

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

RISK MANAGEMENT WORKSHEET

1. Organization and Location: Bureau of Land Management / Grand Junction Field Office 2. Page 1 of 4

3. Operation / Task
Friends of Mustangs Field Work 4. Beginning Date: 03/01/2016 5. Ending Date: 03/01/2018 6. Date Prepared: 02/23/2016

7. Prepared by (Name / Duty Position)
Jim Dollerschell (Rangeland Management Specialist)

8. Identified Hazards (Be Specific)	9. Assess the Hazards: Initial Risk	10. Control Measures Developed for Identified Hazards: <i>(Specific measures taken to reduce the probability of a hazard) Include all PPE</i>	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.)
	N M M S C	(Be Specific)	N M M S C	(Be Specific)	(Be Specific)

Motor Vehicle Operation

Fatigue/Temporary Incapacitation/Falling asleep at the wheel (due to over-exertion, lack of sleep, sickness, recovery process, or change in medications)

X	Adequate rest and sleep, eat well, stay hydrated. Maintain physical fitness appropriate for job requirements. (conditioning, aerobics, strength, and flexibility).	N	Make sure you are physically rested, fit, and prepared for the trip. If you get sleepy while driving, pull over and do not proceed until you are awake enough to drive.	Volunteer coordinator and/or supervisor is responsible for authorizing volunteer to undertake field tasks and emphasizing the importance of being well-rested when driving
---	---	---	--	--

14. Remaining Risk Level After Control Measures Are Implemented:
(CIRCLE HIGHEST REMAINING RISK LEVEL)

NEGLIGIBLE
(Supervisor)

MINOR
(Associate/Assistant Mgr. / Branch Chief)

MODERATE
(Field Manager)

SERIOUS
(District Manager)

CRITICAL
(State Director/Associate)

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.)

Printed Name / Signature

CONTINUED

8. Identified Hazards (Be Specific)	9. Assess the Hazards: Initial Risk					10. Control Measures Developed for Identified Hazards: (<i>Specific measures taken to reduce the probability of a hazard</i>) 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.)
	N	M	M	S	C	(Be Specific)	N	M	M	S	C	(Be Specific)	(Be Specific)
Weather Conditions (weather extremes: heat, cold, rain, snow, and rapidly changing weather conditions) Off-highway roads in the desert pose a higher than normal risk for accidents. The complete lack of guardrails, sporadic road maintenance, lack of signage, and narrow and winding routes with short viewing distance, make field inspections very hazardous, especially during inclement weather.	X					Before any field work, volunteer should evaluate the current and forecasted weather conditions under which the project will be conducted, and make a prudent decision on whether or not to proceed.	X					Postpone the project if inclement weather will make driving unsafe. Get volunteer coordinator's approval if the project occurs during inclement weather.	BLM Project Manager is responsible for confirming that volunteer is aware of the previous, current and forecast weather conditions. BLM supervisor and volunteer will discuss urgency and other options. BLM supervisor must authorize field work during inclement weather conditions.
Frozen roads can become very muddy when they thaw out later in the day. Traction may vary greatly depending on soil type (sand, clay, loose shale, etc.)	X					Consider potential for road thawing before going to the field.	X					Plan on returning before the road thaws out.	BLM Project Manager must authorize field work during inclement weather conditions.
Volunteer Use of private vehicle. Terrain – 4WD operation Many 4Wd roads are very rough, with gullies, steep drop-offs, washouts, rock falls, boulders, side-slopes, steep pitches, and other physical hazards. (See also motor vehicle operation RMW)		X				Don't operate vehicle in rough, steep areas that exceed vehicle limitations or operator skill level. Assess the area on foot before entering rough sections to be sure they are safe for vehicle passage. Always wear seatbelt.	X					Seek training from experienced 4wd operators to improve skill level. Walk or find alternate route or transportation to areas where route is too rough to be traveled safely.	BLM Project Manager is responsible for verifying that volunteer has the skill and judgment needed to operate a vehicle in rough terrain.

