

# Risk assessment practices

## Flash card activity

*This activity is a flash card game, which exercises the target learners' understanding of risk assessment practices. It comes with the Risk assessment practices flash cards that contain questions for the target learners to answer. Each question has corresponding points depending on the level of difficulty. If the activity is intended for competition, the points will be used to determine the winner. The target learners should have read the brief or watched the animation before conducting the activity.*



**Objectives:** After completing this activity, the target learners should be able to

- Recall the risk assessment process and its steps
- Determine the best practices in conducting risk assessment

**Target learners:** All ranks – as many as possible should participate in this activity

**Duration:** 15-30 minutes

	FACILITATOR	TARGET LEARNERS
1 /	<p>This activity can be conducted individually, in pairs, or in teams.</p> <p>Using the flash cards found on pages 3-6, ask the questions to the target learners.</p>	<p>Answer the questions on the flash cards.</p>
2 /	<p>Award the card to the individual or team who is able to answer the question correctly.</p> <p>If the card is not answered correctly, place the card at the bottom of the deck and draw a new card.</p> <p>Repeat the process until all flash cards have been answered correctly.</p>	<p>Collect the cards you have answered correctly.</p>
3 /	<p>Tell the target learners that you will conclude the activity with an exchange of ideas on how to apply your learnings. Use the technique described in the box that follows.</p> <p>Recognise the target learners for their participation in the activity and reward the individual or team with the most points.</p>	<p>Share your learnings from the activity and join in an exchange of ideas on how to better your current day-to-day work based on what you have learned.</p>

### **Applying what we have learned**

To ensure a deeper understanding of the topic, ask the target learners to reflect on how to use the learnings in their day-to-day work practices. Encourage them to share ideas on how to do this by asking questions like:

- What have we learned from this activity? What is new?
- How can we include these learnings in our day-to-day work?
- Is there something that we should do more or less of? Should we try out any new initiatives?
- What are the observable actions that we will introduce/change/try out?
- What can happen when we do so?

The trick is to keep probing to make the ideas more and more tangible, concrete, and observable. Ask “how” until the ideas are practical rather than stop at abstract ideas like “be more aware” or “keep safety in mind”.

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## Flash cards

**1 point**

What refers to the proactive process of identifying hazards, evaluating their risks, and identifying control measures to reduce or eliminate the risks?

- a. Hazard identification
- b. Situational awareness
- c. Work debrief
- d. Risk assessment

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SHARED KNOWLEDGE DEVELOPMENT

Answer: d

**1 point**

When should risk assessment be conducted?

- a. Before starting a job
- b. While performing a job
- c. After completing a job
- d. None of the above

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SHARED KNOWLEDGE DEVELOPMENT

Answer: a

**2 points**

What are the three steps of risk assessment?

- a. Preparation, execution, and finalisation
- b. Sensing, understanding, and anticipating
- c. Identifying hazards, evaluating risks, and identifying control measures
- d. Determining risk level, estimating probability and consequence, and monitoring control measures

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SHARED KNOWLEDGE DEVELOPMENT

Answer: c

**2 points**

What refers to the likelihood of a harm to happen and the severity of its consequences?

- a. Hazard
- b. Risk
- c. Time pressure
- d. Control measures

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SHARED KNOWLEDGE DEVELOPMENT

Answer: b

**3 points**

Which statement about risk assessment is false?

- a. Its steps are interlinked and lead you to a safer work process
- b. It is used as basis for toolbox talk and for lessons learned and improvement initiatives
- c. It is about creating huge amounts of paperwork
- d. It includes identifying measures to control or prevent risks in your workplace

Answer: c



**2 points**

In which phase of risk management does conducting risk assessment belong?

- a. Preparation
- b. Execution
- c. Finalisation
- d. None of the above

Answer: a



**2 points**

Which step of risk assessment involves knowing the likelihood and consequences of each risk?

- a. Identifying hazards
- b. Evaluating the risks
- c. Identifying control measures
- d. Sensing

Answer: b



**2 points**

Which of the following “dos” in risk assessment is wrong?

- a. Conducting it before job execution
- b. Conducting it at the actual worksite
- c. Underestimating risks
- d. Involving everyone in the team

Answer: c



**2 points**

Which of the following “don’ts” in risk assessment is wrong?

- a. Conducting it for the sake of compliance
- b. Reviewing previously recorded experiences
- c. Recycling risk assessment
- d. Skipping steps of risk assessment

Answer: b



**3 points**

Which of the following shows best practice in conducting risk assessment?

- a. The Bosun intentionally skipped a step of risk assessment
- b. The AB carefully copied the entries from the previously completed risk assessment form
- c. The OS merely filled out the risk assessment form, left it, and proceeded with the job
- d. The Chief Officer conducted the risk assessment at their actual worksite

Answer: d



**2 points**

Which step of risk assessment deals with observing your workplace for anything that could cause harm?

- a. Identifying hazards
- b. Evaluating the risks
- c. Identifying control measures
- d. Sensing

Answer: a



**2 points**

How should a risk assessment be conducted?

- a. Humbly
- b. Bravely
- c. Seriously and thoroughly
- d. None of the above

Answer: c



**3 points**

Your work team will conduct risk assessment before performing your job for today. In conducting so, what should your team consider doing first?

Answer:  
Identify the hazard/s related to the job



**3 points**

Your superior advises you to start the job while he is preparing the risk assessment. But you know that risk assessment is needed before job execution. What is the best action to do?

Answer: Wait for the risk assessment to be completed before executing the job



**3 points**

You are asked to make a risk assessment for your job, and you know that there is already a previous risk assessment made. What correct risk assessment practice should you do?

Answer:  
Refer to the previous risk assessment and make my own

