

RISK MITIGATION PLAN WORKSHEET

PERSON IN CHARGE _____

WORK ORDER (REF) # _____

Check Off as
discussed
during Job
Brief/ Tail
board

1) **DESCRIBE** THE PURPOSE/SCOPE AND PLANNED DURATION OF JOB OR ACTIVITY:

2) **EXPLAIN** WHY THIS IS A HIGH RISK ACTIVITY (E.G. EQUIPMENT/ CUSTOMER IMPACTED)

RISK MITIGATION PLAN WORKSHEET

PERSON IN CHARGE _____

WORK ORDER (REF) # _____

Check Off as
discussed
during Job
Brief/ Tail
board

3) **LIST & REVIEW** CRITICAL STEPS NEEDED TO COMPLETE HIGH RISK ACTIVITY

4) **LIST** OTHER DEPARTMENTS/ WORK GROUPS NEEDED TO COMPLETE TASK (ROLES & RESPONSIBILITIES)

5) **LIST** SPECIAL SAFETY HAZARDS, PRECAUTIONS, OVERSIGHT, HUMAN PERFORMANCE TOOLS OR TRAINING NEEDED TO COMPLETE THE TASK

6) **LIST& REVIEW** APPLICABLE TOOLS / EQUIPMENT AND PROCEDURES (LEVEL 1, 2)

RISK MITIGATION PLAN WORKSHEET

PERSON IN CHARGE _____

WORK ORDER (REF) # _____

Check Off as
discussed
during Job
Brief/ Tail
board

7) **List** CRITICAL STEPS THAT MAY IMPACT RELIABILITY RISK

NOTE: PERFORMANCE OF EACH CRITICAL STEP(S) SHALL BE MONITORED OR AUTHORIZED BY WORK GROUP SUPERVISION (E.G. PERSON IN CHARGE, SUPERVISOR, AREA/GROUP MANAGER).

Comments may be written on a separate sheet of paper and attached to this form

Check Off as
discussed
during Job
Brief/ Tail
board

PLAN DEVELOPMENT:

APPROVAL DATE: _____

PERSON IN CHARGE _____

SUPERVISOR _____

PROJECT MANAGER _____