



RISK ASSESSMENT FORM

RISK MATRIX				
CONSEQUENCE TABLE				
MAJOR / SERIOUS	SIGNIFICANT	MODERATE	MINOR	
<ul style="list-style-type: none"> • Death • Loss of property • Major environmental contamination • Event Cancelled 	<ul style="list-style-type: none"> • Serious injury • Significant property or environmental damage • Significant complaints or major disruptions 	<ul style="list-style-type: none"> • Medical attention • Some property or environmental damage • Minimal complaints or disruption 	<ul style="list-style-type: none"> • First aid treatment • Very low environmental impact • No adverse community impact 	
LIKELIHOOD TABLE	1	2	3	4
VERY LIKELY (In most instances)	A	HIGH	HIGH	MEDIUM
LIKELY (May happen sometime)	B	HIGH	MEDIUM	LOW
UNLIKELY (Could happen)	C	MEDIUM	MEDIUM	LOW
VERY UNLIKELY (Probably won't happen)	D	MEDIUM	LOW	LOW
		LOW	LOW	INSIGNIFICANT

How to complete this form:

1. Complete the EVENT DETAILS section
2. Complete the RISK ASSESSMENT section
 - a. Describe the activities / tasks involved with your event
 - b. For each activity / task list the possible hazards that could be present
 - c. For each hazard identified nominate controls to reduce the risk level
 - d. Using the RISK MATRIX nominate the Likelihood for each activity / task
 - e. Using the RISK MATRIX nominate the Consequence for each activity / task
 - f. Using the RISK MATRIX determine the Risk Rating for each activity / task
 - g. Nominate the person/s responsible for nominating the identified controls

ENTRANT DETAILS						
Description of Activity:						
Location of Activity:		Date of Event:		Entrant Contact:		
Date of Risk Assessment:		Person/s completing Risk Assessment:				
RISK ASSESSMENT						
Describe each activity / task that will be undertaken during your event (Consider each activity / task from set up to clean up)	Possible hazards identified for each activity / task	Nominated control for each hazard identified	Risk after nominated controls have been implemented			Who is responsible for implementing this control
			Likelihood	Consequence	Risk Rating	

