



PARADE RISK ASSESSMENT FORM (Example only)

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	MEDIUM
LIKELY (May happen sometime)	B	HIGH	MEDIUM	MEDIUM	LOW
UNLIKELY (Could happen)	C	MEDIUM	MEDIUM	LOW	LOW
VERY UNLIKELY (Probably won't happen)	D	MEDIUM	LOW	LOW	INSIGNIFICANT

How to complete this form:

- Complete the ENTRANTS DETAILS section
- Complete the RISK ASSESSMENT section
 - Describe the activities / tasks involved with your event
 - For each activity / task list the possible hazards that could be present
 - For each hazard identified nominate controls to reduce the risk level
 - Using the RISK MATRIX nominate the Likelihood for each activity / task
 - Using the RISK MATRIX nominate the Consequence for each activity / task
 - Using the RISK MATRIX determine the Risk Rating for each activity / task
 - Nominate the person/s responsible for nominating the identified controls

ENTRANT DETAILS:

1			
Description of Activity:	<i>Australia Day Street Parade</i>		
Location of Activity:	<i>Old Hume Hwy, Berrima</i>	Date of Event:	<i>Thursday 26th January 2017</i>
		Entrant Contact:	<i>John Smith</i>
Date of Risk Assessment:	<i>01/01/2017</i>	Person/s completing Risk Assessment:	<i>Joe Bloggs</i>

RISK ASSESSMENT:

2						
Describe each activity / task that will be undertaken during the Parade <small>(Consider each parade activity / task from initial marshalling to the end of the Parade)</small>	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	
a	b	c	d	e	f	g
EXAMPLE ONLY: <i>Assembly at start of parade</i> <i>Drive vehicle in parade</i>	<i>Vehicle hits other parade entrant</i>	<ul style="list-style-type: none"> ▪ <i>Keep safe distance between entrants</i> 	C	3	Low	<i>Joe Bloggs</i>
	<i>Vehicle / float hits spectator</i>	<ul style="list-style-type: none"> ▪ <i>Drive at safe speeds at all times (<5km)</i> 	C	2	Medium	<i>John Smith</i>

ADDITIONAL RISK ASSESSMENT INFORMATION

What is a Risk Assessment?

A risk assessment is the overall process of identifying all 'foreseeable' risks and hazards involved with your activity and assessing the potential impact of them.

Why you need to complete a Risk Assessment?

- To demonstrate that your activity is being conducted safely
- To ensure compliance with current legislation
- To comply with the requirements of Council and its insurer

IF YOU REQUIRE ADDITIONAL INFORMATION OR ASSISTANCE COMPLETING THIS FORM PLEASE CONTACT PARADE ORGANISERS