EVENT RISK ASSESSMENT

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| **EVENT NAME:** |  | **EVENT LOCATION:** |   |
| **EVENT DATE:** |  | **EVENT START TIME:** |  | **EVENT FINISH TIME**: |  |
| **DATE PREPARED:** |  | **EXPECTED NUMBER OF ATTENDEES**: |   |
| **RESPONSIBLE PERSON:** | *NAME:*  | *SIGN:*  | **EVENT ORGANISER**: | *NAME:*  | *SIGN:*  |
| By signing and approving this document the responsible person has reviewed this Risk Assessment and all reasonably practicable controls available have been put in place for this event. |

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| **RISK MATRIX** |

User selects one CONSEQUENCE and one LIKELIHOOD (result is determined automatically)

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|  | **CONSEQUENCES** |
| **UNLIKELY** | **LOW** | **MODERATE** | **SIGNIFICANT** | **HIGH** |

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| **LIKELIHOOD** | **HIGH** | Moderate (5) | High (10) | High (15) | Catastrophic (20) | Catastrophic (25) |
| **SIGNIFICANT** | Moderate (4) | Moderate (8) | High (12) | Catastrophic (16) | Catastrophic (20) |
| **MODERATE** | Low (3) | Moderate (6) | Moderate (9) | High (12) | High (15) |
| **LOW** | Low (2) | Moderate (4) | Moderate (6) | Moderate (8) | High (10) |
| **UNLIKLEY** | Low (1) | Low (2) | Low (3) | Moderate (4) | Moderate (5) |

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| **DESCRIPTION OF HAZARD***List all the hazards or possible situations associated with the event that may expose people to injury, illness or disease.* | **RISK/IMPACT***What is the risk that may occur because of the hazard?* | **RISK RATING***(with generic controls in place)* | **CONTROL AND ACTION MEASURES**What measures will you put into place to reduce the hazard from occurring? | **RESIDUAL RISK RATING***(with control and action measures in place)* |
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