



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
Fort Stewart Noncommissioned Officer Academy
Maneuver Center of Excellence (MCoE)
35 Road B, Bldg. 19204
Fort Stewart, Georgia 31314-6002

ATZB-NS

23 May 2016

MEMORANDUM FOR SEE DISTRIBUTION

Subject: Fort Stewart NCO Academy Risk Decision Delegation Policy Memorandum

1. Reference:

- a. Army Regulation 385-10, the Army Safety Program, Rapid Action Revision (RAR), 4 October 2011
- b. Department of the Army Pamphlet 385-30, Safety Risk Management, 2 December 2014
- c. TRADOC Regulation 350-70, Army Learning Policy and Systems, 6 December 2011
- d. TRADOC Pamphlet 385-1, The TRADOC Model Safety Program and Self-Assessment Guide, 6 January 2012
- e. TRADOC Regulation 385-2, U.S. Army TRADOC Command Safety and Occupational Health Program, 23 October 2015

2. **PURPOSE:** Risk Management and Risk Acceptance for Military Commanders and Commandants is established and defined in the above noted regulations and Department of the Army Pamphlet. This guidance is to set forth policy, procedures and responsibilities for implementation of Risk Management and Risk Decision Authority pertaining to the Fort Stewart Noncommissioned Officer Academy. Risk Management (RM) and accident prevention are inherent command functions. Risk Management must be a routine part of the planning and execution of those functions and operational missions. Commandant / Director of Training use Risk Management as an analytical tool to systematically assess, eliminate or reduce risks associated with any operation or action.

3. **APPLICABILITY:** This policy applies to all Soldiers, DoD Civilian, appropriated fund and non-appropriated fund Civilian employees, volunteers under 10 USC 1588 and AR 608-1, and Contractors, when appropriate, who are assigned, attached or employed by Fort Stewart Noncommissioned Officer Academy (FSNCOA).

4. All Leaders are responsible and accountable for safety. Safety is about preserving the force. Situational awareness on behalf of the trainer and trainee results in safe training which allows increasingly realistic and complex training to progress.

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5. **Risk Decision Authority** is based upon the residual risk of an activity after application of control measures. CG, TRADOC has established risk acceptance authority as follows in TRADOC Regulation 385-2, paragraph 1-5:

- a. **Extremely High Risk** = The Senior Commander (SC) general officer grade.
- b. **High Risk** = Colonel or equivalent as designated by the Senior Commander of general officer grade.
- c. **Medium / Moderate Risk** = Lieutenant Colonel or equivalent and Command Sergeant Major serving as NCO Academy or CSM Academy Commandants, as designated by the Senior Commander Colonel or above.
- d. **Low Risk** = as designated by the Senior Commander of Colonel Grade or above.

6. **Additional Guidance:** In the absence of the Commandant/Director of Training the Deputy Commandant/Assistant Director of Training with Assumption of Command orders is designated to approve the appropriate risk level Medium and low.

7. The Risk Management process consist of five steps: (1) Identify hazards, (2) Assess hazards to determine risk, (3) Develop countermeasures and make risk decisions, (4) Implement controls, and (5) Supervise and Evaluate.

8. The overall safety objective is to eliminate hazards and reduce associated risks to the lowest level possible. Effective implementation of the Risk Management program is essential to meeting this objective. Hazards and resulting risk may vary as circumstances change and experience is gained. Hazard analysis is the process which refers to a number of methods for identifying process hazards, measuring their relative consequences, and deriving recommendations.

9. Repetitive events and operations do not require DRAW resubmission for prior approval. The most important factor in risk acceptance is ownership of the resources necessary to control, eradicate, or correct the hazard in a timely manner.



BRYAN S. KERNAN
CSM, USA
Commandant

**DEFINITIONS
SEVERITY OF EFFECTS**

CATASTROPHIC	Death or permanent total disability, total equipment loss, or major property damage
CRITICAL	Permanent partial disability, Temporary Total Disability in excess of 3 months, major equipment damage, or significant property damage
MODERATE	Minor injury, lost workday accident, Compensable injury or illness, minor equipment damage, or minor property damage
NEGLIGIBLE	First aid or minor medical treatment, minor impairment to equipment or system

PROBABILITY AN INCIDENT WILL OCCUR

FREQUENT	Continuously experienced by a unit, soldier, or during the equipment's service life...Occurs often
LIKELY	Often experienced by a unit, an individual soldier, or during the equipment's service life...Occurs several times
OCCASIONAL	Sometimes experienced by a unit, an individual soldier, or during the equipment's service life...Occurs sometimes
SELDOM	Possible that it will be experienced by a unit, soldier, or during the equipment's service life...Occurrence is remote
UNLIKELY	Possible, but improbable, that it will be experienced by a unit, a soldier, or during the equipment's service life...Not expected

RISK EFFECTS ON THE MISSION, IF HAZARDS ARE NOT REDUCED

EXTREMELY HIGH	<i>Complete loss of ability to accomplish the mission</i>
HIGH	<i>Will not accomplish all parts of the mission, or will not be accomplished to standard</i>
MEDIUM	<i>Will have reduced mission capability</i>
LOW	<i>Little or no impact on mission accomplishment</i>

Inspectors assign a risk assessment code (RAC) to each hazard encountered during routine inspections. The RAC describes the relative risk of injury, illness or premature death that could result from exposure to a hazard. RACs vary between a RAC 1 for a relatively high risk and a RAC 5 for an insignificant risk. Inspectors do not identify hazards that have insignificant risks (*de minimis* violations), we do not have RAC 5 findings.

A RAC uses a combination of the *probability* that an employee could be hurt and the *severity* of the illness or injury. The tables below outline the definitions of these elements and the process for combining the elements to determine a RAC.

The table below shows the matrix used to determine RACs for safety hazards. The inspector finds the RAC by selecting the probability category from the first column and the worst-case severity category from the next four columns. The cell where the severity and probability descriptions intersect contains the appropriate RAC.

- Extremely High** equals RAC 1
- High** equals RAC 2
- Medium** equals RAC 3
- Low** equals RAC 4

RISK ASSESSMENT MATRIX							
(Read right and up)			PROBABILITY AN INCIDENT WILL OCCUR				
			Frequent	Likely	Occasional	Seldom	Unlikely
			A	B	C	D	E
S E V E R E T Y	E F F E C T S	Catastrophic	I	EXTREMELY HIGH			MEDIUM
		Critical	II	HIGH		MEDIUM	
		Moderate	III	HIGH	MEDIUM		
		Negligible	IV	MEDIUM	LOW		