



STALLHOLDER RISK ASSESSMENT

STEP 1 – ENTER INFORMATION ABOUT THE EVENT, ITS LOCATION AND THE PEOPLE COMPLETING THE RISK ASSESSMENT			
Stall Name:		Dates:	____/3/20____
Stall Supervisor:		No. persons involved:	
Location on site:		Site Address:	14 Spring Street, Sheffield, TAS, 7306
Description of stall/activity:			
Risk Assessment conducted by:		Signed:	

RISK MANAGEMENT MATRIX

SCORING GUIDELINES: Assess the risk of each hazard identified as detailed below, selecting only one category that best represents the outcome if the potential hazard was actually realised. Consider the outcome in terms of “most credible” not “absolute worst case”.

Note: If there is a legal requirement, risk ranking is irrelevant as the action is mandatory. Items that are broken or need an immediate fix should be raised directly with maintenance and not be risk assessed, just documented.

		Consequences				
		Insignificant (1) No injury/ damage < \$10,000	Minor (2) First aid treatment / damage \$10-50k	Moderate (3) Medical treatment / media attention / damage \$50-100k	Major (4) Hospitable / media interest / damage \$200- 500k	Catastrophic (5) Death / major media attention/ damage >\$500k
Likelihood	Almost Certain (5) Often occurs / once a week	Moderate (5)	High (10)	High (15)	Catastrophic (20)	Catastrophic (25)
	Likely (4) Could easily happen / once a month	Moderate (4)	Moderate (8)	High (12)	Catastrophic (16)	Catastrophic (20)
	Possible (3) Could happen or known it to happen / once a year	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
	Unlikely (2) Hasn't happened yet but could / once every 10 years	Low (2)	Moderate (4)	Moderate (6)	Moderate (8)	High (10)
	Rare (1) Conceivable but only on extreme circumstances / once in 100 years	Low (1)	Low (2)	Low (3)	Moderate (4)	Moderate (5)



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STEP 2 – IDENTIFY HAZARDS AND ASSOCIATED RISK RATINGS AND CONTROLS						
Activity Steps	Possible Hazards	Persons that may be harmed	Property which may be damaged	Risk controls in place	Risk Level (See Table)	Further Actions needed