

Operational Risk Management in Civil Air Patrol

An Overview

VISION: We must strive to develop a culture in which all assigned personnel routinely apply risk management principles to prevent mishaps in all aspects of their lives, both in their private lives, and during their work in Civil Air Patrol.

MISSION: To enhance mission effectiveness through the proper application of risk management.

OPERATIONAL RISK MANAGEMENT GOALS:

1. Enhance mission effectiveness at all levels while preserving CAP assets, and safeguarding the health and welfare of CAP members, and the general public.
2. Integrate ORM into mission processes, ensuring decisions are based upon assessments of risk integral to the activity and the mission.
3. Create an environment in which every leader and member is trained and motivated to identify and manage the risks around them at all times.
4. Identify opportunities to increase CAP's effectiveness in satisfying the requirements of our three missions: aerospace education, cadet programs, and emergency services.

OBJECTIVES IN ORM: All leaders in Civil Air Patrol should strive to follow these basic concepts for integrating Operational Risk Management in all our activities.

1. Provide our members the knowledge to implement, apply, and integrate ORM.
2. Disseminate ORM information in support of the CAP mission.
3. Exhibit ORM knowledge and application by example.
4. Integrate ORM into CAP policy and guidance where appropriate.
5. Communicate up and down the chain of command, and across mission activities. In other words identifying a hazard, knowing how to avoid a problem, but keeping this information to yourself does harm to CAP and its members.

GUIDELINES IN IMPLEMENTATION OF ORM: The following are a few ideas to meet the need to implement ORM in CAP at all levels and in all activities.

1. Stay focused in identifying hazards and ways to reduce risk.
2. Target the unique environments that are found in CAP.
3. Use tools to encourage others to use ORM, such as signs, posters, briefings, and directives.
4. Incorporate a systematic decision-making tool, utilizing at least the following steps: [1] identify the hazards; [2] assess the level of risk; [3] analyze risk control measures; [4] make control decisions; [5] implement risk controls; [6] and supervise and review in order to keep risks at a minimum and acceptable level.
5. Document your efforts at controlling risks.

SAFETY OFFICER RESPONSIBILITIES: Each squadron is to have a safety officer who is designated in writing by the Commander to serve as such. Every member has a responsibility to assist in all aspects of Safety, and especially in managing risk. Everyone should know the 2 most basic forms available from the Safety Officer: CAPF 26 is a safety suggestion form/card. CAPF 28 is the form on which mishaps and injuries must be reported to the Commander. Be aware that our environments do not remain static. People become fatigued, complacent, and careless. Others are in activities for which they have little or no training. In order to assist all of us in CAP take the attitude that you are the only one who sees a risk, and report it promptly, and fix it if you are capable. For example:

1. Look for loose items that can trip people and/or damage property.
2. Ensure there is no source of fire or spark around refueling operations.
3. Ensure adequate lighting for the activity.
4. Ensure safe practices around electrical devices.
5. Minimize horseplay and unnecessary noise.
6. Remove, Mark and/or Barricade hazards.
7. Protect against unauthorized people, vehicles, and foreign objects.