Volunteer Use of government provided vehicle. Use of winch can cause crushing injury to fingers, cutting from frayed cable, slashing from broken cable, or other injuries due to unstable movement of vehicle.	X			Complete 4WD and Defensive Driving training before using vehicles. Driver and any passengers must wear a safety belt at all times vehicle is in motion. Perform visual inspection and safety check of vehicle before leaving yard. Don't operate vehicle in rough, steep areas that exceed vehicle limitations or operator skill level. Assess the area on foot before entering rough sections to be sure they are safe for vehicle passage. Follow check-in/check-out policy. Carry First Aid Kit. Carry Survival gear with water/shelter/food for up to 24 hours.	X				Volunteer is responsible for maintaining current safety training. Perform visual safety check before going into field. If you are using two vehicles (truck and ATV), inspect both. Vehicle safety check list. (Fuel level, tires and tire pressure, drive line, first aid kit, safety equipment, survival gear, communications gear.) BLM Project Manager responsible for verifying annual vehicle safety inspections, onboard safety equipment, first aid kits, and ensuring that operator's manual is in every vehicle. BLM Project Manager will conduct monthly safety checks on winch, and follow all safety practices as per safety training.	BLM Project Manager and/or supervisor is responsible for verifying operator's qualifications for vehicle operation. If safety training is out-of-date, postpone task. Verify field communications procedures (radio, mobile phone, text message, other). Be sure all check-in/check-out practices are followed each day. If applicable arrange for winch safety training sessions and follow up with volunteer to be sure all safety practices are being followed.
---	---	--	--	---	---	--	--	--	---	---

Stranded	X			Wear proper field attire. In vehicle, carry extra clothing, blanket or sleeping bag, 1 st aid kit, non-perishable snacks, water, and working radio. Carry water, and radio or cell phone if on foot.	X				Inspect your survival equipment to ensure you have sufficient tools to dig out if you become stuck, along with survival gear and communication equipment.	BLM supervisor is responsible for reminding the volunteer on the need for proper equipment and field attire.
----------	---	--	--	---	---	--	--	--	---	--

Hazards of the Outdoor Environment

Trips, Slips, and Falls	X			Review intended route and surrounding area for tripping hazards. Wear footwear appropriate for terrain and type of work Boots, hiking boots, or	X				Wear appropriate footwear	Volunteer coordinator and/or supervisor is responsible for verifying proper footwear.
-------------------------	---	--	--	---	---	--	--	--	---------------------------	---

				sturdy footwear). Do not attempt to carry more than is comfortable. Open toed shoes such as sandals should be avoided.						
Lost Volunteer whereabouts unknown; volunteer absent or fails to meet communications plan.	X			Follow formal check-out / check-in procedure.	X				Volunteer to notify BLM Project Manager and/or FOM coordiantor of all field trips including any changes to the regular schedule. Plan will include time out, ETR, contact numbers (radio/phone/email), and maps.	Volunteer coordinator and/or supervisor verifies that all volunteers are following check-in / check-out procedure.
Exposure to the Elements	X			Wear appropriate field attire. Wear Personal Protective Equipment (PPE), as required. Maintain current first aid training.	X				Wear hat and gloves and sun screen when appropriate. Wear eye protection (sun-glasses, goggles), hearing protection (ear plugs, shooter's muffs), when appropriate. Carry warm clothing layers in the winter and extra water in the summer.	Volunteer coordinator and/or supervisor responsible for verifying proper field attire, personal protective equipment (PPE), and first aid and outdoor survival training and supplies.
Insect Bites	X			Wear long sleeved shirts and pants if possible. Apply code compress or mud pack to stings. Watch for signs of allergic reactions (i.e. labored breathing, hives, etc.)	X				Pre project site inspection. Provide safety briefing on insect bites and treatment	Volunteer coordinator and/or supervisor responsible for site inspection and safety briefing.
Transport and use of unfamiliar and/or potentially dangerous tools in rugged terrain		X		Inspection of all tools used on project	X				Crew leaders will inspect all tools before assigning them to a volunteer. They will ensure each tool is in safe working condition with no loose heads, cracked or damaged handles. Volunteers will be asked to report any damaged tools	Crew leaders are responsible for tool inspection and reporting any damaged tools to the project supervisor

														during the project. Tools will be inspected again upon project completion.	
Moving and handling rocks (back injury, pinch/crush injury, flying/rolling debris)		X			Task-specific safety briefing		X							Any crew tasked with moving or manipulating large rocks will be instructed by the crew leader regarding rock-working safety – proper PPE (gloves, footwear, hard hat, eye protection) proper lifting techniques, crew communication, pinch/crush hazards, awareness of other crew members and other crews downslope of the work	Project supervisor will advise crew leaders of any rock moving tasks assigned to them. Crew leaders will provide safety briefing to any crew members performing rock work, and will ensure compliance with safety standards
Environmental hazards (dehydration, sunburn, heat exhaustion, heat stroke, hypothermia, lightning storms, rattlesnakes, spiders and scorpions)		X			Inform all participants about environmental hazards on the work site, and inform them how to avoid these hazards.		X							The project orientation/safety talk will include discussion of the day's weather conditions and all environmental hazards relevant to the work site. Crew leaders will monitor their crew members and the weather throughout the day. Any significant changes in weather or signs of stress, illness or injury to a volunteer will be immediately reported to the project supervisor.	Project supervisor will brief the crew leaders on weather for the work day as well as all relevant environmental hazards. Crew leaders will discuss and monitor environmental hazards with their crew. Project supervisor will notify crews of significant weather changes or lighting danger

