

RISK MANAGEMENT IN EXTRA CURRICULAR ACTIVITIES

by

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SCOPE

1. Introduction

2. Definition

- Hazards, Risk

3. Risk Management

- Principles, aims, purpose
- Steps in Risk Management
- HIRARC



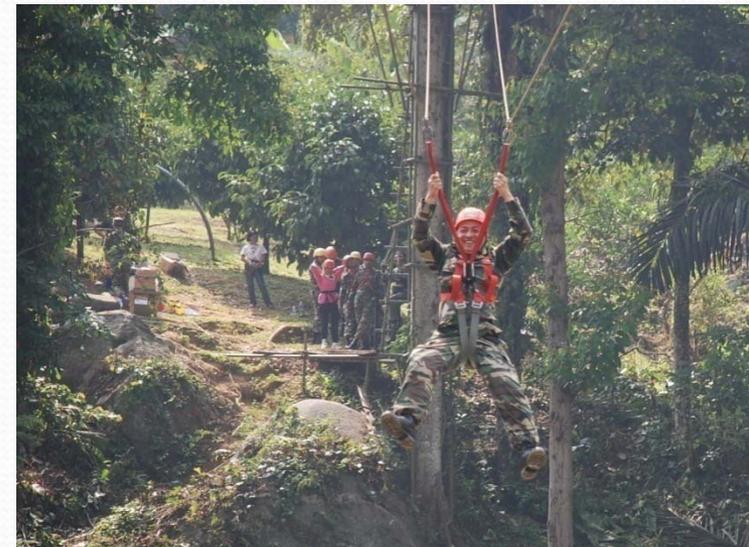
4. Safety measure during scouting activities

5. Safety policy

6. Case Study

Introduction

- The world is a risky place.
- People face and assess risks every day (subconscious assessment)
- Man continuously introduces new hazards .
- Voluntary risk vs involuntary risk.
- Professional risk perception vs public risk perception.
- Excitement but not danger. Adventure but not hazards



**When You Ignore
Safety Hazards....**



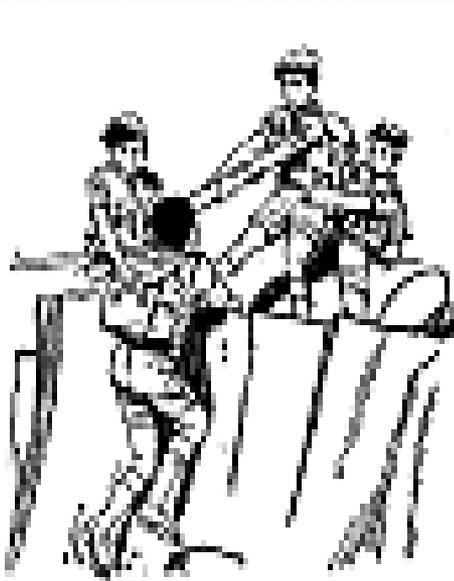
**...You Ignore
The Safety Of Others**

AIM

- 1. To develop knowledge and understanding of safety management and apply this concept to a range of different context.**
- 2. To develop ability to plan, manage and evaluate scouting activities in order to ensure the safety of participants.**

DEFINITION OF HAZARDS

- Hazards - anything then can cause harm
- e.g slip and fall, drowning, falling object, falling from height, fire, wild animal



DEFINITION OF HAZARDS

- Is a condition, event or circumstances that could lead to or contribute to an unpleasant or undesired event.



TYPES OF HAZARDS

- Biological
- Chemical
- Physical
- Ergonomic
- Psycho-Social



COMMON HAZARDS

Falls – including falling objects, people falling from height or slips and trips

Electricity – Electrical current or lighting

Manual handling – overexertion or repetitive movement

Machinery and equipment – being hit, hitting objects, being caught in or between machinery or equipment

Hazardous substances - acid, hydrocarbons, asbestos etc.

Radiation – ionizing radiation, microwaves, lasers, ultraviolet light, welding arc flashes

Biological agents – bacteria, viruses, fungi, insects etc.

Psychological stress - intimidation, violence, conflict or time pressure.

TYPES OF HAZARDS

TOXIC

WOUNDS

COLD

EXPLOSION

LIQUIDS

FLAMES

HEAVY METALS

WAXES

NOISE

ELECTRICAL

WATER/STAIN

HOURS OF WORK

GASES

STRESS

PRESSURE

LIGHTING

ALL

REPEITIVE TASKS

EXHAUSTION

VIBRATIONS

VENTILATION

EXHAUST

SHIFT WORK

ENTRIES

LIFTING

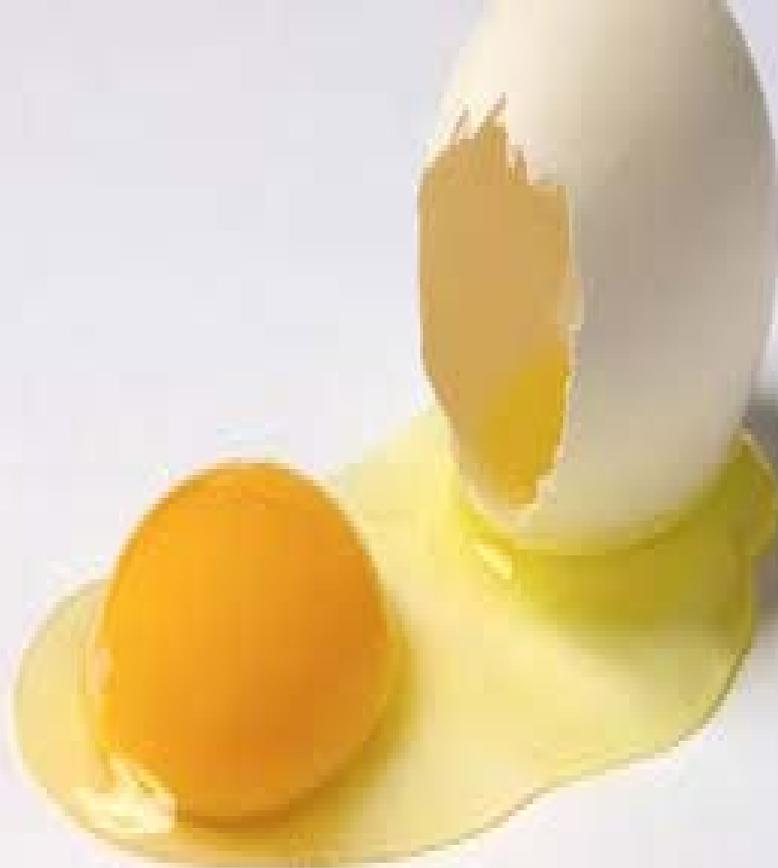
NOISE VIBRATIONS

COMPUTER SCREENS

DANGEROUS

CHEMICALS

PERSONAL SAFETY



When safety is first, you last.

