

Risk Assessment Matrix

Employee Name: _____

Date: _____

Identify Risks: Use the knowledge and experience of the sanctions committee to identify and document risks in each category.

Physical:

Psychological:

Financial:

Reputational:

Environmental:

Other:

PROBABILITY THAT AN INCIDENT WILL OCCUR

SEVERITY OF RISK	Category	FREQUENT Likely to occur immediately or in a short period of time; expected to occur frequently	LIKELY Quite likely to occur in time	OCCASIONAL May occur in time	UNLIKELY Unlikely to occur
	EXTREME May result in death or extreme amount of property damage, financial loss and/or negative publicity	E	E	E	H
	CRITICAL May cause severe injury, major property damage, significant financial loss, and/or result in negative publicity.	E	E	H	M
	MARGINAL May cause minor injury, illness, property damage, financial loss and/or result in negative publicity.	E	H	M	L
	NEGLIGIBLE Presents a minimal threat to safety, health or well-being of employees/ patrons/ students.	H	M	L	L

RISK DEFINITIONS

E	Extremely High Risk	Situations in this category contain unacceptable levels of risk to students, patrons, employees or the District and may be highly likely to occur.
H	High Risk	Situations in this category contain potentially serious risk to students, patrons, employees or the District and may be likely to occur.
M	Moderate Risk	Situations in this category contain some level of risk to students, patrons, employees or the District that most likely will not occur but are possible.
L	Low Risk	Situations in this category contain minimal risk to students, patrons, employees or the District and are unlikely to occur.