**Risk Management Assessment Chart**

*(The format of this Risk Management Chart is used by NZ Police in reporting to the Department of Internal Affairs)*

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| **Risk Identified** | **Likelihood** | **Impact** | **Mitigation Strategy** | **Risk level after Mitigation** |
| Evacuation process  Cleaning / Flower  Roster people  Working Bee  Medical Event | Low  Low  Low  Low | Medium  Medium  Medium  Medium | Clear announcements / instructions  H & S Officer present – High Visibility Vest  Caregivers advised to look after elderly / infirm  Building cleared, Assembly Point advised  Emergency Service called  Carry a cell phone at all times  Work in pairs (if practicable)  Let someone know where you are  Lock doors if in building alone, especially at night  Project reviewed by H & S Officer  Safety gear  H & S Officer on site (see Working Bee resource)  Assess situation  Dial 111 Emergency Services  Check that the site address is displayed  Stay on phone to give information to Emergency Service\  Ensure someone stays with patient | Low  Low  Low  Low  Low |

**See overleaf for your own Parish use**

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| **Risk Identified** | **Likelihood** | **Impact** | **Mitigation Strategy** | **Risk Level after Mitigation** |
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