RISK ASSESSMENT FORM

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

RISK MATRIX

CONSEQUENCE TABLE

LIKELIHOOD TABLE		1 MAJOR / SERIOUS • Death • Loss of property • Major environmental contamination • Event Cancelled	2 SIGNIFICANT • Serious injury • Significant property or environmental damage • Significant complaints or major disruptions	3 MODERATE • Medical attention • Some property or environmental damage • Minimal complaints or disruption	4 MINOR • First aid treatment • Very low environmental impact • No adverse community impact
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**

ENTRANT DETAILS:

Description of Activity:	Australia Day Street Parade				
Location of Activity:	Old Hume Highway, Berrima	**Date of Event:**	26 January 2020	**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	