

Operational Risk Management Process

If clarity of tasks, suitability of equipment or organization of work could be improved to make work safer at your worksite, then the Operational Risk Management Process (ORMP) is for you.

The ORMP is a process that allows us to critically analyze the way that our work is organized, using risk management principles and includes the following escalating steps to ensure the most appropriate assessment of risk:

1 Initial Assessment Report (IAR)

An IAR is used to assess and document urgent identified hazards, learning events, accidents or violence in the workplace. The IAR is also a key input to the Risk Register used to capture, share and monitor risk information and solutions. An IAR may lead to a Task Analysis, Risk Assessment or Site Investigation to better understand the risk.

2 Task Analysis (TA)

Task Analysis is the primary means for a worksite to review local procedures and improve them, as required, to reflect the work as done rather than the work as imagined.

3 Risk Assessment (RA)

A Risk Assessment is conducted to address more complex risks in order to improve the overall system. Risk Assessment sessions will be guided and assisted by trained and experienced facilitators.

What is a Risk Register?

A Risk Register is an interactive list of categories in eFleet that each worksite uses to manage risk information and control options sourced from ALERTs, IARs, Task Analysis, Site Investigations or other locally generated reports.

What is the difference between Task Analysis and Risk Assessment?

Task Analysis (TA) is qualitative analysis of a procedure to reflect **work as done** rather than **work as imagined**. TA will:

- Help understand risk by identifying hazards that may occur during a task.
- Help identify the appropriate control measures needed to reduce the level of risk.
- Help identify a safer way of performing a task including any alternative methods.

TA calls for the involvement of **supervisors and workers who know the procedure**. The method relies on employee involvement to thoroughly explore the work procedure from the perspective of safety, quality and efficiency.

A **Risk Assessment** includes everything within the TA but will take a complex situation to a higher level of analysis and should include some quantitative evaluation in order to identify and measure the level of risk.

What happens to the Local Risk Assessment Teams (LRATs)?

Instead of LRATs, all employees will receive basic awareness training in risk management so they can participate in TA. All the valuable information that has been generated by our hardworking LRATs has been captured in the Worksite Risk Registers. While there are no longer formal LRATs, these experienced employees should be sought out for their strength and skills in understanding of risks and risk assessment.

Why are we introducing Risk Registers and when will this come into effect?

A Risk Register is a user friendly tool which enables the worksite to identify, monitor, control and communicate risk information. After a Worksite Risk Register has been populated it will be deemed “Live” and ready for use by the site.

Where do we get more detailed information?

The entire policy and guidelines, including annexes and appendices, can be found in the Safety Manual Section 9 on the intranet at: www.inside.bcferries.com/documentation

Safety Management System



A simple guide to managing risk at BC Ferries

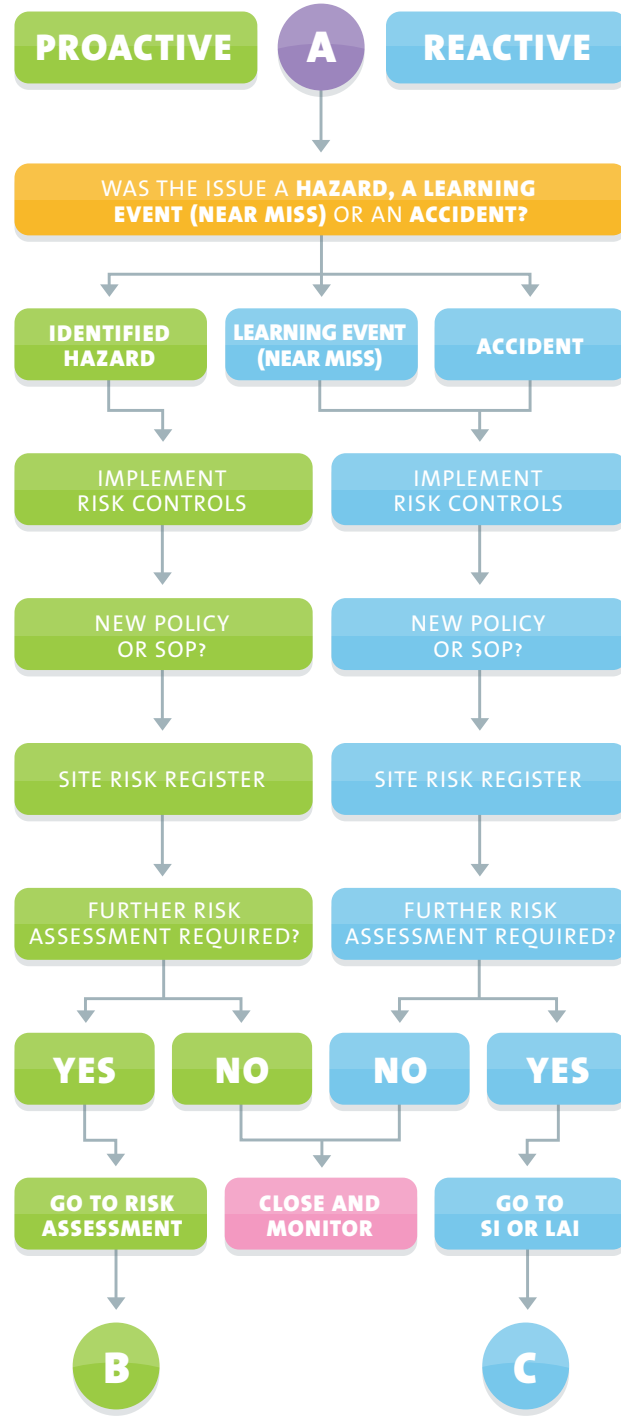
ALERT

FRONT LINE EMPLOYEE ◀ ▶ SUPERVISOR/MANAGER



INITIAL ASSESSMENT

SUPERVISOR/MANAGER ◀ ▶ SENIOR MANAGER



RISK ASSESSMENT/INVESTIGATION (SI/LAI)

SENIOR MANAGER ◀ ▶ EXECUTIVE

