. However, we are appealing for members to support this event by sponsoring. We accept any kind of support, mainly sponsoring trophies and prizes for the tournament. Treasurer Dipendra Yakso, and A/Treasurer Nar Sabenhim, is responsible for dealing with all financial matters. He is also responsible for collecting all team registration fees before the game starts and preparation

of all cash prizes as per Annex F to present at the end of the event.

### **Public Liability insurance**

22. The Public Liability Insurance: The insurance will be provided by David J Miller Insurance Brokers Ltd. The all-legal documents are kept by the event coordinator Amrita Palunwa Sabenheim.

### **Emergency action plan and Services**

23. Emergency Action Plan: Emergency services access routes within the site must be kept clear of any obstruction. The car parking assistant is responsible for keeping all emergency accesses clear. Escape routes are shown in the site map, (Annex A) and emergency action plan is stated in (Annex C).

24. Medical and ambulance service: An ambulance car and crew will be provided by Event Medical service will be available during the event from 1100 hrs. to 1900 hrs. In the event an incident, they will provide the first line of emergency response. They are to set up a treatment area in the allocation place as per shown in the site map. They are to be assigned an incident lock book record and radio from control tent and will keep close contact with control tent.

25. Fire Service: It is not expected that the Fire Service will implement any special arrangements for this event. In the event of fire incidents or emergency situations, normal activation procedures will be implemented.

26. Local police: Gen Secretary, Jurendra Khajum, is requested to inform the local Police about the event. In the event of an emergency, they will be called. The contact no of the local Police station is 02082476311.

### **Health and Safety**

27. Risk assessment: During this pandemic provide face masked hand sanitizer keep safe distance. The purpose of the risk assessment is to identify hazards which could cause harm. All key members of the event are requested to be informed about safety matters and procedures to be followed on site. The full document is in Annex I.

28. Electrical safety: The main electric source will be used from the main building. All electrical cables must be secure and safe. All electrical equipment used at the event must be in a safe condition and suitable for that type of use, i.e., in the open air where it may get wet.

29. Disabled facilities: Asst Secretary, Sanu Subba, is requested to assist people wearer face masked and use hand sanitizer keep safe distance with the physically disadvantaged during their stay due to the bad ground condition at the site.

30. Toilet facilities: There will be indoor toilets facilities that located in the main building.

31. Drinking water: Treasurer, Dipendra Yakso, is requested to liaise with catering company to provide free 50x cases of 12 bottled waters for the players. Normal tap water can also be used from the main building.

32. Smoking: The Smoking prohibition Act seeks to provide a clean, safe, and healthy environment for the public. A designated smoking area will be allocated on the site. All personnel are reminded to smoke only in designated smoking areas' VP, A/Coordinator Khagendra Lawoti is requested to allocate a smoking area.

33. Drinking and driving: Driving over the limit of alcohol is a serious crime, and it can lead to serious accidents. We strongly advice against driving after drinking alcohol.

### **The tournament**

34. Tournament Committee: The 13<sup>th</sup> Yalambarhang Cup Committee and match officials have discretionary powers to waive rules and over-ride decisions if circumstances and the interests of the competition warrant such action. All available Governing bodies are kindly requested to assist the nomination of the best players. The committee consists of:

- |                                     |   |                             |
|-------------------------------------|---|-----------------------------|
| a. President of KYCUK               | - | Mr. Narbir Angbo            |
| b. Sport Coordinator of KYCUK       | - | VP Amrita Palunwa Sabenheim |
| c. Founder of Yalambarhang Cup      | - | Rtd Capt Bom Limbu          |
| d. Senior Referee of the tournament | - | Mr. Ganesh Thapa            |
| e. Gen Secretary of KYCUK           | - | Mr. Jurendra Khajum         |
| f. Treasurer of KYCUK               | - | Mr. Dipendra Yakso          |
| g. A/Coordinator of KYCUK           | - | VP Mr. Khagendra Lawati     |

35. The rules of the competition: The rules will be run in accordance with the FA and KYC UK Yalambarhang Cup rules. The referee's decision will always be final. In addition to the above rules and regulations the local guidelines are stated in a separate document, which will be available in the control tent with the tournament coordinator.

