Operational Risk Management Worksheet
Conditions Assessment of Activity:

ACTIVITY: 12-passenger van transport **Date:** 01 January 2013

STEP 1 **ANALYZE THE HAZARDS**	**STEP 2** **ASSESS THE RISKS**									**STEP 3 & 4** **ANALYZE THE RISKS & DECIDE HOW TO CONTROL THEM**	**STEP 5** **IMPLEMENT RISK CONTROLS**	**STEP 6** **SUPERVISE**
Brainstorm	**How likely is the hazard?**					**How severe would it be?**				**Rack & stack**	**Control Options** Which would you use?	**Turn Controls Into Good habits**	**Monitor & Tweak**
List all potential hazards. The order you list them does not matter.	FREQUENT	LIKELY	OCCASIONAL	SELDOM	UNLIKELY	CATASTROPHIC	CRITICAL	MODERATE	NEGLIGIBLE	**First,** look at the risk matrix to determine the risk level. **Second,** list the risks under the corresponding risk level.	What would you do? 1. Engineer 2. Guard 3. Improve Task design 4. Limit Exposure 5. Select Personnel 6. Train & Educate 7. Warn 8. Motivate 9. Reduce Effects 10. Rehabilitate	What do you need to keep in mind as you implement each?	What symptoms of success or inefficiency might there be for each risk?
Traffic conditions	☐	☐	☒	☐	☐	☐	☐	☒	☐	Moderate	4	Situational awareness	"get-there-itis"
Weather conditions	☐	☐	☒	☐	☐	☐	☐	☒	☐	Moderate	4	Situational awareness	"get-thère-itis"
Road conditions	☐	☐	☒	☐	☐	☐	☒	☐	☐	High	4	Situational awareness	"get-there-itis"
Fuel status	☐	☐	☐	☒	☐	☐	☐	☒	☐	Moderate	1	Situational awareness	fuel <1/4 tank
Condition of vehicle	☐	☐	☐	☒	☐	☐	☒	☐	☐	Moderate	1	Situational awareness	lack of inspect. papers
Loading of vehicle	☐	☒	☐	☐	☐	☐	☒	☐	☐	High	1,6,7	Training	rushed or inadequate
Route planning	☐	☒	☐	☐	☐	☐	☒	☐	☐	High	1	Planning	inadequate forethought
Food & fluid avail.	☐	☐	☒	☐	☐	☐	☐	☒	☐	Moderate	7	Equipping/packing	pack for drive vs. walk
Trip duration	☐	☐	☒	☐	☐	☐	☐	☒	☐	Moderate	3	Planning	inadequate forethought
Driver experience	☐	☐	☒	☐	☐	☐	☒	☐	☐	High	5,6	Training	Limited van experience
Driver rest/alertness	☐	☐	☒	☐	☐	☒	☐	☐	☐	Extreme	7,8,9	Self-awareness	health, sleep status
Alt. driver available?	☐	☐	☒	☐	☐	☐	☒	☐	☐	High	5,6	Planning and training	Limited van experience
	☐	☐	☐	☐	☐	☐	☐	☐	☐				
	☐	☐	☐	☐	☐	☐	☐	☐	☐				
	☐	☐	☐	☐	☐	☐	☐	☐	☐				