~ Unknown

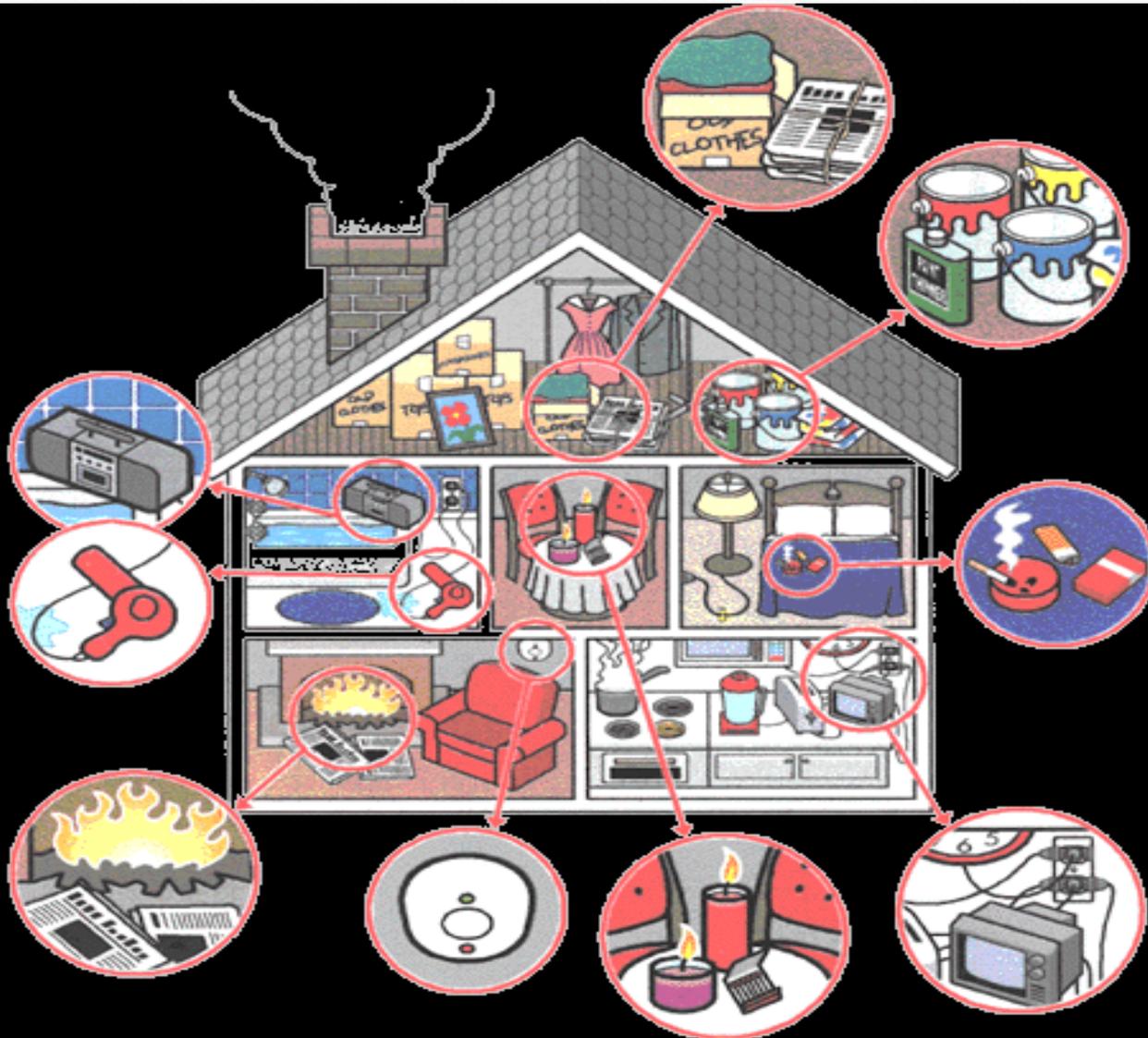
HOUSE OF HAZARDS

Keep electrical appliances safely away from sources of water.

Use a screen to contain fireplace sparks and keep all flammable materials a safe distance away.

Test smoke alarms monthly and replace batteries twice a year.

Never leave burning candles unattended by an adult.



Get rid of stored newspapers and other trash which could start or spread a fire more quickly.

Never store highly flammable liquids, like paint thinner or gasoline, inside your home.

Never smoke in bed. Matches and lighters should be stored safely out of children's reach.

Don't overload electrical outlets.

DEFINITION OF RISK

- Likelihood of harm or undesired event occurring, and the consequences of its occurrence.
- The chance that someone will be harmed by a hazard

Risk = Likelihood X Severity



DEFINITION OF RISK

RISK = likelihood X severity

- Likelihood (probability of occurrence)
 - An event likely to occur within specific period or in specified circumstances.

- Severity (of outcome)

Is outcome from an event ,such as severity of injury/health of people or damage to property or environment.