36. Referees: There will be 4x qualified referees will be arrange for the event by Mr. Quei.

37. Game officials: VP, Amrita Palunwa, will arrange at least 12x official to assist the referees. Officials' assistances are the key personnel to keep continue running of the games in the allocated pitches. They are also required to record all match activities in score sheet (Annex E) and send updates through handheld radio to the control tent. Make sure use a correct frequency and quick radio check with control before going to allocated pitches.

### **Team categories**

38. Main team: All players must be 17 years and above. Each team will consist of nine

players and three substitutes. They must register before the tournament.

39. Veteran team: All players must be 38 years and above. Each team will consist of nine players and three substitutes. They must register before the tournament.

40. Super Veteran team: All players must be 45 years and above. Each team will consist of nine players and three substitutes. They must register before the tournament.

41. Ladies team: All players must be 16 years and above. Each team will consist of nine players and three substitutes. They must register before the tournament.

### **Team Registration and game structure**

42. Personal declaration: All players must sign the team registration form (Annex –D) before the game starts; they must bring a document with proof of age e.g., Driving Licence or Passport. The team registration will be closed on 14 Apr 2022. Time-16:00hrs

43. Team registration fee. All teams are required to pay the registration fees before the team draw. All registration fees are non-refundable, unless in exceptional circumstances at the discretion of the event organisers. Payment details are found in team entry forms Annex D.

- a. Main team, Veteran team, and Super Veteran team £200.00.
- b. Ladies team registration £50.00.

44. The team draws. It will be taking place on Thursday 14 Apr 2022 at, Aldershot. (Ozone) Time-18:00hrs. The Governing body and all team representatives are requested to attend the team draw. Team draw result will be kept private until full entry fee payment is paid. Act by VP, Khagendra Lawoti and Treasurer Dipendra Yakso.

45. Qualifying round. The group stage will run on a league basis, each categories teams will be drawn into groups of four or five, depending on team entered and the qualifying competition played in accordance with the league system. Three points are awarded for a win, one point for a draw, and none for a defeat.

46. Points tie. In the event of a points tie, goal difference will decide the winner, then goals scored. If still level, then the goal conceded will decide the outcome. If this procedure does not produce a result, this will be decided on penalties. Three nominated players from each team will take the penalty. If this still fails to provide a winner, then the sudden death rule will apply.

47. Knock-out stage. The winner and runner up of each group will go through to the knock-out stage for a quarter/semifinal place. If the result stands as a draw at the end of normal playing time, penalty will be applied as stated above.

48. The final games. If the result stands as a draw at the end of normal playing time, extra time of two periods of 5 minutes will be played in all final matches. If the two teams

are still equal after extra time, the winners are determined by penalties as stated above.

49. Main cup retaining agreement. All main cups are retained by the organising committee after the presentation. Should the winning team wish to take the cup for display, they may do so only after signing of the cup retaining agreement form. (Annex G).

### **Cash prizes and trophies sponsorship**

50. All prizes and trophies will be presented after the final games. Secretary Tara Bahadur Kandangwa, Treasurer Dipendra Yakso, is kindly requested to arrange all trophies as stated below. Treasurer Mr. Dipendra Yakso is to liaise with A/Treasurer Nar Sabenheim for the sponsorship name list. All details are stated in Annex F.

### **Summary**

51. All KYC UK branches are strongly encouraged to attend and support the event, as this is an excellent opportunity to meet up with friends and families. Kirat Yakthung Chumlung UK would like to wish all the teams the very best of luck for the competition for the 13<sup>th</sup> Yalambarhang Cup.



