



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON ITALY
UNIT 31401, BOX 42
APO AE 09630

IMIT-SO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U.S. Army Garrison (USAG) Italy Policy Letter #18, Risk Management

1. References:

- a. Department of Defense Instruction (DoDI) 6055.01, DoD Safety and Occupational Health (SOH) Program.
- b. Army Regulation (AR) 385-10, The Army Safety Program.
- c. Army Pamphlet 385-10, Risk Management.
- d. Army Techniques Publication (ATP) 5-19, Risk Management.
- e. Installation Management Command (IMCOM) Regulation 385-10, Safety Program.

2. Risk Management (RM) is the primary tool used to reduce accidental loss of personnel and property. RM allows all community members, particularly leaders, to make informed and deliberate decisions by accepting risk at the appropriate level. RM will be incorporated into all USAG Italy tasks and missions.

3. The risk decision authorities for all USAG Italy tasks and missions are as follows:

USAG Italy Risk Acceptance Matrix				
	Duration of Risk			
	Event Waiver	Waiver		Exemption
Category of Risk	<1 month	1-12 month(s)	1-5 years	>5 years/permanent
Extremely High (EH)	IMCOM-E SES	IMCOM CG	Army HG CG	Army HG CG
High (H)	GC	IMCOM-E SES	IMCOM CG	IMCOM CG
Medium (M)	O-5/GS-13/equiv	GC/DGC/DGM	IMCOM-E SES	IMCOM-E SES
Low (L)	O-3/GS-12/equiv	O-5/GS-13/equiv	GC	GC

a. Risk decision authority rests with the tenant unit chain of command for all other than USAG Italy operations.

4. Risk assessments (RAs) requiring GC approval must be reviewed by the USAG Italy Installation Safety Office (ISO) prior to submission. RAs requiring Darby Military

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Community (DMC) Deputy Garrison Manager (DGM) approval must be reviewed by the DMC Safety office prior to submission.

5. Community events sponsored within USAG Italy area of responsibility must be risk-assessed. These events include: sports, athletic events, holiday festivities, fund-raisers, etc. Community events must have a designated person in charge (PIC). The PIC will:

a. Provide a Deliberate Risk Assessment Worksheet (DRAW) (DD Form 2977, Sept 14) with enforceable controls for each hazard. DRAWs will be completed for each event and provided to the appropriate ISO. Electronic routing for DRAWs is preferred. DRAWs must be provided at least three (3) weeks prior to the scheduled event and include all potential hazards to personnel, property, and/or equipment. Examples of potential hazards include vehicle movements, weather, electricity, steam, equipment moving parts, fuels, compressed gasses, flammable substances, chemicals, poisons, pesticides, water, sanitation, slips, trips, falls, entanglements, fire, etc.

b. The GC, DGM, or designee, must concur with community event DRAW before the event is conducted. If non-concurrence, the PIC must resolve by modifying the plan, introducing safety measures, adding controls, or rescheduling the event.

6. Community events that receive non-concurrence from the GC, DGM, or that are not coordinated through the GC or DGM may be subject to postponement or cancellation.

7. Frequent reoccurring events need not resubmit a new DRAW as long as conditions remain unchanged. If conditions change, and/or the risk level increases, then a new DRAW must be completed.

8. POC for this memorandum is the USAG Italy ISO at DSN 634-8109/7045 (VMC) and DSN 633-7841 (DMC) or email at usarmy.usag-italy.imcom-europe.mbx.usag-italy-safety-office@mail.mil.

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