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| **ACTIVITY RISK ASSESSMENT** |

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| **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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**LIKELIHOOD FACTORS**

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| ***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**

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| ***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 |

**RISK MATRIX**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Likelihood** | **Consequences** | | | | | |
|  | **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**

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| --- | --- |
| ***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 |