Amrita Palunwa Sabenheim  
Coordinator 13<sup>th</sup> Yalambarhang Cup  
Contact No: 07984 870 136  
Email: amritapalunwa@outlook.com  
Facebook – Amrita palunwa. (फेसबुक दैनिक पोस्ट)

#### **Annexes:**

- Annex A - Site Map
- Annex B - Sequence of event
- Annex C - Emergency action plan
- Annex D - Team registration form
- Annex E - Score sheet
- Annex F - Cash prizes and trophies sponsorship
- Annex G - Main cup retaining agreement
- Annex H - Stores and equipment list
- Annex I - Risk Assessment

#### **Distribution:**

All Responsible personnel

#### **Copy:**

Mr. Narbir Angbo, President KYC UK

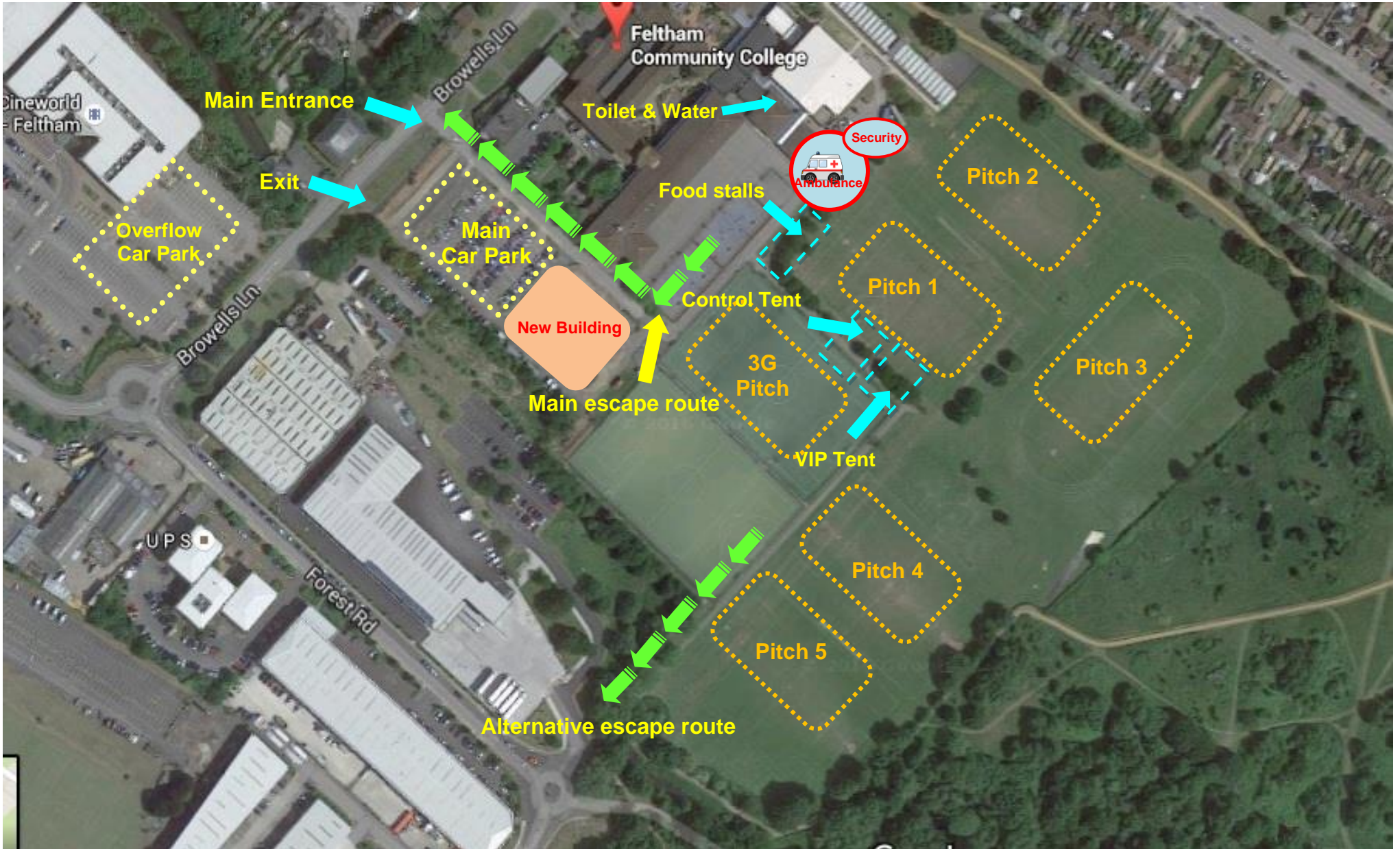
Mr. Rtd capt Bom Bahadur Limbu, Founder of the YC



