



2025 Annual Safety Risk Management Review





What We'll Cover

- Why do we need risk management?
- Using four simple terms and questions to de-complexify risk management
- Playing “What if...?”
- Applying practical questions (and answer) to the risk management process
- The importance of involving others
- Principles of the risk management process





Why do we need risk management?

Uncertainty



Required

Ref: CAPR 160-1, Chapter 3

NCSA, CSAs, Encampments (NFAs, Clinics, Cadet O-rides, etc.)

First-time activity

Events with significant changes in members involved in planning, executing, or supervising

New aircraft or vehicle model

One-time “other” events: Road trips, air show support, squadron moves, cadet trips, events longer than 24 hours





Friend or Foe?



Safety's Ally

Information



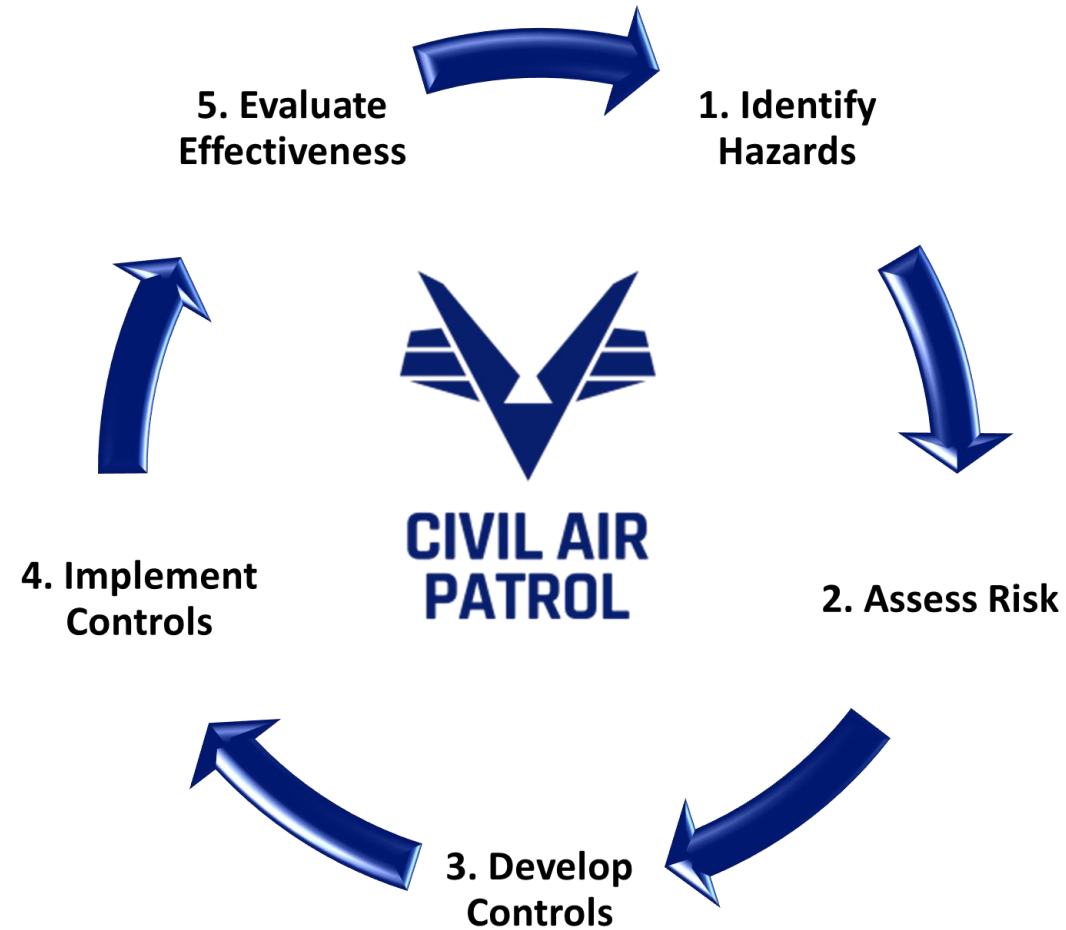
Safety's Enemy

Complacency





The Risk Management Process





Residual Risk

Risk Appetite

Initial Risk

Probability

Risk Acceptance

Hazard

Risk Analysis

Real-time risk assessment

Severity

Quantitative

Compliance

Likelihood

Low

Qualitative

Threat

Control

Mitigation

Consequence

Assessment

Control Monitoring

Risk Tolerance

Contingency

High

Risk Identification

Medium

Risk Matrix

Risk transfer

Deliberate Risk Assessment





Four Simple Terms

Source	What things could get people hurt, make them ill, or damage equipment or facilities?
Outcome	What injuries, illnesses, or damage are possible?
Control	What can we put in place to reduce the possibility of these things happening?
Responsibility	Who should be responsible for getting things done and watching to be sure those things we put in place are working?





