

RAMS FORM

School Name:		RAMS Team Leader:		Vetted By:		Approved By:	
Location:	National Museum of Singapore	Member(s):		Designation:		Designation:	
Activity/ Process:				Date:		Date:	
Last Review Date:				Signature:		Signature:	
Next Review Date:							

Hazard Identification <i>(Refer to 'W' Checklist in Chapter 2 of the School Safety Handbook)</i>				Risk Evaluation			Implementation		
No.	Description of Activities/ Work Processes	Hazard	Possible Accident / Ill Health	Severity	Likelihood	Risk Level	Risk Control	Action Officer, Designation (Follow-up date)	Remarks
1	Transportation to and from school and museum	<ul style="list-style-type: none"> • Vehicular collision or accident 	<ul style="list-style-type: none"> • Light or significant injuries or death 	5	1	5	<ul style="list-style-type: none"> • Transport Service provider should be engaged from GeBIZ • Accompanying teachers to ensure that students are seated at all times • Accompanying teachers to ensure that driver observes speed limits at all times. 		
2	Movement to and from the bus bay and museum	<ul style="list-style-type: none"> • Wet and slippery floor (in the event of wet weather) • Vehicular collision or accident 	<ul style="list-style-type: none"> • Light or significant injuries or death 	5	1	5	<ul style="list-style-type: none"> • Accompanying teachers to remind students to be careful of their movements, especially during wet weather conditions • At least one accompanying teacher to be stationed at the bus bay to facilitate 		

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							student movement up and down the bus (and to look out for oncoming traffic)		
3	Briefing in NMS Glass Atrium (level 2)	<ul style="list-style-type: none"> Slippery or wet floor (in the event of heavy rain) 	<ul style="list-style-type: none"> Light or significant injuries 	3	1	3	<ul style="list-style-type: none"> Accompanying teachers to remind students to look out for wet spots on the ground (in event of heavy downpour / instruct students not to run in museum) 		
4	Movement around the museum	<ul style="list-style-type: none"> Stairs, escalators and slippery surfaces Heavy and automated exit doors in galleries Dim lighting in certain areas of the gallery 	<ul style="list-style-type: none"> Light or significant injuries 	3	1	3	<ul style="list-style-type: none"> Pre-trip briefing to be done before the visit to the museum to generate awareness of museum conditions Accompanying teachers and museum educators to remind students to proceed down the stairs/ escalators and move around the museum cautiously Accompanying teachers and museum educators to remind students to look out for showcases 		

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5	Movement around the museum	<ul style="list-style-type: none"> Obstruction of fire escape route 	<ul style="list-style-type: none"> Light or significant injuries or death 	5	1	5	<ul style="list-style-type: none"> Students to be in groups of 20 and groups to have staggered movements to avoid creating chokepoints Accompany teachers and museum staff to assist movement of students at stipulated timings Students to be reminded to adhere to instructions from security officers at all times 		