

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

RISK MANAGEMENT WORKSHEET

| | | | |
|---|--|---|---|
| 1. Organization and Location: Moab Field Office, Utah | | 2. Page 1 of: | |
| 3. Operation / Task: Bike Patroller & Trail Ambassador* *Trail Ambassadors may not administer first aid | | 4. Beginning Date: May 18, 2016 | 5. Ending Date: December 31, 2016 |
| 7. Prepared by (Name / Duty Position): Russell von Koch, BLM volunteer (Bike Patrol) | | 6. Date Prepared: May 16, 2016 | |

| 8. Identified Hazards: | 9. Assess the Hazards: (Initial Risk) | | | | 10. Control Measures Developed for Identified Hazards: (Specific measures taken to reduce the probability of a hazard) Include all PPE | 11. Assess the Hazards: (Residual Risk) | | | | 12. How to Implement the Controls: (May Be Filled in By Hand) | 13. Supervisors and Evaluation by: (Continuous Leader Checks, Buddy System, etc.) |
|--|---------------------------------------|-------|----------|---------|---|---|------------|-------|----------|---|---|
| | Negligible | Minor | Moderate | Serious | | Critical | Negligible | Minor | Moderate | | |
| (Be Specific) Driving private vehicle to trailhead. | | | X | | (Be Specific) Drive posted speed limits, maintain safe following distance, wear seat belts, and minimize driver distractions. Reduce speed on non-paved roads. | X | | | | (Be Specific) Add topic to Patrol Handbook. Discuss during training sessions. | (Be Specific) Distribute approved risk management worksheet in next monthly Patrol Update to all members. |
| Riding mountain bike | | X | | | (Be Specific) Inspect bike prior to each ride. Ride within safe margin of skills, patrol trails suitable for ability, wear bike helmet, use bike gloves, take rest breaks, and carry water & food. | X | | | | (Be Specific) Add topic to Patrol Handbook. Discuss safe cycling during training, and encourage riding with a buddy. | (Be Specific) Complete and distribute handbook by July 30, 2016. Use Lakewood City Handbook as general model. Monitor Patrol Logs. Discuss safe riding in Patrol Update. |
| Administering first aid to trail riders | | X | | | (Be Specific) Require minimum of basic first aid and CPR training for all Patrollers. Encourage Patrollers to obtain additional training. Maintain supplies first aid kits including latex gloves and CPR masks. | X | | | | (Be Specific) Require first Aid / CPR required for Patroller level membership. Require Patrollers to replace first aid items used from Patrol Hut stores or notify of deficiencies. Include practice first aid scenarios in Patroller training | (Be Specific) Maintain database of first aid certification. Assign member to check first aid kits for completeness. Partner with EMS to develop training scenarios. |

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| (Be Specific) | | | | | (Be Specific) | | | | | (Be Specific) | (Be Specific) |

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|---|--|---|--|--|--|--|--|--|--|---|--|---|
| Potential for being hit by another cyclist while assisting with bike repair. | | X | | | | | | | | | | Discuss in Patrol Handbook. |
| Contacting trail users about trail etiquette, and safe cycling | | X | | | | | | | | | | Review Patrol Logs as submitted for incidents and follow up with Patrol debrief and review. |
| Using tools while performing trail maintenance. Lifting or moving rocks and logs during trail maintenance. Working with others on trail projects. | | X | | | | | | | | X | | Encourage Patrollers to "stand down" for safety if they observe potentially risky situations during trail projects. Emphasize need for safety discussions before start of each project. |
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| 8. Identified Hazards: (Be Specific) | 9. Assess the Hazards: (Initial Risk) | | | | 10. Control Measures Developed for Identified Hazards: (Specific measures taken to reduce the probability of a hazard) Include all PPE | | | | 11. Assess the Hazards: (Residual Risk) | | | | 12. How to Implement the Controls: (May Be Filled in By Hand) | 13. Supervisors and Evaluation by: (Continuous Leader Checks, Buddy System, etc.) |
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| | Negligible | Minor | Moderate | Serious | Critical | (Be Specific) | Negligible | Minor | Moderate | Serious | Critical | (Be Specific) | | |
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| 14. Remaining Risk Level After Control Measures Are Implemented: (INDICATE HIGHEST REMAINING RISK LEVEL WITH "X") | NEGLIGIBLE (Supervisor) | MINOR (Associate/Assistant Mgr. / Branch Chief) | MODERATE (Field Manager) | SERIOUS (District Manager) | CRITICAL (State Director/Associate) |
|---|----------------------------|--|-----------------------------|-------------------------------|--|
| | | | X | | |

15. RISK DECISION AUTHORITY: (Approval/Authority Signature Block) **(If Initial Risk Level is CRITICAL, SERIOUS or MODERATE: Brief Risk Decision Authority at that level on Controls and Control Measures used to reduce risks)**
 (Note: if the person preparing the form signs this block, the signature indicates only that the appropriate risk decision authority was notified of the initial risk level, control measures taken and appropriate resources requested; and that the risk was accepted by the decision authority.)

XC Stevens (acting in JJJ Jones)
 Risk Decision Authority : Printed Name/Signature, Date
 Approval of Mitigated Risk Level

Safety Officer : Printed Name/Signature, Date
 Proper PPE Chosen

Volunteer : Printed Name/Signature, Date
 Have read or Listened to talk & Understand

XC STEVENS