## **Summary of responsibilities for 13<sup>th</sup> Yalambar Hang Cup on Saturday 16<sup>th</sup> Apr 2022**

1. Venue booking: VP. Amrita Palunwa Sabenheim
2. Venue setting: KYC UK, Greater London Senior President Chandra Lingden team.
3. Dismantle and clear up area: KYC UK, GLB President Dev Angbohang Team.
4. Stores/equipment: VP Ganesh Ijam A/Treasurer Jiwan Pyara Maden and helpers from West Kent Branch as per Annex H.
5. Media and advert: Web master, Ramprasad Limbu, G/Sec, Jurendra Khajum
6. SIA security officers x2: Chandra Prakash Begha Chairman Basingstoke and Pepraj Kurumbang Central member.
7. Sound system: Sound engineer, Mr. Bhim Bokhim
8. Handheld radios x10: VP Mr. Khagendra Lawati, Treasurer Dipendra Yakso
9. Food and drinks stall: Treasurer Dipendra Yakso. 50x case water, 50x food vouchers and food for at least 40 personnel at the end of the event.
10. Main control tent monitor: Secretary Mr. Tara Bahadur Kandangwa. A/Sec Sanu Subba, VP Khagendra Lawati
11. Guests: President Narbir Angbo, G/Secretary, Jurendra Khajum, Thamendingma chumlung. VP Ganesh Ijam.
12. Cleaning contractors x2: GLB President Dev Angbohang
13. Manpower and game officials: VP Amrita Palunwa all Branch
14. Transport x1 van: VP Ganesh Ijam A/Treasurer Jiwan Pyara Maden
15. Opening ceremony Kelang group: KYC UK, Basingstoke Branch
16. Opening ceremony Limbu dressed group: KYC UK Thamending's committee group.
17. The Public Liability Insurance: Mr. Dipendra Yakso.
18. Medical and ambulance service: Mr. Dipendra Yakso.
19. Local police: General Secretary Mr. Jurendra Khajum
20. Team entry fee collection: A/Treasurer Nar Sabenheim
21. Referees x4: Coordinator Amrita Palunwa Sabenheim.
22. Prepare all main cups for presenting on the day: Secretary Tara Bahadur Kandangwa
23. Cash prizes: Treasurer Mr. Dipendra Yakso
24. Trophies: Treasurer Dipendra Yakso, Secretary Tara Bahadur Kandangwa as per Annex F.
25. Trophies look after: Mr. Dal Angdembe former Thurrok Branch President

