

What potential risks have you identified?	Date Inspected	What Problem was Detected (if any)	Likelihood A,B,C,D,E	Impact A,B,C,D	Risk Rating H,M,L (see Risk Chart)	Who Will fix the problem?	When will it be fixed?	Completed (signed off)
Do you conduct background checks on people who will be meeting or working with children during their trip?								
Do you have procedures in place to protect children being visited?								
Are you confident travel is safe in the area your representatives will be going? Has Dept of Foreign Affairs and Travel advice been checked?								
Do you have an evacuation plan in place so people can get out quickly in an emergency?								
Is travel insurance provided?								
INSERT YOUR OWN								
INSERT YOUR OWN								

Risk Chart

LIKELIHOOD

IMPACT	RATING	A	B	C	D	E	
		Frequent	Probable	Occasional	Remote	Improbable	
	A	Catastrophic	High	High	High	High	
	B	Critical	High	High	High	Medium	Low
	C	Marginal	High	Medium	Medium	Low	Low
D	Negligible	Medium	Low	Low	Low	Low	

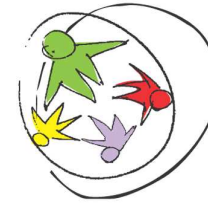
MEASURE	IMPACT	Effect/description
A	Catastrophic	Death – severe injury (e.g. loss or crushed limb, brain damage)
B	Critical	Major Injuries – require medical assistance (inc concussions)
C	Marginal	Minor Injuries, cuts, treated internally (inc minor sprains)
D	Negligible	No injury

MEASURE	LIKELIHOOD	DESCRIPTION
A	Frequent	Will occur regularly – day to day
B	Probable	Will occur on most occasions, circumstances
C	Occasional	Will occur from time to time
D	Remote	May occur but not regularly or often
E	Improbable	Unlikely to ever occur

DISCLAIMER

While all care has been taken in the preparation of this material, no responsibility is accepted by the author(s) or GIO its staff or volunteers, for any errors, omissions or inaccuracies. The material provided in this help sheet has been prepared to provide general information only. It is not intended to be relied upon or be a substitute for legal or other professional advice

No responsibility can be accepted by the author(s) or GIO for any known or unknown consequences that may result from reliance on any information provided in this publication.



ourcommunity.com.au