

Risk Management Plan - EXAMPLE

Adapted from materials produced by the Australian Tourism Accreditation Program

NAME OF BUSINESS			Date of Plan		Date to be Reviewed
Bob's Accommodation and Canoe Hire			18 November 2008		30 November 2009
Potential Risk/Hazard	Likelihood of Risk	Action to be taken to reduce and prepare for risk	When	Who	Proof of Action
Premises are inaccessible because of fire/flood.	MEDIUM RISK	<ul style="list-style-type: none"> Staff to be trained in health and safety procedures Conduct regular maintenance of plumbing & electrical goods Identify an alternative site where business could operate from/let up agreement with relevant agent Establish arrangements with other businesses to refer customers to them 	Ongoing Ongoing By March 2010 By March 2010	Manager Maintenance Manager Manager	See Operations Manual See maintenance schedules in Operations Manual See Business Continuity Plan See Business Continuity Plan
Canoes capsize, customers fall into water	HIGH RISK	<ul style="list-style-type: none"> Water Safety procedures to be documented and explained to each customer Safety and flotation devices supplied to meet standards Canoes checked for damage after every trip Guides must have lifesaving qualifications and emergency procedures 	Ongoing December 2009 Ongoing Ongoing	Canoe guide Maintenance Canoe guide Manager	Pre-tour handout to customer, also in Operations Manual See invoices for equipment Maintenance schedule Personnel files + training program + Operations Manual
Customers or staff may injure themselves on the property	HIGH RISK	<ul style="list-style-type: none"> Emergency procedures to be followed, incident report completed, first aid kit used or doctor/hospital contacted Cleaning and maintenance schedules to be kept to ensure regular inspection of property Customers to be verbally warned of slippery paths Staff induction to cover safe practices and safe handling Non-slip mats to be installed in bath, and on steps; handrail at entrance 	Ongoing Ongoing Ongoing Ongoing December 2009	Manager Maintenance / Housekeeping Reception Manager Maintenance	See Operations Manual See cleaning schedules in Operations Manual See Greeting Procedures See Staff induction procedures in Operations Manual Installed 18/9/08, invoices on file

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TD Snyder



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The Top Books of the Year Sample Risk Management Plan Document The year 2023 has witnessed a remarkable surge in literary brilliance, with numerous compelling novels captivating the hearts of readers worldwide. Lets delve into the realm of top-selling books, exploring the engaging narratives that have captivated audiences this year. Sample Risk Management Plan Document : Colleen Hoover's "It Ends with Us" This touching tale of love, loss, and resilience has gripped readers with its raw and emotional exploration of domestic abuse. Hoover expertly weaves a story of hope and healing, reminding us that even in the darkest of times, the human spirit can triumph. Sample Risk Management Plan Document : Taylor Jenkins Reid's "The Seven Husbands of Evelyn Hugo" This captivating historical fiction novel unravels the life of Evelyn Hugo, a Hollywood icon who defies expectations and societal norms to pursue her dreams. Reid's compelling storytelling and compelling characters transport readers to a bygone era, immersing them in a world of glamour, ambition, and self-discovery. Discover the Magic : Delia Owens' "Where the Crawdads Sing" This captivating coming-of-age story follows Kya Clark, a young woman who grows up alone in the marshes of North Carolina. Owens crafts a tale of resilience, survival, and the transformative power of nature, captivating readers with its evocative prose and mesmerizing setting. These top-selling novels represent just a fraction of the literary treasures that have emerged in 2023. Whether you seek tales of romance, adventure, or personal growth, the world of literature offers an abundance of captivating stories waiting to be discovered. The novel begins with Richard Pape, a bright but troubled young man, arriving at Hampden College. Richard is immediately drawn to the group of students who call themselves the Classics Club. The club is led by Henry Winter, a brilliant and charismatic young man. Henry is obsessed with Greek mythology and philosophy, and he quickly draws Richard into his world. The other members of the Classics Club are equally as fascinating. Bunny Corcoran is a wealthy and spoiled young man who is always looking for a good time. Charles Tavis is a quiet and reserved young man who is deeply in love with Henry. Camilla Macaulay is a beautiful and intelligent young woman who is drawn to the power and danger of the Classics Club. The students are all deeply in love with Morrow, and they are willing to do anything to please him. Morrow is a complex and mysterious figure, and he seems to be manipulating the students for his own purposes. As the students become more involved with Morrow, they begin to commit increasingly dangerous acts. The Secret History is an exceptional and gripping novel that will keep you wondering until the very end. The novel is a cautionary tale about the dangers of obsession and the power of evil.

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