Domestic Horse Use

Horseback riding in rugged, steep terrain, snow or ice conditions, hot and cold weather and remote areas.

Horseback riding in rugged, steep terrain, snow or ice conditions, hot and cold weather and remote areas.		X			Volunteers performing tasks on horseback will do so in pairs or greater group sizes. Riders will ensure they have experience in riding in the terrain		X							The BLM Project Manager or FOM coordinator will discuss the capabilities of the rider and horse prior to
---	--	---	--	--	--	--	---	--	--	--	--	--	--	--

Packing horses with tools and needed materials for project work		X		<p>and conditions required for the task.</p> <p>Riders will ensure their horse is accustomed to the riding conditions that will be subject to</p> <p>Volunteers will ensure they and the pack animal have experience packing materials in the expected conditions of the project.</p> <p>Volunteer riders will ensure that tools and materials are secured in packs to prevent injury to rider and pack animals.</p>					initiation of the task. The BLM and/or FOM will provide training on trail riding and associated hazards.	
---	--	---	--	--	--	--	--	--	--	--

Communications (All tasks)

Communications (cell phone, radios) between volunteers, coordinators and emergency dispatches is limited in portions of the Wild Horse Range.		X		<p>Volunteers and coordinators should have discussion and a plan for communications prior to initiation of the task. This includes the check-in and check out process.</p> <p>Volunteers will have contacted the BLM supervisor or FOM coordinator for approval of a task and how check in and check out will occur.</p> <p>-Participants with radios should make sure equipment is functioning at the beginning of</p>	X			<p>The BLM Project Manager or FOM coordinator will ensure that an adequate communication plan exists prior to initiation of the approved task.</p> <p>The BLM and/or FOM will issue satellite communicators when tasks are in areas with questionable communication via phone cells or radios.</p> <p>The BLM Project Manager or FOM coordinator will ensure that all volunteers that perform a task have checked in and out.</p> <p>-Participants with radios/ cell phones/ Satellite communicators should make sure the</p>	<p>Supervisors will ensure that radios or satellite communicators are available to volunteers.</p> <p>Supervisors will ensure that the check in and check out process is understood by volunteers.</p>
---	--	---	--	---	---	--	--	---	--

may become unusable due to batteries running down or physical damage. Loss of communication due to equipment failure risks the well being of all involved					each day including charged batteries. -Participants should report any radio problems to the Project Manager. -Participants should not continue their task until they receive a functioning radio if the task requires.					device is functioning at the beginning of each day including a charged battery. -Participants should report any device problems to the Project Manager. -Participants should not continue their task until they receive a functioning device if the task requires.	the event a radio is not functioning.
---	--	--	--	--	--	--	--	--	--	--	---------------------------------------

Wild Horse Gather Operations (Bait Trapping or Helicopter Method)											
Setting up traps; <ul style="list-style-type: none">• Lifting, back injury• Pinched fingers• tripping		X			-Participants should be familiar with trap set up and expected results. -Participant should be equipped with leather gloves, pants and boots. -Participants should practice proper lifting technique by using legs and arms and not straining back. -Participants need to survey the area for walking and other hazards prior to beginning work.	X				Project Manager should give a complete briefing on trap design and show location of design features. Project Manager will have a tailgate safety chat with all participants prior to beginning work. Project Manager should make sure proper lifting techniques are covered in safety chat. Project Manager should make extra gloves available during all tasks.	Supervisor ensures project manager performs their duties of safety chats and properly communicates all tasks and makes sure they are understood

Sorting/Loading Wild Horses <ul style="list-style-type: none">• Physical contact with horses (run over)• Getting kicked, struck, or bit by horses			X		-Personnel should be familiar and experienced with handling and sorting of wild horses and be able to anticipate the animals' reactions. -Personnel should be familiar with handling of horses in a squeeze chute and avoid putting hands and arms in chute when possible. -Personnel should be wearing the following PPE: leather gloves, protective eyewear and leather boots		X			Project manager will approve all tasks and ensure that only experienced personnel will be involved or assigned these tasks. Employee/volunteer is responsible for wearing PPE	Supervisor is responsible for verifying personnel are qualified and wearing appropriate PPE.
---	--	--	---	--	---	--	---	--	--	---	--

