

RISK REGISTER**RISK MATRIX**

| | | Consequences | | | | |
|--|---|--|---|---|--|--|
| | | Insignificant Any injury or disease that needs first-aid treatment only. 1 | Minor Any injury or disease requiring medical treatment and or that is likely to result in a person being incapacitated from normal activity for a continuous period of up to 7 days. 2 | Moderate Any injury or disease that is likely to result in a person being incapacitated from normal activity for a continuous period of 7 or more days. 3 | Major A fatality or total and permanent disability 4 | Catastrophic Multiple fatalities 5 |
| Likelihood | | | | | | |
| Almost Certain The event is expected to occur in most circumstances. | 1 | | | | | |
| Likely The event will probably occur in most circumstances. | 2 | | | | | |
| Moderate Given time, likely to occur. | 3 | | | | | |
| Unlikely More likely not to occur under normal conditions. | 4 | | | | | |
| Rare The event may occur only in exceptional circumstances. | 5 | | | | | |

Once you have determined above the likely Consequences Ratings for the identified risks refer to the Risk Analysis Matrix to determine the overall Risk Rating for the identified Risk. The higher the Risk Rating the more immediate and higher level attention is required.

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| Severe Risk | Discontinue operation and / or immediate corrective action required. |
| Significant Risk | Corrective action needed. Action in short term as appropriate. |
| Moderate Risk | Attention indicated. |
| Minor Risk | Implement practicable short-medium term control measures. |

SAMPLE RISK ASSESSMENT

| HAZARD | POSSIBLE OUTCOME | likelihood | Consequence | RISK Rating | RISK CONTROL MEASURES | ACTIONS |
|---|--|------------|-------------|------------------|---|--|
| Terrorist Activity | Death, substantial injury, property damage | 5 | 5 | Significant Risk | <ul style="list-style-type: none"> Corrective action needed. Action in short term as appropriate. A Federal Government policy program advising of situation and circumstances to be wary of has educated the general public. All suspicious circumstances must be reported to the police | <ul style="list-style-type: none"> Area to be evacuated – PA system to advise of evacuation |
| Heat Distress | Personal Injury | 2 | 1 | Moderate Risk | <ul style="list-style-type: none"> Attention indicated. Not expecting that the weather for this event will be intense. Tree/shop veranda shade | <ul style="list-style-type: none"> Provide sunscreen. Water to be available for purchase |
| Loutish Behaviour | Personal injury | 5 | 2 | Minor Risk | <ul style="list-style-type: none"> Implement practicable short-medium term control measures. Vic Police have been informed of the event – “No Alcohol event” | <ul style="list-style-type: none"> First Aid – Eg, St Johns Ambulance - TBC |
| Slips/Trips/Falls People tripping on obstacles on footpath | Personal injury | 2 | 1 | Moderate Risk | <ul style="list-style-type: none"> Attention indicated. First aide to be administered & ambulance called if required | <ul style="list-style-type: none"> Event organiser to ensure site safe |
| Inappropriate road surface – Eg Glass on road | Cuts/damage to participants | 3 | 3 | Significant Risk | <ul style="list-style-type: none"> Area to be checked and if required swept prior to event if time permits – Alternate route to be found with the assistance of Vic Police | <ul style="list-style-type: none"> Route to be checked one hour prior to event OH&S Risk Police to do rolling closure for alternative route |
| People need urgent medial attention | Personal injury | 3 | 3 | Significant Risk | <ul style="list-style-type: none"> First aide to be administered by St John’s Ambulance and Rural ambulance service to be called if required. | <ul style="list-style-type: none"> Notify emergency services of road closures |
| Electrical Shock from sound equipment | Personal Injury | 5 | 3 | Moderate | <ul style="list-style-type: none"> Ensure all electrical equipment is tested and tagged | <ul style="list-style-type: none"> Establish communication with first aide officers |