TYPES OF RISKS NEEDED TO BE ASSESSED:
(this is not a comprehensive list and should be expanded based upon event)

Inclement Weather	Expected Attendance over 300+	Food Allergies	Choking
Personal Injury	Fraud	Cash Handling	Illness
Fire	Flood	Public Disturbance	IT Outages
Missing Person	VIP Situation	Power Outage	Structural Damage
Inflatable Mishaps	Animal Mishaps		

		SEVERITY			
		Catastrophic 4	Critical 3	Moderate 2	Marginal 1
PROBABILITY	Almost Certain 5	High 20	High 15	High 10	Medium 5
	Likely 4	High 16	High 12	Serious 8	Medium 4
	Moderate 3	High 12	Serious 9	Medium 6	Low 3
	Unlikely 2	Serious 8	Medium 6	Medium 4	Low 2
	Improbable 1	Medium 4	Low 3	Low 2	Low 1

Risk Matrix Calculations – Severity, Probability, and Risk Assessment. (2019). Retrieved 27 September 2019, from https://www.industrysafe.com/blog/risk-matrix-calculations-severity-probability-and-risk-assessment/

Severity is the amount of damage or harm a hazard could create and it is often ranked on a four point scale as follows:

- Catastrophic - 4 Operating conditions are such that human error, environment, design deficiencies, element, subsystem or component failure, or procedural deficiencies may commonly cause death or major system loss, thereby requiring immediate cessation of the unsafe activity or operation.

- Critical - 3 Operating conditions are such that human error, environment, design deficiencies, element, subsystem or component failure or procedural deficiencies may commonly cause severe injury or illness or major system damage thereby requiring immediate corrective action.

- Marginal - 2 Operating conditions may commonly cause minor injury or illness or minor systems damage such that human error, environment, design deficiencies, subsystem or component failure or procedural deficiencies can be counteracted or controlled without severe injury, illness or major system damage.

- Negligible - 1 Operating conditions are such that personnel error, environment, design deficiencies, subsystem or component failure or procedural deficiencies will result in no, or less than minor, illness, injury or system damage.

Probability is the likelihood of the hazard occurring and it is often ranked on a five point scale:

- Frequent - 5 Likely to occur often in the life of an item

- Probable - 4 Will occur several times in the life of an item

- Occasional - 3 Likely to occur sometime in the life of an item.

- Remote - 2 Unlikely but possible to occur in the life of an item.

- Improbable - 1 so unlikely, it can be assumed occurrence may not be experienced.

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Use the above matrix to decide what elements of your event need to assessed first and create a comprehensive plan accordingly. Your risk management plans should be created to be defined clearly, objectively and have specific and measurable outcomes.

For example, if you are having an outside event in the spring inclement weather is LIKELY (4), and would cause a CRITICAL (4) disturbance. Thus inclement weather would be a HIGH (12) risk and a plan for inclement weather needs to be in place well before the event takes place. This can include a rain plan, alternate dates, or an indoor rain site if applicable. Additionally, you need to assign ONE person to monitor the weather and decide when the plan needs to be put in place.

Another example would be having a flag football tournament injury would be LIKELY (4) and would cause a MODERATE (2) disturbance, because it would only effect the ability for one person to play football. Personal Injury would be a SERIOUS (8) issue. Risk plans should be in place for personal injury. You would need to have a plan in place if someone were to get injured. Is someone from your organization First Aid Certified? Would you call the Campus Safety? Etc?

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