Risk Monitor and Control Tools in Action

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PMGT613

May 5, 2016

The assignment was to research risk monitor and control tools and techniques. Once found, we were to choose a process and report on how our company utilizes the tool to monitor risks.

In keeping with my last discussion board input I'll be discussing risk from a US Air Force Air Traffic Control (ATC) training standpoint.   As I've said in the past most of our "projects" are the trainees. One of the major risk they face is failure to demonstrate certain capabilities within the given amount of time.

We use Technical Performance Measures and Status Meetings to monitor and track each trainee's progress. ΄Technical performance measures compare technical accomplishment during project execution to the schedule of technical achievement" (Project Management Institute, 2013 p352).   Each trainee is given a set of tasks with a verifiable standard that must be met with in a certain number of days. As the trainee progresses the trainer, assistant trainer and supervisor document the trainee's performance on a weekly evaluation form; the performance is evaluated against a certification guide with the established standards documented. Each evaluation is forwarded to the facility chief and person in charge of training and evaluation to keep them informed.

As long milestones are met as prescribed the process continues without individual status meetings. However if a negative trend is noticed by any member of the training team (trainer, assistant, supervisor, facility chief or training and evaluations person) then a status meeting is convened to develop a mitigation plan. The meetings discuss different training techniques and possible ways to get the trainee back on track such as additional duty time. If the project (trainee) continues to fall behind schedule, more steps are taken to monitor the process more closely. Daily evaluations and weekly status meetings are held. If there is progress, but at a

slower pace than prescribed by the certification guide, the team can suggest extending the time

up to an additional 50% of the original allotted time.

 When a trainee continues to fail meeting the standard the facility chief, who is the major

stakeholder, decides when the project is no longer worth continuing. The trainee is then with-

drawn from training and a career field re-assignment process begins.

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Reference

Project Management Institute, (2013) *A guide to the project management body of knowledge*

   (PMBOK Guide), Newtown Square: PA