<p>Horseback Riders: Participants ride domestic horses during the gather operation to assist the project manager in locating horses to be gathered. Involves riding in rough, rocky terrain, off trail and possibly alone. Hazards include physical harm from falling off horse, or cuts and bruises from riding through trees and brush.</p>		X	<ul style="list-style-type: none"> -Rider needs to be an experienced rider and be familiar with the horse they are riding. Recent riding experience or training is strongly encouraged. -Rider needs to be familiar with the wild horse area and associated rough, rocky terrain and vegetation. -Rider needs to have radio contact with helicopter and project manager. -Rider needs to be wearing appropriate PPE including gloves, riding boots, long sleeve shirts and pants (helmets are recommended). 		X				<p>Program Manager (BLM) needs to ensure rider is experienced, familiar with horse they are riding and has knowledge of wild horse area.</p> <p>Program Manager needs to ensure the rider is equipped with the proper PPE and a radio and is familiar with its operation. Also ensure rider is clear on their mission.</p> <p>Participant needs to ensure proper PPE is worn.</p>	<p>Supervisor ensures project manager performs their duties of safety chats and properly communicates all tasks and makes sure they are understood.</p>
<p>Observers: Participants, which may include volunteers, BLM personnel or media, observe the gather operation. Participants are subject to horses running through the area they are watching from or from horses making an attempt to escape from trap pens.</p>	X		<ul style="list-style-type: none"> -Participants need to be located in an observation point that is safe for themselves and for other participants in the gather area including helicopter pilot. -Participants need to be familiar with horse behavior especially when around holding pens -Participants need to be aware of their surroundings including location of others, horses being gathered 	X					<p>Project Manager will appoint a leader of the observation group to serve as the liaison between the manager, helicopter pilot, the observers and media.</p> <p>Project Manager will ensure all involved are aware of the leader and their role in the operation.</p>	<p>Supervisor ensures project manager performs their duties of safety chats and properly communicates all tasks and makes sure they are understood.</p>

All tasks: All tasks involve physical exertion and risk of injury. Dehydration and heat related injuries are a risk given the environmental conditions involved in these tasks.		X		<ul style="list-style-type: none"> -Participant should ensure their physical condition is appropriate for the specific duties they are assigned. If participant is unable to perform given tasks they should notify Project Manager and asked to be released from that duty. -Participants should drink plenty of water to prevent dehydration. -Participants should pace themselves to prevent over exertion. -Water should be available during all phases of the gather operation. -Briefing will be given explaining the signs/symptoms and treatment for dehydration and heat related injuries. 	X			The Project Manager will make an effort to ensure the physical capabilities of each participant match the task. If not the participant will no longer be allowed to perform that task. The Project Manager will ensure water is available during the entire operation.	Daily safety chats should include a reminder to not over exert oneself, to drink plenty of water and who to contact if injuries occur
Driving Support Vehicles Private or BLM including hauling horses in trailers: Person will be driving four-wheel drive vehicles on rough roads to support the gather operation. Person is subject to driving on muddy roads and may need to put chains on.		X		<ul style="list-style-type: none"> -Driver needs to have current state drivers license. -Driver must take an approved Defensive Driving course if driving a BLM vehicle. -Drivers need to be experienced in operating a four wheel drive vehicle hauling loaded trailers both bumper pull and goose neck types on rough, rocky roads -Driver needs to be familiar with installing chains in case of muddy roads. -Vehicle needs to be in good operational condition prior to project. Vehicle is equipped with chains, jack and other equipment as identified on the safety checklist of the BLM operations support unit. Vehicle is equipped with radio equipment for use in project operations or emergency. 	X			<p>Project Manager will ensure operators have a current state drivers license and Defensive Driving course if required.</p> <p>Project Manager will ensure that drivers hauling trailers are experienced.</p> <p>Project Manager needs to make sure there is a radio in the vehicle.</p> <p>Operator is familiar with use of radio equipment.</p> <p>Project Manager needs to make sure the trailers are in good condition by having them checked and inspected by a knowledgeable person prior to start of the</p>	Supervisor ensures project manager performs their duties of safety chats and properly communicates all tasks and makes sure they are understood

project. This includes tire condition, brakes, lights and safety chains