

DELIBERATE RISK ASSESSMENT WORKSHEET

1. MISSION/TASK DESCRIPTION (INCLUDE DATES OF EVENT)	2. DATE (DD/MM/YYYY)
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3. PREPARED BY

a. Name (<i>Last, First, Middle Initial</i>)	b. Rank/Grade	c. Duty Title/Position
d. Unit	e. Work Email	f. Telephone (<i>DSN/Commercial (Include Area Code)</i>)
g. UIC/CIN (<i>as required</i>)	h. Training Support/Lesson Plan or OPORD (<i>as required</i>)	i. Signature of Preparer John Smith

Five steps of Risk Management: (1) Identify the hazards (2) Assess the hazards (3) Develop controls & make decisions
 (4) Implement controls (5) Supervise and evaluate (*Step numbers not equal to numbered items on form*)

4. SUBTASK/SUBSTEP OF MISSION/TASK	5. HAZARD	6. INITIAL RISK LEVEL	7. CONTROL	8. HOW TO IMPLEMENT/ WHO WILL IMPLEMENT	9. RESIDUAL RISK LEVEL
				How: Who:	

Additional entries for items 5 through 9 are provided on page 2.

10. OVERALL RESIDUAL RISK LEVEL (*All controls implemented*):
 EXTREMELY HIGH HIGH MEDIUM LOW

11. OVERALL SUPERVISION PLAN AND RECOMMENDED COURSE OF ACTION

12. APPROVAL OR DISAPPROVAL OF MISSION OR TASK APPROVE DISAPPROVE

a. Name (<i>Last, First, Middle Initial</i>)	b. Rank/Grade	c. Duty Title/Position	d. Signature of Approval Authority
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e. Additional Guidance:

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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	M
Critical: <i>Severe injury, illness, loss, or damage; significantly degraded unit readiness or mission capability</i>	II	EH	H	H	L
Moderate: <i>Minor injury, illness, loss, or damage; somewhat degraded unit readiness or mission capability</i>	III	H	M	M	L
Negligible: <i>Minimal injury, loss, or damage; little or no impact to unit readiness or mission capability</i>	IV	M	L	L	L

Legend:

EH – extremely high risk **H** – high risk **M** – medium risk **L** – low risk

13. RISK ASSESSMENT REVIEW (*Required when assessment applies to on going operation of activities*)

a. Date	b. Last Name	c. Rank/Grade	d. Duty Title/Position	e. Signature of Reviewer

14. FEEDBACK AND LESSONS LEARNED

15. ADDITIONAL COMMENTS OR REMARKS