

DRAFT 2. APPENDICES

Section A contains a risk register that lists the risks of each hazard from moderate to high and risk reducing factors for each year of placement work.

Work	Risk	Work
Work involving low hazard elements	None	Work involving high hazard elements
Work involving moderate hazard elements	Medium	Work involving significant hazard elements
Work involving high hazard elements	High	Work involving very high hazard elements
Work involving extremely high hazard elements	Very High	Work involving extremely high hazard elements

Risk profile	Indications	Possible specific action to reduce risk
Travel and transport factors		
No driving associated with placement.		Check if student has a valid driving licence and insurance. If not, consider alternative arrangements.
Discuss travel arrangements with the placement provider.	Medium	Night travel.
Advice them to check that they have the correct driving licence and insurance.	Medium	Student required to drive.
Significant travel to reach placement.	High	Significant travel.
Increase travel arrangements with the placement provider.	High	Get confirmation they have a valid driving licence and insurance.
Encourage placement providers to drive students to placement.	Medium	Consider actions to reduce risks where practicable e.g. providing accompanied travel, avoiding night driving, and use of public transport rather than drive.
Encourage placement providers to drive others in vehicles or locations.	Medium	Role requires driving in unfamiliar locations.

Risk

Risk		Low	Medium	High
Student's home region	None.	Low	Placements in student's home region with no civil disorder risk (e.g. Australia, USA, UK, New Zealand, Canada, Japan, South Korea, Sweden, Norway, Finland, Ireland, etc.)	Placements in low/medium risk countries (e.g. Mexico, Chile, Argentina, Brazil, Venezuela, Colombia, Costa Rica, Ecuador, Peru, Uruguay, etc.)
Medium	Higher than normal risk of civil disorder due to their ethnicity, gender, race, culture, or other factors.	Include within briefing or direct communication with students.	Delay/strike in communication with students.	Placements not in the student's home region with moderate civil disorder risk (e.g. low/medium risk countries).
High	Very high risk of civil disorder due to their ethnicity, gender, race, culture, or other factors.	Include within briefing or direct communication with students.	Delay/strike in communication with students.	Placements not in the student's home region with moderate civil disorder risk (e.g. low/medium risk countries).
Very High	Extremely high risk of civil disorder due to their ethnicity, gender, race, culture, or other factors.	Include within briefing or direct communication with students.	Delay/strike in communication with students.	Placements not in the student's home region with high civil disorder risk (e.g. high risk countries).

Risk profile	Indications	Possible specific action to reduce risk
High risk	Indicates significant risk to the project's success.	Identify and mitigate critical risks.
Medium risk	Indicates moderate risk to the project's success.	Monitor and manage risks closely.
Low risk	Indicates low risk to the project's success.	Focus on other areas.
Very low risk	Indicates very low risk to the project's success.	Consider risk transfer or avoidance.
Uncertain	Indicates uncertain risk status.	Conduct further analysis or research.

Risk	Severity to resource risk profile	Impact	Possible aspects
None:			
		Low	Locations, activities & /or circumstances that are not directly related to the placement or development of employees.
		Medium	If locations, activities and/or circumstances are located in the same place as the placement of employees.
		High	If locations, activities and/or circumstances are located outside from the placement of employees.
Ins. activities and/or circumstances, or insurance coverage:			
		Low	Locations, activities and/or circumstances that are executed from the placement of employees.
		Medium	If locations, activities and/or circumstances are located in the same place as the placement of employees.
		High	If locations, activities and/or circumstances are located outside from the placement of employees.
Reflected liability:			
		Low	Locations, activities and/or circumstances that are not directly related to the placement or development of employees.
		Medium	If locations, activities and/or circumstances are located in the same place as the placement of employees.
		High	If locations, activities and/or circumstances are located outside from the placement of employees.