DELIBERATE RISK ASSESSMENT WORKSHEET

1. MISSION/TASK DESCRIPTION	2. DATE (DD/MM/YYYY)
BLORA Ranch Equestrian Activities	2019-contract duration

3. PREPARED BY

a. Name (Last, First Middle Initial)	b. Rank/Grade	c. Duty Title/Position
Lorenz-Bass, Lisa A.	NF-3	ODR Program Coor/BLORA Ranch COR

d. Unit	e. Work Email	f. Telephone (DSN/Commercial (Include Area Code))
DFMWR/BLORA	lisa.a.lorenzbass.naf@mail.mil	254-286-5898

g. UIC/CIN (as required)	h. Training Support/Lesson Plan or OPORD (as required)	i. Signature of Preparer
	NAF Contract (NAFIB9-18-T-0001)	LORENZBASS.LISA.A.1231014540 Digitally signed by LORENZBASS.LISA.A.1231014540 Date: 2019.03.07 12:56:00 -06'00'

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
[+] [-]	Unsanitary Conditions	* horse manure * trash accumulation * Port-a-Pottie conditions	L	* Clean up after horses and dispose of manure in the designated location at BLORA Ranch * Place lined trash cans near the office for staff and patrons to dispose of their waste. Carry trash to a BLORA dumpster * Weekly port-a-pottie servicing	How: * Conduct frequest inspections Who: * BLORA Ranch staff * Patron self-monitoring	L
[+] [-]	Animals & Insects	* horses * dogs off leash * insect bites	M	* Train staff and volunteers to be aware of wildlife in area. Caution/ inform customers of the potential hazard. Avoid contact and handling of wildlife * No pets allowed in pony ring or near the rest area of horses * Pets in other locations will be kept on the leash and controlled by owner at all times * Be aware of horses and handle them with safety procedures that are in place * Minimize insect population	How: * Post safety standards/ standards for wildlife and domestic animal awareness * Train staff on safety procedures * Control insect population Who: * BLORA Ranch staff * Game Warden * Patron self-monitoring * BLORA Maintenance w/Environmental Office guidance	L

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[+] [-]	Liability/administrative requiremetns	* Patron failure to adhere to posted signs & safety briefs * Staff failure to provide correct information on signs	M	* Accurate signage * Liability release forms * Safety briefings	How: * Post signs around ranch to provide a safe environment for patrons and horses * Brief patrons to adhere to safety procedures noted on signage and briefing * Patrons required to sign a liability release form before mounting horses Who: * Legal consult * BLORA Ranch staff	L
[+] [-]	Injuries	* Punctures * Trauma wounds * Trip/fall hazards * Distracted patrons * Broken bones * Soft tissue injuries * Head injuries	H	* Red Cross certified First Aid kit * CPR/AED/Basic First Aid training * Keep pony ring area free of glass and debris to prevent injuries * Restrict glass containers, cans and food from pony ring area * Utilize riding pen or portable fencing * No horseplay in riding area	How: * Stock & maintain First Aid kits * Maintain emergency phone roster * Designate an emergency EMS vehicle route * Train staff in CPR/ AED/Basic First Aid * Train staff to be aware of possible causes for injury and preventative measures * Contain rides to designated riding area * Inform patrons/guardians of potential hazards * Provide helmets or allow use of personal helmets * Police pony ring area before, during and afer pony rides to ensure area is free ferom stones, glass or other debris hazards * Enforce posted safety rules Who: * BLORA Ranch staff * Patron self-monitoring * Event set-up crew	M

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[+] [-]	Heat & Hydration	* Heat injuries (sunburn & heat exhaustion) * Dehydration	H	* Ensure hydration * No alcoholic beverages	How: * Ensure personnel have access to water sources * Brief all personnel on signs & treatment of heat injuries Who: * Patron self-monitoring * BLORA Ranch staff checks	L
[+] [-]	Supervision	* Unsupervised children	L	* Children under age 12 must be supervised at all times by a responsible adult * Educate staff on actions to take in the event of a lost child	How: * Brief BLORA Ranch staff * Post rules Who: * BLORA Ranch staff * Military Police * Patron self-monitoring	L
[+] [-]	Inclement Weather	* Rain * High winds * Lightning	H	* Monitor weather reports	How: * Conduct daily weather checks and obtain frequent weather updates based on changing weather conditions * Notify patrons of weather related cancellations as far in advance as possible * When lightning is detected within 5 miles, halt activities and move horses and patrons to protected area Who: * BLORA Ranch staff * BLORA Park Patrol	M
[+] [-]	Environment	* Uneven footing * Low hanging branches	M	* Educate patrons of hazards before each ride * Inspection of area before and after each ride * Periodic trail maintenance	How: * Patron pre-ride safety brief * Conduct daily and reoccurring inspection checks Who: * BLORA Ranch staff	L

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+ **-**	Fatigue	* extended riding sessions * manual labor associated with ranch chores	L	* Mandatory 10 minute break every hour	How: * Rotation of staff with 10 minute break at the top of each hour * Provide adequate rest breaks for horses Who: * BLORA Ranch staff	L

10. OVERALL RESIDUAL RISK LEVEL (All controls implemented):

☐ EXTREMELY HIGH ☐ HIGH ☒ MEDIUM ☐ LOW

11. OVERALL SUPERVISION PLAN AND RECOMMENDED COURSE OF ACTION

The BLORA Ranch contractor has overall responsibility for daily implementation of the safety plan. Monthly inspections will be held by Post Vet and overseen by COR .

