



OA General Services, Risk Management Enterprise Risk Management

Instructions: Identify up to 5 goals or strategic priorities your agency and division or facility want to accomplish.

Step 1: Goals/Strategic Priority

| Date | Goal Name | Goal Description | Target Complete | Completed |
|---------|-----------|------------------|-----------------|-----------|
| Entered | | | Date | |



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Enterprise Risk Management

Instructions: Identify up to 3 risks that threaten your identified goals. Click [here](#) for Risk Classification definitions.

Step 2: Identify Risks

| Date Entered | Goal Impacted | Identified Risk | Risk Classification | Result of Risk |
|--------------|---------------|-----------------|---------------------|----------------|
|--------------|---------------|-----------------|---------------------|----------------|



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Instructions: Type the number of reported claims in the number of occurrences field. Click [here](#) to know more about frequency and severity. The ratings are 1-5 with 1 being the lowest and 5 being the highest.

Step 3: Risk Analysis

| Goal Impacted | Identified Risk | Number of Occurrences | Frequency | Severity | Total Exposure | Frequency Rating 1 - 5 | Severity Rating 1 - 5 | Total Rating |
|---------------|-----------------|-----------------------|-----------|----------|----------------|---------------------------|--------------------------|--------------|
|---------------|-----------------|-----------------------|-----------|----------|----------------|---------------------------|--------------------------|--------------|

Instructions: Use the total rating from step 3 to determine which box the identified risk belongs. Type the identified risk and its total rating in the appropriate box.

Step 4: Map and Prioritize

1 — 3



4 — 9



10 — 15



16 — 25



| | | Likelihood | | | | |
|--|--|--|--|--|---|---|
| | | 5—Weekly Might occur once or twice every couple of weeks | 4—Bi-Monthly Might occur once or twice a month | 3— Monthly Might occur once a month or once every couple of months | 2—Bi-Yearly Might occur twice a year | 1—Yearly Might occur once a year or every couple of years |
| | | 1—Insignificant with no measurable outcome on the organization | 2—Low impact on the organization with small but measurable outcome | 3—Medium impact may last more than two weeks or contain a payments needing managerial approval | 4—High impact may last for months with large resource consumption | 5—Severe Impact on the organization may last for years that will require large resource consumption |
| | | Impact to Organization /Severity | | | | |



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Instructions: Select the treatment type. Click [here](#) for more information on treatment type. Identify the Risk Owner. The Risk Owner is the person accountable for treating the risk. A risk owner should be the highest level subject matter expert.

Step 5: Risk Treatment

| Goal Impacted | Identified Risk | Treatment Type | Anticipated Completion Date | Risk Owner |
|---------------|-----------------|----------------|-----------------------------|------------|
|---------------|-----------------|----------------|-----------------------------|------------|



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Instructions: Devise a treatment plan for each risk. A treatment plan is an action that modifies current policy, procedure, technology, technique, device, or method in order to mitigate or eliminate risk.

Step 6: Risk Register

| Goal Impacted | Identified Risk | Treatment Plan | Risk Owner |
|---------------|-----------------|----------------|------------|
|---------------|-----------------|----------------|------------|



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Instructions: The subject matter expert communicates the strategic update to the risk owner.

Step 7: Monitor & Communicate

| Date Updated | Goal | Identified Risk | Communicate Strategic Update | Date Completed | C |
|--------------|------|-----------------|------------------------------|----------------|---|
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