### 13<sup>th</sup> YALAMBAR HANG CUP (SITE MAP)





# 13<sup>th</sup> YALAMBAR HANG CUP 9-A SIDE FOOTBALL TOURNAMENT

Saturday, 16 April 2022 at Springway Academy Feltham, TW13 7EF

Annex: B

## Sequence of Event

Time	Event	Lead		Remarks
08:00	Setting up the venue	All responsible personnel		All facilities to be in place
08:00	All team registration fees/forms collection	Mr Dipendra Yakso		All players must sign the registration forms.
08:30	Official and Assistance briefing	Mrs Amrita Palunwa		All official and assistance to attend
08:35	Security and quick reaction force briefing	Mr Khagendra Lawati		Security officers and all quick reaction force are to attend
09:00	Game starts	Mr Narbir Angbo, Mrs Amrita Palunwa		Follow the tournament plan
12:00	Opening ceremony	Mr Jurendra Khajum		Attended by Chief guest, President of KYCUK. Prepare for 4x children with Limbu dress
TBC	Ladies team final	Mrs Amrita Palunwa		Follow the game start procedure
TBC	Supper Veteran team final	Mrs Amrita Palunwa		Follow the game start procedure
TBC	Veteran team final	Mrs Amrita Palunwa		Follow the game start procedure
TBC	Main team final	Mrs Amrita Palunwa		Follow the game start procedure
TBC	Prize giving	Mr Jurendra Khajum		All cash prizes and trophies are ready to present
TBC	Final dismantles and cleaning	All		Food and drinks available



## 13<sup>th</sup> YALAMBAR HANG CUP 9-A SIDE FOOTBALL TOURNAMENT

Saturday, 16 April 2022 at Springway Academy Feltham, TW13 7EF

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Annex: C

### Emergency action plan

#### **Action on fire within the event site**

1. Raise the alarm and inform the control tent about the nature and location of the fire.
2. The event coordinator will initiate the Fire Service and emergency service.
3. Assist in evacuating of the public using escape routes.
4. Tackle the fire without placing yourself in danger.
5. Report any problems to the emergency coordinator at the assembly area.

#### **Action on bomb threats or terrorist activity**

1. Inform control tent.
2. Clearly and calmly request event visitors to evacuate the area.
3. Event Management will notify police immediately.
4. The guideline for the evacuation area from suspect devices are small package 100m, suitcase sized packages 200m, car 400m and larger vehicles - 800m

#### **Crowd control**

Roping or fencing off the ground to prevent spectators encroaching on the football field is impracticable. Pitch officials are advised to brief the spectators and supporters that they must keep clear space between them and the touch lines. In the event of a major incident, all executive members, security officers and other official assistance are taking a part of quick reaction team to support the referee.

#### **Assault/fights**

In the event of fighting or assault, immediately contact to the control tent for quick reaction team and defuse the situation if possible. If the situation is getting violent than coordinator will call the police for further assist. Responsible person should record all activities including names and contact details of witness.

#### **Serious Injury or death**

In the event of serious injury or death occurring, contact control tent for medic or ambulance and medical crew should call 999 for medical emergencies. Designate staff person to accompany injured/ill person to the hospital. Responsible person should record all activities including names and contact details of witness.

#### **Extreme weather**

In the event of extreme weather conditions and the site becomes unsafe then the event will be cancelled and re-scheduled.



# 13<sup>th</sup> YALAMBAR HANG CUP 9-A SIDE FOOTBALL TOURNAMENT

Saturday, 16 April 2022 at Springway Academy Feltham, TW13 7EF

Annex: D

## Team Registration Form

Please read the declaration statement below and fill out the form clearly. All participating players must understand and sign the form before starting the game.

Name of Team Manager/Captain	
Contact Mobile Number	
Participating Team name	
Participating Team Category	

**We declare the following:** We will follow the instructions of the event organisers. We will only participate at our own risk and if we are in good health. We accept that the organisers will not be liable for any loss, damage, action, claim, cost, expense, injury, or death which may arise as a result of our participation in the event. We consent to the use of any photographic, video or audio recordings made of us at the event to be used in the promotion of this event. We consent that any medical treatment required as a result of our participation may be administered by the available medical service of the event. We understand that all registrations fees are non-refundable, unless in exceptional circumstances at the discretion of the event organisers. We understand that the minimum age for participation in the following categories: Main team players must be 17 years and above, Ladies team players must be 16 years and above, Veteran team players must be 38 years and above and S/veteran team players must be 45 years and above.

