Risk Assessment

Purpose

You can use language similar to the RCP to make sure the procedure covers the risk assessment requirements.

"Procedures to systematically assess and manage identified risks to onboard personnel, vessels, and the environment. The procedures shall address:
   a) Risk discovery
   b) Risk evaluation
   c) Risk control measures to establish appropriate safeguards to reduce risk to an appropriate level
   d) Procedures to identify, assess, and manage the risk of hazards introduced by new or non-routine changes to: equipment, staffing (ashore or afloat), or procedures"

Scope, Responsibility, Definitions, Forms, etc.

Risk Discovery/Identification

Explain how risks to assess will be identified. Ensure the categories cover the risks to:
- Onboard personnel
- Vessels
- Environment
- Changes to
  - Equipment
  - Staffing
  - Procedures

Risk Assessment

Risk Evaluation/Assessment

Explain how risk will be evaluated. Commonly used ways of assessing risk include determining the likelihood it will occur, and the severity of its consequences. Creating a matrix of risk could be helpful (see below for an example). Make sure you define the terms you use.

		Severity of Consequence		
		Inconsequential	Moderate	Severe
Likelihood of Consequence	Unlikely	Low Risk	Medium Risk	Medium Risk
	Somewhat Likely	Medium Risk	Medium Risk	High Risk
	Very Likely	Medium Risk	High Risk	High Risk

Risk Control Measures

Describe existing controls that prevent the risk from occurring, and any new controls you decide to implement. Explain that, after these measures are identified and developed, it will be determined if the risk is acceptable to the company (if not, the activity will be halted).

Risk Assessment Form

Your risk assessments must be documented, and the easiest way to do so is to create a form that gets filled out during the assessment. Reference this form.