

# RISK MANAGEMENT and CONTROL MEASURES PLAN

STEP 1 – ENTER INFORMATION ABOUT THE EVENT, ITS LOCATION AND THE PEOPLE COMPLETING THE RISK ASSESSMENT									
<b>Risk Assessment Number:</b> 1	<b>Location:</b>							<b>Date:</b>	
<b>Description of event/activity:</b>									
<b>Risk Assessment Conducted By:</b>									
<b>Photos:</b>									
RISK MANAGEMENT MATRIX									
<p><b>SCORING GUIDELINES:</b> For each hazard identified assess the hazard risk as detailed below and record the outcome in “Risk Score” column. Select <b>one</b> category from each of the columns listed below that best represent the outcome if the potential hazard was actually realised. Consider the outcome in terms of “<b>most credible</b>” not “absolute worst case”.</p> <p><b>Note: If there is a legal requirement, risk ranking is irrelevant as the action is mandatory. Items that are broken or need an immediate fix should be raised directly with maintenance and not be risk assessed, just documented.</b></p>									
LIKELIHOOD - determine the likelihood of an event occurring		CONSEQUENCE - assess the most likely consequence of the event (not absolute worst case)		DETERMINE - the level of risk LOW = 1-7 MEDIUM = 8-17 HIGH = 18-25					
<b>RARE</b>	The event may occur in exceptional circumstances, no record of previous occurrence.	<b>INSIGNIFICANT</b>	No injury or damage < \$10,000		<b>Insignificant</b>	<b>Minor</b>	<b>Moderate</b>	<b>Major</b>	<b>Catastrophic</b>
<b>UNLIKELY</b>	The event could occur at some time, has rarely happened in the past.	<b>MINOR</b>	Assisted first aid treatment, not much public interest OR damage \$10-50k	<b>CERTAIN</b>	M	S	S	H	H
<b>POSSIBLE</b>	The event will probably occur at some time, has happened occasionally in the past.	<b>SIGNIFICANT</b>	Medical treatment, media attention OR significant damage requiring assessment \$50-100k	<b>LIKELY</b>	M	M	S	S	H
<b>LIKELY</b>	The event will occur in most circumstances, has occurred at regular intervals in the past.	<b>MAJOR</b>	Serious injury, illness or lost time injury or Death, media interest OR significant damage \$200-500k	<b>POSSIBLE</b>	L	M	M	S	S
<b>ALMOST CERTAIN</b>	The event is expected to occur in all circumstances.	<b>CATASTROPHIC</b>	Beyond capability of all emergency services , major media attention OR severe damage >\$500k	<b>UNLIKELY</b>	L	L	M	M	S
				<b>RARE</b>	L	L	L	M	M