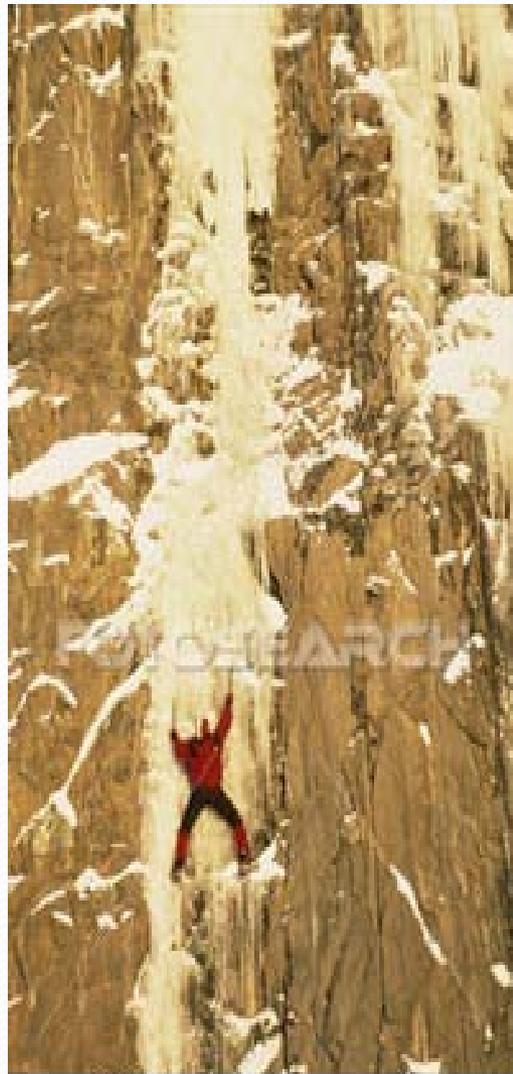
Risk = Likelihood x severity



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RISK MANAGEMENT

Overall process of identification of hazards, assessment of risks, and prioritization of risks followed by application of resources to eliminate, minimize, monitor, and control the probability and/ or impact of unfortunate events.



DEFINITION OF RISK MANAGEMENT

- ❖ The process of analyzing exposure to risk and determining how to best handle such exposure.
- ❖ The process of assessing risk and acting in such a manner or prescribing policies and procedures, so as to minimize loss associated with such risk.



3 CAUSES OF ACCIDENTS ARE



Waters

Search for pictures

George was unaware of the pot-holes in the road ahead!

- **I DIDN'T THINK**
- **I DIDN'T SEE**
- **I DIDN'T KNOW**

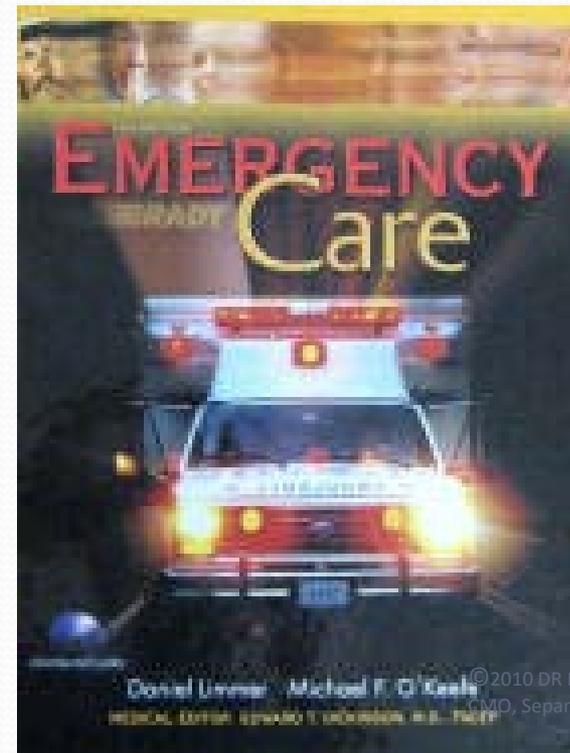
PRINCIPLES OF RISK MANAGEMENT

- Create value
- Integral part of organizational processes
- Part of decision making
- Address uncertainty
- Systematic and structured
- Based on best available information
- Tailored to activities
- Take into account human factors
- Transparent and inclusive
- Dynamic, iterative and responsive to change
- Continual improvement and enhancement



Aim of Risk Management

- Aim of Risk Management is to identify, assess, control and reduce risk.



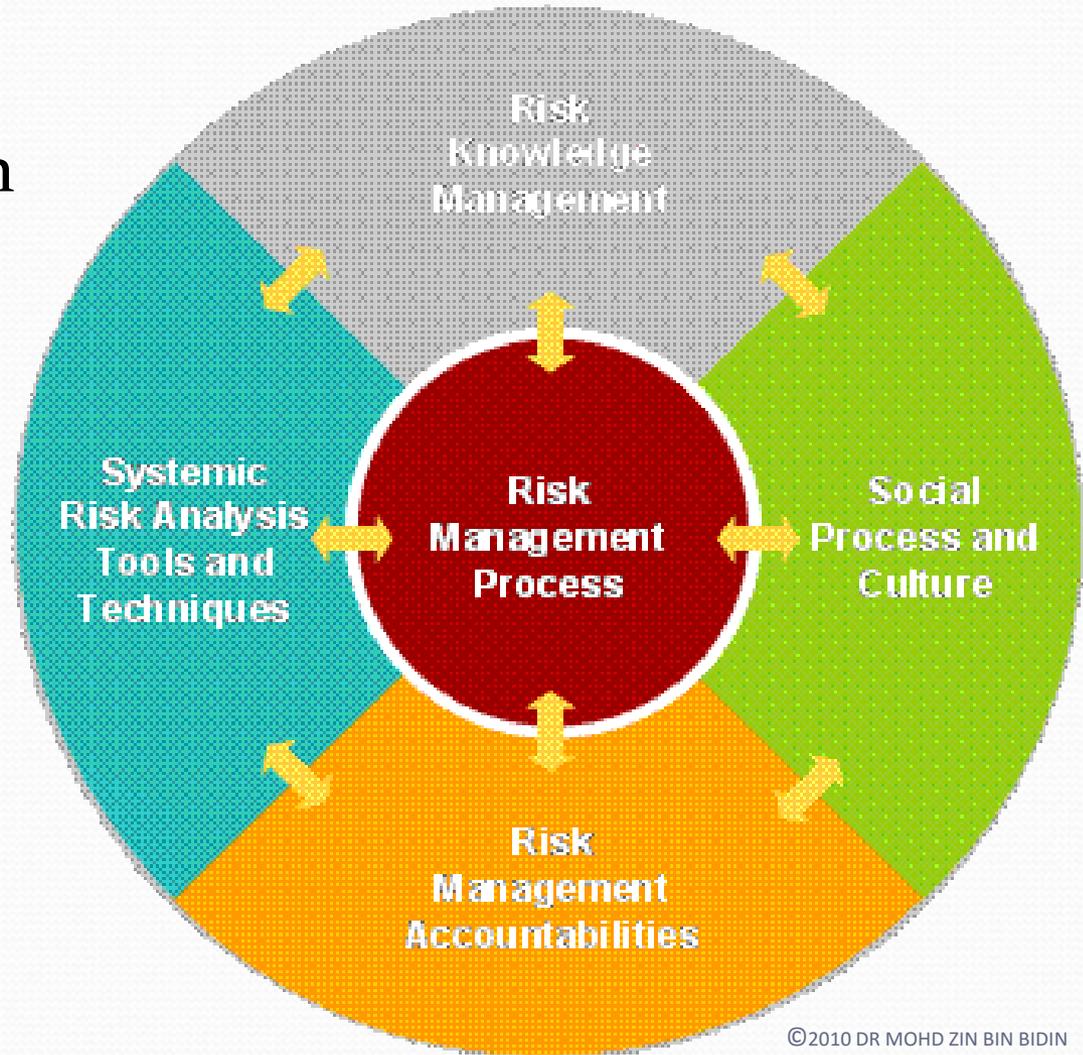
Purpose of Risk Management

- Purpose of Risk Management is to enhance SAFETY of the sports and HEALTH of the person involved.
- Prevent or reduce accidents.



