

Risk assessment practices

Practical exercise

This activity aims to apply the three basic steps of a thorough risk assessment. It includes a worksheet. Conduct this activity before the target learners execute their job.



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

- Apply the three basic steps of a thorough risk assessment before executing their job
- Identify the difference between hazards and risks

Target learners: All ranks (members of a work team)

Duration: 15-30 minutes

	WORK LEADER	TEAM MEMBERS
1 /	<p>Introduce the activity as follows:</p> <p><i>"Please perform the three basic steps of a thorough risk assessment before you execute your job.</i></p> <p><i>Using the worksheet, identify the hazards in your job or worksite, evaluate the risks associated with those hazards, and identify effective control measures to reduce or eliminate the risks."</i></p>	<p>Prepare yourself for the job by going over the three basic steps of risk assessment.</p>
2 /	<p>Give the worksheet to the target learners.</p> <p>Then discuss the example provided in the worksheet and encourage them to give more examples to ensure that they understand the activity. Also, highlight to the target learners that hazards and risks are different from each other.</p>	<p>Perform the three basic steps of risk assessment.</p> <ol style="list-style-type: none"> 1. Identify hazards 2. Evaluate the risks 3. Identify control measures <p>Submit your completed worksheet to the work leader.</p>
3 /	<p>Check the submitted worksheets to know if all entries there are valid or correct.</p> <p>If the objective of the activity was not met, repeat the activity. If necessary, you can ask the target learners to review briefs or animations of Hazard identification and Principles of controlling hazards.</p>	<p>Redo the activity if required.</p>

WORK LEADER

4 / 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.

TEAM MEMBERS

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.

Applying what we have learned

In order to ensure a deeper understanding of the topic, ask your team members 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 things that we have learned 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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Worksheet before job execution

Name: _____

Job: _____

HAZARDS	RISKS	CONTROL MEASURES
Example: Motion – Rotating grinder disk	Laceration injuries	Isolation: Ensure that the disk guard is securely in place PPE: Use well-fitted gloves and avoid loose clothing Organisation: Ensure that the team members know how to operate the machine