

### Risk Assessment

Event name: \_\_\_\_\_

Event location(s): \_\_\_\_\_

Place an **X** in either **Yes** or **No** or, where the consideration is not applicable, **N/A**. Complete the section **Risk Review** whenever a **Yes** is indicated. See attachment for Explanatory Notes. Use the blank lines to list other considerations not already covered that are unique to this event.

Considerations	Yes	No	N/A	Risk Review				
				What could go wrong	Likelihood	Consequence	Risk rating	Possible controls
<b>Group composition</b>								
Is the chaperone to participant ratio greater than 1:5?								
Are there members under 16 years of age?								
Are there more than 15 members, total?								
<b>Travel</b>								
Is this the first visit to this location by the leader?								
Is this the first international travel by more than 50% of the group?								
Have travel arrangements been made by individuals (i.e. not a travel professional)?								
<b>Health</b>								





Considerations	Yes	No	N/A	Risk Review				
				What could go wrong	Likelihood	Consequence	Risk rating	Possible controls
<b>Technology and infrastructure</b>								
Is there difficulty obtaining adequate and reliable emergency services (e.g. police, ambulance, etc.)?								
Is there difficulty obtaining adequate and reliable medical care (hospitals, first aid, etc.)?								
[If group will be carrying out construction or repair activities] Are safety standards for equipment and operation significantly below those of Canada?								
<b>Work environment</b>								
Will work be performed in confined spaces?								
Will the group be working with or exposed to hazardous materials (e.g. leaded paint, radiation, chemicals, etc.)?								
Will the group be working with potentially hazardous equipment (e.g. industrial, agricultural, etc.)?								
<b>Transportation</b>								

Considerations	Yes	No	N/A	Risk Review				
				What could go wrong	Likelihood	Consequence	Risk rating	Possible controls
If you will be undertaking significant rail travel, is the system unreliable or unsafe?								
If you will be undertaking significant road travel, are the local road, traffic and vehicle conditions considered unreliable or unsafe?								
If you will be undertaking domestic air travel, is it seen as unreliable or unsafe?								
If you will be undertaking travel by ferries or other vessel services, are they seen as unreliable or unsafe?								
<b>Communications</b>								
Will you be outside of mobile phone network coverage?								
Will no group member have an accessible mobile phone?								
Will contact by landline, fax and email be difficult?								
Will travel plans be subject to sudden change, making communication difficult?								
<b>Security</b>								



**Essential Destination Information** (Must be completed)

Emergency contact information  Police:  Fire:  Ambulance:
24-hour emergency medical:
Canadian embassy/consulate address:
Canadian embassy/consulate phone:

## Explanatory Notes

For each “Consideration” marked **Yes**, please give a brief description of the potential hazard (“What could go wrong”). Then, determine the **Likelihood** of the hazard occurring and the potential **Consequence**. Using the risk matrix, you can then determine the **Risk rating**. Where the **Risk rating** is High or Medium, please provide information about the **Possible controls** you would use to mitigate or eliminate the hazard and its consequences.

Risk Matrix				
Consequence (What injury or harm could affect a person if the hazard occurs?)	Likelihood			
	Could happen at any time	Could happen sometime	Could happen but very rare	Could happen but probably never will
Death or permanent disability	High	High	High	Medium
Serious injury or illness	High	High	Medium	Medium
Significant financial loss	High	High	Medium	Medium
Medical attention required	High	Medium	Medium	Low
Pain/discomfort experienced or first aid required	Medium	Medium	Low	Low