Risk Management Process (HIRARC)

- Hazard Identification
- Risk Assessment
- Risk Control



Safety is a cheap and effective insurance policy

~Author Unknown

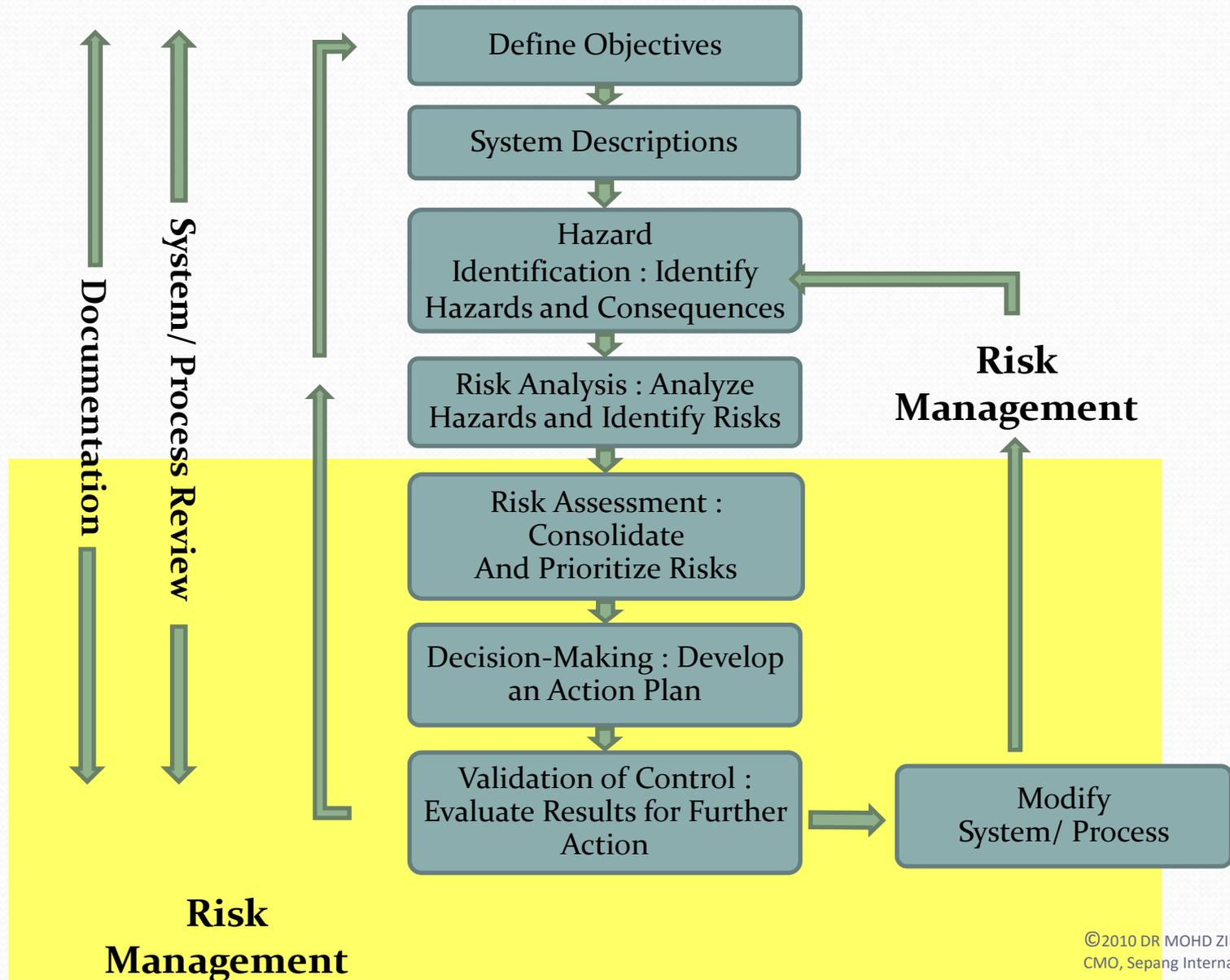


Process of HIRARC

1. Classify work activities
2. Identify hazards
3. Conduct risk assessment
(likelihood X severity)
4. Decide if risk is tolerable, apply control measures



System Safety Process



STEPS IN RISK MANAGEMENT

Step 1

- Hazard Identification

Step 2

- Risk Assessment

Step 3

- Risk Control

Step 4

- Monitor and review

Step 1

• Hazard Identification

- Inspections (Procedure & checklists)
- Reviewing injury and incident data including near misses.
- Investigating complaints and incidents.
- Conducting safety audits.
- Monitoring activities/ environment.
- Observing SOP.
- Hazard Report.
- etc

