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for decision makers.

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Detours, Detours – On a Bicycle!

Construction projects often require that travel lanes be closed for the safety of users. Every municipality has established communication practices for motorists; yet few municipalities provide cyclists using designated bicycle routes with detour information to ensure safe passage around the work site.

Strategies

When planning a bicycle detour, the key goal is to provide a clear, safe route that avoids as much as possible conflict with other vehicles' while providing the shortest possible route to returning to the usual travel route. Other consideration include:



1. Include the need for bicycle detours in all Tenders and Requests for Proposal so that bidders are informed at the earliest possible moment.
2. Inform contractors working on the road allowance that they must plan for cyclists – whether working for the municipality or for anyone else.
3. Select and require use of “Bike Lane Closed – Detour” signs at the previous intersection so that cyclists can avoid the work site if they want to.
4. If cyclists may continue past the construction site without a detour, but must share the road, consider reducing the speed limit in that area for motorists.
5. Provide advance notice of bicycle detours in the same manner as you do for motorists. E.g. on websites, radio announcements, notices to residents.
6. If long-term blockage of a bicycle route will require detours of a significant distance (more than 5 kms) contact the public transit authority to assess feasibility of installing bike racks on buses.

Finally, ensure that staff involved with road and parkway construction and maintenance are trained on the need for detour planning and implementation steps.

*Sign courtesy of US Manual of Traffic Signs

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*Why Risk Management?
Because ##### Happens!*

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Keep it in the Vault!

---How to protect confidential information

In the Information Age, data is precious and volatile. Your tenants want and expect that details like their financial history, name, health information, social insurance number and e-mail address, are protected. But confidential information also includes things like their opinions, insurance information and other personal details. As a keeper of this type of information, you must "keep it in the vault."

The Privacy Audit: Complete a privacy audit to ensure...

Secure information on computers: Check the computer workstations. Do they face the window where people outside can see what's on the screens? Are your computers locked by password?

Secure conversations: Is your reception area open access? Can people entering the building hear conversations they shouldn't hear? Maintenance staff, for instance, should not disclose a tenant's name, unit number or his/her maintenance issues in front of other tenants or visitors.

Secure documents: Is the fax machine locked at night? Are all tenant files locked at night? Does someone check to make sure that no confidential information is accessible to unauthorized staff or to visitors?

Excerpt from Risky Business with permission. For the entire article visit www.shscorp.ca

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