

DELIBERATE RISK ASSESSMENT WORKSHEET

AGENCY DISCLOSURE NOTICE: Voluntary, however, failure to use may have a negative effect on mission effectiveness at all levels and lead to failure of preserving assets and safeguarding health and welfare.

Show/Hide Help

AUTHORITY: DoDI 6055.01, AFPD 90-8 and AFI 90-802. **PRINCIPAL PURPOSE:** Conduct a formal risk assessment and ensure the assessment is properly documented for future evaluation and reference. **ROUTINE USES:** Used to develop and enhance awareness and understanding of at-risk activities and behavior of personnel both on- and off-duty. **SYSTEM OF RECORDS NOTICE:** Not applicable.

1. EVENT/MISSION/TASK OF RISK ASSESSMENT:

A. EVENT DESCRIPTION	B. EVENT DATE
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2. PREPARED BY:

A. LAST NAME, FIRST, MI	B. RANK/GRADE	C. DUTY TITLE/POSITION
D. WORK EMAIL	E. PHONE DSN/COMM	F. UNIT
G. UIC/CIN (as required)	H. TRAINING SUPPORT/LESSON PLAN OR OPORD (as required)	

Risk Assessment Matrix			PROBABILITY						
			Frequency of Occurrence Over Time						
SEVERITY	Effect of Hazard	Catastrophic (Death, Loss of Asset, Mission Capability or Unit Readiness)	I	A Frequent (Continuously experienced)	B Likely (Will occur frequently)	C Occasional (Will occur several times)	D Seldom (Unlikely; can be expected to occur)	E Rarely (Improbable; but possible to occur)	
		Critical (Severe Injury or Damage, Significantly Degraded Mission Capability or Unit Readiness)	II	EH	EH	H	H	M	L
		Moderate (Minor Injury or Damage, Degraded Mission Capability or Unit Readiness)	III	H	M	M	L	L	L
		Negligible (Minimal Injury or Damage, Little or No Mission Capability or Unit Readiness)	IV	M	L	L	L	L	L
			Risk Assessment Levels EH=Extremely High H=High M=Medium L=Low						

RISK MANAGEMENT



3. SUB-TASK/SUB-STEP AND RISK ASSESSMENT (Fields expand as needed, Add, Remove and Move Sub-Task/Steps with left side controls)

#	A. SUB-TASK/SUB-STEP	B. HAZARD	C. INITIAL RISK LEVEL	D. CONTROL	E. HOW TO IMPLEMENT WHO WILL IMPLEMENT	F. RESIDUAL RISK LEVEL
1						
2						

G. COURSE OF ACTION

H. OVERALL RISK LEVEL AFTER CONTROLS ARE IMPLEMENTED	I. PREPARER SIGNATURE
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4. ATTACHMENTS (Once the preparer has signed files can be viewed only)

ADD ATTACHMENTS (Include supporting files and/or photos to create a complete electronic file)	<input type="button" value="Add File/Photo"/> <input type="button" value="Remove File/Photo"/>	<input type="text"/>
<input type="button" value="Open File/Photo"/>		

5. RISK ACCEPTANCE AUTHORITY (Once the approver has signed, the form will lock except "Risk Assessment Review" and "Feedback and Lessons Learned")

A. APPROVAL/DISAPPROVAL OF EVENT/MISSION	B. APPROVER LAST NAME, FIRST, MI	C. RANK/GRADE
D. ADDITIONAL INFORMATION/APPROVER COMMENTS		
E. DUTY TITLE/POSITION	F. APPROVER SIGNATURE	

6. RISK ASSESSMENT REVIEW (To be conducted when Risk Assessment applies to on-going Operations/Activities)

A. DATE	B. LAST NAME, FIRST, MI	C. RANK/GRADE	D. DUTY TITLE/POSITION
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E. REVIEWER COMMENTS

7. FEEDBACK AND LESSONS LEARNED