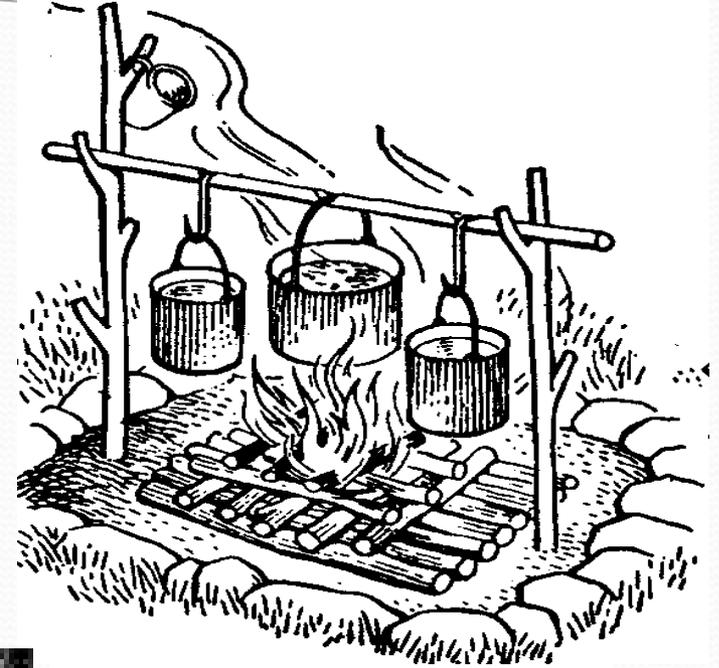
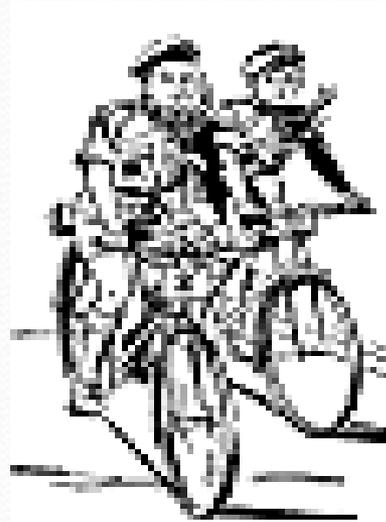
CAN YOU IDENTIFY THE HAZARDS?



CAMP SITE



CAN YOU IDENTIFY THE HAZARDS ?



Step 2

• Risk Assessment

- Overall process of estimating the magnitude of risk, and deciding whether or not the risk is tolerable or acceptable, taking into account any safety measures already in place.
e.g by wearing life jacket, safety harness

CAN YOU TAKE THE RISK?

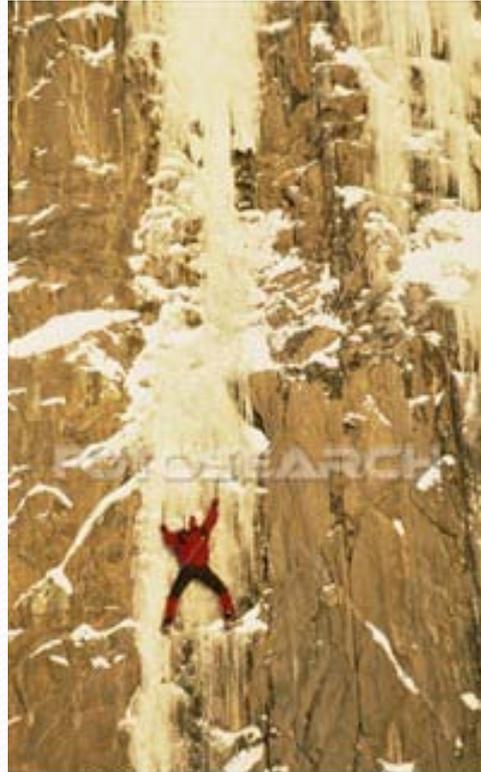


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IS THE RISK TOLERABLE?



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Why Risk Assessment?

- To assess and characterize the potential risk posed by an existing or new hazard.
- To provide the basis for valid decision on control measures.
- To formulate & update occupational health standards/ Standard Operating Procedure.
- To communicate potential hazards to policy makers.
- To minimize future health/ injury risks and costs.

RISK ASSESSMENT MATRIX

	Severity (S)				
Likelihood (L)	1	2	3	4	5
5	5	10	15	20	25
4	4	8	12	16	20
3	3	6	9	12	15
2	2	4	6	8	10
1	1	2	3	4	5

High



Medium



Low



Step 3

• Risk Control

- Risks assessed, action taken to control risk.
- Control measures implemented according to HIERARCHY OF CONTROL.
- Most effective action is to eliminate risk.
- Not all strategies practicable and a combination may be needed to achieve best protection.

WATCH YOUR STEP



HIERARCHY OF CONTROLS:

- a. Elimination
- b. Substitution
- c. Isolation
- d. Engineering controls
- e. Administrative controls
- f. Personal Protective Equipment (PPE)



What to do with identified risk?

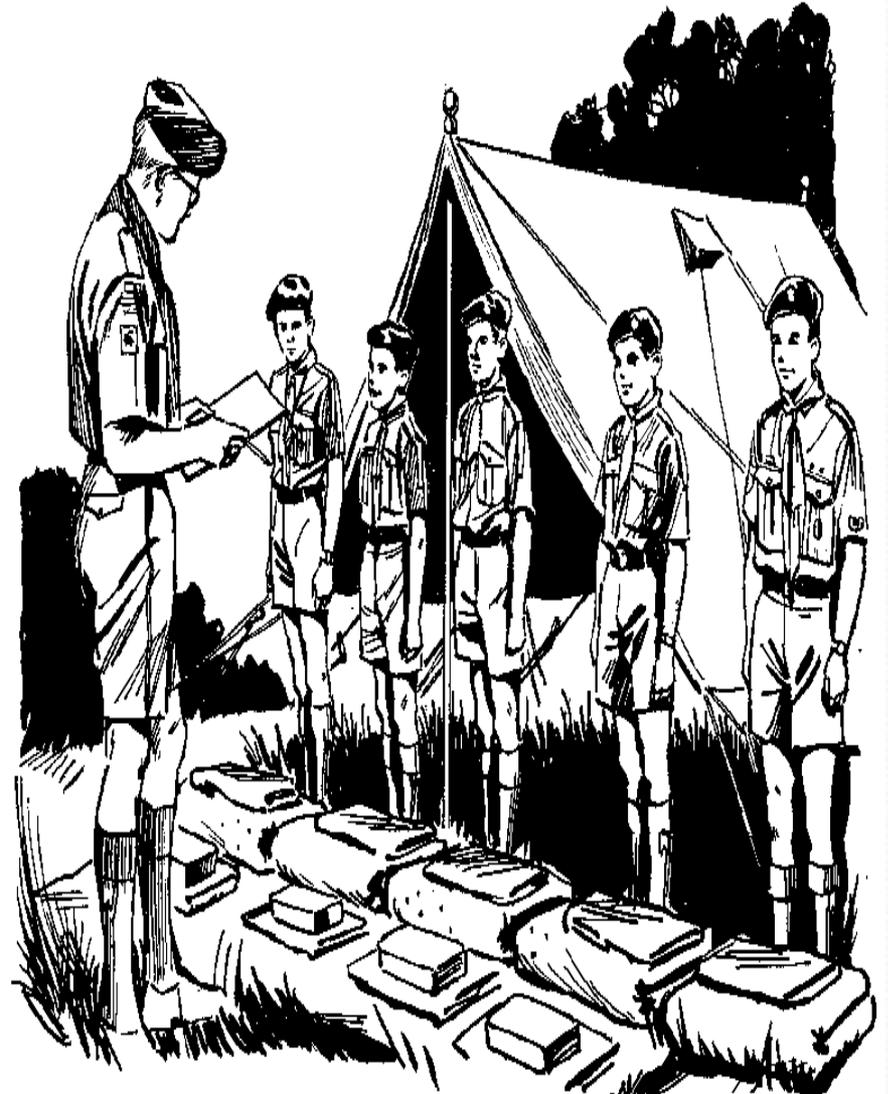
- Accept
- Retain
- Transference
- Mitigate
- Control
- Prevent
- Avoid



