







**Event Risk Management – Risk Assessment Plan (RAP) Instructions**

Use this risk matrix and the accompanying planning chart to:  
 Help you identify risks associated with your event,  
 Decide how likely and how serious potential event risks could be,  
 List ways to prevent the risks from happening (ie, mitigate the risks), and  
 List possible solutions in the event the risk happens.

	SEVERITY		
LIKELIHOOD	Minor	Moderate	Major
Likely	MEDIUM	HIGH	HIGH
Possible	LOW	MEDIUM	HIGH
Unlikely	LOW	LOW	MEDIUM

**Risk Treatment Key**

High Risk Level – Immediate action required!

Medium/Tolerable Risk Level – Risks must be reduced as much as possible.

Low/Broadly Acceptable Risk Level – Monitor and further reduce where possible.













