

## UNSW Risk Consequence Assessment Tool

- Please refer to the five point scale found below to rank the consequences for all risks found in the **UNSW Register of Risks** and record them in the appropriate column.

Description		Criteria					
		Health & Safety	Liability & Compliance	Financial Loss	Image & Reputation	Environment	Staff
5	Catastrophic	Multiple fatalities of staff, students, contractors or the public	Regulatory intervention and prosecution possible; fines, costs or penalties above \$1 million	Net revenue loss or asset damage exceeds \$20 million	Damage to reputation at international level; adverse international media coverage; major loss of Government, student or community support	Long term environmental damage (5 years or longer), requiring >\$5 million to study or correct or in penalties	A large number of senior academics or experienced staff leave
4	Major	Single fatality; or non recoverable occupational illness or permanent major disabilities (acute or chronic)	Breach of licenses, legislation, regulation or mandated standards; fines, costs or penalties from \$500K to \$1 million	Net revenue loss or asset damage between \$5 and \$20 million	Damage to reputation at national level; adverse national media coverage; Government agency questions or enquiry; significant decrease in community support	Medium-term (1-5 yr) environmental damage, requiring \$1 to 5 million to study or correct	Some senior academics or experienced staff leave, high turnover, not perceived as an employer of choice
3	Moderate	Loss time or restricted injury or occupational illness (recoverable)	Breach of external standards, guidelines or impending legislation, or subject raised as a corporate concern through audit findings or voluntary agreements; fines, costs or penalties from \$100K to \$500K	Net revenue loss or asset damage between \$0.5 and \$5 million	Adverse news in NSW state media; decrease in Government, student or community support	Short-term (<1 yr) environmental damage, requiring up to \$1 million to correct	Poor reputation as an employer, widespread attitude problems
2	Minor	Medical treatment required	Breach of internal procedures or guidelines; fines, costs or penalties less than \$100K	Net revenue loss or asset damage between \$100K and \$0.5 million	Adverse news in local media; concerns on performance raised by Government, students or the community	Environmental damage, requiring up to \$250,000 to study or correct	General morale and attitude problems, increase in turnover
1	Insignificant	On-site First Aid required, no lost time or occupational illness	No breach of licenses, standards, guidelines or related audit findings	Net revenue loss or asset damage <\$100K	Public awareness may exist, but there is little public concern; issue resolved promptly by day to day management process	Negligible environmental impact, managed within operating budgets	Negligible or isolated dissatisfaction

## UNSW Risk Frequency Assessment Tool

- This is a description of the probability or likelihood of the risk expressed. We make this judgement based on our past experience and our knowledge of future strategic plans.
- The objective of the process is to, to best of the user's ability, identify whether the occurrence of a particular risk, under the current situation would occur and whether the occurrence of this risk would be regarded as rare, unlikely, possible, likely or almost certain.
- For assistance please contact the Risk Management Unit.

### UNSW Risk Likelihood Scale

Rating		Likelihood of the risk arising and leading to the assessed level of consequences	
A	Almost Certain	It is expected to occur in most circumstances	More than once a year
B	Very Likely	It expected to occur on an annual basis	Once a year
C	Likely	Will probably occur in most circumstances	Once in 2 years – Once in 5 years
D	Possible	Might occur at some time	Once in 5 years to 30 years
E	Unlikely	Not expected to occur	Once in 30 years to 100 <sup>1</sup> years
F	Rare	May occur only in exceptional circumstances	Exceptional circumstances only (>100 years)

### UNSW Risk Rating Matrix

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Using the Risk Rating Matrix, below, the Faculty, School, and Business Unit should complete the analysis and assessment process by combining the selected risk frequency and risk severity ratings to determine the overall risk rating for each identified risk.

All Business Unit risks should be ranked from most extreme to the lowest to ensure the most critical risks are being managed.

### Risk Rating Matrix

Likelihood	Consequences				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
<b>A Almost certain</b>	Medium	Medium	High	Extreme	Extreme
<b>B Very Likely</b>	Medium	Medium	High	High	Extreme
<b>C Likely</b>	Medium	Medium	Medium	High	High
<b>D Possible</b>	Low	Medium	Medium	High	High
<b>E Unlikely</b>	Low	Low	Medium	Medium	High
<b>F Rare</b>	Low	Low	Low	Medium	Medium