EXISTING CONTROL MEASURES

- **Standard operating procedures**
- **Code of practice**
- **Workplace instruction**
- **Training and supervision**
- **Control access**
- **Water safety**
- **Road safety**
- **Fire safety**

SYSTEMS AND PROCEDURES



ROPE SAFETY

SLIP REEF.



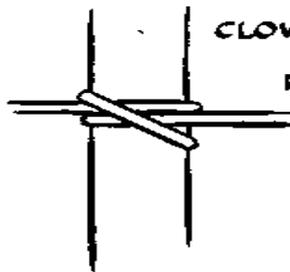
for tying up brailings etc.

BEGGARMAN'S KNOT.

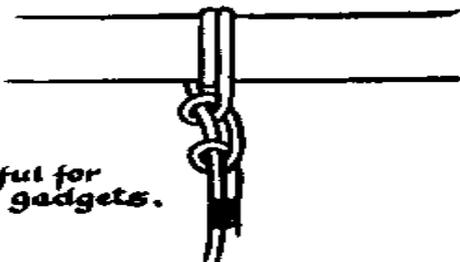
for hanging up jars etc.



CLOVE HITCH.



ROUND TURN AND TWO HALF HITCHES



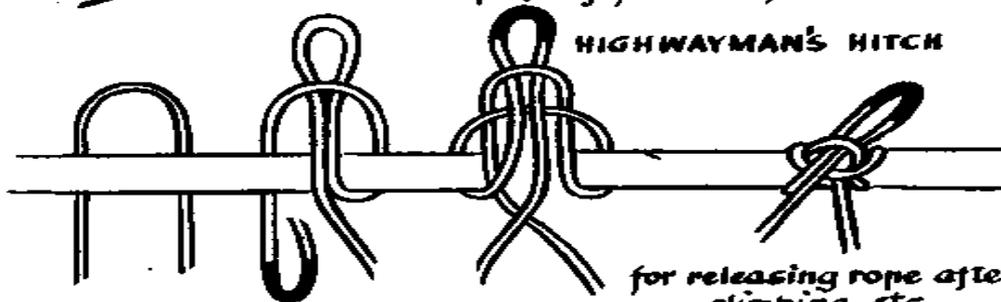
both these are useful for gadgets.

SHEEPSHANK

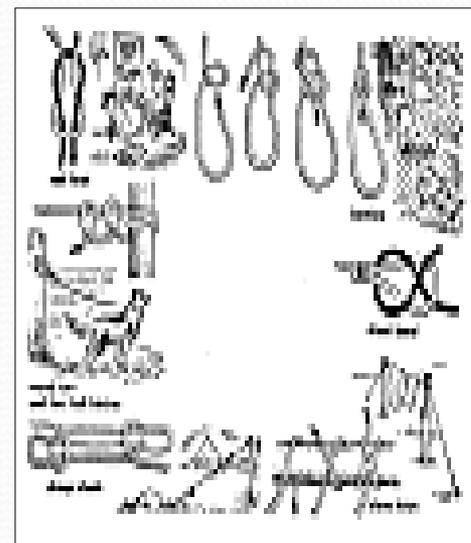


used for shortening rope (ie. guy lines etc.)

HIGHWAYMAN'S HITCH



for releasing rope after climbing etc.



Step 4

• Monitor and review

- Control measures must be monitored and reviewed to ensure effectiveness.
- Practice, experience and actual loss will necessitate changes.
- Control measures should be updated periodically.