What if?



What could happen if we need to prepare, serve, and store food?



What could happen if the weather is going to be hot or humid?



What could happen if a member/participant has an extreme allergy?



What could happen if members participate in a sports activity?



What could happen if...?

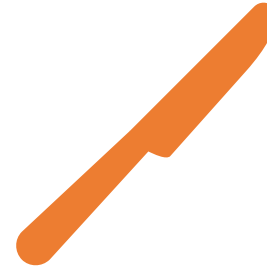




Practical Application



We're preparing, serving, and storing food for an activity



SOURCE: What things could get people hurt, make them ill, or damage equipment or facilities?

Knives

Stoves

Food allergies

Food spoilage





Practical Application

OUTCOME: What injuries, illnesses, or damage are possible?



Cuts resulting from
knife usage



Burns caused by
hot surfaces



Allergic reactions to
certain foods



Food poisoning
resulting from
contamination in
food preparation,
service or storage



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4. SUB- ACTIVITY, TASK, SOURCE	5. HAZARD / OUTCOME
Food preparation	Knives, cuts
Food preparation	Hot surfaces, burns
Food preparation	Allergens, allergic reaction

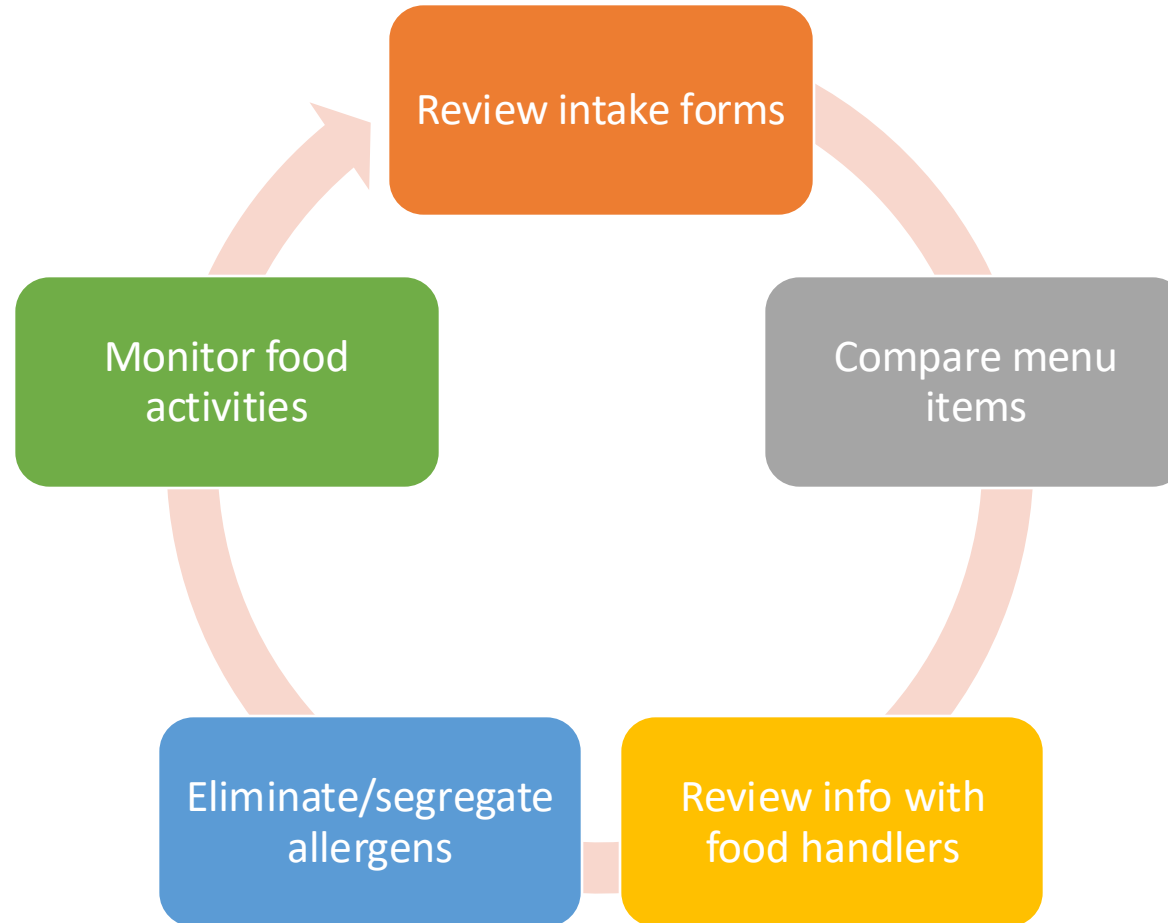


Practical Application

CONTROL: What can we put we in place to reduce the possibility of these things happening?



