

Event Risk Assessment Tool (ERAT)
Version 1.0

Group Name:		Activity Being Assessed:	
Date of Assessment:		Review Assessment By:	
Referenced Documents (Legislation, Codes of Practice, Standards and Industry Guidelines etc):			
Persons Involved in the Conduct of the Risk Assessment:	Assessment Reviewed and Approved by:		
	Review and Approval Date:		

Consequence	Detailed Description
INSIGNIFICANT	<i>Injury requiring first aid, Minor damage or vandalism to asset, Minimal impact on noncore business operations. The impact can be dealt with by routine operations, corrective action and training.</i>
MINOR	<i>Injury or illness requiring medical treatment or becomes a Lost Time Injury, Minor damage or loss <2.5% of total assets, Some impact on business areas in terms of delays, but able to be dealt with at operational level, process modification and skills development</i>
MODERATE	<i>Injury requiring hospitalisation or an incident requiring specialist medical treatment, Damage or loss of <12.5% of total assets, Impact resulting in reduced performance such that targets are not met. Event's existence is not threatened, but could be subject to significant review/change to operations</i>
MAJOR	<i>Single fatality, multiple serious injuries, Extensive damage or loss <30% of total assets, Breakdown of key activities leading to reduction on performance, Survival of the project/activity or event is threatened.</i>
CATASTROPHIC	<i>Multiple fatalities Protracted unavailability of critical skills/people, Destruction or complete loss of <50% of asset, Critical failure(s) preventing core activities from being performed, The impact threatens the survival of the project or the event</i>

Table 1- Consequence Table

Likelihood	Qualitative	Quantitative	Ratio
RARE	<i>May occur only in exceptional circumstances</i>	<i>Is possible but has not occurred to date in any similar organisation and is considered to have very much less than a 1% chance of occurring in the short term</i>	<i>1 in 100 years</i>
UNLIKELY	<i>Could occur at some time</i>	<i>Has never occurred in this organisation but has occurred infrequently in other similar organisations or is considered to have a 1% chance of occurring in the next few years</i>	<i>1 in 50 years</i>
POSSIBLE	<i>Might occur at some time</i>	<i>Has occurred at least once in this organisation or is considered to have a 5% chance of occurring in the next few years</i>	<i>1 in 10 years</i>
LIKELY	<i>Will probably occur in most circumstances</i>	<i>Has occurred in the last few years in this organisation or has occurred recently in other similar organisations or circumstances have occurred that will cause it to happen in the next few years</i>	<i>Once per year</i>
ALMOST CERTAIN	<i>Is expected to occur in most circumstances</i>	<i>Has occurred on an annual basis in the past or the circumstances are in train that will cause it to happen</i>	<i>More than 1 per year</i>

Table 2- Likelihood Table

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Likelihood	Consequences				
	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	Medium 40	High 48	Critical 72	Critical 84	Critical 100
Likely	Low 24	Medium 44	High 56	Critical 80	Critical 96
Possible	Low 12	Low 28	Medium 52	High 76	Critical 92
Unlikely	Low 8	Low 20	Low 36	Medium 64	High 88
Rare	Low 4	Low 16	Low 32	Low 60	Medium 68

Table 3- Risk Rating Matrix

Risk Level	Risk Acceptance/Tolerability	Strategic Action Plan/Risk Mitigation Strategy
Low (4-60)	Acceptable with periodic review	Manage by routine procedure
Medium (40-68)	Tolerable with periodic review	Exposure to risk may continue provided it has been appropriately assessed, has been mitigated to "So Far As Reasonably Practicable", and is subject to periodic review to ensure that risk does not increase. It would be appropriate that measures to achieve long term further reduction to the risk be considered.
High (48-56)	Tolerable with continual review	Unnecessary exposure to the risk must be discontinued as soon as it is reasonably practicable and continued exposure would only be considered in exceptional circumstances. Risk controls must be applied as part of a documented risk management plan that is continuously reviewed.
High (76-88)	Intolerable without treatment	Exposure to risk should be discontinued to as soon as reasonably practicable. Risk controls must be applied as part of a documented risk management plan that is continuously monitored and reviewed.
Critical (72-100)	Intolerable	Exposure to this risk would normally be immediately discontinued except in extreme circumstances. The decision to tolerate risk must be made by the Senior Management Group, after being subjected to as much risk management rigour as practical, unless dire operational needs preclude so.

Table 4- Risk Acceptance/Tolerability Matrix

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Event Risk Assessment Tool (ERAT) Worksheet

Risk, Issue or Hazard	Risk Outcome	Initial Risk Score			Proposed Risk Control or Mitigation Strategy	Person Responsible	Mitigated Risk Score		
		Likelihood	Consequence	Risk Rating			Likelihood	Consequence	Risk Rating
SAMPLE 001: Unqualified or inexperienced persons participating in re-enactment activity (e.g. battle or tourney)	Serious injury to participants requiring hospitalisation; Incident requiring notification to WHSQ; Adverse impact to event reputation	Possible	Moderate	Medium 52	<ul style="list-style-type: none"> - Only qualified, competent and experienced persons permitted to participate - Risk assessments to be conducted prior to participation - Event risk management strategies - On-site first aid team 	<ul style="list-style-type: none"> - Bill - Dave - Mary 	Unlikely	Minor	Low 20

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Risk, Issue or Hazard	Risk Outcome	Initial Risk Score			Proposed Risk Control or Mitigation Strategy	Person Responsible	Mitigated Risk Score		

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Control and Mitigation Plan

Unique ID of Control	Proposed Control	Person(s) Responsible	Any Additional Requirements or Controls	Date Implemented	Verification

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Unique ID of Control	Proposed Control	Person(s) Responsible	Any Additional Requirements or Controls	Date Implemented	Verification

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Compliance and Assurance Record

Record of understanding "GROUP MEMBERS" have read, understood and accept the controls as defined in this document.		
Name	Signature	Date

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