12. APPROVAL OR DISAPPROVAL OF MISSION OR TASK ☐ Approve ☐ Disapprove

a. Name (Last, First, Middle Initial)	b. Rank/Grade	c. Duty Title/Position	d. Signature of Approval Authority
Johnsen, Nicholas R.	NF-05	Director, Family and MWR	

e. Additional Guidance:

Risk Assessment Matrix		**Probability** (expected frequency)				
		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 (expected consequence)		**A**	**B**	**C**	**D**	**E**
Catastrophic: Mission failure, unit readiness eliminated; death, unacceptable loss or damage	I	EH	EH	H	H	M
Critical: Significantly degraded unit readiness or mission capability; severe injury, illness, loss or damage	II	EH	H	H	M	L
Moderate: Somewhat degraded unit readiness or mission capability; minor injury, illness, loss, or damage	III	H	M	M	L	L
Negligible: Little or no impact to unit readiness or mission capability; minimal injury, loss, or damage	IV	M	L	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 ongoing operations or activities)*

a. Date	b. Last Name	c. Rank/Grade	d. Duty Title/Position	e. Signature of Reviewer
Mar 18, 2019	Tomblin	GS-12	Garrison Safety	TOMBLIN.G ARY.L.11169 13190 Digitally signed by TOMBLIN.GARY.L.11 16913190 Date: 2019.03.18 13:14:45 -05'00'

14. FEEDBACK AND LESSONS LEARNED

15. ADDITIONAL COMMENTS OR REMARKS

DD FORM 2977, SEP 2014

Instructions for Completing DD Form 2977, "Deliberate Risk Assessment Worksheet"

1. Mission/Task Description: Briefly describe the overall Mission or Task for which the deliberate risk assessment is being conducted.

2. Date *(DD/MM/YYY)***:** Self Explanatory.

3. Prepared By: Information provided by the individual conducting the deliberate risk assessment for the operation or training. **Legend: UIC** = Unit Identification Code; **CIN** = Course ID Number; **OPORD** = operation order; **DSN** = defense switched network; **COMM** = commercial

4. Sub-task/Sub-Step of Mission/Task: Briefly describe all subtasks or substeps that warrant risk management.

5. Hazard: Specify hazards related to the subtask in block 4.

6. Initial Risk Level: Determine probability and severity. Using the risk assessment matrix (page 3), determine level of risk for each hazard specified. probability, severity and associated Risk Level; enter level into column.

7. Control: Enter risk mitigation resources/ controls identified to abate or reduce risk relevant to the hazard identified in block 5.

8. How to Implement / Who Will Implement: Briefly describe the means of employment for each control (i.e., OPORD, briefing, rehearsal) and the name of the individual unit or office that has primary responsibility for control implementation.

9. Residual Risk Level: After controls are implemented, determine resulting probability, severity, and residual risk level.

10. Overall Risk After Controls are Implemented: Assign an overall residual risk level. This is equal to or greater than the highest residual risk level (from block 9).

11. Supervision Plan and Recommended Course of Action: Completed by preparer. Identify specific tasks and levels of responsibility for supervisory personnel and provide the decision authority with a recommend course of action for approval or disapproval based upon the overall risk assessment.

12. Approval/Disapproval of Mission/Task: Risk approval authority approves or disapproves the mission or task based on the overall risk assessment, including controls, residual risk level, and supervision plan.

13. Risk Assessment Review: Should be conducted on a regular basis. Reviewers should have sufficient oversight of the mission or activity and controls to provide valid input on changes or adjustments needed. If the residual risk rises above the level already approved, operations should cease until the appropriate approval authority is contacted and approves continued operations.

14. Feedback and Lessons Learned: Provide specific input on the effectiveness of risk controls and their contribution to mission success or failure. Include recommendations for new or revised controls, practicable solutions, or alternate actions. Submit and brief valid lessons learned as necessary to persons affected.

15. Additional Comments or Remarks: Preparer or approval authority provides any additional comments, remarks, or information to support the integration of risk management.

Additional Guidance: Blocks 4-9 may be reproduced as necessary for processing of all subtasks/ substeps of the mission/task. The addition and subtraction buttons are designed to enable users to accomplish this task.