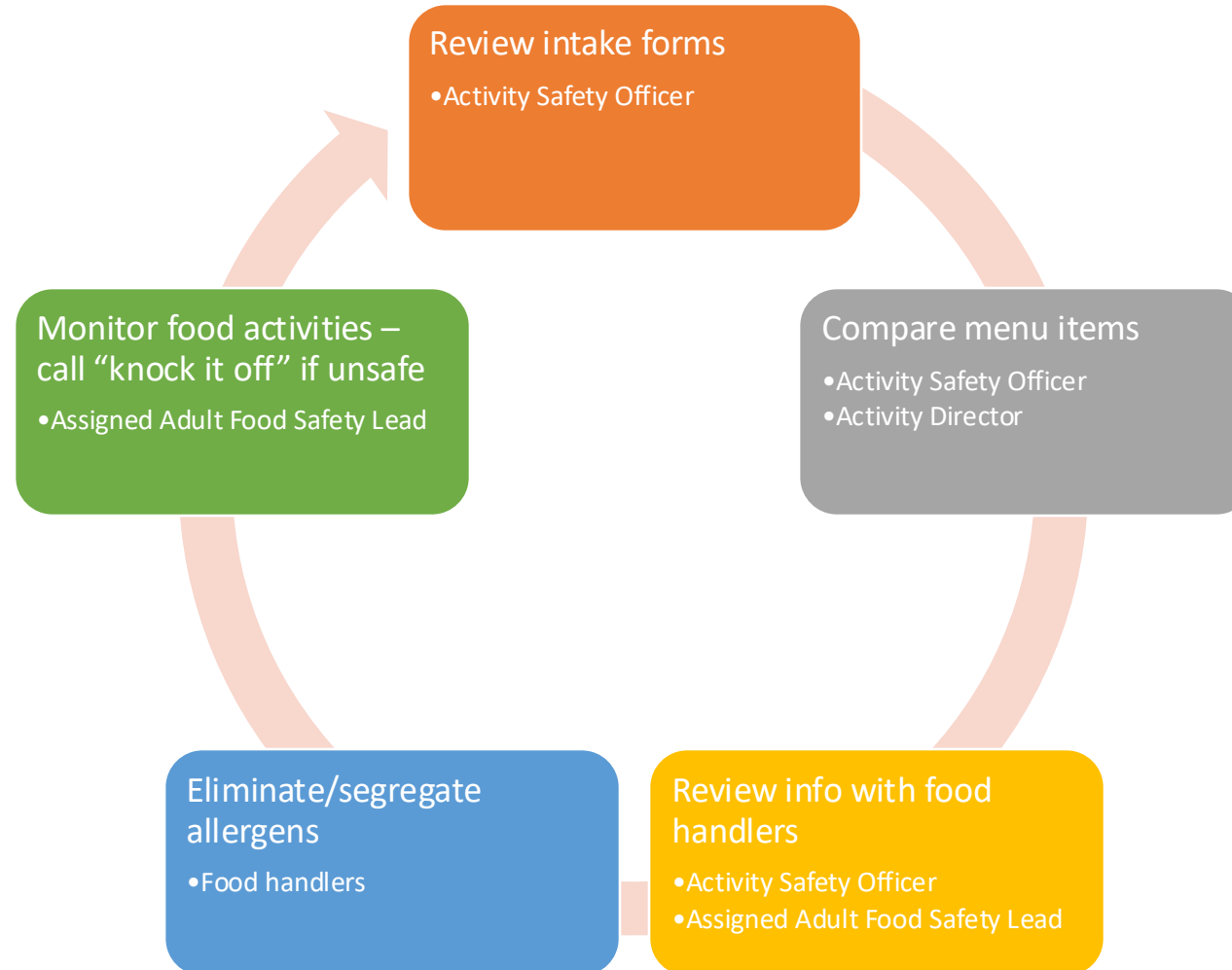
Allergic reactions to certain foods





Practical Application

RESPONSIBILITY: Who should be responsible for getting things done and watching to ensure things are working as planned?



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7. CONTROL	8. HOW TO IMPLEMENT / WHO WILL IMPLEMENT
Review participant intake forms and note allergies; compare to menu and adjust menu	<p>How: Provide intake forms; document list of allergies and who has them</p> <p>Who: Activity SE</p>
Segregate food preparation to avoid contamination allergen	<p>How: Set up separate food preparation stations and monitor</p> <p>Who: Adult Lead in charge of food</p>
Inform food handlers of known allergies and expected protocols	<p>How: Brief all food handlers at beginning of activity and least daily</p> <p>Who: Activity SE/Adult lead</p>

A few words on probability

Risk Assessment Matrix		Probability <i>(expected frequency)</i>				
		Frequent: Continuous, regular, or inevitable occurrences	Likely: Several or numerous occurrences	Occasional: Sporadic or intermittent occurrences	Seldom: Infrequent occurrences	Unlikely: Possible occurrences but improbable
Severity <i>(expected consequence)</i>		A	B	C	D	E
Catastrophic: <i>Death, unacceptable loss or damage, mission failure, or unit readiness eliminated</i>	I	EH	EH	H	H	M
Critical: <i>Severe injury, illness, loss, or damage; significantly degraded unit readiness or mission capability</i>	II	EH	H	H	M	L
Moderate: <i>Minor injury, illness, loss, or damage; somewhat degraded unit readiness or mission capability</i>	III	H	M	M	L	L
Negligible: <i>Minimal injury, loss, or damage; little or no impact to unit readiness or mission capability</i>	IV	M	L	L	L	L
Legend: EH – extremely high risk H – high risk M – medium risk L – low risk						

High.
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Involving Others

Planning

- Who can help compile a list of possible things that could cause injury, illness, or damage?

Deciding

- Who can help with deciding what to put in place to reduce the possibility of these happening?

