Transportation Safeguards Training Site

TSTS

TSTS 2 Daily
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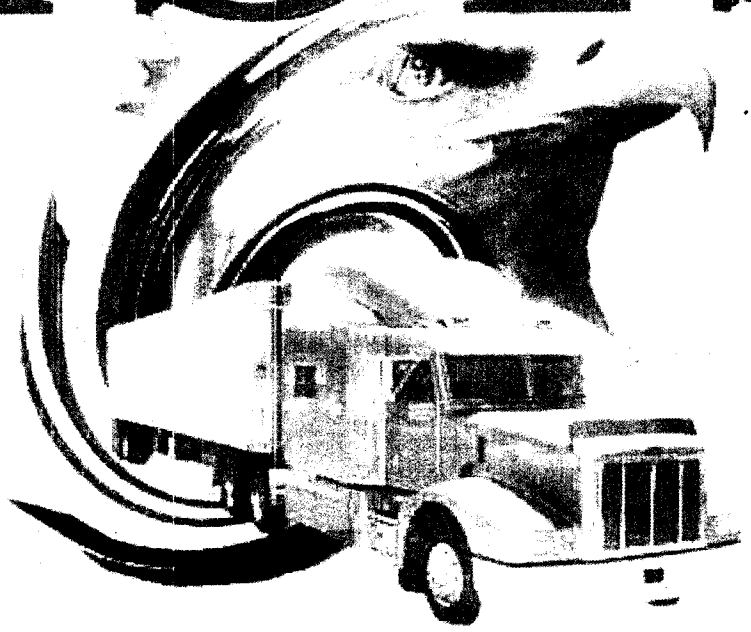

Fort Chaffee Arkansas

Classification Reviewed By: Granville Moad 25 July, 2005

Review and Concurrence

Bill Cullen, ORT Branch Chief Date
Office of Secure Transportation

Lynn Pincumbe, Facility Safety Representative Date
Office of Secure Transportation

Calvin Irvin, Director, Training and Logistics Command Date
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Anthony Chaney, Safety Manager, SSEMD Date
Office of Secure Transportation

Susan Head, Director, SSEMD Date
Office of Secure Transportation

Annual Review	
Reviewed By:	Date:
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Changes	

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TRANSPORTATION SAFEGUARDS TRAINING SITE
DAILY RISK ASSESSMENT/MATRIX

1. **SCOPE:** This plan describes the Daily Risk Assessment/Matrix process at the Training Facility at Fort Chaffee, Arkansas. When operationally utilized, the Daily Risk Assessment/Matrix is designed to best recognize and mitigate/control daily risks or hazards for all areas of work and assist in daily safety evaluation.

2. **RESPONSIBILITIES**
   - **a.** The Site Safety Representative is responsible for the TSTS Daily Risk Assessment/Matrix training and maintenance of records to include the approval of all reconfiguration, modifications, and upgrades.
   - **b.** Department of Defense international wide is the origin in which this Risk Assessment process and matrix is generated from. TSTS and the employees within, hold the responsibility to adopt and follow the DOD guidelines, policies and regulations to include changes posted by DOD.
   - **c.** All supervisors federal or contract working in a supervisory position have the responsibility to ensure the DOD Daily Risk Assessment/Matrix is used properly and accordingly.

3. **REFERENCES**
   - **a.** DOD Army Regulation 525-26: Infrastructure Risk Management, 22 June, 2004, Washington, DC.: www.usapa.army.mil/series_pubs.asp
   - **b.** DOD Guide: Risk Management for Acquisition (Fifth Edition, Version 2): www.dau.mil/pubs/gdbks/risk_management.asp
   - **c.** Department of the Army Pamphlet 40-578: Health Risk Assessment Guidance for the Installation Restoration Program and Formerly Used Defense Sites, 25 February 1991, Washington, DC.
   - **d.** Field Manual FM 100-14, Risk Management
   - **e.** Several DOD Publications for Risk Management/Assessment located at two separate web sites for public distribution. www.dtic.mil/whs/directives/corres/pub1.html : www.usapa.army.mil/series_pubs.asp :
   - **f.** DOD AR 385-10 Army Safety Program, 29 February, 2000

4. **SYSTEM DESCRIPTION**
   - **a.** The Department of Defense general Risk Assessment/Matrix process identifies and controls hazards before they become accidents. Risk Management applies to all missions at all times. The Risk Assessment Matrix Identifies the Hazard/Risk, Assesses the Hazard/Risk, Develops Controls, Makes RISK Decisions, Implements Controls, Supervises and Evaluates the Risk outcome.

5. **ASSETS BEING PROTECTED**
   a. Assets being protected are the students, employers, employees, equipment, environment, logistics, legal actions, and facilities/locations.

6. **OPERATIONAL TESTS**
   a. Operationally, the Risk Assessment process DOD wide has been tested and proven for many years. The regulations, polices, and procedures governing DOD Risk Assessment and its process are continuously operational at present throughout all Military posts in the world. TSTS operates throughout a numerous variety of Military posts and utilizes military type operations at these posts.

7. **VARIANCES**
   a. NONE

8. **UTILIZATION**
   a. Effective immediately, TSTS will utilize the Department of Defense Risk Assessment/Matrix process in all areas of interest.
   b. All training conducted from TSTS will, until revised or updated, utilize the following Department of Defense Risk Matrix on a daily basis.
   c. The Risk Assessment Matrix is an inspectable item and will be maintained according to file # 3791 for a period of 75 years from completion date.

Risk Management at a glance

Risk Management identifies and controls hazards before they become accidents. Risk Management applies to all missions at all times. The following FIVE STEPS are applied:

1. ***Identify the Hazard / Risk:*** What is or is not risky? Consider all aspects of current and future missions, environment and known risks.

2. ***Assess the Hazard / Risk:*** How big is the risk? Label it from "low" to "extremely high ". How likely will the hazard occur? If the hazard does happen, how bad will it be?

3. ***Develop Controls and Make Risk Decisions:*** What can stop or reduce the hazard? Create controls to reduce the hazard until the lower risk outweighs the potential damage.

4. ***Implement Controls:*** Make sure everyone knows-and-uses the controls you created.

5. ***Supervise and Evaluate:*** Visit the personnel doing the work. Do the controls work? Supervise and revise until they do.

Hazard Severity

Severity = The expected consequences of an event in terms of degree of injury, property damage or other mission-impairing factors.

- *Catastrophic* = Death or permanent total disability, system loss, major damage, significant property damage or mission failure.
- *Critical* = Permanent partial disability, temporary total disability in excess of 3 months, major system damage, significant property damage or significant mission degradation.
- *Marginal* = Minor injury, lost workday incident, minor system damage, minor property damage or some mission degradation.
- *Negligible* = First aid or minor medical treatment, minor system impairment or little/no impact on mission accomplishment.

Hazard Probability

Probability = The likelihood an event will occur.

- *Frequent* = Occurs often or continuously experienced.
- *Likely* = Occurs several times.
- *Occasional* = Occurs sporadically.
- *Seldom* = Unlikely, but could occur at some time.
- *Unlikely* = Can assume it will not occur.

RISK ASSESSMENT MATRIX **Form TSTS 20-1a**

For more on RISK MANAGEMENT see FM 100-14.		Frequent A	Likely B	Occasional C	Seldom D	Unlikely E
Catastrophic	I	EXTREMELY HIGH				
Critical	II			HIGH		
Marginal	III				MODERATE	
Negligible	IV					LOW