

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

**Step 1: Goals/Strategic Priority** 

Date			Target Complete		
Entered	Goal Name	Goal Description	Date	Completed	



**Instructions:** Identify up to 3 risks that threat your identified goals. Click here for Risk Classification definitions.

**Step 2: Identify Risks** 

Date Entered

**Goal Impacted** 

**Identified Risk** 

**Risk Classification** 

**Result of Risk** 



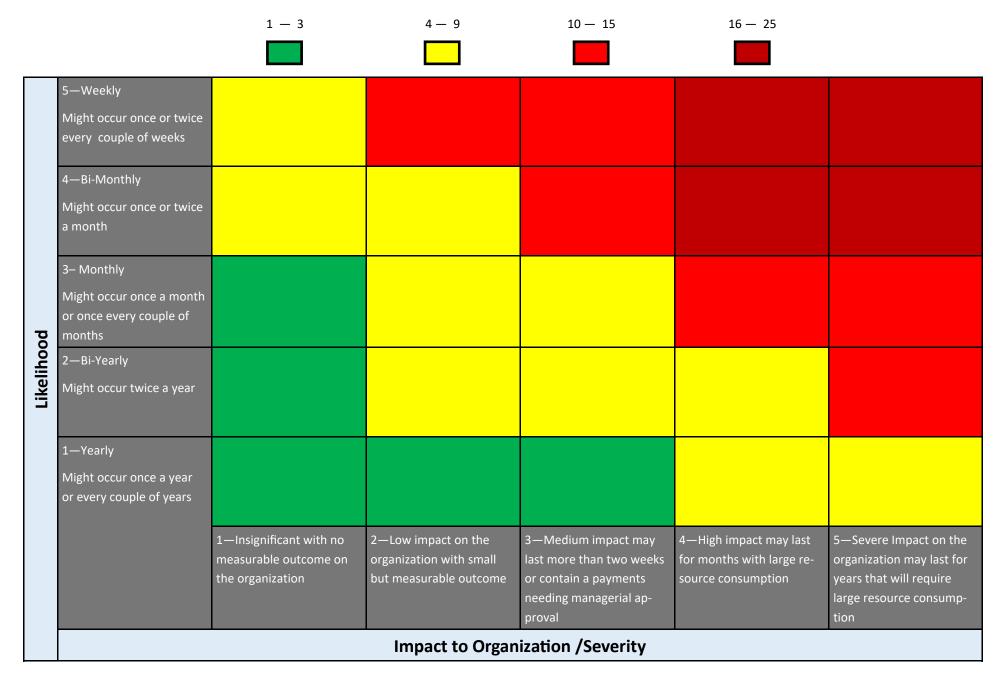
Instructions: Type the number of reported claims in the number of occurrences field. Click here to know more about frequency and severity. The ratings are 1-5 with 1 being the lowest and 5 being the highest.

**Step 3: Risk Analysis** 

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

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

**Step 4: Map and Prioritize** 





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** 

			Anticipated		
Goal	Identified	Treatment	Completion	Risk	
Impacted	Risk	Туре	Date	Owner	



**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	Identified		Risk
Impacted	Risk	Treatment Plan	Owner



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

### **Step 7: Monitor & Communicate**

Date			Communicate	Date
Updated	Goal	Identified Risk	Strategic Update	Completed C