Note: Players must be within the required age group for the match. In the event of a protest being lodged as to a player's age, proof of date of birth (original document) must be produced. Any team fielding under or over-aged players, or unable to prove a player's age on request from the Governing Body, will be disqualified from the competition. Only 2 players from non-Nepalese origins can participate in the team.

## Team Name List

Ser	Full Name	Age	Contact No	Signature
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

Team registration fees £200.00 (Ladies team registration fees £50.00. **All registration fees are non-refundable once the place is confirmed.** Payment details: Barclays Bank Plc, Sort Code- 20-16-99, Account No- 80197718. Cheques are to be made payable to KYC UK. For any further information contact: Coordinator Mrs. Amrita Palunwa - 07984870136 (amritapalunwa@outlook.com) or Treasurer: Mr. Dipendra Yakso – 07546997826 (deepyakso@gmail.com).





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Annex: F

### Cash prizes and trophies sponsorship

TO BE PUBLISHED IN DUE COURSE



## 13<sup>th</sup> YALAMBAR HANG CUP 9-A SIDE FOOTBALL TOURNAMENT

Saturday, 16 April 2022 at Springway Academy Feltham, TW13 7EF

Annex: G

### Main Cup Retaining Agreement

**Please read and complete all sections:**

Team Name	
Team Category	
Team Captain/Manager Name	
Team Captain/Manager contact no	
Details of the Cup	
Address of trophy retain	

#### **Declaration**

On behalf of the \_\_\_\_\_ team, we wish to retain the main cup of the above category until the next event.

We are agreed to accept complete responsibility for the condition, care, and custody of the main cup until it is returned, and we are agreed to pay the cost of any necessary repairs to or replacement of the main cup if it is damaged or lost.

We are also agreed to return or make readily available the main cup to the organiser for the purpose of any display or ceremonial events.

Team Captain's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For any further information, please contact the following personnel:

Event Coordinator: Amrita Palunwa 07984870136([amritapalunwa@outlook.com](mailto:amritapalunwa@outlook.com))

Event A/Coordinator: Khagendra Lawati – 07747159979 ([kb\\_limbu@hotmail.com](mailto:kb_limbu@hotmail.com))



## 13<sup>th</sup> YALAMBAR HANG CUP 9-A SIDE FOOTBALL TOURNAMENT

Saturday, 16 April 2022 at Springway Academy Feltham, TW13 7EF

Annex: H

### Stores and Equipment List

Ser	Equipment	Qty	Arrange By	Remarks
01	Statue/picture frame of Yalambarhang	3	Mr Jiwan Pyara Maden	KYC UK store
02	Tables	20	All available members	College store
03	Chairs	100	All available members	College store
04	Flags, KYC UK/Union/Nepal		Mr Jurendra Khajum	KYC UK store
05	Garlands/flower bouquet/khadas		“”	KYC UK store
06	A printer and papers		“”	KYC UK store
07	2x Panas batti & candles.		“”	
08	Banners YHC		Mr Nar Sabenheim	New purchase
09	Easel and boards, Mine marking Tape,		Mr Khagendra Lawoti	KYC UK store
10	Handheld radios	10-12	“”	
11	Hand Sanitizer Test kit		“”	
12	Copper Gagro/ Kalash/ Tray Phul ko mala	2	Mrs Amrita Palunwa	Presonal
13	Water Boiler Kettal		“	
14	Extension power cables		Mr Bhim Bokhim	
15	20x Bibs any 2 colours and 1x flood light	20	Mr Narbir Angbo	
16	Bin bags/Tea, coffee, sugar, cups kettle		Mr Dipendra Yakso	New purchase
17	Clipboards, A4 size	8	“	
18	Pump	2	“	
19	All trophies		“	New purchase
20	Pen & pencils	20	“	New purchase
21	Footballs / sponsor	12	Sponsor by Pachthar Samaj UK (Kailash K)	New purchase
22	A Goal posts set?	1	Mr Shiva Kumar Palunwa	New purchase



