**Risk Assessment Matrix: Form 06**

**Instructions:**

1. There are 3 sections listed in the following risk assessment matrix - A, B,C. The three top ranked items from the unit risk assessment matrix above will be used to create sections A, B, C in the risk assessment matrix below. For example, if you listed supervision as your top risk factor or number one in your risk statements, that will be section A. What you listed as number 2 in your risk statements will be section B and number 3 will be section C. If you need more sections based on your profile and risk statements you can add D, E, etc. Makes sense, right?
2. Below each section (A,B,C) are rows numbered 1-3 or 4 depending on the section. Based on what you feel (professional judgment here) list the highest risk items from the unit profile column related to that section.
   1. There is an example provided at the bottom of section A. In the example Supervision is listed as the section and the 1st subsection is listed as minimum staffing. If you look at the example of the unit profile for patrol in the workbook under supervision you will see that minimum staffing is one of the items listed.
3. List the risk factors in the 2nd column. These are risk factors (listed in ppt and workbook) that apply to the area listed. In the example at the bottom of section A, by minimum staffing there are four listed.
4. In the 3rd column list the likelihood of occurrence and rank H/M/L
5. In the 4th column list the impact and rank as H/M/L
6. In the last column combine the two pervious rankings for the total risk ranking
   1. You have to use some judgement here, everything cannot be H/H
7. Complete all 3 sections A-C in this manner and then see complete the Final risk rating matrix Form 07.

**Template Instructions:**

*Modify this Microsoft Word template and text as needed for your engagement. While making your modifications* ***don’t forget to remove the yellow highlighted areas****! Do a save as on the document and save to your workpapers. Lt Dan*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **RISK ASSESSMENT** | | | | |
|  |  |  |  |  |
| **SOURCE OF RISK** | **RISK FACTORS** | **LIKELIHOOD OF OCCURRENCE** | **IMPACT OF OCCURRENCE** | **TOTAL RISK RATING** |
|  |  | (H = High M = Medium L = Low) | |  |
| **Section A:** |  |  |  |  |
| 1 | 1 2 3 |  |  |  |
| 2 | 1 2 3 |  |  |  |
| 3 | 1 2 3 |  |  |  |
| 4 | 1 2 3 |  |  |  |

**EXAMPLE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Section A: Supervision:** |  |  |  |  |
| 1. Minimum Staffing | 1. Public Perception 2. Officer Safety 3. Legal Liability 4. Public Safety | **L** | **H** | **LH** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **RISK ASSESSMENT** | | | | | |
|  |  |  |  |  | |
| **SOURCE OF RISK** | **RISK FACTORS** | **LIKELIHOOD OF OCCURRENCE** | **IMPACT OF OCCURRENCE** | **TOTAL RISK RATING** | |
|  |  | (H = High M = Medium L = Low) | |  | |
| **Section B:** |  |  |  |  | |
| 1 | 1 2  3 |  |  |  | |
| 2 | 1  2 3 |  |  |  | |
| 3 | 1  2 3 |  |  |  | |
| **RISK ASSESSMENT** | | | | | | |
|  |  |  |  | |  | |
| **SOURCE OF RISK** | **RISK FACTORS** | **LIKELIHOOD OF OCCURRENCE** | **IMPACT OF OCCURRENCE** | | **TOTAL RISK RATING** | |
|  |  | (H = High M = Medium L = Low) | | |  | |
| **Section C:** |  |  |  | |  | |
| 1 | 1 2 3 |  |  | |  | |
| 2 | 1 2 3 |  |  | |  | |
| 3 | 1 2 3 |  |  | |  | |