DURING AN ACTIVITY – MONITOR CONTINUOUSLY



SAFETY MEASURES DURING OUTDOOR ACTIVITIES

CAMPING ACTIVITIES



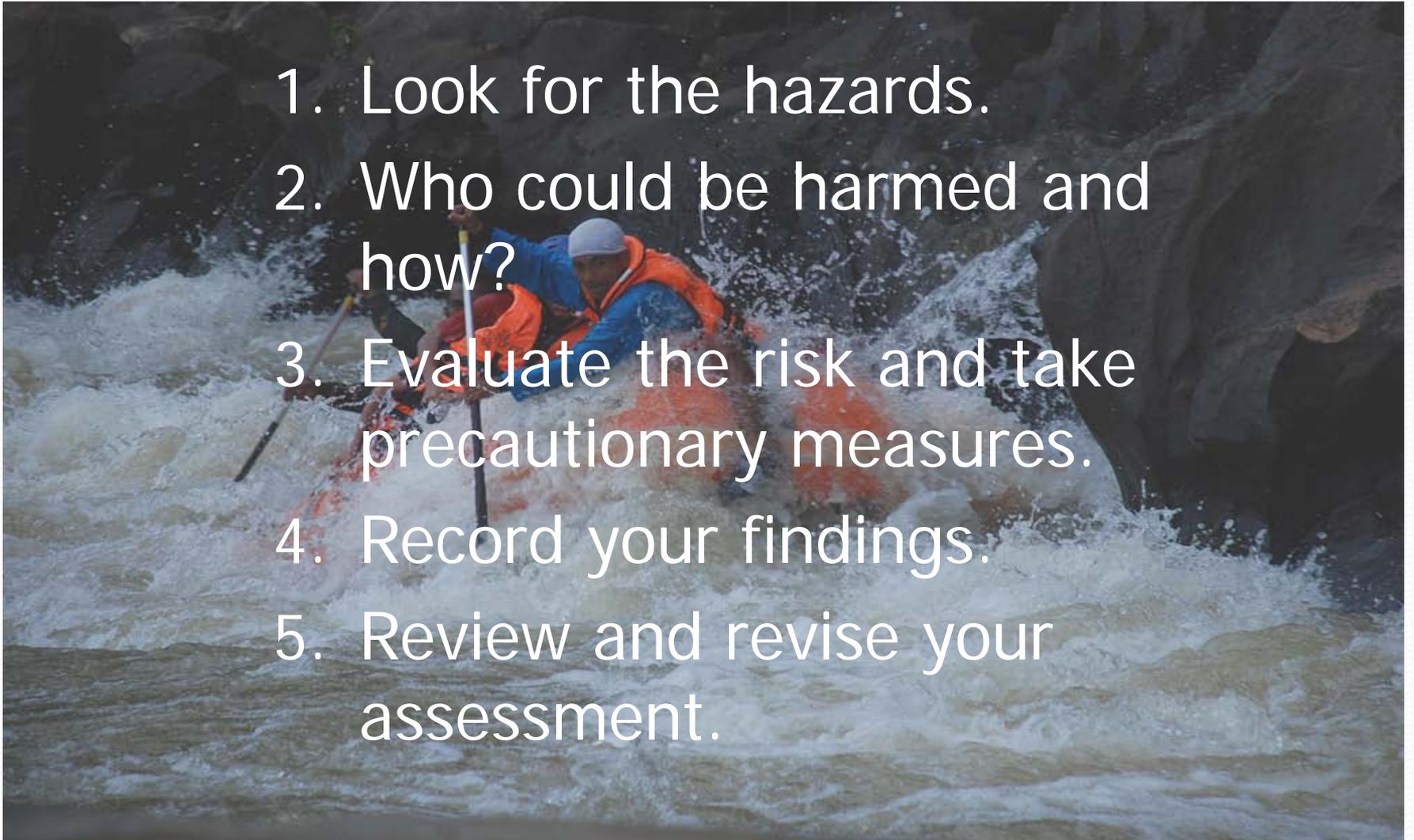
PRINCIPLES OF PREVENTION AND CONTROL

1. ANTICIPATION –
expecting dangerous
situation before they
occur
2. HAZARDS
IDENTIFICATION – e.g
by safety audits,
accident report, MSDS
3. RISK ASSESSMENT
4. RISK CONTROL



FIVE STEPS TO RISK ASSESSMENT

1. Look for the hazards.
2. Who could be harmed and how?
3. Evaluate the risk and take precautionary measures.
4. Record your findings.
5. Review and revise your assessment.



EXAMPLE OF A SIMPLE RISK ASSESSEMENT – CANOEING ON THE LOCAL CANAL

STEP 1	STEP 2	STEP 3 (AND 4)	STEP 5
HAZARD	WHO MIGHT BE HARMED?	IS THE RISK ADEQUATELY CONTROLLED, OR IS MORE NEEDED?	REVIEW AND REVISION
Water (ie. Drowning)	All involved	<ol style="list-style-type: none"> 1. Swim checks prior to activity. 2. Wear appropriately fitting buoyancy aids. 3. Provision of safety boat. 	
Slipping hazards: access to and egress from the canal.	All involved	<ol style="list-style-type: none"> 1. Warning participants of slippery conditions. 2. Warning signs. 3. Supervision at entry and egress. 	
Striking head on canal bottom, sides or canoes.	Instructors and participants	<ol style="list-style-type: none"> 1. Protective equipment 2. Deep water area. 3. Pre-exercise briefing 	

PRE-EVENT CHECKLIST

- Parental Permission
- Safe from harm
- Home contact
- Insurance
- Transport



ACTIVITY

Has the activity been planned so that all members of the group – even the weakest are capable completing it?



LEADER'S PREPARATIONS

Do I have:

- **Authorisation appropriate to the activity.**
- **Additional leadership appropriate to the size .**
- **Appropriate clothing and personal equipment.**
- **Confidence in my own skills, appropriate to the activity planned.**
- **A knowledge of the area to be visited?**
- **All round plan for the activity – with escape routes?**
- **A home contact.**
- **A driver.**
- **Confidence that I can cope in an emergency?**

WEATHER FORECAST



Forecast weather conditions will not affect the proposed activity?.