Communicating

- Who can help get the word to participants about what could cause injury, illness, or damage and what we're putting in place to prevent them?

Evaluating

- Who can help make sure things are working as expected and making sure adjustments are made when they aren't?





Risk Management Principles

Accept no unnecessary risk

Make risk decisions at the appropriate level

Integrate risk management into mission and activity planning

Apply the process cyclically and continuously





Accept no unnecessary risk

- All missions, activities, and daily routines involve risk
- Expose members to the lowest acceptable risk
- What level of risk is unnecessary?





Make risk decisions at the appropriate level

- Establishes clear accountability
- Who is the appropriate decision-making authority?





Integrate risk management into mission and activity planning

- Integrate as early as possible
- Accomplish throughout the normal sequence of planning
- Dedicate time and resources
- Don't wait until the last minute





Apply the process cyclically and continuously





Helpful Resources

CAPR 160-1: Civil Air Patrol Safety Program

CAPF 160: Deliberate Risk Assessment

CAPF 160S: Real-Time Risk Assessment

CAPF 160HL: Hazard Listing Worksheet

Guide to Risk Assessments (The 5Ms = Member, Medium, Machine, Mission, Management)

More @ www.gocivilairpatrol.com/members/cap-national-hq/safety





Take this with you...



- Information is your ally in safety
- Four simple terms (and questions): *source, outcome, control, responsibility*
- Ask, “What if...?” A LOT!
- Involve others from start to finish



What to do now...



Apply the risk management process in every activity, mission, or other event



Follow CAPR 160-1, and the risk management process and document formal risk management when required (and even when its not)



Reach out to your Safety Officer and ask for their support in the risk management process





Got Safety Questions? Reach out!

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