## 13<sup>th</sup> YALAMBAR HANG CUP 9-A SIDE FOOTBALL TOURNAMENT (RISK ASSESSMENT)

### HAZARD AND RISK IDENTIFICATION

**Event:** *Yalambarhang Football Tournament* **Location:** *Springway Academy Feltham, TW13 7EF.* **Date:** *16 Apr 2022*

Significant Hazards Identified	Persons at Risk	Risk Rating			Control Measures	Date Actioned and Signature
		Hazard x Risk = Risk Level				
Injury through moving or lifting equipment/goods on site	Participants, staff & public	3	2	6	Any person taking equipment to or from vehicles, should ensure that they only carry equipment that they are able to lift, hold and carry without causing an injury to themselves or others.	
Risk of injury, slips, trips and falls on uneven or wet surface	Participants, staff & public	3	3	9	Area inspected before the event and any findings reported or repaired or roped off.	
Risk of injury due to collision with a moving vehicle	Participants, staff & public	2	2	4	Traffic management plan in place. Separation of vehicles from audience.	
Risk of injuries due to electric shock	Anyone in contact with appliances etc	2	2	4	All power connections to be carried out by a competent person. All electrical equipment used at the event must be in a safe condition.	
Fire Risk of cooking food.	Those using or close proximity to food stalls	2	2	4	Only the qualified persons are to prepare the food. Firefighting equipment adjacent. Catering staff should be aware of the evacuation procedure.	
Individuals intoxicated by consuming too much alcohol	Anyone consuming alcohol	3	3	9	Selling alcohol must be fully licensed and only the qualified persons are to serve. Alcohol will be prohibited outside the licensed area. SIA Security on duty during the event to control this area.	

Significant Hazards Identified	Persons at Risk	Risk Rating Hazard x Risk = Risk  Level			Control Measures	Date Actioned and Signature
Food poisoning from incorrectly prepared, handled or stored food	Food consumers	3	3	9	Preparation and cooking food must be carried out by competent personnel. Ambulance to be called in the event of worse incident.	
Adverse weather closing in resulting in drop of temperature, hypothermia, high winds, etc.	Participants, staff and public	2	3	6	Check weather forecast 72, 48 and 24 hours before the event; Tournament organisers, can cancel the tournament in extreme weather conditions. The interests and safety of the player.	
Uneven ground, or presence of holes/divots	All participants/ players	2	2	4	The governing body will consult with the referee if there is any concern regarding the state of the pitch.	
Balls, too hard/damaged	All participants/ players	2	2	4	Balls pumped to the appropriate pressure. Referee checks this at the start, and throughout the game.	
Inappropriate footwear for conditions (danger of slipping/risk of injury)	All participants/ players	2	2	4	Referees check footwear for sharp studs before matches.	
Physical injuries from normal play		2	3	6	Players should warm up and cool down properly before and after matches.	
Dehydration	All participants/ players and public	3	3	9	Drinks are provided by individual players Drinks are also available for purchase at the event area.	
Crowd control / Spectators	Participants, staff and public	3	3	9	Assistance officials to monitor any issues and incidents and report them to the event manager for additional security. Police assistance to be called in the event of worse incident.	

First Aid provided in case of injury	Participants, staff and public	3	3	9	First Aider on site at all times by roving staff during the event 10:00 am – 8:00 pm approximately depending on programme.	
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Annex: I3

Risk Rating		
Hazard (Severity)	Value	Risk (Likelihood)
Negligible	1	Unlikely
Slight	2	Possible
Moderate	3	Quite Possible
Severe	4	Likely
Very Severe	5	Very Likely

Hazard Value x Risk Value = Risk Level

Ranking of Risk (Risk Level)	
1 – 4	Low Risk
5 – 15	Medium Risk
16 - 25	High Risk

**Low Risk** – risk can be acceptable.  
**Medium Risk** – acceptable with adequate control measures in place.  
**High Risk** – action must be prioritised and timetabled to reduce risk to an acceptable level.