

## DELIBERATE RISK ASSESSMENT WORKSHEET

<b>1. MISSION/TASK DESCRIPTION</b>  Mountain Biking at Belton Lake Outdoor Recreation Area (BLORA)	<b>2. DATE (DD/MM/YYYY)</b>  01/01/19-12/31/19
--	--

**3. PREPARED BY**

<b>a. Name (Last, First Middle Initial)</b>  Rosenberry, Thad M	<b>b. Rank/Grade</b>  NF-03	<b>c. Duty Title/Position</b>  Recreation Specialist
---	-----------------------------------	--

<b>d. Unit</b>  ODR/MWR	<b>e. Work Email</b>  thad.m.rosenberry.naf@mail.mil	<b>f. Telephone (DSN/Commercial (Include Area Code))</b>  254-287-1593
-------------------------------	--	--

<b>g. UIC/CIN (as required)</b>	<b>h. Training Support/Lesson Plan or OPORD (as required)</b>	<b>i. Signature of Preparer</b>  ROSENBERRY.THAD. MICHAEL.1394590688 <small>Digitally signed by ROSENBERRY.THAD.MICHAEL.1394590688 Date: 2019.02.04 08:36:09 -06'00'</small>
---------------------------------	---	--

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
<div style="border: 1px solid gray; width: 20px; height: 20px; margin: 5px; display: flex; align-items: center; justify-content: center;">+</div> <div style="border: 1px solid gray; width: 20px; height: 20px; margin: 5px; display: flex; align-items: center; justify-content: center;">-</div>	Mountain Bike Operations	Injury due to lack of familiarity of mountain bike operation	M	Basic mountain bike safety will be enforced at all times. Operational instructions will be conducted prior to the execution of the event.	<b>How:</b> Safety Brief All participants equipped with safety equipment Buddy System  <b>Who:</b> Outdoor Rec Personnel	L
<div style="border: 1px solid gray; width: 20px; height: 20px; margin: 5px; display: flex; align-items: center; justify-content: center;">+</div> <div style="border: 1px solid gray; width: 20px; height: 20px; margin: 5px; display: flex; align-items: center; justify-content: center;">-</div>	Mountain Bike Operations	Improper Mountain Bike Handling	M	Mountain bikes will be outfitted to the appropriate height of participants.	<b>How:</b> Overview of mountain bike components and proper techniques briefed and demonstrated prior to program.  <b>Who:</b> Outdoor Rec Personnel	L
<div style="border: 1px solid gray; width: 20px; height: 20px; margin: 5px; display: flex; align-items: center; justify-content: center;">+</div> <div style="border: 1px solid gray; width: 20px; height: 20px; margin: 5px; display: flex; align-items: center; justify-content: center;">-</div>	Mountain Bike Operations	Injury Due to Falling Off Mountain Bike	M	Proper equipment such as helmet, gloves and close-toed shoes worn by participants.	<b>How:</b> Equipment issued to participants prior to instruction. Facilitator ensures familiarization period on bikes in parking lot prior to the trails.  <b>Who:</b> Outdoor Rec Personnel	L

	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
+	Mountain Bike Operations	Failure to Identify Marked Obstacles	M	Survey area of operations	How: Brief participants of hazards and marked obstacles	L
					Who: Outdoor Rec Personnel	
+	Weather	Heat Related Injuries	M	Multiple water coolers will be provided at main staging area.	How: Staff will brief the participants on importance of hydration.	L
					Who: Outdoor Rec Personnel	
+	Weather	Sun Related Injuries	M	Have covered areas for participants and provide sun screen.	How: Staff will have sun screen available for participants	L
					Who: Outdoor Rec Personnel	
+	Weather	Cold Related Injuries	M	Brief participants on wearing proper clothing for conditions. Explain the importance of layers, staying warm and hydration.	How: Staff will ensure participants have appropriate clothing for the program by visual inspection.	L
					Who: Outdoor Rec Personnel	
+	Weather	Severe Weather	M	Review weather forecast prior to program date.	How: Staff will brief participants on procedures to follow in case of severe weather.	L
					Who: Outdoor Rec Personnel	

	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
+	Physical Health	Allergies (reactions to animals, insects and plants)	M	Medical questionnaire included on the liability release form. Will ask if any allergies and to list them.	How: Staff will not administer any medications to participants. Basic first aid will be on site.	L
					Who: Outdoor Rec Personnel	
+	Physical Health	First Aid (sprains, strains, cuts, bruises and broken bones)	M	All staff will be First Aid & CPR certified.	How: Staff will brief participants on physical safety during event.	L
					Who: Outdoor Rec Personnel	
+	Environment	Uneven Terrain	M	Proper safety equipment will be supplied and worn by all participants.	How: Safety Brief Staff will issue safety equipment needed	L
					Who: Outdoor Rec Personnel	
+	Customers	Getting Lost or Separated	M	Let participants know the key terrain features and how to locate the main staging area. Utilize buddy system	How: Safety Brief	L
					Who: Outdoor Rec Personnel	
+	Driving GOV	Critical Accident involving government vehicle or other vehicles	M	Proper amount of passengers per vehicle and seat belts fastened at all times and passengers notified of passenger safety. Driver will adhere to all driving laws, travel at a safe rate of speed and distance to other vehicles. Driver will be aware of surroundings and obstacles that may interfere with normal driving conditions. Driver will know how to drive in all weather conditions.	How: Driver will advise participants of passenger safety. Driver will be aware and adhere to all traffic laws, speed limits and surroundings at all times.	
					Who: Driver/ Outdoor Rec Personnel	
<b>10. OVERALL RESIDUAL RISK LEVEL</b> (All controls implemented):						

EXTREMELY HIGH HIGH MEDIUM LOW**11. OVERALL SUPERVISION PLAN AND RECOMMENDED COURSE OF ACTION**

Outdoor Rec Personnel will perform safety brief prior to program. All participants will receive instructions and procedures prior to execution. Liability waivers attached with pertinent medical history will be completed and signed by all participants. If anyone under the age of 18 years old, an adult must be present to sign for them.

This is an ongoing program and will have multiple dates throughout the course of the year.

**12. APPROVAL OR DISAPPROVAL OF MISSION OR TASK** Approve Disapprove**a. Name (Last, First, Middle Initial)**

Johnsen, Nicholas R.

**b. Rank/Grade**

NF-05

**c. Duty Title/Position**

Director, DFMWR

**d. Signature of Approval Authority****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
1/16/2019	Tomblin	GS-12	Garrison Safety	TOMBLIN,GARY.L.1116913190 Digitally signed by TOMBLIN,GARY.L.1116913190 Date: 2019.01.16 08:24:45 -0600

**14. FEEDBACK AND LESSONS LEARNED**

**15. ADDITIONAL COMMENTS OR REMARKS**

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/YYYY):** 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.