

## Event Risk Management – Risk Assessment Plan (RAP)

Use this risk matrix and the accompanying planning chart to:

- Help you identify risks associated with your event,
- Decide how likely and how serious potential event risks could be,
- List ways to prevent the risks from happening (ie, mitigate the risks), and
- List possible solutions in the event the risk happens.

LIKELIHOOD	SEVERITY		
	Minor	Moderate	Major
Likely	MEDIUM	HIGH	HIGH
Possible	LOW	MEDIUM	HIGH
Unlikely	LOW	LOW	MEDIUM

Risk Treatment Key
High Risk Level – Immediate action required!
Medium/Tolerable Risk Level – Risks must be reduced so far as is possible.
Low/Broadly Acceptable Risk Level – Monitor and further reduce where possible.

Fill in the associated risks of your event, along with possible ways to mitigate them. During this process you are managing foreseeability – the process of thinking about what could happen at your event and what you could reasonably do to prevent it.

[illegible]