1 January 2022

ACTIVITY RISK ASSESSMENT

|  |  |  |  |
| --- | --- | --- | --- |
| **Activity** **Name** **and** **Description:** |  |  | |
| **Activity** **Location:** |  | **Activity** **Date:** |  |
| **Ministry** **/** **Dept.** **Responsible:** |  | **Person** **Responsible:** |  |
| **Assessors:** |  | **Assessment** **date:** |  |

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| --- | --- | --- | --- | --- | --- | --- |
| **Tasks** | **Risks/Hazards** | **Likelihood** | **Consequence** | **Risk** **Rating** | **Proposed** **Control** **Measures** | **Responsibility** |
| ***List*** ***each*** ***of*** ***the***  ***tasks*** ***for*** ***the*** ***activity*** | ***List*** ***the*** ***risks/hazards*** ***associated*** ***with*** ***each*** ***task*** | ***(L1-L5)*** | ***(C1-C5)*** | ***(L/M/H)*** | ***Nominate*** ***Control*** ***Measures*** | ***Nominate*** ***the*** ***person*** ***responsible.*** |
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**SEE** **BELOW** - **RISK** **LIKELIHOOD** **&** **CONSEQUENCE** **FACTORS** **AND** **VALUES,** **etc.**

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ACTIVITY RISK ASSESSMENT

RISK LIKELIHOOD & CONSEQUENCE FACTORS AND VALUES

LIKELIHOOD FACTORS

|  |  |  |
| --- | --- | --- |
| ***Factors*** | | *Values* |
| **L5** | **Almost** **certain** | The hazard /risk is expected to occur in most circumstances. |
| **L4** | **Likely** | The hazard / risk will probably occur in most circumstances (more than 50% of time). |
| **L3** | **Possible** | The hazard / risk should occur at some time (less than 50% of time). |
| **L2** | **Unlikely** | The hazard / risk could occur at some time, usually in exceptional circumstances. |
| **L1** | **Rare** | The hazard / risk is possible but is not expected to occur. |

CONSEQUENCE FACTORS

|  |  |  |
| --- | --- | --- |
| ***Factors*** | | ***Values*** |
| **C5** | **Extreme** | Death; high financial loss; sustained national media coverage |
| **C4** | **Major** | Extreme / permanent Injuries (significant hospitalisation); major financial loss; major negative state media |
| **C3** | **Moderate** | Medical treatment required (may involve hospitalisation); moderate financial loss; some state media, sustained local media |

|  |  |  |
| --- | --- | --- |
| **C2** | **Minor** | First Aid treatment on site; minor financial loss; one off digital media, TV or newspaper coverage |
| **C1** | **Insignificant** | No injuries or treatment; low or no financial loss; one off local media coverage |

ACTIVITY RISK ASSESSMENT

RISK ANALYISIS & ESCALATION

RISK MATRIX

**Consequence**



|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **C1**  **Insignificant** | **C2**  **Minor** | **C3**  **Moderate** | **C4**  **Major** | **C5**  **Extreme** |
| **L5** **Almost** **certain** | **Low** | **Medium** | **High** | **High** | **High** |
| **L4** **Likely** | **Low** | **Medium** | **Medium** | **High** | **High** |
| **L3** **Possible** | **Low** | **Medium** | **Medium** | **High** | **High** |
| **L2** **Unlikely** | **Low** | **Low** | **Medium** | **Medium** | **High** |
| **L1** **Rare** | **Low** | **Low** | **Low** | **Medium** | **High** |

RISK ESCALATION & COMMUNICATION OPTIONS

|  |  |
| --- | --- |
| ***Risk*** ***Rating*** | ***Escalation*** ***and*** ***Communication*** |
| **High** | Immediate escalation to church leadership (Board); active remediation activities in place; regular frequent (weekly) monitoring |
| **Medium** | Church management team advised; active mitigation plans in place; regular (monthly) monitoring as part of existing meetings |
| **Low** | Local management team monitoring; lower priority remediation activities |