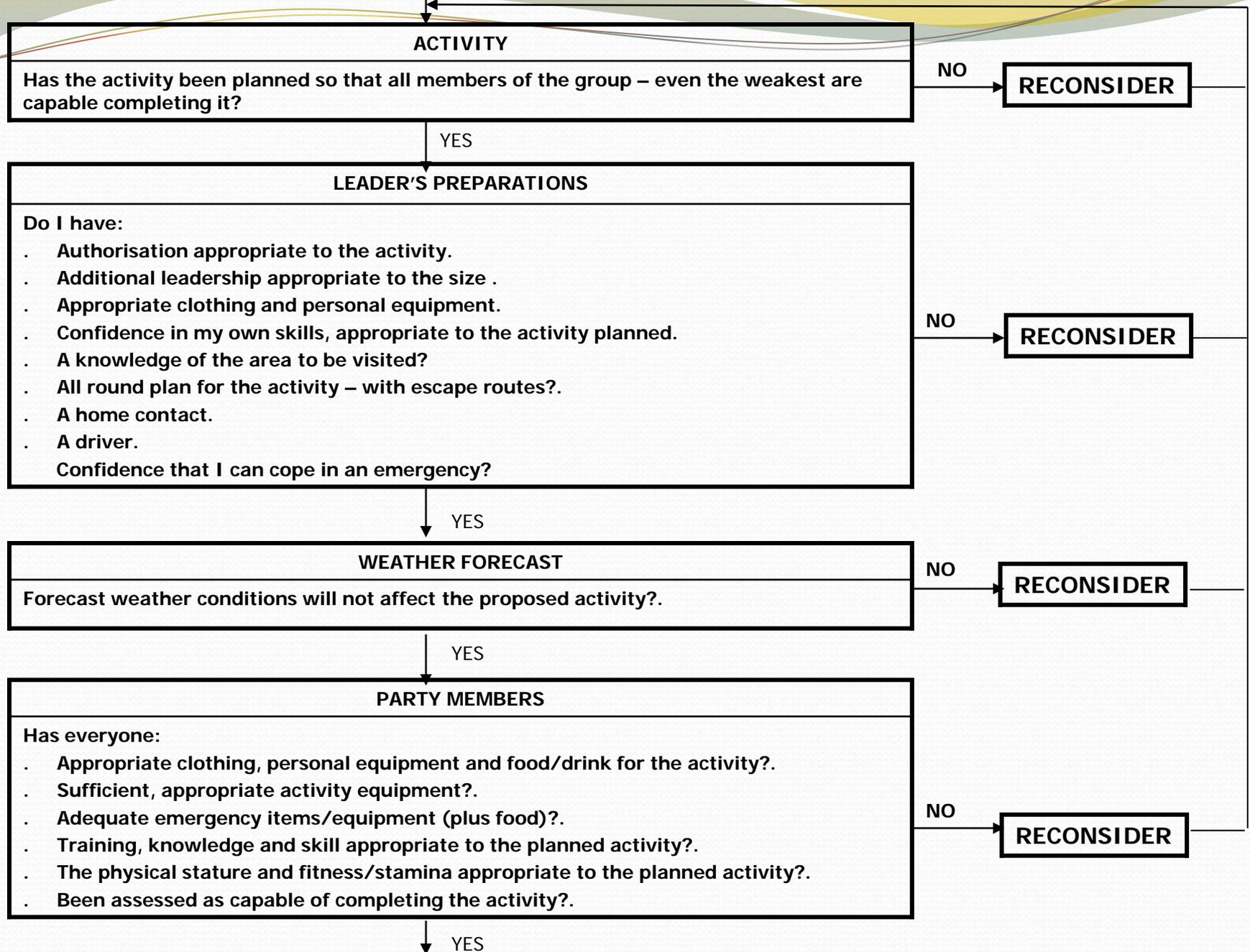
PARTY MEMBERS

Has everyone:

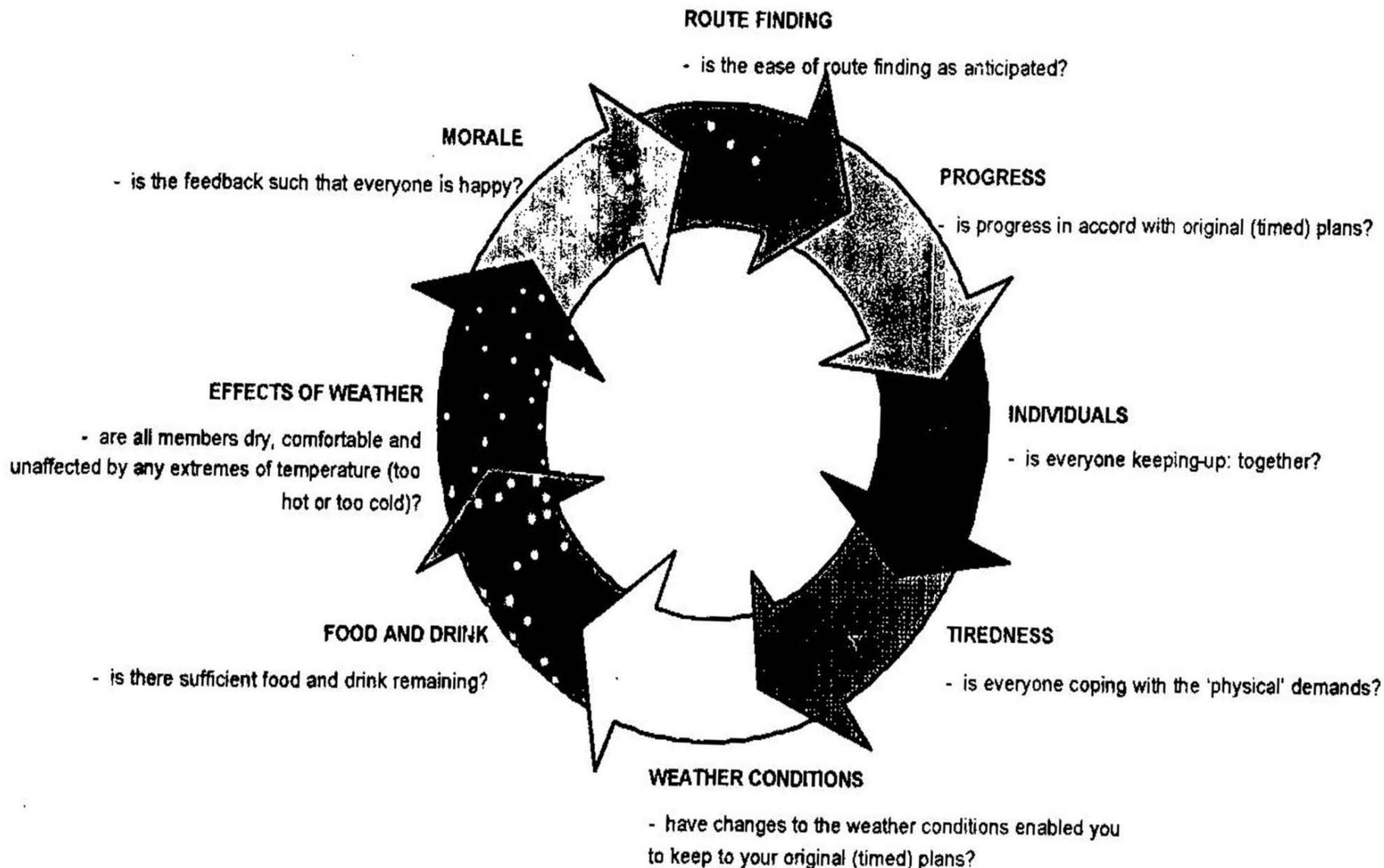
- **Appropriate clothing, personal equipment and food/drink for the activity?.**
- **Sufficient, appropriate activity equipment?.**
- **Adequate emergency items/equipment (plus food)?.**
- **Training, knowledge and skill appropriate to the planned activity?.**
- **The physical stature and fitness/stamina appropriate to the planned activity?.**
- **Been assessed as capable of completing the activity?.**



ADVENTUROUS ACTIVITIES-A PRE-ACTIVITY CHECK-LIST



DURING AN ACTIVITY - TO MONITOR CONTINUOUSLY



If the answer to any question is **NO** then it is time to consider your plans for the activity and modify accordingly.

SPECIFIC ACTIVITIES



Caving and mine exploration



Mountaineering



Abseiling



Water activities



Parachuting



Jungle Tracking

SPECIFIC REQUIREMENTS FOR SPECIAL EVENTS

- Carry out a written risk assessment
- Get district Commissioner's Approval
- Visit Prospective Site
- Plan Outline Programme
- Train leader in charge
- Plan emergency arrangements

